



SAN FERNANDO CITY COUNCIL  
REGULAR MEETING NOTICE AND AGENDA

JULY 20, 2015 – 6:00 PM

COUNCIL CHAMBERS  
117 MACNEIL STREET  
SAN FERNANDO, CA 91340

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo  
Vice Mayor Sylvia Ballin  
Councilmember Robert C. Gonzales  
Councilmember Antonio Lopez  
Councilmember Jaime Soto

**PLEDGE OF ALLEGIANCE**

Police Explorer Fernando Rojas

**APPROVAL OF AGENDA**

**PRESENTATION**

- a) INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS' DESIGNATION OF CERTIFIED MUNICIPAL CLERK TO CITY CLERK ELENA G. CHÁVEZ  
Susan M. Domen, MMC, Deputy City Clerk (Burbank)
- b) CÉSAR CHÁVEZ LEARNING ACADEMIES GIRLS' SOFTBALL CIF L.A. SECTION 2015 DIVISION 2 CHAMPIONSHIP  
Mayor Joel Fajardo
- c) PARKS & RECREATION MONTH – JULY  
Director of Recreation & Community Services Ismael Aguila
- d) RECOGNITION OF SFPD TEAM – BAKER TO VEGAS RUN  
Police Chief Tony Vairo

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**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.

**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. JUNE 1, 2015 – REGULAR MEETING**
- b. JUNE 15, 2015 – SPECIAL MEETING**
- c. JUNE 15, 2015 – REGULAR MEETING**

**2) CONSIDERATION TO ADOPT RESOLUTION NO.S 15-071 AND 15-072 APPROVING THE WARRANT REGISTERS OF JULY 6, 2015 AND JULY 20, 2015**

Recommend that the City Council:

- a. Adopt Resolution No. 15-071 approving the Warrant Register dated July 6, 2015; and
- b. Adopt Resolution No. 15-072 approving the Warrant Register dated July 20, 2015.

**3) CONSIDERATION TO APPROVE AN AGREEMENT FOR SPECIAL SERVICES WITH LIEBERT CASSIDY WHITMORE**

Recommend that the City Council:

- a. Approve a renewal Agreement (Contract No. 1748(a)) for Special Services with Liebert Cassidy Whitmore;
- b. Authorize the City Manager to execute the Agreement; and
- c. Authorize staff to utilize the services of Olivarez Madruga, P.C. for additional representational, litigation, and other employment relations services.

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**4) CONSIDERATION TO APPROVE A PURCHASE ORDER WITH SIDEPATH FOR THE PURCHASE AND INSTALLATION OF NETWORK SERVERS AND RELATED EQUIPMENT**

Recommend that the City Council:

- a. Approve a Purchase Order with Sidepath for the purchase and installation of network servers and related equipment; and
- b. Authorize the City Manager to execute the Purchase Order.

**5) CONSIDERATION TO APPROVE A PURCHASE ORDER WITH MCPEEK DODGE OF ANAHEIM FOR THE PURCHASE OF TWO REPLACEMENT DETECTIVE VEHICLES**

Recommend that the City Council:

- a. Approve a Purchase Order with McPeek Dodge of Anaheim for the purchase of two 2014 Dodge Chargers, in the amount of \$53,370.28, under the Cooperative Purchase Provision of the Los Angeles County Sheriff contract #RFB-IS-14200202-1 / P.O-SH 14321690-1; and
- b. Authorize the City Manager to execute the Purchase Order.

**6) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE CITY OF SAN FERNANDO MULTI-HAZARD MITIGATION PLAN UPDATE**

Recommend that the City Council adopt Resolution No. 7688 adopting the City of San Fernando Multi-Hazard Mitigation Plan Update.

**7) CONSIDERATION TO ADOPT A RESOLUTION FOR COST-SHARING OF EMPLOYER PAID MEMBER CONTRIBUTIONS WITH THE SAN FERNANDO POLICE OFFICERS' ASSOCIATION**

Recommend that the City Council:

- a. Adopt Resolution No. 7687 to cost-share the Employer Paid Member Contributions with members of the San Fernando Police Officers' Association; and
- b. Report the paid contributions as tax-deferred in accordance with IRS stipulations.

**8) CONSIDERATION TO ADOPT RESOLUTION NO. 7691 RESCINDING RESOLUTION NO. 7677 AND DECLARING THE CITY COUNCIL'S INTENTION TO ORDER THE ANNUAL ASSESSMENTS FOR FISCAL YEAR (FY) 2015-2016 LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT (LLAD) AND SETTING THE DATE FOR A NEW PUBLIC HEARING**

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Recommend that the City Council adopt Resolution No. 7691 rescinding Resolution No. 7677 and declaring the City Council's intention to order the annual assessments for Fiscal Year 2015-2016 LLAD and setting the date for a new Public Hearing on August 3, 2015.

**9) CONSIDERATION TO APPROVE A FOUR-YEAR MEMORANDUM OF UNDERSTANDING WITH THE SAN FERNANDO MANAGEMENT GROUP AND ADOPTION OF RESOLUTIONS ESTABLISHING SALARY AND BENEFITS FOR DEPARTMENT HEADS AND IMPLEMENTING THE EMPLOYER PAID MEMBER CONTRIBUTION PROVISIONS OF THE PROPOSED MOU**

Recommend that the City Council:

- a. Approve the proposed four-year Memorandum of Understanding (Contract No. 1793) with the San Fernando Management Group;
- b. Adopt Resolution No. 7692 establishing annual salary and benefits for Department Heads;
- c. Adopt Resolution No. 7689 implementing cost sharing for Employer Paid Member Contributions with the San Fernando Management Group; and
- d. Authorize the City Manager to make non-substantive corrections and execute all related documents.

**ADMINISTRATIVE REPORTS**

**10) CONSIDERATION OF A REQUEST BY THE LOS ANGELES UNIFIED SCHOOL DISTRICT TO REVIEW TRAFFIC CONDITIONS ADJACENT TO VISTA DEL VALLE DUAL LANGUAGE ACADEMY**

Recommend that the City Council review and provide direction on the Transportation and Safety Commission's recommendation to implement a pilot program for creation of a pick-up/drop-off zone on Eighth Street (from Macneil Street to Brand Boulevard) for a period of 120 days, starting in the Fall 2015-2016 school year.

**11) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HDL SOFTWARE, LLC TO PROVIDE FULL SERVICE ADMINISTRATION OF THE BUSINESS LICENSE PROGRAM**

Recommend that the City Council:



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- a. Approve a professional services agreement (Contract No. 1792) with HdL Software, LLC to provide full service administration of the business license program for a term of five years with two optional one-year extensions; and
- b. Authorize the City Manager to prepare and execute the contract.

**12) CONSIDERATION TO DESIGNATE A VOTING DELEGATE AND ALTERNATES FOR THE 2015 LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE**

Recommend that the City Council:

- a. Designate a voting Delegate for the League of California Cities Annual Conference;
- b. Designate two Alternate Voting Delegates, one of whom may vote in the event that the designated Delegate is unable to serve in that capacity; and
- c. Authorize the City Clerk to execute and submit the 2015 Annual Conference Voting Delegate/Alternate Form.

**13) CONSIDERATION TO ADOPT AN ORDINANCE RELATING TO NON-DISCRIMINATION IN CITY CONTRACTS AND A REQUEST TO DIRECT STAFF TO TAKE CERTAIN ACTIONS PERTAINING TO LESBIAN, GAY, BISEXUAL, TRANSGENDER (LGBT) ISSUES REGARDING THIS ITEM**

This item is placed on the agenda by Mayor Joel Fajardo.

Recommend that the City Council:

- a. Introduce for first reading, in title only, and waive further reading of Ordinance No. 1643, "An Ordinance of the City Council of the City of San Fernando, California, amending Division 5 of Article III of Chapter Two relating to discrimination in the classified service, and adding a new section to Division 6 of Article VI of Chapter Two relating to non-discrimination in City contracts";
- b. Authorize the City Manager to implement the following:
  - i. Appointment of a Lesbian, Gay, Bisexual, Transgender (LGBT) liaison in the Police Department and to the City Council and/or City Manager;
  - ii. Offer LGBT diversity training to employees; and

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- c. Discuss any other LGBT issues relevant to the agenda, including June 25, 2015 LGBT Forum.

**COMMITTEE/COMMISSION LIAISON UPDATES****GENERAL COUNCIL COMMENTS****STAFF COMMUNICATION****ADJOURNMENT**

*This meeting will be adjourned in memory of David C. Gonzales.*

*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: July 17, 2015 (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 Web site ([www.sfcity.org](http://www.sfcity.org)). These are also available for public reviewing prior to a meeting in the City Clerk's Office. 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's Office 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 Web Site 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's Office at (818) 898-1204 at least 48 hours prior to the meeting.*

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# **Regular Meeting**

# **San Fernando City Council**

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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**JUNE 1, 2015 – 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 6:03 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Sylvia Ballin, and Councilmembers Robert C. Gonzales, Antonio Lopez, and Jaime Soto

Staff: City Manager Brian Saeki, City Attorney Rick R. Olivarez, and City Clerk Elena G. Chávez

**PLEDGE OF ALLEGIANCE**

Led by Police Explorer Jose Figueroa

**APPROVAL OF AGENDA**

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

**PUBLIC STATEMENTS – WRITTEN/ORAL**

Linda Campanella-Jauron talked about the recent High-Speed Rail (HSR) protest rally at Las Palmas Park and suggested that next time, there be a “call to action”.

Celia Hernández talked about over population and parking issues in her neighborhood and suggested that a parking permit program would help increase revenues and stop the illegal practice of people renting rooms.

John Arroyo talked about the need for a new bus stop at Seventh St. and Maclay Ave. (big hole in the street) and the need to fix other streets in the City.

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**MINUTES – June 1, 2015**

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Jesse Avila also talked about the recent HSR Authority meeting at Las Palmas Park and that staff should be given instructions on how to deal with these types of meetings in the future.

Houman Salem, small business owner, talked about his concerns regarding Item No. 4 and said that increasing minimum wage in the City of San Fernando would make it impossible for him to continue to do business here.

Patrick Aroft said he acquired Northridge Mills in the City approximately three years ago and employs 150 locals. He asked that the Council start a dialogue with business owners within the community for their input.

John Blue talked about a High-Speed Rail train in Spain and said that engineers here do not know what they're doing.

Mary Mendoza acknowledged Vice Mayor Ballin and Councilmember Soto for taking a lead against the High-Speed Rail SR-14 and suggested that a link on the City's website with the information would be helpful to residents.

Pilar Enriquez talked about the lack of parking and asked that Council consider restructuring Maclay Ave. to create more parking to help bring in businesses.

Ricardo Benitez, office of Assemblymember Patty Lopez, said they're open from 9:00 a.m. to 5:00 p.m. and on Saturdays, and said let's work together.

Miguel Montanez talked about the recent HSR meeting (thanked Vice Mayor Ballin and Councilmember Soto for their support) and spoke about the upcoming HSR Authority meeting in Los Angeles on June 9<sup>th</sup>.

Julie Cuellar, Relay for Life Chair, gave an update regarding the upcoming event on July 11<sup>th</sup> and thanked those that have shown support.

### **CONSENT CALENDAR**

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

- 1) REQUEST TO APPROVE MINUTES OF:
  - a. MAY 18, 2015 – SPECIAL MEETING
  - b. MAY 18, 2015 – REGULAR MEETING
- 2) CONSIDERATION TO ADOPT RESOLUTION NO. 15-061 APPROVING THE WARRANT REGISTER



**SAN FERNANDO CITY COUNCIL**

**MINUTES – June 1, 2015**

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- 3) CONSIDERATION TO ADOPT A SETTLEMENT AGREEMENT REACHED IN *STATE OF CALIFORNIA EX REL. DAVID SHERWIN V. OFFICE DEPOT, INC.* LASC NO. BC410135

By consensus, the motion carried.

**ADMINISTRATIVE REPORTS**

- 4) UPDATE REGARDING THE RECENT ACTION BY THE CITY OF LOS ANGELES TO INCREASE THE MINIMUM WAGE

Finance Director Nick Kimball presented the staff report.

Discussion ensued amongst Councilmembers and staff.

By consensus, staff was directed to develop an outreach plan (including holding a workshop) for the business community and to continue working on the cost-of-doing-business study and analysis.

- 5) CONSIDERATION TO ADOPT ORDINANCE NO. 1642 UPDATING THE CITY CODE, ARTICLE III, STORMWATER AND URBAN RUNOFF POLLUTION CONTROL

Public Works Administrative Analyst Kenneth Jones provided an overview. Deputy City Manager/Public Works Director Chris Marcarello replied to questions from Councilmembers.

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to introduce for first reading, in title only, and waive further reading of Ordinance No. 1642 titled, “An Ordinance of the City Council of the City of San Fernando Amending Article III, Stormwater and Urban Runoff Pollution Control Low Impact Development Requirements Pursuant to the National Pollutant Discharge Elimination System Permit Requirements for the Municipal Separate Storm Sewer System.” By consensus, the motion carried.

- 6) DISCUSSION REGARDING THE CITY ARBORIST

At the request of Councilmember Soto, this item was tabled.

- 7) CONSIDERATION TO APPROVE THE USE OF THE CITY SEAL IN ADVERTISING MATERIAL FOR A LGBTQ AWARENESS EVENT

Mayor Fajardo and City Manager Saeki gave a brief update and replied to questions from Councilmembers.

Motion by Mayor Fajardo, seconded by Councilmember Lopez, to allow use of the City Seal (i.e., sponsorship) in advertising material for the upcoming LGBTQ Awareness Event to be held in the City. By consensus, the motion carried.

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**MINUTES – June 1, 2015**

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**8) CALIFORNIA HIGH-SPEED RAIL PROJECT UPDATE**

Mayor Fajardo gave an update and discussion ensued regarding the upcoming HSR Authority meeting in Los Angeles on June 9<sup>th</sup>, transporting residents to and from the event (using Prop A funds for buses), outreach to the community, and allocating additional funds for promoting the event.

By consensus, staff was directed to proceed with the canvassing of the petition, allocate \$6,000 for outreach, and coordinate buses (for staff and interested community members) for the June 9<sup>th</sup> meeting in Los Angeles.

**9) DISCUSSION REGARDING THE CITY'S SANITARY MANAGEMENT PLAN**

Deputy City Manager/Public Works Director Marcarello gave an overview regarding the City's Sanitary Management Plan.

Councilmember Soto gave a presentation and expressed his concerns regarding the state of the City's sewer system. He demanded an immediate moratorium on development and the Transit Oriented Development. He said that developers need to upgrade infrastructure before projects are signed off and asked who is accountable. He requested an explanation regarding the lack of reporting to the State Waste Discharge and said it merits an investigation and evaluation of our City procedures.

Discussion ensued and staff was directed to report back with a full report regarding the items and concerns discussed.

In response to questions from Councilmembers, City Attorney Olivarez reported that the City Council cannot take action regarding a moratorium at this time. An urgency ordinance needs to be brought forth to the Council (the ordinance would require a four-fifths vote).

**COMMITTEE/COMMISSION LIAISON UPDATES**

Councilmember Gonzales gave an update regarding the Independent Cities Association meeting. He also talked about his LA County Library meeting where he learned that with an LA County library card, people can rent movies through Hoopla and take classes for certification (i.e., technology, marketing, computer skills, and other various courses).

Councilmember Lopez gave an update regarding the Metro meeting he recently attended.

Deputy City Manager/Public Works Director Marcarello gave an update on the Disaster Council meeting and the Jensen Plant tour.

Mayor Fajardo gave an update regarding a meeting of the San Fernando Valley Council of Governments.

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**MINUTES – June 1, 2015**

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**GENERAL COUNCIL COMMENTS**

Councilmember Soto thanked Police Chief Tony Vairo for a recent tour of the police station and recommended that Councilmembers visit as well.

Councilmember Gonzales talked about the upcoming Relay for Life Event and encouraged everyone to sign up.

Vice Mayor Ballin spoke about the recent HSR Authority meeting held at Las Palmas Park and said that the City received a lot of positive publicity for speaking out against the HSR Project. She thanked those that helped put together the rally.

Mayor Fajardo also talked about rally and said that the net affect was that it drew attention to the City of San Fernando.

**STAFF COMMUNICATION**

City Manager Saeki reported that staff is working on an emergency operations procedure.

**ADJOURNMENT (8:54 P.M.)**

Motion by Councilmember Gonzales, seconded by Councilmember Lopez, 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 June 1, 2015, meeting as approved by the San Fernando City Council.*

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*Elena G. Chávez*  
*City Clerk*

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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**JUNE 15, 2015 – 5:00 P.M.  
SPECIAL MEETING**

City Hall Community Room  
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, Antonio Lopez and Jaime Soto

Staff: City Manager Brian Saeki, City Attorney Rick R. Olivarez and City Clerk Elena G. Chávez

**PLEDGE OF ALLEGIANCE**

Led by Mayor Fajardo

**APPROVAL OF AGENDA**

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

**PUBLIC STATEMENTS – WRITTEN/ORAL**

None

**RECESS TO CLOSED SESSION (5:01 P.M.)**

By consensus, Councilmembers recessed to the following Closed Session:

- A) CONFERENCE WITH LABOR NEGOTIATOR  
G.C. §54957.6  
Designated City Negotiator: City Manager Brian Saeki

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SPECIAL MEETING MINUTES – June 15, 2015**

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

- B) CONFERENCE WITH LEGAL COUNSEL TO DISCUSS SPECIFIC FACTS AND CIRCUMSTANCES WHICH MAY BE THE BASIS FOR CITY INITIATING LITIGATION  
G.C. §54956.9(d)(4)  
One (1) Matter

**RECONVENE/REPORT OUT FROM CLOSED SESSION (6:02 P.M.)**

City Attorney Olivarez reported the following:

Item A – The City Council received a briefing, direction was given (Mayor Fajardo and Councilmember Soto voted “No”) but no final action was taken.

Item B – The City Council received a briefing, unanimous direction was given to Legal Counsel regarding the next steps but no final action was taken.

**ADJOURNMENT (6:02 P.M.)**

Motion by Councilmember Lopez, seconded by Councilmember Gonzales, to adjourn. By consensus, the meeting was adjourned.

*I do hereby certify that the foregoing is a true and correct copy of the minutes of June 15, 2015 meeting as approved by the San Fernando City Council.*

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*Elena G. Chávez  
City Clerk*



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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**JUNE 15, 2015 – 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 6:03 p.m.

Present:

Council: Mayor Joel Fajardo, and Councilmembers Robert C. Gonzales, Antonio Lopez, and Jaime Soto

Staff: City Manager Brian Saeki, City Attorney Rick R. Olivarez, and City Clerk Elena G. Chávez

Absent: Vice Mayor Sylvia Ballin (notified staff that she would not be able to attend due to her grandson's graduation)

**PLEDGE OF ALLEGIANCE**

Led by Police Explorer Shae Perez

**APPROVAL OF AGENDA**

Motion by Councilmember Lopez, seconded by Councilmember Gonzales, to approve the agenda. By consensus, the motion carried.

**PRESENTATIONS**

The following presentation was made:

- a) FIRST ANNUAL CÉSAR CHÁVEZ SCHOLARSHIP PROGRAM RECIPIENT – ROBERT LOPEZ JR.

**SAN FERNANDO CITY COUNCIL****MINUTES – June 15, 2015****Page 2****PUBLIC STATEMENTS – WRITTEN/ORAL**

John Blue talked about companies that have reduced their overhead by flying people in from other countries.

John Arroyo stated that people are parking at curbs in front of some fire hydrants because they are not painted red.

Ricardo Torres, Smokefree Air For Everyone (SAFE), talked about his concerns regarding the problem of drifting tobacco smoke in apartments and condominiums.

Esther Schiller, SAFE Executive Director, also talked about the effects of drifting tobacco smoke.

Mary Mendoza thanked Councilmembers Soto, Ballin, and Fajardo for supporting their efforts against the proposed High-Speed Rail. She also said that the new Harding Ave. apartments should not have been approved because they will have a negative impact on the sewer system and parking situation.

Louis Lopez spoke about an education summit workshop to be held by Assemblymember Patty Lopez' office.

Cindy Montanez talked about the recent High-Speed Rail Authority meeting in Los Angeles, was pleased that the City of San Fernando provided a presence, and she encouraged follow up with the Governor's office.

**CONSENT CALENDAR**

Motion by Councilmember Gonzales, seconded by Councilmember Lopez, to approve the Consent Calendar Items:

- 1) REQUEST TO APPROVE MINUTES OF:
  - a. APRIL 6, 2015 – SPECIAL MEETING
  - b. MAY 4, 2015 – SPECIAL (JOINT) MEETING
  - c. MAY 4, 2015 – REGULAR MEETING
  - d. JUNE 1, 2015 – SPECIAL MEETING
- 2) CONSIDERATION TO ADOPT RESOLUTION NO. 15-062 APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO ADOPT ORDINANCE NO. 1642 UPDATING THE CITY CODE, ARTICLE III, STORMWATER AND URBAN RUNOFF POLLUTION CONTROL

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- 4) CONSIDERATION TO APPROVE AN AGREEMENT WITH LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE DOMINGUEZ CHANNEL AND GREATER HARBORS TOXIC TOTAL MAXIMUM DAILY LOAD (HARBOR TOXICS TMDL) REQUIRED MONITORING
- 5) CONSIDERATION TO ADOPT RESOLUTIONS APPROVING THE SALARY PLAN AND TABLE OF ORGANIZATION FOR FISCAL YEAR (FY) 2015- 2016
- 6) CONSIDERATION TO ADOPT A RESOLUTION SETTING THE FISCAL YEAR (FY) 2015-2016 ARTICLE XIII B APPROPRIATIONS (GANN) LIMIT
- 7) CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE SAN FERNANDO POLICE OFFICERS' ASSOCIATION
- 8) CONSIDERATION TO APPROVE HEALTHY SAN FERNANDO! 2015 CAMPAIGN
- 9) CONSIDERATION TO APPROVE THE CO-SPONSORSHIP OF THE 2015 WORLD GAMES FINAL LEG TORCH RUN
- 10) CONSIDERATION TO ADOPT A RESOLUTION APPROVING A BUDGET AMENDMENT FOR HIGH-SPEED RAIL OUTREACH
- 11) CONSIDERATION TO APPROVE A LETTER OF SUPPORT FOR SAN FERNANDO COMMUNITY HEALTH CENTER'S PROPOSAL FOR FEDERALLY QUALIFIED HEALTH CENTER LOOK-ALIKE STATUS
- 12) CONSIDERATION TO APPROVE THE PURCHASE OF AN EMERGENCY POLICE VEHICLE REPLACEMENT
- 13) CONSIDERATION TO ADOPT A RESOLUTION APPROVING A GREEN STREETS POLICY

By consensus, the motion carried.

**PUBLIC HEARING**

- 14) CONSIDERATION TO ADOPT THE FISCAL YEAR (FY) 2015-2016 CITY BUDGET

Finance Director Nick Kimball gave the staff report and replied to questions from Councilmembers.

Mayor Fajardo opened the Public Hearing and called for public testimony.

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John Blue believes that the City should make people aware when there are issues with subcontractors.

Tom Ross, Chamber of Commerce and Downtown Mall Association, talked about spearheading new events in town and on ways to promote the City.

Michael Remenih said he's lived in the City for 40 years and has never experienced sewer issues and said there are other things that we need to take care of before we rip up our sewer system.

John Arroyo talked about bad odors emitting from sewer drains.

Mrs. Lopez said that a major issue (experienced by some of the businesses) is gnats coming from sewer lines and asked what part of the budget will address this problem.

There being no further comments, Mayor Fajardo closed the public comment portion of the Hearing.

Motion by Councilmember Gonzales, seconded by Councilmember Lopez, to adopt Resolution No. 7679 approving the Fiscal Year 2015-2016 City Budget. The motion carried with the following vote:

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

**ADMINISTRATIVE REPORTS****15) CONSIDERATION TO APPROVE SOLID WASTE FRANCHISE AGREEMENT AMENDMENTS**

Deputy City Manager/Public Works Director Chris Marcarello presented the staff report and replied to various questions from Councilmembers.

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

- a. Approve the proposed amendment to the City's Solid Waste Franchise Agreement (Contract No. 1731(a)) with Republic Services in order to address service provisions for bulky item collection, billing cycle modifications, annual rate adjustments, and enhanced bus stop trash collection services; and
- b. Authorize the City Manager to execute the amendment to the Solid Waste Franchise Agreement.

The motion carried with the following vote:

AYES:	Gonzales, Lopez, Soto – 3
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NOES: Fajardo – 1

ABSENT: Ballin – 1

**16) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH NEIGHBORHOOD HOUSING SERVICES OF LOS ANGELES COUNTY**

Community Development Director Fred Ramirez gave the staff report. Jessie Ibarra, Neighborhood Housing Services of L.A. County, also spoke and replied to questions from Councilmembers.

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

- a. Approve a Professional Services Agreement (Contract No. 1790) between the City of San Fernando and Neighborhood Housing Services of Los Angeles County to provide the community with access to financial education, affordable mortgage lending, and construction services and management for its “Don’t Move-Improve! Program” in order to promote homeownership and the preservation of the City’s residential neighborhoods; and
- b. Authorize the City Manager and the City Attorney to take all actions necessary to execute and implement City Contract No. 1790.

By consensus, the motion carried.

**17) DISCUSSION REGARDING THE CITY ARBORIST**

At the request of Councilmember Soto, this item was tabled.

**18) PROPOSED DEVELOPMENT MORATORIUM**

Councilmember Soto gave a presentation regarding the City’s sewer system and demanded an immediate moratorium on new development.

Discussion ensued and staff was directed to report back, as soon as possible, with additional information so that the City Council can determine how to proceed on this issue.

**COMMITTEE/COMMISSION LIAISON UPDATES**

Mayor Fajardo congratulated Councilmember Gonzales for being elected as Treasurer to the Independent Cities Association.

**SAN FERNANDO CITY COUNCIL****MINUTES – June 15, 2015****Page 6****GENERAL COUNCIL COMMENTS**

Councilmember Soto said he will continue fighting for a moratorium on new development and keep the City out of the hands of special interests.

Mayor Fajardo thanked community members for collecting signatures in opposition of the proposed High-Speed Rail Project. He congratulated Deputy City Clerk Miriam Gutierrez on receiving her Bachelor of Arts Degree (Cal State University, Bakersfield) and said she is a role model to the community.

**ADJOURNMENT (7:43 P.M.)**

Motion by Councilmember Lopez, seconded by Mayor Fajardo, 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 June 15, 2015 meeting as approved by the San Fernando City Council.*

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*Elena G. Chávez*  
*City Clerk*





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## AGENDA REPORT

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brian Saeki, City Manager  
By: Nick Kimball, Finance Director

**Date:** July 20, 2015

**Subject:** Consideration to Adopt Resolution No.s 15-071 and 15-072 Approving the Warrant Registers of July 6, 2015 and July 20, 2015, Respectively

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Adopt Resolution No. 15-071 (Attachment "A") approving the Warrant Register dated July 6, 2015;
- b. Adopt Resolution No. 15-072 (Attachment "B") approving the Warrant Register dated July 20, 2015.

### **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 handwritten checks, generally are not released until after the City 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. Handwritten 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 Finance Director 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 Finance Director hereby certifies that each Warrant Register has been reviewed for completeness and that sufficient funds are available for payment of the Warrant Register.

**Consideration to Adopt Resolution No.s 15-071 and 15-072 Approving the Warrant Registers of July 5, 2015 and July 20, 2015, Respectively**Page 2 of 2

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There are two Warrant Registers enclosed due to the lack of a formal City Council meeting on July 6, 2015. As directed by Resolution No. 6212, the Warrant Register for July 6, 2015 was approved by the City Manager and the Finance Director. This Resolution permits for the release of regular occurring Warrant Registers. A copy of the Resolution (Attachment "C") and the memorandum provided to the City Treasurer approving the release of the Warrant Register (Attachments "D" ) is also included.

**ATTACHMENT:**

- A. Resolution No. 15-071
- B. Resolution No. 15-072
- C. Resolution No. 6212
- D. Memorandum Approving Release of Warrant Register (July 6, 2015)

**ATTACHMENT "A"****RESOLUTION NO. 15-071****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT REGISTER NO. 15-071****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 20<sup>th</sup> day of July, 2015.

---

Joel Fajardo, Mayor

**ATTEST:**

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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 20<sup>th</sup> day of July, 2015, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

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Elena G. Chávez, City Clerk

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07/06/2015	8:48:20AM	CITY OF SAN FERNANDO						
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Bank code :		bank						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
110373	7/6/2015	100020 A.G.O.P. SURPLUS STORES	11102		PARTIAL UNIFORM FOR CADET 001-222-0000-4300	262.71		
					Total :	262.71		
110374	7/6/2015	100066 ADS ENVIRONMENTAL SERVICES,INC	12984.22.0515	11167	DESIGN, INSTALLATION AND MONITOR 072-360-0000-4260	1,555.00		
					Total :	1,555.00		
110375	7/6/2015	100070 ADVANCED ELECTRONICS INC.	0151460-IN	11159	COMPUTER MAINTENANCE AGREEME 001-222-0000-4320	6,564.63		
					Total :	6,564.63		
110376	7/6/2015	100098 AIRGAS SAFETY	9040002390		SAFETY GLOVES & GLASSES 072-360-0000-4310	725.26		
			9040143942		SAFETY GLASSES 072-360-0000-4310	23.49		
					Total :	748.75		
110377	7/6/2015	100101 VERIZON WIRELESS-LA	970459610		VARIOUS CELL PHONES 001-101-0111-4220 001-101-0107-4220 001-310-0000-4220 001-105-0000-4220 072-360-0000-4220 001-101-0109-4220	40.36 37.51 8.19 33.18 25.66 32.89		
					Total :	177.79		
110378	7/6/2015	100124 ALL-PHASE ELECTRIC SUPPLY CO.	0946-770541		ELECTRICAL MAINT @ PIONEER PARK 001-390-0410-4300	275.64		
					Total :	275.64		
110379	7/6/2015	100143 ALONSO, SERGIO	062315		LGBT EVENT ENTERTAINMENT 053-101-9818-4430	600.00		
					Total :	600.00		
110380	7/6/2015	100191 ANGELES SHOOTING RANGE	9368		TRAINING DAY FOR PATROL			
							Page:	1

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
110380	7/6/2015	100191 ANGELES SHOOTING RANGE	(Continued)		001-225-0000-4360	100.00		
					Total :	100.00		
110381	7/6/2015	100222 ARROYO BUILDING MATERIALS, INC	147115		DRIVE APPROACH - 1150 N BRAND 001-311-0000-4600	162.78		
			629318		DRIVE APPROACH - 1150 N BRAND 001-311-0000-4600	162.78		
					Total :	325.56		
110382	7/6/2015	100311 BARR ELECTRIC CO.	15152		RELOCATE (2) SCADA PHONE LINES 070-384-0000-4320	368.49		
					Total :	368.49		
110383	7/6/2015	100405 BONANZA CONCRETE, INC.	48809		DRIVEWAY APPROACH - 637 HOLLISTE 001-311-0000-4600	657.00		
					Total :	657.00		
110384	7/6/2015	100466 CACEO	200000963		CODE ENFORCEMENT CLASS - CONT 001-152-0000-4370	50.00		
					Total :	50.00		
110385	7/6/2015	100514 CSMFO	NONPO		SAN GABRIEL VALLEY CHAPTER MEET 001-130-0000-4360	40.00		
					Total :	40.00		
110386	7/6/2015	100532 STATE OF CALIFORNIA, DEPARTMENT OF JUSTICE	100796		DOJ FINGERPRINTING - MAY 2015 004-2386	3,098.00		
					Total :	3,098.00		
110387	7/6/2015	100713 CITY OF GLENDALE	GLN0000006338		WATERMASTER COST SHARE AGREEMENT 070-381-0000-4270	6,452.38		
					Total :	6,452.38		
110388	7/6/2015	100735 COASTAL AIR	15371		A/C SERVICE AT LP PARK 001-390-0460-4330	595.00		
					Total :	595.00		
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110389	7/6/2015	100805 COOPER HARDWARE INC.	95811		SPRINGS TO REPAIR GRAPPLERS, BA	
			95971		001-390-0410-4300	16.84
					SAFETY HATS	
			96000		070-383-0000-4310	40.30
			96089		WATER NOZZLE, PVC PLUGS, COMPOI	89.50
					TAPE FOR SIGNS	
					001-370-0301-4300	13.49
					Total :	160.13
110390	7/6/2015	100886 LOS ANGELES DAILY NEWS	0010671143		PUBLICATION OF PUBLIC HEARING NC	
					001-2205	506.95
					Total :	506.95
110391	7/6/2015	100932 DEPARTMENT OF TOXIC SUBSTANCES	VQ# - 2015876		2015 EPS PERMIT FEE (95-6000779)	
					072-360-0000-4450	200.00
					Total :	200.00
110392	7/6/2015	101004 DUNN-EDWARDS CORPORATION	2030341720		PAINT	
					070-384-0000-4330	328.50
					Total :	328.50
110393	7/6/2015	101147 FEDEX	5-062-80162		COURIER SERVICE	
					001-190-0000-4280	15.19
					Total :	15.19
110394	7/6/2015	101302 VERIZON	8181811114		CITY YARD AUTO DIALER	
			8181990351		070-384-0000-4220	50.10
					PAC 50 TO SHERRIFFS	
			8183612472		001-222-0000-4220	515.00
					PW PHONE LINES	
			8188315002		070-384-0000-4220	157.53
					PD SPECIAL PROBLEMS	
			8188377174		001-222-0000-4220	47.16
					PD SPECIAL PROBLEMS	
			8188981293		001-222-0000-4220	26.12
					CITY YARD MAJOR PHONE LINES	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
110394	7/6/2015	101302 VERIZON	(Continued)				
			8188987373		070-384-0000-4220	667.99	
					PD EMERGENCY		
					001-222-0000-4220	127.10	
					Total :	1,591.00	
110395	7/6/2015	101373 GOVERNMENT FINANCE	2792336		INTERNAL CONTROL (COSO 2013)		
					001-130-0000-4360	85.00	
					Total :	85.00	
110396	7/6/2015	101376 GRAINGER, INC.	9753329201		TOILET PAPER DISPENSERS		
			9753329219		001-390-0410-4300	105.35	
					LATEX GLOVE HOLDER		
			9755293918		001-390-0410-4300	6.83	
					URINAL & TOILET PARTS		
			9755400141		001-390-0410-4300	22.55	
					URINAL COVER		
			9760032004		001-390-0450-4300	21.69	
					REPLACE VALVE PLATES - CNG STATIC		
			9760614108		001-320-3661-4400	960.76	
					SECURITY LIGHTS		
			9760614116		001-390-0222-4300	101.94	
					FLAGPOLE LIGHT		
			9761764431		001-390-0410-4300	79.50	
					LED FLOODLIGHTS		
					001-390-0222-4300	165.62	
			9765960985		001-390-0480-4300	331.24	
					SAFETY CPR MASKS		
			9769153322		001-390-0410-4310	65.87	
					SAFETY MIRROR		
					001-390-0450-4310	65.65	
					Total :	1,927.00	
110397	7/6/2015	101436 HACH COMPANY	9418944		DPD FREE CHLORINE		
					070-384-0000-4320	258.48	
					Total :	258.48	
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110398	7/6/2015	101528 THE HOME DEPOT CRC, ACCT#603532202490	1071872		PAINT FOR PIONEER PARK	
			1582380		001-390-0410-4300	63.17
			1582381		SMALL TOOLS - MAINT TRUCK	
					001-390-0410-4300	112.40
			1595601		PD PAINTING OF HALL & CELL ENTRY	
					001-390-0222-4300	32.11
			1595602		SMALL TOOLS	
					001-320-0000-4340	200.44
			1814062		SCRAPERS & TORQUE WRENCH	
					001-320-0228-4400	108.07
			1904029		CHAIN SAW & HEDGE TRIMMER	
					001-390-0410-4340	860.00
			20084		CHAIN SAW CHAPS	
					001-390-0410-4340	87.19
			2561288		HOSE, RAKES, PIPE WRENCH, ACID BF	
					070-383-0301-4300	215.39
			4030522		GRAFFITTI ABATEMENT SUPPLIES	
					001-152-0000-4300	211.99
			4072879		AC VOLTAGE DETECTORS, SCREWDR	
					001-341-0000-4310	43.62
			4072880		PD HALL PAINT & PATCH	
					001-390-0222-4300	85.72
			5280681		SMALL TOOLS FOR 120 MACNEIL	
					001-390-0450-4300	92.20
			6073974		SALES TAX	
					001-311-0000-4300	26.07
			7073803		MISC EQUIP	
					001-423-0000-4300	329.54
			7203703		COMBO DRILL	
					001-390-0410-4340	186.20
			72064		COMBO DRILL RETURNED	
					001-390-0410-4500	-186.20
			7240295		ROACH CONTROL @ LP PARK	
					001-390-0460-4300	34.19
			7240296		COMBO DRILL	
					001-390-0410-4500	186.20
					SMALL TOOLS & FASTENERS	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110398	7/6/2015	101528 THE HOME DEPOT CRC, ACCT#603532202490 (Continued)				
			734218		001-390-0410-4340	107.47
			74821		AUTO FEED & GUIDE HOSE ASSY	
					001-390-0410-4340	225.69
			971860		MATLS FOR ACTIVITIES	
					001-370-0000-4430	227.58
					SALT - WELL 2A	
					070-384-0301-4300	836.80
					<b>Total :</b>	<b>4,085.84</b>
110399	7/6/2015	101647 INTERSTATE BATTERY	30063136		FLEET BATTERY	
			30063257		001-1215	240.79
					BATTERIES	
					070-383-0000-4400	209.00
					001-320-0226-4400	247.46
					<b>Total :</b>	<b>697.25</b>
110400	7/6/2015	101686 DE LAGE LANDEN FINANCIAL SERVS	45724810		JUNE 2014 LEASE PAYMENT - PD COPI	
			45882291		001-222-0000-4260	607.73
					JUNE LEASE PAYMENT - VARIOUS COF	
					001-190-0000-4320	443.64
					103-420-0000-4260	101.36
					104-420-0000-4260	101.36
					070-381-0000-4290	146.70
			46083195		001-420-0000-4260	405.44
					JULY 2015 LEASE PAYMENT FOR PD C	
					001-222-0000-4260	607.73
					<b>Total :</b>	<b>2,413.96</b>
110401	7/6/2015	101677 J & B ELECTRONIC DOOR SERV INC	43277		PD ELECTRIC GATES QRTLTY SERVICE	
					001-390-0222-4260	142.50
					<b>Total :</b>	<b>142.50</b>
110402	7/6/2015	101772 KING'S BRAKE AND PIONEER TIRE	005269		REPLACE INTAKE MANIFOLD COOLAN	
			005311		070-383-0000-4400	681.97
					MOUNT & BALANCE TIRES - PK3322	
					001-320-0390-4400	371.85

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110414	7/6/2015	102303 NACHO'S ORNAMENTAL SUPPLY	(Continued)			
			INV055025		001-390-0450-4300 WELDING REPAIR	47.52
			INV055446		001-390-0410-4300 WELDING REPAIR	130.59
					001-390-0410-4300	15.99
					<b>Total :</b>	<b>194.10</b>
110415	7/6/2015	102332 NATIONAL ASSOCIATION OF CHIEFS	496337		FY 2015-2016 MEMBERSHIP DUES	
					001-222-0000-4380	155.00
					<b>Total :</b>	<b>155.00</b>
110416	7/6/2015	102387 K.R. NIDA CORPORATION	27491		HANDHELD RADIO REPAIR	
					001-390-0460-4320	95.00
					001-320-0000-4320	95.00
					<b>Total :</b>	<b>190.00</b>
110417	7/6/2015	102403 NOW IMAGE PRINTING	5126		BLUE DOOR HANGERS	
			5136		070-381-0000-4430 ENVELOPES - PERMIT #64	106.55
			5140		070-381-0000-4430 PETTY CASH REIMB FORMS	459.90
					001-190-0000-4300	76.64
					070-382-0000-4300	80.49
					072-360-0000-4300	80.49
					<b>Total :</b>	<b>804.07</b>
110418	7/6/2015	102432 OFFICE DEPOT	1783285365		ASCEP SUPPLIES	
					104-420-0000-4300	95.99
			1783307045		ASCEP SUPPLIES	
					104-420-0000-4300	232.37
					103-420-0000-4300	232.37
			1793455148		LP PARK DEPT SUPPLIES	
					001-422-0000-4300	91.40
			1793913859		CERTIFICATE COVERS	
					001-101-0000-4300	19.36
			1794333009		ASCEP SUPPLIES	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110418	7/6/2015	102432 OFFICE DEPOT	(Continued)			
					103-420-0000-4300	47.14
					104-420-0000-4300	47.13
			1796124964		OFFICE SUPPLIES	
					004-2380	60.93
					001-422-0000-4300	10.89
			1796941253		AWARD PLAQUE	
					004-2346	17.25
			768360828001		CERTIFICATE COVERS	
					001-101-0000-4300	15.41
			772571747001		MONTHLY GUIDE	
					001-222-0000-4300	16.39
			772572598001		TONER AND FOLDERS	
					001-222-0000-4300	70.12
			772572598002		FOLDERS	
					001-222-0000-4300	23.64
			772572599001		GLUESTICKS	
					001-222-0000-4300	2.52
			772572600001		COIL CORD	
					001-222-0000-4300	21.58
			772988748001		PAPER, FOLDERS, STAPLES	
					001-152-0000-4300	64.13
			772988899001		PAPER CLIPS	
					001-150-0000-4300	2.04
			774043750001		FILE CABINET & LOCKER CABINET	
					004-2380	499.87
			774167519001		DESKTOP CALCULATORS	
					070-383-0000-4300	28.31
					001-390-0000-4300	28.31
			774384304001		PENS & NOTE PADS	
					001-222-0000-4300	129.39
			774384381001		SIGN HOLDER & WALL FILES	
					001-222-0000-4300	71.66
			774384382001		KEYFOLIO	
					001-222-0000-4300	102.74
			774777359001		COFFEE FILTERS	
					001-371-0000-4300	14.55

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110430	7/6/2015	103205 THE GAS COMPANY	(Continued) 09062064002		GAS - 120 MACNEIL 070-381-0000-4210 072-360-0000-4210	22.54 22.53
					<b>Total :</b>	<b>194.51</b>
110431	7/6/2015	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9753		NATURAL GAS FOR CNG STATION 001-320-3661-4402	3,084.02
					<b>Total :</b>	<b>3,084.02</b>
110432	7/6/2015	103218 SOLIS, MARGARITA	88-101		PETTY CASH REIMB 001-150-0000-4300 001-222-0000-4300 001-225-0000-4350 001-310-0000-4370 001-310-0000-4390 004-2346 103-420-0000-4300 001-130-0000-4370 001-101-0000-4300	30.31 119.67 11.27 16.00 16.00 20.79 91.73 40.00 28.12
					<b>Total :</b>	<b>373.89</b>
110433	7/6/2015	103251 STANLEY PEST CONTROL	729775		PEST CONTROL @ PD 001-390-0222-4260	94.00
					<b>Total :</b>	<b>94.00</b>
110434	7/6/2015	103349 THE HOUSE OF PRINTING, INC.	150412		250 BUSINESS CARDS 001-150-0000-4300	92.28
					<b>Total :</b>	<b>92.28</b>
110435	7/6/2015	103439 UPS	831954235		COURIER SERVICE 001-190-0000-4280	157.45
					<b>Total :</b>	<b>157.45</b>
110436	7/6/2015	103444 ULTRA GREENS, INC	55342 55405		MALL PLANTER COMPOST 001-341-0000-4310 MALL PLANTER COMPOST	43.60
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110436	7/6/2015	103444 ULTRA GREENS, INC	(Continued) 55462 55469		001-341-0000-4310 MALL PLANTER COMPOST 001-341-0000-4310 MALL PLANTER COMPOST 001-341-0000-4310	43.60 43.60
					<b>Total :</b>	<b>174.40</b>
110437	7/6/2015	103503 UNITED STATES POSTAL SERVICE	15122187		REIMBURSEMENT OF POSTAGE MACH 001-190-0000-4280	1,500.00
					<b>Total :</b>	<b>1,500.00</b>
110438	7/6/2015	103510 V & V MANUFACTURING, INC.	40977		BADGES & WALLETS 001-222-0000-4300	182.27
					<b>Total :</b>	<b>182.27</b>
110439	7/6/2015	103534 VALLEY LOCKSMITH	2770		WELL 2A DOOR VANDALISM REPAIR OI 070-384-0000-4330	143.55
					<b>Total :</b>	<b>143.55</b>
110440	7/6/2015	103574 VERDIN, FRANCISCO JAVIER	04/01/15 - 06/30/15		MEXICAN FOLKLORICO DANCE CLASS 017-420-1362-4260	1,102.50
					<b>Total :</b>	<b>1,102.50</b>
110441	7/6/2015	103816 CHAVEZ, ELENA	REIMB.		TECHNICAL TRAINING FOR CLERKS (S 001-115-0000-4360	267.81
					<b>Total :</b>	<b>267.81</b>
110442	7/6/2015	103851 EVERSOF, INC.	R1456122 R1456123		WATER SOFTNER - WELL 4A 070-384-0000-4260 WATER SOFTNER - WELL 3 070-384-0000-4260	142.56 31.21
					<b>Total :</b>	<b>173.77</b>
110443	7/6/2015	103903 TIME WARNER CABLE	8448200540010369 8448200540028882		CABLE - 06/18/15 - 07/17/15 001-222-0000-4260 CABLE - 06/13/15 - 07/12/15 001-420-0000-4260	191.03 177.66
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Bank code :		bank				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110443	7/6/2015	103903 TIME WARNER CABLE	(Continued) 8448-20-054-0196309		INTERNET SERVICES 06/23/15-07/22/15 001-190-0000-4220	1,100.00
					<b>Total :</b>	<b>1,468.69</b>
110444	7/6/2015	887121 DELL MARKETING L.P.	XJNR7R8J7	11196	SCADA SERVER SYSTEM 070-384-0000-4260	6,068.65
			XJP7FMM72	11216	COMPUTER FOR DETECTIVE COMMAN 001-222-0000-4300	1,054.10
					<b>Total :</b>	<b>7,122.75</b>
110445	7/6/2015	887284 HP DIRECT	55616475		COLOR PRINTER HP 4025DN 001-140-0000-4500	400.00
				11186	001-152-0000-4500	881.15
					<b>Total :</b>	<b>1,281.15</b>
110446	7/6/2015	887591 TOM BROHARD & ASSOCIATES	2015-16		HARDING/FERMOORE APARTMENTS D 012-310-0000-4270	3,000.00
				11234	001-310-0000-4260	500.00
			2015-20		HARDING/FERMOORE APARTMENTS D 012-310-0000-4270	500.00
				11234		<b>Total :</b>
						<b>4,000.00</b>
110447	7/6/2015	887663 ARMORCAST PRODUCT COMPANY	0166748-IN		WATER METER BOXES & HINGED COV 070-383-0301-4300	2,288.83
					<b>Total :</b>	<b>2,288.83</b>
110448	7/6/2015	887952 J. Z. LAWNMOWER SHOP	10746		EXT PRUNER 001-390-0410-4300	45.73
			10747		EQUIP MAINT 001-390-0410-4320	45.47
					<b>Total :</b>	<b>91.20</b>
110449	7/6/2015	887986 TRAFFIC MANAGEMENT INC.	239657		TRAFFIC MESSAGE BOARDS FOR HSF 001-105-0000-4300	1,518.75
			240645		TRAFFIC MESSAGE BOARDS FOR HSF 001-105-0000-4300	1,950.00
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Bank code :		bank				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110449	7/6/2015	887986 887986 TRAFFIC MANAGEMENT INC.	(Continued)		<b>Total :</b>	<b>3,468.75</b>
110450	7/6/2015	888075 DATAMATIC, INC.	SRV000618		HANDHELD METER READING MAINT - , 070-381-0000-4320	359.16
					<b>Total :</b>	<b>359.16</b>
110451	7/6/2015	888076 TRUJILLO GRADING & PAVING CO.	61991		TRENCH REPAIR - 460 SF MISSION 070-383-0000-4260	1,200.00
					<b>Total :</b>	<b>1,200.00</b>
110452	7/6/2015	888241 UNITED SITE SERVICES OF CA INC	114-2991332		PORTABLE TOILET RENTAL @ 501 FIRS 001-390-0450-4260	550.04
			114-2998775		PORTABLE TOILET RENTAL @ LAYNE F 001-390-0410-4260	379.22
					<b>Total :</b>	<b>929.26</b>
110453	7/6/2015	888264 MISSION VALLEY SANITATION	123275		PORTABLE TOILET RENTAL @ 12900 D 070-384-0000-4260	136.96
					<b>Total :</b>	<b>136.96</b>
110454	7/6/2015	888356 ADVANCED AUTO REPAIR BODY &	1257		FUSE BOX ASSY, STEERING COLUMN / 001-320-0225-4400	1,577.50
					<b>Total :</b>	<b>1,577.50</b>
110455	7/6/2015	888390 WEST COAST ARBORISTS, INC.	106018		FY 2015 ANNUAL TREE TRIMMING CON 001-346-0000-4260	10,797.00
				11136	011-311-0000-4600	8,761.00
				11136	<b>Total :</b>	<b>19,558.00</b>
110456	7/6/2015	888442 WESTERN EXTERMINATOR COMPANY	3209703		PEST CONTROL @ RUDY ORTEGA PAF 001-390-7500-4260	51.00
			3209714		PEST CONTROL @ REC PARK 001-390-0410-4260	72.50
			3209715		BAIT MONITORING @ REC PARK 001-390-0410-4260	63.00
			3221376		BAIT MONITORING @ LP PARK 001-390-0460-4260	150.50
			3221377		PEST CONTROL @ LP PARK	
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110456	7/6/2015	888442 WESTERN EXTERMINATOR COMPANY	(Continued)			
			3221378		001-390-0460-4260 PEST CONTROL @ CITY HALL	50.00
			3271477		001-390-0310-4260 MALL PLANTER ROACH TREATMENT	79.50
			3292854		001-341-0000-4310 SKUNK REMOVAL @ 501 FIRST	295.00
					001-390-0450-4310	500.00
					001-390-0450-4330	500.00
					<b>Total :</b>	<b>1,761.50</b>
110457	7/6/2015	888468 MAJOR METROPOLITAN SECURITY	1071691		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071692		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071693		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071694		ALARM MONITORING - JULY 2015 070-381-0450-4260	15.00
			1071695		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071696		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071697		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071698		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071699		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071700		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071701		ALARM MONITORING - JULY 2015 043-390-0000-4260	15.00
			1071702		ALARM MONITORING - JULY 2015 070-384-0000-4260	23.00
			1071703		ALARM MONITORING - JULY 2015 070-384-0000-4260	23.00

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110457	7/6/2015	888468 MAJOR METROPOLITAN SECURITY	(Continued)			
			1071704		ALARM MONITORING - JULY 2015 070-384-0000-4260	23.00
			2008		INSTALL (4) CONTACTS ON NEW GATE 001-390-0410-4330	350.00
					<b>Total :</b>	<b>584.00</b>
110458	7/6/2015	888629 SPARKLETTS	14101253061415		DRINKING WATER 001-222-0000-4300	157.00
					<b>Total :</b>	<b>157.00</b>
110459	7/6/2015	888633 VALLEY TRAVEL CLUB, INC	052215		SR TRIP FINAL PAYMENT - FANTASY SF 004-2384	840.00
					<b>Total :</b>	<b>840.00</b>
110460	7/6/2015	888646 HD SUPPLY WATER WORKS, LTD	D983238	11230	STOCK MATERIALS FOR WATER SERV 070-383-0000-4600	3,082.96
			D983567		FIRE HYDRANT SUPPLIES - HEX NUTS 070-383-0701-4600	138.70
			D983687		FIRE HYDRANT SUPPLIES 070-383-0701-4600	229.88
			E006808		BLUE & WHITE USA MARKING PAINT 070-383-0701-4600	385.34
			E015727		WELL 7A STEEL PIPE 070-384-0301-4300	355.24
			E016293		METER ADAPTERS, CORPS, MALL MET 070-383-0701-4600	2,533.07
			E028390		COUPLINGS, EPOXY, ALLOY 070-384-0301-4300	229.50
			E029507		BRASS SADDLES 070-383-0301-4300	163.53
			E029980		FIRE HYDRANT SUPPLIES 070-383-0701-4600	1,816.68
			E057416		FIRE HYDRANT PIPE & GASKETS 070-383-0701-4600	737.05
			E068720		FIRE HYDRANT BOLTS & NUTS KIT 070-383-0701-4600	79.39

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110478	7/6/2015	889913 BALLIN, SYLVIA	JAN - MAY 2015		CELLPHONE USAGE REIMB	
			REIMB.		001-101-0101-4220	316.65
					PARKING FEE REIMB - MEETING WITH	
					001-101-0101-4370	10.00
					<b>Total :</b>	<b>326.65</b>
110479	7/6/2015	889942 ATHENS SERVICES	1029190		STREET SWEEPING SERVICES - JUNE	
					001-343-0000-4260	12,625.00
					<b>Total :</b>	<b>12,625.00</b>
110480	7/6/2015	890004 PACIFIC TELEMAGEMENT SERVICE	754414		PD PAY PHONE - JULY 2015	
					001-190-0000-4220	62.64
					<b>Total :</b>	<b>62.64</b>
110481	7/6/2015	890095 O'REILLY AUTO PARTS	4605-144858		HEAD BOLTS, HEAD GASKET & WRON	
			4605-144872		001-320-0228-4400	631.61
			4605-144874		CREDIT FOR HEADSET - PD228	
			4605-146196		001-320-0228-4400	-46.72
			4605-146481		HEAD GASKET SET - PD9474	219.85
			4605-146482		001-320-0228-4400	53.04
			4605-146847		WATER PUMP - PD9474	591.30
			4605-147686		001-320-0228-4400	-536.54
			4605-148193		HEAD FOR ENGINE - PD9474	101.05
			4605-148538		001-320-0228-4400	68.11
			4605-148567		CREDIT - ITEM RETURNED	24.05
			4605-148577		001-320-0225-4400	18.81
					001-320-0335-4400	75.29
					OIL FILTER CAP - PD8863	
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110481	7/6/2015	890095 O'REILLY AUTO PARTS	(Continued)		001-320-0225-4400	20.33
					<b>Total :</b>	<b>1,220.18</b>
110482	7/6/2015	890324 PEREZ, JUAN	062415		GAME OFFICIATING	
					017-420-1328-4260	144.00
					<b>Total :</b>	<b>144.00</b>
110483	7/6/2015	890431 UNIVERSAL SPECIALTIES INC	225004		PLUMBING SUPPLIES	
					001-390-0410-4300	318.85
					001-390-0460-4300	318.85
					<b>Total :</b>	<b>637.70</b>
110484	7/6/2015	890817 THE WALKING MAN, INC.	E6506		SUMMER BROCHURE DISTRIBUTION/A	
					001-424-0000-4260	1,125.00
					<b>Total :</b>	<b>1,125.00</b>
110485	7/6/2015	890833 THOMSON REUTERS	831896867		LA CLEAR - INVEST TOOL	
					001-224-0000-4270	165.96
					<b>Total :</b>	<b>165.96</b>
110486	7/6/2015	890834 SPARKLING IMAGE CORP	61167		CAR WASHES - MAY 2015	
					001-222-0000-4320	115.00
					<b>Total :</b>	<b>115.00</b>
110487	7/6/2015	890879 EUROFINS EATON ANALYTICAL, INC	L0216321		WATER ANALYSIS - F519448	
			L0218292		070-384-0000-4260	3,780.00
			L0219421		WATER ANALYSIS FOLDERS	
			L0219446		070-384-0000-4260	204.20
			L0219447		WATER ANALYSIS FOLDERS	164.00
			L0219448		070-384-0000-4260	139.60
					WATER ANALYSIS FOLDERS	164.00
					070-384-0000-4260	139.60
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110499	7/6/2015	891542 MR "B" PRINTING INC.	(Continued)			
			31957		017-420-1326-4260 FLYERS	654.00
					001-424-0000-4300	225.00
					001-422-0000-4300	75.00
					004-2359	92.40
					<b>Total :</b>	<b>1,046.40</b>
110500	7/6/2015	891570 INNOVATIVE TELECOM. SYSTEMS	1539		CUT-OVER @ 505 S HUNTINGTON ON I	
					001-190-0000-4320	460.00
					001-222-0000-4220	105.00
					001-222-0000-4300	150.00
					001-190-0000-4320	250.00
					<b>Total :</b>	<b>965.00</b>
110501	7/6/2015	891573 PERFORMANCE TRUCK & TRAILER	IN34811		REPL SIRENS FOR NEW UNIT - PD7834	
					001-320-0225-4400	620.22
					<b>Total :</b>	<b>620.22</b>
110502	7/6/2015	891575 TAPIA, ANDREW	05/16/15 - 06/17/15		OUTDOOR FITNESS INSTRUCTOR	
					017-420-1337-4260	515.00
					<b>Total :</b>	<b>515.00</b>
110503	7/6/2015	891587 ABLE MAILING INC.	22359		WATER QUALITY REPORTS - ADDRESS	
					070-381-0000-4430	347.22
			22361		WATER QUALITY REPORTS - MAILING I	
					070-381-0000-4430	199.47
			22439		PHASE II DROUGHT MAILINGS (2 FLYE	
					070-381-0000-4430	483.69
					<b>Total :</b>	<b>1,030.38</b>
110504	7/6/2015	891622 FARMER BROTHERS	61918234		BREAKROOM SUPPLIES	
					001-222-0000-4300	359.37
					<b>Total :</b>	<b>359.37</b>
110505	7/6/2015	891739 ALAS MEDIA	201472		VIDEO RECORDING OF TOD DAC MEE'	
					001-150-0000-4270	445.00
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110505	7/6/2015	891739 891739 ALAS MEDIA	(Continued)			
					<b>Total :</b>	<b>445.00</b>
110506	7/6/2015	891766 RODRIGUEZ, PATRICIA	05/16/15-05/17/15		LATIN JAM WORKOUT INSTRUCTOR	
					017-420-1337-4260	80.00
					<b>Total :</b>	<b>80.00</b>
110507	7/6/2015	891767 CHAVEZ, ELIZABETH	/05/16/15 - 06/17/15		ZUMBA INSTRUCTOR	
					017-420-1337-4260	195.00
					<b>Total :</b>	<b>195.00</b>
110508	7/6/2015	891777 IRRIGATION EXPRESS	15013846-00		IRRIGATION REPAIRS@ LP PARK	
					001-390-0460-4300	4.08
			15014954-00		IRRIGATION REPAIRS @ RUDY ORTEG	
					001-390-7500-4300	107.43
			15015298-00		ITEMS RETURNED	
					001-390-7500-4300	-44.77
			15015368-00		IRRIGATION REPAIRS @ LAYNE PARK	
					001-390-0410-4300	37.39
			15015955-00		VALVE REPAIR & REPL @ CESAR CHA	
					001-390-0410-4300	129.37
			15016072-00		COMPRESSION COUPLING	
					070-383-0301-4300	15.10
			15016163-00		IRRIGATION REPAIRS @ RUDY ORTEG	
					001-390-0410-4300	35.23
			15016830-00		PVC POLES FOR HSR PROTEST BANN	
					001-105-0000-4300	27.01
			15017505-00		IRRIGATION REPAIR @ REC PARK	
					001-390-0410-4300	37.85
			15017959-00		IRRIGATION REPAIR @ LP PARK	
					001-390-0460-4300	35.06
					<b>Total :</b>	<b>383.75</b>
110509	7/6/2015	891796 BATTERY SYSTEMS INC	3121210		PARKING METER CART BATTERY	
					029-335-0000-4320	68.00
					<b>Total :</b>	<b>68.00</b>
110510	7/6/2015	891797 VALLEY POWER REPAIRS	0933		FUEL PUMP - PW0106	
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110510	7/6/2015	891797 VALLEY POWER REPAIRS	(Continued)		001-320-0312-4400	41.37
					Total :	41.37
110511	7/6/2015	891847 RAMIREZ, JESSICA	REIMB.		LUNCH REIMB - 911 CORE TRAINING	
					001-225-0000-4360	9.06
					Total :	9.06
110512	7/6/2015	891852 SPITZZERI, PAUL R	2015-2		LOPEZ ADOBE CONSULTANT	
					001-424-0000-4260	1,250.00
					Total :	1,250.00
110513	7/6/2015	891885 GANIR-MARTINEZ, ARLENE	05/16/15 - 06/17/15		YOGA INSTRUCTOR	
					017-420-1337-4260	60.00
					Total :	60.00
110514	7/6/2015	891902 P.F. SERVICES INC.	11385		FIRST STAGE HEAD & REPLACE STRIP	
					001-320-3661-4400	1,177.34
					Total :	1,177.34
110515	7/6/2015	891903 POLA, ALICIA	062315		MMA PROJECT ASSISTANT	
					108-424-3658-4260	1,600.00
					109-424-3638-4260	150.00
					Total :	1,750.00
110516	7/6/2015	891904 ALVAREZ, ENEDINA	589946		REFUND - SENIOR TRIP CANCELLED	
					004-2384	50.00
					Total :	50.00
110517	7/6/2015	891905 OLIMPIO, SONIA	05/16/15 - 06/17/15		ZUMBA INSTRUCTOR	
					017-420-1337-4260	130.00
					Total :	130.00
110518	7/6/2015	891906 ZAVALA, CLAUDIA	2000130.001		SWIM LESSONS REFUND	
					001-3770-1338	90.00
					Total :	90.00
110519	7/6/2015	891907 CHAN, ROSEMARY	2000176.001		DAY CAMP REFUND	
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110519	7/6/2015	891907 CHAN, ROSEMARY	(Continued)		017-3770-1399	165.00
					Total :	165.00
110520	7/6/2015	891908 GUAJARDO, JENNIFER	2000173.001		DAY CAMP REFUND	
					017-3770-1399	85.00
					Total :	85.00
110521	7/6/2015	891909 LIBERMAN, TASHA	2000176.001		DAY CAMP REFUND	
					017-3770-1399	120.00
					Total :	120.00
110522	7/6/2015	891910 VORTEX INDUSTRIES INC	02-925203-1		STAGE DOOR REPAIR	
					001-423-0000-4260	803.16
					Total :	803.16
110523	7/6/2015	891911 DIAZ, DORA ANDRADE	73000998		PARKING CITATION REFUND	
					001-3430-0000	55.00
					Total :	55.00
110524	7/6/2015	891912 REPUBLIC SERVICES #902	0902-005400275		CODE ENFORCEMENT - 547 N LAZARD	
					001-152-0000-4260	138.49
					Total :	138.49
152 Vouchers for bank code : bank						Bank total : 319,501.77
152 Vouchers in this report						Total vouchers : 319,501.77

Voucher Registers are not final until approved by Council.

## HANDWRITTEN CHECKS

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110166	6/1/2015	891797 VALLEY POWER REPAIRS	0809		REBUILD ENGINE - SPREADER 001-320-0390-4400	311.89
					Total :	311.89
110167	6/1/2015	891889 L.A. FLYER, INC.	10849		CHSR DUPLICATION, STUFFING & DEL 001-105-0000-4300 070-384-0000-4430 001-150-0000-4270	2,125.00 540.67 490.68
					Total :	3,156.35
110168	6/2/2015	102519 P.E.R.S.	DEMAND		HEALTH INSURANCE BENEFITS - JUNE 001-1160	183,460.65
					Total :	183,460.65
110218	6/3/2015	891230 DELTA DENTAL INSURANCE COMPANY	DEMAND		DENTAL INSURANCE BENEFIT - JUNE 001-1160	381.81
					Total :	381.81
110219	6/3/2015	890907 DELTA DENTAL OF CALIFORNIA	DEMAND		DENTAL INSURANCE BENEFIT - JUNE 001-1160	11,767.46
					Total :	11,767.46
110220	6/3/2015	103596 CALIFORNIA VISION SERVICE PLAN	DEMAND		OPTICAL INSURANCE BENEFIT - JUNE 001-1160	2,544.94
					Total :	2,544.94
110221	6/3/2015	887627 STANDARD INSURANCE	DEMAND		LIFE INSURANCE BENEFIT - JUNE 2015 001-1160	3,067.15
					Total :	3,067.15
110222	6/4/2015	103648 CITY OF SAN FERNANDO	PR 6-5-15		REIMBURSEMENT FOR PAYROLL W/E 001-1003 007-1003 008-1003 011-1003 012-1003	313,861.01 821.30 2,753.68 2,218.29 265.39

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Voucher List

CITY OF SAN FERNANDO

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Bank code :bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110222	6/4/2015	103648 CITY OF SAN FERNANDO	(Continued)		018-1003 027-1003 029-1003 070-1003 072-1003 101-1003 103-1003 104-1003 Total :	89,647.22 1,951.21 1,888.99 39,189.34 13,148.63 413.51 3,099.15 5,142.20 474,399.92
110223	6/4/2015	103463 U.S. POSTMASTER	06-04-15		POSTAGE FOR WATER QUALITY REPO 072-360-0000-4300 070-382-0000-4300 Total :	250.00 250.00 500.00
110224	6/4/2015	100528 EMPLOYMENT DEVELOPMENT DEPT.	06-04-2015		CHECK REFUND 001-3901-0000 Total :	1,258.55 1,258.55
110225	6/8/2015	891890 BLODGETT BAYLOSIS	151284		ENVIRONMENTAL REVIEW FOR INSTAI 001-2203 Total :	4,225.00 4,225.00
110363	6/11/2015	103648 CITY OF SAN FERNANDO	SPR 6-11-15		REIMB FOR SPECIAL PAYROLL W/E 6-1 001-1003 Total :	3,050.37 3,050.37
110364	6/11/2015	103064 SAN GABRIEL VALLEY CITY	061015		CITY MANAGERS ASSOCIATION ANNU/ 001-105-0000-4300 Total :	110.00 110.00
110365	6/11/2015	891542 MR "B" PRINTING INC.	31727		BANNER FOR HIGH SPEED RAIL PROT 001-105-0000-4300 Total :	109.00 109.00
110366	6/11/2015	891889 L.A. FLYER, INC.	10895		HSR MTG (06/09/15) FLYER PRODUCTI 001-105-0000-4300	1,113.25

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**Voucher List**  
**CITY OF SAN FERNANDO**

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110366	6/11/2015	891889 891889 L.A. FLYER, INC.	(Continued)		<b>Total :</b>	<b>1,113.25</b>
110367	6/18/2015	103648 CITY OF SAN FERNANDO	PR 6-19-15		REIMB FOR PAYROLL W/E 6-12-15	
					012-1003	265.38
					017-1003	238.70
					018-1003	94,430.13
					027-1003	2,780.08
					029-1003	2,243.40
					070-1003	38,270.36
					072-1003	13,162.46
					103-1003	2,919.10
					104-1003	4,493.89
					120-1003	152.73
					001-1003	331,409.14
					007-1003	891.50
					008-1003	2,755.57
					011-1003	2,218.40
					<b>Total :</b>	<b>496,230.84</b>
110368	6/23/2015	103463 U.S. POSTMASTER	NONPO		PRESORTED FIRST CLASS POSTAGE -	
					070-381-0000-4430	2,670.00
					<b>Total :</b>	<b>2,670.00</b>
110369	6/23/2015	103648 CITY OF SAN FERNANDO	PR 6-23-15		REIMB FOR SPECIAL PAYROLL W/E 6-1	
					001-1003	134.96
					<b>Total :</b>	<b>134.96</b>
110370	6/24/2015	101797 KNOTTS BERRY FARM	062615		ADDT'L TICKETS FOR DAY CAMP TRIP	
					017-420-1399-4300	675.00
					<b>Total :</b>	<b>675.00</b>
19 Vouchers for bank code : bank						<b>Bank total : 1,189,167.14</b>
19 Vouchers in this report						<b>Total vouchers : 1,189,167.14</b>

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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CITY OF SAN FERNANDO

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110169	6/2/2015	100306 BARNARD, LARRY	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	94.35
					<b>Total :</b>	<b>94.35</b>
110170	6/2/2015	100642 CASTRO, RICO	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	336.03
					<b>Total :</b>	<b>336.03</b>
110171	6/2/2015	100913 DECKER, CATHERINE	JUNE 2015		CALPERS HEALTH INS. REIMB. 070-180-0000-4127	32.26
					<b>Total :</b>	<b>32.26</b>
110172	6/2/2015	100995 DRAKE, MICHAEL	JUNE 2015		CALPERS HEALTH INS. REIMB. 070-180-0000-4127 072-180-0000-4127	8.07 8.06
					<b>Total :</b>	<b>16.13</b>
110173	6/2/2015	100996 DRAKE, JOYCE	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	204.87
					<b>Total :</b>	<b>204.87</b>
110174	6/2/2015	101538 HOUGH, RAY	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	221.00
					<b>Total :</b>	<b>221.00</b>
110175	6/2/2015	101933 LITTLEFIELD, LESLEY	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	32.26
					<b>Total :</b>	<b>32.26</b>
110176	6/2/2015	102206 MILLER, WILMA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					<b>Total :</b>	<b>16.13</b>
110177	6/2/2015	102232 MIURA, HOWARD	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					<b>Total :</b>	<b>16.13</b>

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110178	6/2/2015	103175 SKOBIN, ROMELIA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	134.62
					<b>Total :</b>	<b>134.62</b>
110179	6/2/2015	103394 TORRES, RACHEL	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					<b>Total :</b>	<b>16.13</b>
110180	6/2/2015	103643 WEDDING, JERRY	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	32.26
					<b>Total :</b>	<b>32.26</b>
110181	6/2/2015	103727 WYSBEEK, DOUDE	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					<b>Total :</b>	<b>16.13</b>
110182	6/2/2015	103737 YNIGUEZ, LEONARD	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	145.37
					<b>Total :</b>	<b>145.37</b>
110183	6/2/2015	891010 MAERTZ, ALVIN	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	388.60
					<b>Total :</b>	<b>388.60</b>
110184	6/2/2015	891011 APODACA-GRASS, ROBERTA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	32.26
					<b>Total :</b>	<b>32.26</b>
110185	6/2/2015	891014 CREEKMORE, CASIMIRA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					<b>Total :</b>	<b>16.13</b>
110186	6/2/2015	891016 DEATON, MARK	JUNE 2015		CALPERS HEALTH INS. REIMB. 070-180-0000-4127	135.71
					<b>Total :</b>	<b>135.71</b>
110187	6/2/2015	891017 ELDRIDGE, WANDA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110187	6/2/2015	891017 891017 ELDRIDGE, WANDA	(Continued)			16.13
110188	6/2/2015	891020 GLASGOW, ROBERT	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	62.53
					Total :	62.53
110189	6/2/2015	891023 HATFIELD, JAMES	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	58.58
					Total :	58.58
110190	6/2/2015	891024 HOOKER, RAYMOND	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	61.93
					Total :	61.93
110191	6/2/2015	891034 RAMSEY, JAMES	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	275.12
					Total :	275.12
110192	6/2/2015	891035 SHERWOOD, NINA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	29.29
					Total :	29.29
110193	6/2/2015	891036 WATT, DAVID	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	32.26
					Total :	32.26
110194	6/2/2015	891037 WEBB, NANCY	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	137.56
					Total :	137.56
110195	6/2/2015	891038 WAITE, CURTIS	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	91.22
					Total :	91.22
27 Vouchers for bank code : bank					Bank total :	2,650.99
27 Vouchers in this report					Total vouchers :	2,650.99

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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**HANDWRITTEN CHECKS**

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110196	6/2/2015	100346 BELDEN, KENNETH MILES	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	121.64
					Total :	121.64
110197	6/2/2015	100916 DEIBEL, PAUL	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					Total :	16.13
110198	6/2/2015	101044 ELEY, JEFFREY	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	120.53
					Total :	120.53
110199	6/2/2015	101440 HALCON, ERNEST	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	121.64
					Total :	121.64
110200	6/2/2015	101466 HARVEY, DEVERY MICHAEL	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	295.54
					Total :	295.54
110201	6/2/2015	101694 JACOBS, ROBERT	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	121.64
					Total :	121.64
110202	6/2/2015	101926 LILES, RICHARD	JUNE 2015		CALPERS HEALTH INS. REIMB. 070-180-0000-4127 072-180-0000-4127	67.86 67.85
					Total :	135.71
110203	6/2/2015	102126 MARTINEZ, MIGUEL	JUNE 2015		CALPERS HEALTH INS. REIMB. 070-180-0000-4127	8.61
					Total :	8.61
110204	6/2/2015	102473 ORDELHEIDE, ROBERT	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	258.48
					Total :	258.48

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110205	6/2/2015	102569 PARKS, ROBERT	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	120.53
					Total :	120.53
110206	6/2/2015	102864 RIVETTI, DOMINICK	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	148.50
					Total :	148.50
110207	6/2/2015	103220 SOMERVILLE, MICHAEL	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	120.53
					Total :	120.53
110208	6/2/2015	891013 BRUNWIN, HERBERT	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					Total :	16.13
110209	6/2/2015	891021 GUIZA, JENNIE	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					Total :	16.13
110210	6/2/2015	891027 LOCKETT, JOANN	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					Total :	16.13
110211	6/2/2015	891028 MANTHEY, DONALD	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	145.37
					Total :	145.37
110212	6/2/2015	891031 ORTEGA, JIMMIE	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	16.13
					Total :	16.13
110213	6/2/2015	891032 OTREMBA, EUGENE	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	58.58
					Total :	58.58
110214	6/2/2015	891033 POLLOCK, CHRISTINE	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	89.82

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CITY OF SAN FERNANDO

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110214	6/2/2015	891033 891033 POLLOCK, CHRISTINE	(Continued)			<b>Total : 89.82</b>
110215	6/2/2015	891352 HADEN, SUSANNA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	6.62 <b>Total : 6.62</b>
110216	6/2/2015	891354 RAMIREZ, ROSALINDA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	3.31 <b>Total : 3.31</b>
110217	6/2/2015	891866 KNIGHT, DONNA	JUNE 2015		CALPERS HEALTH INS. REIMB. 001-180-0000-4127	51.00 <b>Total : 51.00</b>
<b>22 Vouchers for bank code : bank</b>						<b>Bank total : 2,008.70</b>
<b>22 Vouchers in this report</b>						<b>Total vouchers : 2,008.70</b>

Voucher Registers are not final until approved by Council.

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**ATTACHMENT “B”****RESOLUTION NO. 15-072****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT REGISTER NO. 15-072****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 20<sup>th</sup> day of July, 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 20<sup>th</sup> day of July, 2015, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

---

Elena G. Chávez, City Clerk

**EXHIBIT "A"**

vchlist		Voucher List				Page: 1		
07/16/2015 11:28:05AM		CITY OF SAN FERNANDO						
Bank code :		bank						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
110585	7/20/2015	100020 A.G.O.P. SURPLUS STORES	11109		BOOTS & NAME PLATES			
					001-222-0000-4300	247.42		
					11110	UNIFORMS FOR CADET		
					001-222-0000-4300	307.05		
					11111	UNIFORMS FOR DESK OFFICER		
					001-222-0000-4300	377.48		
					11112	UNIFORMS FOR DESK OFFICER		
					001-222-0000-4300	333.68		
					Total :	1,265.63		
110586	7/20/2015	100070 ADVANCED ELECTRONICS INC.	0152262-IN	11239	COMPUTER MAINTENANCE			
					001-135-0000-4260	6,564.63		
					Total :	6,564.63		
110587	7/20/2015	100101 VERIZON WIRELESS-LA	270693253		PLANNING CELL PHONES			
					001-140-0000-4220	62.24		
			561407019		CITY YARD CELL PHONE & USB MODEI			
			070-384-0000-4220		125.37			
			001-390-0000-4220		22.32			
			001-320-0000-4220		22.32			
			072-360-0000-4220		0.32			
			001-130-0000-4220		33.18			
			660629692		VARIOUS CELL PHONES			
			001-106-0000-4220		41.27			
			070-384-0000-4220		86.54			
			001-420-0000-4220		57.38			
			870422920		PD CELL PHONES AND MDT MODEMS			
			001-222-0000-4220		946.97			
			001-152-0000-4220		114.03			
						Total :	1,511.94	
110588	7/20/2015	100143 ALONSO, SERGIO	JUNE 2015		MMAP INSTRUCTOR			
					109-424-3638-4260	1,150.00		
					108-424-3658-4260	600.00		
					Total :	1,750.00		

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vchlist		Voucher List				Page: 2	
07/16/2015 11:28:05AM		CITY OF SAN FERNANDO					
Bank code :		bank					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
110589	7/20/2015	100166 AMERICAN PUBLIC WORKS ASSOC.	17952		MEMBERSHIP RENEWAL 08/01/15-07/31 001-310-0000-4360	750.00	
					Total :	750.00	
110590	7/20/2015	100191 ANGELES SHOOTING RANGE	9395		TRAINING DAY - 06/22/15 001-225-0000-4360	75.00	
					Total :	75.00	
110591	7/20/2015	100222 ARROYO BUILDING MATERIALS, INC	148111		CONCRETE FOR SERVICE REPAIR - 15 070-383-0000-4260	108.01	
					Total :	108.01	
110592	7/20/2015	100405 BONANZA CONCRETE, INC.	49144		DRIVEWAY APPROACH - 628 N BRAND 001-311-0000-4300	608.82	
					Total :	608.82	
110593	7/20/2015	100532 STATE OF CALIFORNIA, DEPARTMENT OF JUSTICE	102838		EMPLOYEE SCREENING FINGERPRINTS 001-106-0000-4270	32.00	
			106337		DOJ FINGERPRINTS - JUNE 2015 004-2386	4,126.00	
					Total :	4,158.00	
110594	7/20/2015	100561 CALIFORNIA MUNICIPAL	2015-16		AGENCY MEMBERSHIP DUES 001-102-0000-4380	155.00	
					Total :	155.00	
110595	7/20/2015	100636 CASSELL'S MUSIC	2402		GUITAR & VIOLIN STRINGS, STRAPS, CASES 108-424-3658-4300	213.51	
					004-2359	183.21	
					Total :	396.72	
110596	7/20/2015	100676 R. E. CHARLES PLUMBING, INC.	17139		PLUMBING REPAIR @ REC PARK EMPLOYEES 001-390-0410-4330	125.00	
					Total :	125.00	
110597	7/20/2015	100713 CITY OF GLENDALE	GLN0000006376		ANNUAL ICIS PARTICIPATION RADIO FIDELITY 001-222-0000-4260	500.00	

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**Voucher List**  
**CITY OF SAN FERNANDO**

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110597	7/20/2015	100713 CITY OF GLENDALE	(Continued)		<b>Total :</b>	<b>500.00</b>
110598	7/20/2015	100731 CITY OF LOS ANGELES	74WP160000027	11240	FY 15-16 O&M PORTION OF ASSSC	
			74WP160000028	11241	072-360-0000-4260	105,355.00
					FY 15-16 CAPITAL PORTION OF ASSSC	
					072-365-0000-4600	165,542.00
					<b>Total :</b>	<b>270,897.00</b>
110599	7/20/2015	100735 COASTAL AIR	15388		A/C MAINT @ LP COMPUTER ROOM	
			15400		001-390-0460-4260	285.00
					A/C SERVICE @ LP PARK	
					001-390-0460-4330	245.00
					<b>Total :</b>	<b>530.00</b>
110600	7/20/2015	100805 COOPER HARDWARE INC.	96023		MALL BANNER POST @ SF RD/SF MIS	
			96041		001-341-0000-4310	29.16
			96137		WAX RING	
			96180		001-390-0222-4300	9.78
			96181		MOTOR OIL, BOLTS, SNAP LINKS & QU	34.31
					001-341-0301-4300	
					MATLS FOR FIRE HYDRANT REPAIR	78.01
					070-383-0701-4600	
					METAL INDEX SET, WRIST BRACE SLIN	72.49
					001-346-0301-4300	
					<b>Total :</b>	<b>223.75</b>
110601	7/20/2015	101004 DUNN-EDWARDS CORPORATION	2030344399		RED CURB PAINT	
					001-311-0000-4300	97.84
					<b>Total :</b>	<b>97.84</b>
110602	7/20/2015	101024 THE VALLEY ECONOMIC ALLIANCE	2503		FY 15/16 ANNUAL MEMBERSHIP DUES	
					001-190-0000-4380	5,000.00
					<b>Total :</b>	<b>5,000.00</b>
110603	7/20/2015	101147 FEDEX	5-077-67436		COURIER SERVICE	
			5-084-63420		001-190-0000-4280	48.09
					COURIER SERVICE	
					001-190-0000-4280	113.48

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110603	7/20/2015	101147 FEDEX	(Continued)		<b>Total :</b>	<b>161.57</b>
110604	7/20/2015	101302 VERIZON	8181811070		POLICE PAGING	
			8181811075		001-222-0000-4220	40.86
			8181811380		CITY HALL PAGING	
			8181973209		001-190-0000-4220	40.86
			8181973210		MWD METER	
			8181973211		070-384-0000-4220	44.85
			8183612385		PARKS MAJOR PHONE LINES	
			8183616728		001-420-0000-4220	1,394.64
			8183617825		PD MAJOR PHONE LINES	
			8183655097		001-222-0000-4220	2,627.09
			8188371509		PHONE BILL	
			8188372296		001-190-0000-4220	2,393.45
			8188384969		MTA PHONE LINE	
			8188987385		007-440-0441-4220	104.82
					001-190-0000-4220	51.63
					ENGINEERING FAX LINE	
					001-310-0000-4220	26.14
					HERITAGE PARK IRRIG SYSTEM	
					001-420-0000-4220	52.14
					PD NARCOTICS VAULT	
					001-222-0000-4220	26.12
					ANIMAL CONTROL & PW PHONE LINE	
					001-190-0000-4220	45.86
					VARIOUS CITY HALL PHONE LINES	
					001-190-0000-4220	293.54
					PD ALARM PANEL	
					001-222-0000-4220	104.29
					LP FAX LINE	
					001-420-0000-4220	29.30
					<b>Total :</b>	<b>7,275.59</b>
110605	7/20/2015	101376 GRAINGER, INC.	9771688323		INLET VALVE - CNG STATION	
					001-320-3661-4400	94.61
					<b>Total :</b>	<b>94.61</b>

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110606	7/20/2015	101434 GUZMAN, JESUS ALBERTO	JUNE 2015		MMAPI INSTRUCTOR 109-424-3638-4260	1,200.00
					Total :	1,200.00
110607	7/20/2015	101436 HACH COMPANY	9425981		POCKET CLRMTR II CHLORINE SYSTEI 070-384-0301-4300	450.06
					Total :	450.06
110608	7/20/2015	101528 THE HOME DEPOT CRC, ACCT#603532202490	1074670		MAT'L TO REPAIR LP KITCHEN SINK 001-390-0460-4300	24.85
			1074671		GATEWAY LIGHTING 001-390-0480-4300	75.96
			1280884		TRASH BAGS 001-341-0000-4310	1,102.81
					Total :	1,203.62
110609	7/20/2015	101554 HURRICANE FENCE COMPANY	15017		VANDALISM REPAIR - FOOTHILL RESEI 070-384-0000-4330	115.00
					Total :	115.00
110610	7/20/2015	101599 IMAGE 2000 CORPORATION	VN459949		VARIOUS COPIERS CONTRACT USAGE 103-420-0000-4260	127.21
					104-420-0000-4260	127.20
					001-190-0000-4320	861.58
					001-420-0000-4260	38.31
					072-360-0000-4450	43.39
					001-190-0000-4320	105.87
					001-420-0000-4260	110.93
					Total :	1,414.49
110611	7/20/2015	101647 INTERSTATE BATTERY	30063333		BATTERY FOR FLEET 001-1215	17.52
			50311721		BATTERY FOR GENERATOR - WA0263 070-384-0000-4400	251.74
					Total :	269.26
110612	7/20/2015	101713 JOBS AVAILABLE INC.	1514044		ASSOCIATE PLANNER	

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110612	7/20/2015	101713 JOBS AVAILABLE INC.	(Continued)		001-106-0000-4230	331.50
					Total :	331.50
110613	7/20/2015	101772 KING'S BRAKE AND PIONEER TIRE	005345		MOUNT & BAL TIRES/TUNE-UP - PW272 072-360-0000-4400	413.57
					Total :	413.57
110614	7/20/2015	101852 LARRY & JOE'S PLUMBING	2645217-0001-02		MAT'L TO REPAIR LP KITCHEN PIPE 001-390-0460-4300	27.42
					Total :	27.42
110615	7/20/2015	101879 LEAGUE OF CALIFORNIA CITIES	3106		FY15/16 ANNUAL MEMBERSHIP DUES 001-190-0000-4380	1,081.50
					Total :	1,081.50
110616	7/20/2015	101920 LIEBERT CASSIDY WHITMORE	1405392		LEGAL SERVICES 001-112-0000-4270	561.00
			1405393		LEGAL SERVICES 001-112-0000-4270	280.50
			1405394		LEGAL SERVICES 001-112-0000-4270	25.50
					Total :	867.00
110617	7/20/2015	101990 L.A. COUNTY METROPOLITAN	800061066		TAP CARDS - MAY 2015 007-440-0441-4260	1,142.50
					Total :	1,142.50
110618	7/20/2015	102051 M & M LANDSCAPE	7085		WELL SITE LANDSCAPE MAINT 070-384-0000-4260	850.00
					Total :	850.00
110619	7/20/2015	102148 METROPOLITAN WATER DISTRICT	8405		CAPACITY CHARGE 070-384-0000-4450	4,532.50
					Total :	4,532.50
110620	7/20/2015	102226 MISSION LINEN & UNIFORM	500398072		LAUNDRY 001-225-0000-4350	100.97

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110620	7/20/2015	102226 MISSION LINEN & UNIFORM	(Continued) 500423770		LAUNDRY 001-225-0000-4350	82.50
			500442975		LAUNDRY 001-225-0000-4350	142.59
			500468484		LAUNDRY 001-225-0000-4350	72.37
					Total :	398.43
110621	7/20/2015	102260 MOORE MEDICAL LLC	827769991		FIRST AID SUPPLIES 001-225-0000-4350	119.51
					Total :	119.51
110622	7/20/2015	102324 NEGRETE, CONNIE	REIMB.		CHARGER FOR COP IPAD 001-222-0000-4300	54.48
					Total :	54.48
110623	7/20/2015	102403 NOW IMAGE PRINTING	5143		520 NO PARKING SIGNS 070-383-0000-4310	165.13
					Total :	165.13
110624	7/20/2015	102423 OCCU-MED, INC.	0515901		PRE-EMPLOYMENT PHYSICAL 001-106-0000-4270	1,764.00
					Total :	1,764.00
110625	7/20/2015	102432 OFFICE DEPOT	775380062001		RETURNED HEADSET 001-222-0000-4300	-109.49
			775384335002		THERMAL PAPER 001-222-0000-4300	4.50
			776671705001		LETTERING TAPE, POCKET FOLDERS. 001-130-0000-4300	183.15
			777742924001		CHAIRMAT 070-382-0000-4300	14.65
					072-360-0000-4300	14.65
					001-130-0000-4300	42.02
					Total :	149.48

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110626	7/20/2015	102929 ROYAL PAPER CORPORATION	4530591		JANITORIAL SUPPLIES		
					001-320-0000-4300		95.93
					001-390-0310-4300		301.15
					001-390-0410-4300		194.12
					001-390-0460-4300		210.00
					001-390-0470-4300		301.15
					Total :		1,102.35
110627	7/20/2015	102958 S & S WORLDWIDE	8638792		ASCEP SUPPLIES		
					104-420-0000-4300		16.97
					Total :		16.97
110628	7/20/2015	102961 SCAG-SO CA ASSN OF GOVERNMENTS	FY 2015-2016		FY 15/16 DUES ASSESSMENT		
					001-190-0000-4380		2,353.00
					Total :		2,353.00
110629	7/20/2015	103010 SAM'S CLUB DIRECT, #0402465855179	9874		BREAKROOM SUPPLIES		
					001-222-0000-4300		189.99
					Total :		189.99
110630	7/20/2015	103057 SAN FERNANDO VALLEY SUN	9300		PUBLICATION OF ORD NO 1642 - 1ST		
					001-310-0000-4270		81.25
			9316		PUBLICATION OF ORD NO 1642 - 2ND		
					001-310-0000-4270		93.75
					Total :		175.00
110631	7/20/2015	103064 SAN GABRIEL VALLEY CITY	FY2015-2016		FY15/16 MEMBERSHIP DUES		
					001-105-0000-4370		55.00
					Total :		55.00
110632	7/20/2015	103184 SMART & FINAL	110755		DAY CAMP WEEKLY ACTIVITIES SUPPL		
					017-420-1399-4300		150.64
			114956		SR NUTRITION PROG SUPPLIES		
					115-422-3750-4300		33.73
			114957		DAYCAMP WEEKLY SUPPLIES		
					017-420-1399-4300		120.86
			116250		WEEKLY ACTIVITIES SUPPLIES		

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110632	7/20/2015	103184 SMART & FINAL	(Continued)			
			116893		017-420-1399-4300 CIT VOLUNTEER SNACK PROG	19.97
					004-2391	143.84
			117645		017-420-1399-4300 CREAMER	21.84
			121117		001-222-0000-4300 DAY CAMP WEEKLY ACTIVITIES SUPPL	18.15
			126567		017-420-1399-4300 WATER	71.38
			167108		001-424-0000-4300 SENIOR CLUB SUPPLIES FOR FATHER	12.57
			168431		004-2380 DAY CAMP SUPPLIES	413.82
			169053		017-420-1399-4300 DAY CAMP WEEKLY ACTIVITIES SUPPL	64.15
					017-420-1399-4300	47.11
					Total :	1,118.06
110633	7/20/2015	103193 SNAP-ON INDUSTRIAL	ARV/26112979		FLOOR JACK	
					001-320-0000-4320	327.13
					Total :	327.13
110634	7/20/2015	103202 SOUTHERN CALIFORNIA EDISON CO.	2-02-682-7675		ELECTRIC - VARIOUS LOCATIONS	
					001-420-0000-4210	4,543.53
					Total :	4,543.53
110635	7/20/2015	103218 SOLIS, MARGARITA	102-110		PETTY CASH REIMB	
					001-101-0000-4300	20.16
					001-105-0000-4300	50.08
					001-130-0000-4300	10.93
					001-130-0000-4370	9.00
					001-222-0000-4300	15.00
					001-390-0410-4360	5.80
					104-420-0000-4300	36.15
					Total :	147.12

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110636	7/20/2015	103299 SUPREME SALES COMPANY, INC.	018522		INMATE SUPPLIES	
					001-225-0000-4350	503.50
					Total :	503.50
110637	7/20/2015	103413 TRANS UNION LLC	06508220		CREDIT CHECKS	
					001-222-0000-4260	15.00
					Total :	15.00
110638	7/20/2015	103444 ULTRA GREENS, INC	55508		MALL/PARKWAY PLANTS	
			55512		001-341-0000-4310	22.86
					MALL/PARKWAY - COMPOST	
			55564		001-341-0000-4310	43.60
					MALL/PARKWAY - COMPOST	
					001-341-0000-4310	21.80
					Total :	88.26
110639	7/20/2015	103445 UNDERGROUND SERVICE ALERT	620150670		(55) NEW DIGALERT TICKETS	
					070-381-0000-4260	82.50
					Total :	82.50
110640	7/20/2015	103463 U.S. POSTMASTER	DEMAND		PRESORTED FIRST CLASS POSTAGE -	
					070-382-0000-4300	678.01
					072-360-0000-4300	678.00
					Total :	1,356.01
110641	7/20/2015	103688 WIL-POWER BATTERY DIST.	172142		BATTERY	
					001-390-0310-4300	22.89
					Total :	22.89
110642	7/20/2015	103825 CONTROLLER-STATE OF CALIFORNIA	NONPO		FY14-15 AUDIT CONFIRMATION OF	
					001-130-0000-4270	100.00
					Total :	100.00
110643	7/20/2015	103851 EVERSOF, INC.	R1466104		SOFTNER RENTAL - WELL 3	
					070-383-0000-4260	67.92
					Total :	67.92
110644	7/20/2015	103903 TIME WARNER CABLE	8448200540010328		CABLE - 07/05/15-08/04/15	

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110658	7/20/2015	888390 888390 WEST COAST ARBORISTS, INC.	(Continued)		Total :	31,742.00
110659	7/20/2015	888485 YO FIRE SUPPLIES	170994		10" FLAG CHRCK VALVE 120W15	
			172137	11226	070-384-0000-4320	2,139.13
					6-INCH PRESSURE SUSTAINING VALVE	
					070-384-0000-4320	3,555.63
					070-384-0000-4320	320.01
					Total :	6,014.77
110660	7/20/2015	888646 HD SUPPLY WATER WORKS, LTD	E113836		SOFT COPPER TUBING	
					070-383-0700-4600	575.52
					Total :	575.52
110661	7/20/2015	888800 BUSINESS CARD	062415		CIF LGBTQ AWARENESS EVENT	
			062515		053-101-9818-4430	693.68
			062615		AD SPACE FOR RCS DEPT	
					017-420-1395-4260	50.15
			063015		CIF BASEBALL TRADING CARDS	
					053-222-9837-4430	80.00
			063015		DOMAIN RENEWAL (WWW.SFCITY.ORG)	
					001-190-0000-4260	63.98
			063015		GALVANIZED STEEL STORAGE SHED	
					017-420-1322-4260	1,934.01
			070115		CIF COLORING BOOKS	
					053-222-9837-4430	130.00
			070115		AD SPACE FOR RCS DEPT	
					017-420-1395-4260	30.46
			070215		CIF PENCILS W/POLICE LOGO	
					053-222-9837-4430	210.00
			070315		TICKETS FOR DAY CAMP TRIP ON 07/1	
					017-420-1399-4300	1,050.00
					Total :	4,242.28
110662	7/20/2015	889037 AT&T MOBILITY	875587443		MODEM FOR MESSAGE BOARD	
					001-310-0000-4220	64.50
					Total :	64.50

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110663	7/20/2015	889118 LDI COLOR TOOLBOX	1010751		COPIES & MAINT CONTRACT	
					001-222-0000-4260	741.66
			1010926		COPIES & MAINT CONTRACT	
					001-222-0000-4260	108.66
					Total :	850.32
110664	7/20/2015	889467 YOUNGBLOOD & ASSOCIATES	1726A		POLYGRAPH EXAMINATION	
					001-222-0000-4260	200.00
					Total :	200.00
110665	7/20/2015	889532 GILMORE, REVA A.	06/27/15 - 06/30/15		FOOD SERVICE MANAGER	
					115-422-3750-4270	175.50
					115-422-3752-4270	32.50
			07/01/15 - 07/10/15		FOOD SERVICE MANAGER	
					115-422-3750-4270	370.50
					115-422-3752-4270	58.50
					Total :	637.00
110666	7/20/2015	889533 MARTINEZ, ANITA	05/16/15 - 05/29/15		ADJUSTMENT FOR MAY 2015 SERVICE	
					115-422-3750-4270	1.00
			06/27/15 - 06/30/15		FOOD SERVICE INTAKE CLERK	
					115-422-3750-4270	36.00
			07/01/15 - 07/10/15		FOOD SERVICE INTAKE CLERK	
					115-422-3750-4270	126.00
					Total :	163.00
110667	7/20/2015	889535 GOMEZ, GILBERT	06/27/15 - 06/30/15		HDM DRIVER	
					115-422-3752-4270	36.00
					115-422-3752-4390	10.40
			07/01/15 - 07/10/15		HDM DRIVER	
					115-422-3752-4270	126.00
					115-422-3752-4390	36.40
					Total :	208.80
110668	7/20/2015	889592 CUELLAR, JIMMY KYLE	JUNE 2015		MMAP INSTRUCTOR	
					109-424-3638-4260	1,350.00
					Total :	1,350.00

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110682	7/20/2015	890488 AGUILA, ISMAEL	(Continued)		001-420-0000-4300	179.53
					Total :	199.74
110683	7/20/2015	890546 BARAJAS, CRYSTAL	JUNE 2015		MMAP INSTRUCTOR	
					109-424-3638-4260	285.00
					Total :	285.00
110684	7/20/2015	890584 POWERLINE BATTERY SPECIALIST	000011155		BATTERIES FOR MESSAGE BOARD	
					072-360-0000-4250	1,978.00
					Total :	1,978.00
110685	7/20/2015	890594 HEALTH AND HUMAN RESOURCE	123393		EAP - JULY 2015	
					001-106-0000-4260	235.80
					Total :	235.80
110686	7/20/2015	890929 TACTICAL K9 LLC	FY2015-2016		K9 TRAINING/MONTHLY MAINT	
					001-225-0000-4270	2,100.00
					Total :	2,100.00
110687	7/20/2015	890970 WEX BANK	41358423		FUEL FOR FLEET	
					001-320-0312-4402	2.00
					001-320-0320-4402	132.65
					001-320-0346-4402	4.00
					001-320-0370-4402	875.07
					001-320-0371-4402	299.02
					001-320-0390-4402	1,323.09
					001-320-0420-4402	4.00
					007-313-3630-4402	1,191.94
					001-320-0152-4402	522.33
					001-320-0221-4402	182.83
					001-320-0222-4402	195.01
					001-320-0224-4402	626.77
					001-320-0225-4402	5,059.08
					001-320-0226-4402	2.00
					001-320-0228-4402	456.25
					001-320-0311-4402	758.67

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110687	7/20/2015	890970 WEX BANK	(Continued)		029-335-0000-4402	206.40	
					070-381-0000-4402	39.08	
					070-382-0000-4402	214.66	
					070-383-0000-4402	872.47	
					070-384-0000-4402	233.39	
					072-360-0000-4402	304.36	
					027-344-0000-4402	66.73	
					Total :	13,571.80	
110688	7/20/2015	891103 TRITECH	IVC4004026	11237	SERVICE AGREEMENT FOR CAD, RMS	25,876.75	
					001-135-0000-4260	25,876.75	
					Total :	25,876.75	
110689	7/20/2015	891121 RIVERA, NICOLE	JUNE 2015		MMAP MENTOR/INSTRUCTOR	255.00	
					109-424-3638-4260	255.00	
					Total :	255.00	
110690	7/20/2015	891144 CARLOCK THURSTON	54-0202-02		WATER ACCOUNT REFUND - 911 GRIS\	800.00	
					070-2010	800.00	
					Total :	800.00	
110691	7/20/2015	891209 AUTONATION SSC	204421		DOME LIGHT LENSE - PK8704	19.60	
					001-320-0390-4400	19.60	
					Total :	19.60	
110692	7/20/2015	891219 GOSS, JOSEPH P	REIMB.		REIMB OF ITEMS PURCHASED FOR SF	165.00	
					001-423-0000-4300	165.00	
					Total :	165.00	
110693	7/20/2015	891311 TORRES, RITA	06/27/15 - 06/30/15		ENP SUBSTITUTE	31.50	
					115-422-3750-4270	31.50	
					Total :	31.50	
110694	7/20/2015	891355 NAREZ, FABIAN	JUNE 2015		MMAP INSTRUCTOR	285.00	
					109-424-3638-4260	285.00	
					Total :	285.00	
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110695	7/20/2015	891377 REYES, JOSE	36.00
		06/27/15 - 06/30/15	11.44
		07/01/15 - 07/10/15	126.00
			40.04
			213.48
110696	7/20/2015	891471 SCHOLASTIC INC.	78.77
		11205060	78.77
110697	7/20/2015	891531 WILLDAN ENGINEERING	185.00
		00319342	2,380.00
		00319422	2,835.00
			5,400.00
110698	7/20/2015	891542 MR "B" PRINTING INC.	184.40
		31957	184.40
110699	7/20/2015	891587 ABLE MAILING INC.	61.04
		22415	12.50
		22499	12.50
			86.04
110700	7/20/2015	891652 MARCARELLO, CHRIS	24.00
		040915	46.00
		052215	6.00
		101314	
		8383026	

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Voucher List

CITY OF SAN FERNANDO

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Bank code :bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110700	7/20/2015	891652 MARCARELLO, CHRIS	(Continued)			
			REIMB.-1		001-310-0000-4370 MILEAGE REIMB FOR VARIOUS MEETII	340.00
			REIMB.-2		001-310-0000-4370 MILEAGE REIMB FOR VARIOUS MEETII	212.29
					001-310-0000-4370	178.14
					Total :	806.43
110701	7/20/2015	891664 GOLDEN TOUCH CLEANING, INC	61645		JANITORIAL SERVICES CONTRACT FO	
				11181	001-390-0222-4260	4,000.00
				11181	001-390-0310-4260	1,250.00
				11181	001-390-0410-4260	2,350.00
				11181	001-390-0450-4260	1,250.00
				11181	001-390-0460-4260	3,700.00
					Total :	12,550.00
110702	7/20/2015	891765 HERNANDEZ, HILDA	05/16/15 - 06/17/15		YOGA INSTRUCTOR	
					017-420-1337-4260	25.00
					Total :	25.00
110703	7/20/2015	891777 IRRIGATION EXPRESS	15017658-00		XERI-CAP SOLID - MACLAY STREETSC	
					011-311-7510-4300	138.56
					Total :	138.56
110704	7/20/2015	891796 BATTERY SYSTEMS INC	3177090		BATTERY - PK1169	
					001-320-0390-4400	88.46
					Total :	88.46
110705	7/20/2015	891828 NATIOANAL METER AND	S1061566.003		NEW 2-INCH WATER METERS (2 M170)	
				11223	070-383-0700-4600	95.63
					070-383-0700-4600	883.50
				11223	070-383-0700-4600	9,300.00
					Total :	10,279.13
110706	7/20/2015	891849 SHI INTERNATIONAL CORP	B03612468		PUBLIC WORKS P.O.C. - PER QUOTE 9	
				11225	001-370-0000-4320	100.00
				11225	001-390-0000-4290	100.00

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CITY OF SAN FERNANDO

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110706	7/20/2015	891849 SHI INTERNATIONAL CORP	(Continued)			
				11225	001-346-0000-4300	297.00
				11225	070-383-0000-4320	150.00
					070-383-0000-4320	61.48
			B03617697		PUBLIC WORKS DOC MICRO TOWER, I	
				11231	001-370-0000-4300	100.00
				11231	001-390-0000-4300	100.00
				11231	001-320-0000-4300	100.00
				11231	070-383-0000-4300	379.57
					070-383-0000-4300	4.00
			B03621070		PUBLIC WORKS P.O.C. - PER QUOTE 9	
				11225	070-383-0000-4320	147.00
					070-383-0000-4320	13.98
			B03627499		PUBLIC WORKS DOC MICRO TOWER, I	
				11231	070-383-0000-4300	183.60
					Total :	1,736.63
110707	7/20/2015	891860 CARL WARREN & COMPANY	10000-10010		REIMBURSEMENT TO ITF ACCT (LIABIL	
					006-1037	16,524.86
					Total :	16,524.86
110708	7/20/2015	891871 WATER-WAYS IRRIGATION	167449		ALUMINUM PIPES TO DISCHARGE WEI	
				11221	070-383-0301-4300	5,587.23
					070-383-0301-4300	435.79
					Total :	6,023.02
110709	7/20/2015	891903 POLA, ALICIA	070715		MMAF PROJECT	
					109-424-3638-4260	800.00
			070715		MMAF PROJECT	
					109-424-3638-4260	475.00
					Total :	1,275.00
110710	7/20/2015	891917 MCPEEK'S DODGE OF ANAHEIM	VIN# EH362293		NEW PATROL CARS	
				11236	041-225-0000-4500	24,370.75
					041-225-0000-4500	2,314.39
			VIN# EH366849		NEW PATROL CARS	
				11236	041-225-0000-4500	24,370.75

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07/16/2015 11:28:05AM		CITY OF SAN FERNANDO						
Bank code :		bank						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
110710	7/20/2015	891917 MCPEEK'S DODGE OF ANAHEIM	(Continued)					
					041-225-0000-4500			
							Total :	2,314.39
								53,370.28
110711	7/20/2015	891919 ZWICKER, STEPHEN	06/15/15 - 06/26/15		SENIOR AEROBICS SUMMER SESSION			
					017-420-1322-4260			
							Total :	602.00
								602.00
110712	7/20/2015	891920 ANTIMO, ALDO	52-0300-04		WATER ACCT REFUND - 1958 EIGHTH			
					070-2010			
							Total :	69.79
								69.79
110713	7/20/2015	891921 SPANN, MICHAEL	52-0100-06		WATER ACCOUNT REFUND - 2023 8TH			
					070-2010			
							Total :	60.18
								60.18
110714	7/20/2015	891922 WEALTHPOINT REALTY SOLUTIONS	31-1080-06		WATER ACCT REFUND - 327 MACNEIL			
					070-2010			
							Total :	82.16
								82.16
110715	7/20/2015	891923 ESPINOSA, BILLY	56-0970-05		WATER ACCT REFUND - 711 JESSIE			
					070-2010			
							Total :	75.73
								75.73
110716	7/20/2015	891924 PRIETO, JENNIFER	33-2805-07		WATER ACCT REFUND - 1120 PICO			
					070-2010			
							Total :	45.00
								45.00
110717	7/20/2015	891925 MONROY, MARTA	35-0795-02		WATER ACCT REFUND - 1425 CORONE			
					070-2010			
							Total :	7.49
								7.49
110718	7/20/2015	891927 RAMIREZ, YANIRA	2000177.001		PARTIAL REFUND - TRANSFERRED FR			
					017-3770-1328			
							Total :	40.00
								40.00
110719	7/20/2015	891928 PEREZ, FLOR	2000179.001		BASKETBALL REFUND -COACH DISCO			
					017-3770-1328			
								45.00

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Voucher List

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CITY OF SAN FERNANDO

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
110719	7/20/2015	891928 PEREZ, FLOR	(Continued)			45.00
110720	7/20/2015	891929 ALL AMERICAN CLEANERS	2426		(11) TABLE CLOTHES CLEANED 017-420-1326-4260	165.00
					Total :	165.00
110721	7/20/2015	891930 GONZALES, DOLORES	062815		DETAILED CLEANING OF REC & PARK 001-424-0000-4260	480.00
					Total :	480.00
110722	7/20/2015	891931 COMPANIA DE CAFE	62515		REFRESHMENTS FOR LGBTQ AWARENESS 053-101-9818-4430	189.81
					Total :	189.81
138	Vouchers for bank code : bank				Bank total :	590,388.93
138	Vouchers in this report				Total vouchers :	590,388.93

Voucher Registers are not final until approved by Council.

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## RESOLUTION NO. 6212

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, APPROVING THE ISSUING OF WARRANTS PRIOR TO COUNCIL RATIFICATION DUE TO CANCELLATION OF REGULARLY SCHEDULED CITY COUNCIL MEETINGS

WHEREAS, warrants are not issued until ratification at Council meetings; and

WHEREAS, during certain months of the year, regularly scheduled Council meetings may be cancelled, causing extended periods of time between meetings; and

WHEREAS, this time lag may create undue hardship to those whom the City may owe funds.

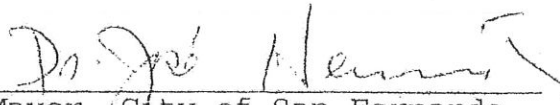
NOW, THEREFORE BE IT RESOLVED that the City Council of the City of San Fernando, California, does hereby approve that regularly scheduled warrants, including consultants' billings, which would have been considered for ratification had not a regularly scheduled City Council meeting been cancelled, may be approved for issuance by a consensus of the City Administrator and the Finance Director. The check signature policy will not be amended by this action and the warrants will be subject to ratification at the next scheduled City Council meeting.

PASSED, APPROVED AND ADOPTED this 3rd day of August, 1992, by the following vote:


AYES: Acuna, Hernandez, Chacon, Wysbeek, Ojeda - 5

NOES: None - 0

ABSENT: None - 0

  
Mayor, City of San Fernando

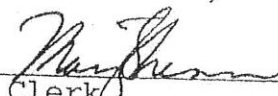
ATTEST:

  
City Clerk

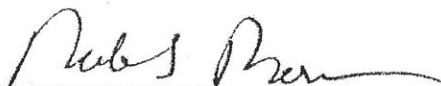


STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS.  
CITY OF SAN FERNANDO )

I hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of San Fernando at a regular meeting thereof, held on the 3rd day of August, 1992.

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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney



# THE CITY OF SAN FERNANDO

## MEMORANDUM


**To:** Margarita Solis, City Treasurer

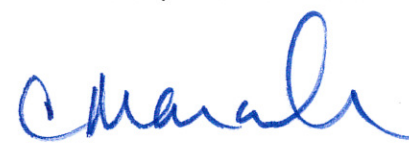
**From:** Nick Kimball, Finance Director  
By: Sandra Franco-Rivas, Senior Account Clerk

**Date:** July 7, 2015

**Subject:** Release of Warrants

Due to the lack of a formal City Council meeting on July 6, 2015 the warrant register was not approved. The City Council has passed a Resolution #6212 permitting the release of regular occurring warrants with the approval of the City Manager and the Finance Director (copy attached). Approval is hereby provided:

Approved:   
Nick Kimball, Finance Director

Approved:   
Brian, Saeki, City Manager



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## AGENDA REPORT

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brian Saeki, City Manager  
**By:** Michael E. Okafor, Personnel Manager

**Date:** July 20, 2015

**Subject:** Consideration to Approve an Agreement for Special Services with Liebert Cassidy Whitmore

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Approve a renewal Agreement for Special Services with Liebert Cassidy Whitmore (LCW) (Attachment "A" – Contract No. 1748(a));
- b. Authorize the City Manager to execute the Agreement; and
- c. Authorize staff to utilize the services of Olivarez Madruga, P.C. for additional representational, litigation, and other employment relations services.

### **BACKGROUND:**

1. On November 7, 2011, the City Council authorized the City Administrator to proceed with a Request for Proposals (RFP) for Labor and Employment Legal Services for the City.
2. On January 9, 2012, staff conducted the bid opening, and received a total of 12 responses to the RFP for Labor and Employment Legal Services.
3. In March 2012, all proposals were reviewed by an in-house committee (comprised of the City Administrator, City Planner, and the Personnel Manager) to ensure that the information requested in the RFP was complete, and that the respondents satisfied the minimum qualifications. During this review, six firms were selected for further consideration.
4. On May 8, 2012, the remaining six proposals were reviewed by the City Council Screening Committee, and four firms were selected for further consideration.

**Consideration to Approve an Agreement for Special Services with Liebert Cassidy Whitmore**Page 2 of 3

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5. On May 31, 2012 and June 7, 2012, the City Council interviewed representatives from each of the four law firms, including representatives from LCW.
6. On June 7, 2012, the City Council approved a motion to hire Meyers Nave as the City's Labor and Employment Attorney, and directed the City Administrator to negotiate a contract for City Council consideration.
7. On July 2, 2012, the City Council voted to not approve a contract with Meyers Nave and to reconsider other firms.
8. On July 18, 2012, the City voted to renew a one-year special services agreement with LCW, thus making the City a member of the San Gabriel Valley Employment Relations Consortium, which consists of over 27 cities that consult with LCW.
9. On February 19, 2013, the City Council approved an agreement for City Attorney services with the law firm of Olivarez Madruga, P.C.
10. On November 18, 2013, a City Council Sub-Committee, the Interim City Manager, and the Personnel Manager met with representatives from LCW to address certain City concerns, and determined that it is in the City's best interest to continue with LCW for special labor and employment law services.
11. On December 2, 2013, the City Council approved an Agreement for Special Services with LCW retroactively from July 1, 2013 through June 30, 2014.
12. On June 16, 2014, the City Council approved the renewal of the Agreement for Special Services with LCW from July 1, 2014 through June 30, 2015.

**ANALYSIS:**

LCW has over 30 years of extensive experience representing public agencies in California strictly in the area of employment law and labor relations. With over 70 attorneys, the firm has a very good reputation and tremendous resources, and is currently serving about 74% of California cities, 90% of California counties, 90% of California's community college districts, as well as numerous special districts and schools. The firm currently provides relevant training to unlimited number of employees at no additional cost through its Employment Relations Consortium.

If approved, the proposed Agreement for Special Services will be for one year, from July 1, 2015 through June 30, 2016, and will include the provision of the following services:

- Five full days of group training workshops for unlimited number of City designated

**Consideration to Approve an Agreement for Special Services with Liebert Cassidy Whitmore**Page 3 of 3

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attendees covering various employment relations subjects, such as "Public Service: Understanding the Roles and Responsibilities of Public Employees," "Managing the Marginal Employee," "Embracing Diversity," "Supervisory Skills for the First Line Supervisor/Manager," "The Art of Writing the Performance Evaluation," and so on. See Attachment "B" for the LCW 2015-2016 Workshop Schedule.

- Availability of Attorneys for City to consult by telephone. Questions that the attorneys can answer with limited research or review of documents are covered by this service.
- Monthly newsletter and training materials covering employment relations developments.

LCW will provide the above services to the City for a flat fee of \$2,790 if paid prior to August 1, 2015. If paid after August 1, 2015, a late fee of \$100 will be added. The flat fee covers Attorney's time in providing the year-long training workshops, as well as limited telephonic consultations. Provision of the nine workshops listed in Attachment "B" at this flat rate amounts to major savings for the City. Typically, a three-hour, half day workshop session ranges from \$1,750 to \$2,200, while a six-hour, full day session ranges from \$2,750 to \$3,300.

This agreement does not include additional services such as representation, litigation, and other employment relations services, for which the City will be billed based on the hourly rates for attorney time. For these services, the City will utilize labor attorneys with the law firm of Olivarez Madruga, P.C. Their hourly rates are \$190 and \$275 for Associates and Partners, respectively. These rates are more competitive when compared to that of LCW, which range from \$190 to \$325, depending on the specific attorney used.

**BUDGET IMPACT:**

Funding is included in the Fiscal Year 2015-2016 Adopted Budget.

**CONCLUSION:**

Renewal of the Agreement for Special Services with LCW is necessary to enable the City take advantage of the special benefits available to members of the Employment Relations Consortium, including the nine scheduled workshops, training materials and resources.

**ATTACHMENTS:**

- A. Contract No. 1748(a)
- B. LCW 2015-2016 Workshop Schedule

## CONTRACT NO. 1748(a)

**AGREEMENT FOR SPECIAL SERVICES**

This Agreement is entered into between the City of San Fernando, A Municipal Corporation, hereinafter referred to as "Agency," and the law firm of LIEBERT CASSIDY WHITMORE, A Professional Corporation, hereinafter referred to as "Attorney."

WHEREAS Agency has the need to secure expert training and consulting services to assist Agency in its relations and negotiations with its employee organizations; and

WHEREAS Agency has determined that no less than twenty-seven (27) public agencies in the San Gabriel Valley area have the same need and have agreed to enter into identical agreements with Attorney; and

WHEREAS Attorney is specially experienced and qualified to perform the special services desired by the Agency and is willing to perform such services;

NOW, THEREFORE, Agency and Attorney agree as follows:

**Attorney's Services:**

During the year beginning July 1, 2015, Attorney will provide the following services to Agency (and the other aforesaid public agencies):

1. Five (5) days of group training workshops covering such employment relations subjects as management rights and obligations, negotiation strategies, employment discrimination and affirmative action, employment relations from the perspective of elected officials, performance evaluation (administering evaluations), grievance and discipline administration for supervisors and managers, planning for and responding to concerted job actions, current court, administrative and legislative developments in personnel administration and employment relations, etc., with the specific subjects covered and lengths of individual workshop presentations to be determined by Agency and the other said local agencies.

It is expressly understood that the material used during these presentations, including written handouts and projected power points are provided solely for the contracted workshops. This agreement warrants there will be no future use of Liebert Cassidy Whitmore material in other trainings or formats without the expressed written permission of Liebert Cassidy Whitmore. Any such use will constitute a violation of this agreement and copyright provisions.

2. Availability of Attorney for Agency to consult by telephone.
3. Providing of a monthly newsletter covering employment relations developments.

**Fee:**

Attorney will provide these special services to Agency for a fee of Two Thousand Seven Hundred Ninety Dollars (\$2,790.00) payable in one payment prior to August 1, 2015. The fee, if paid after August 1, 2015 will be \$2,890.00.



Said fee will cover Attorney's time in providing said training and consultative services and the development and printing of written materials provided to attendees at the training programs.

**Additional Services:**

Attorney shall, as and when requested by Agency, make itself available to Agency to provide representational, litigation, and other employment relations services. The Agency will be billed for the actual time such representation services are rendered, including reasonable travel time, plus any necessary costs and expenses authorized by the Agency.

The range of hourly rates for Attorney time is from One Hundred Ninety to Three Hundred Twenty-Five Dollars (\$190.00 - \$325.00) per hour for attorney staff and from Seventy-Five to One Hundred Fifty Dollars (\$75.00 - \$150.00) per hour for services provided by paraprofessional and litigation support staff. Attorneys, paraprofessional and litigation support staff bill their time in minimum units of one-tenth of an hour. Attorney reviews its hourly rates in an annual basis and if appropriate, adjusts them effective July 1.

**Independent Contractor:**

It is understood and agreed that Attorney is and shall remain an independent contractor under this Agreement.

**Term:**

The term of this Agreement is twelve (12) months commencing July 1, 2015. The term may be extended for additional periods of time by the written consent of the parties.

**Condition Precedent:**

It is understood and agreed that the parties' aforesaid rights and obligations are contingent on no less than twenty-seven (27) local agency employers entering into a substantially identical Agreement with Attorney on or about July 1, 2015.

Dated: 6/4/15

**LIEBERT CASSIDY WHITMORE**  
A Professional Corporation

By [Signature]

Dated: \_\_\_\_\_

**CITY OF SAN FERNANDO**  
A Municipal Corporation

By \_\_\_\_\_

# 2015-2016 Workshop Schedule

## San Gabriel Valley

### *Employment Relations Consortium*

#### **September 10, 2015 – “Public Service: Understanding the Roles and Responsibilities of Public Employees”**

*date:* Thursday, September 10, 2015  
*time:* 9:00 a.m. to 12:00 p.m.  
*location:* Almansor Court, Alhambra *host:* City of Rosemead  
*audience:* All Employees

#### **September 10, 2015 – “Managing the Marginal Employee”**

*date:* Thursday, September 10, 2015  
*time:* 1:00 p.m. to 4:00 p.m.  
*location:* Almansor Court, Alhambra *host:* City of Rosemead  
*audience:* Supervisors and Managers

#### **November 18, 2015 – “Embracing Diversity”**

*date:* Wednesday, November 18, 2015  
*time:* 9:00 a.m. to 12:00 p.m.  
*location:* Almansor Court, Alhambra *host:* Metropolitan Water District  
*audience:* Supervisors and Managers

#### **November 18, 2015 – “Difficult Conversations”**

*date:* Wednesday, November 18, 2015  
*time:* 1:00 p.m. to 4:00 p.m.  
*location:* Almansor Court, Alhambra *host:* Metropolitan Water District  
*audience:* First Line Supervisors and Managers

**San Gabriel Valley ERC  
2015-2016 Schedule****January 13, 2016 – “Family and Medical Care Leave Acts”**

*date:* Wednesday, January 13, 2016  
*time:* 9:00 a.m. to 12:00 p.m.  
*location:* Metropolitan Water District  
*audience:* Human Resources Staff, Supervisors and Managers

**January 13, 2016 – “Introduction to the FLSA (To Include New Developments and Hot Topics)”**

*date:* Wednesday, January 13, 2016  
*time:* 1:00 p.m. to 4:00 p.m.  
*location:* Metropolitan Water District  
*audience:* Supervisors, Managers and Department Heads

**March 24, 2016 – “Supervisory Skills for the First Line Supervisor/Manager”**

*date:* Thursday, March 24, 2016  
*time:* 9:00 a.m. to 4:00 p.m.  
*location:* Almansor Court, Alhambra  
*audience:* Supervisors and Managers  
*host:* City of Rosemead

**May 11, 2016 – “Managing Performance Through Evaluation”**

*date:* Wednesday, May 11, 2016  
*time:* 9:00 a.m. to 12:00 p.m.  
*location:* Almansor Court, Alhambra  
*audience:* Supervisors and Managers  
*host:* City of Monterey Park

**May 11, 2016 – “The Art of Writing the Performance Evaluation”**

*date:* Wednesday, May 11, 2016  
*time:* 1:00 p.m. to 4:00 p.m.  
*location:* Almansor Court, Alhambra  
*audience:* Supervisors and Managers  
*host:* City of Monterey Park

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## AGENDA REPORT

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brian Saeki, City Manager  
By: Nick Kimball, Finance Director

**Date:** July 20, 2015

**Subject:** Consideration to Approve a Purchase Order with Sidepath for the Purchase and Installation of Network Servers and Related Equipment

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Approve a Purchase Order with Sidepath for the purchase and installation of network servers and related equipment.
- b. Authorize the City Manager to execute the Purchase Order.

### **BACKGROUND:**

1. The City has aging core server hardware, including virtual infrastructure, host servers, and storage area network hardware that are at or near their end of life. Most of the City's servers are running Microsoft Server 2003, which had a scheduled end of life on July 14, 2015 and is no longer being supported by Microsoft.
2. While there are multiple redundancies in place to minimize the chance of significant loss of service, the chance of hardware failure increases greatly over time, especially considering Microsoft will no longer release service packs or patches to address any programming issues.

### **ANALYSIS:**

Due to budget constraints, investment in the City's core technology backbone has been deferred for many years. The City is at a point that further deferring investment puts the City at a heightened risk for hardware failure and/or a security breach of outdated and unsupported software that will significantly disrupt business operations. The City has the opportunity to upgrade and expand the current network capacity to ensure there is sufficient processing

## Consideration to Approve a Purchase Order with Sidepath for the Purchase and Installation of Network Servers and Related Equipment

Page 2 of 3

capability, RAM, and data storage capacity to support current and future computing needs for the next five to seven years.

Staff has done significant research to explore various options for replacing the City's network hardware, including working with a number of vendors to evaluate the current network system set-up and recommend an optimal network set-up. Staff also installed software to analyze current network capacity and usage statistics to measure peak usage and ensure that the City implements a solution that has more than enough computing power to support existing software needs.

The City's current system is a mixture of stand-alone Hewlett Packard and Dell servers that were purchased at various times based on the availability of funds. In order to take full advantage of the computing and cost efficiencies that are achieved by implementing a fully integrated and compatible system, staff explored various "network-in-a-box" systems. After talking to various vendors, it was recommended that the Dell PowerEdge VRTX system would be the best fit for the City's mid-size business computing needs. The Dell PowerEdge VRTX is a blade style system that consolidates host servers, SAN, and networking equipment into a single enclosure and is scalable to meet the City's future computing needs.

### Existing Hardware

Multiple stand-alone servers  
32 GB of RAM  
SAN Storage Space 9 TB

### Proposed Hardware

Single server system with up to 4 blades  
128 GB of RAM  
SAN Storage Space 30 TB

Once a system specification was decided on, the City solicited and received the following quotes:

<u>Vendor</u>	<u>Location</u>	<u>Contract Pricing</u>	<u>Price</u> (excludes tax and S&H)	<u>Installation Cost</u>
SHI	Somerset, NJ	Not indicated	\$42,889	Not provided
Sidepath	Laguna Hills, CA	WSCA	\$42,823	Yes
Zones	Seattle, WA	WSCA	\$40,136	Not provided

The prices quoted above do not include sales tax or shipping and handling costs, which will add \$4,000 to \$5,000 to the total purchase price. Additionally, Sidepath offered implementation services for approximately \$2,000. Due to the complex and technical nature of installing, configuring, testing, and launching an entirely new network system, expert professional implementation services are critical to a successful transition to the new hardware.

Since the City contracts for basic IT, network support, and desktop support services, existing staff does not have the expertise with the Dell PowerEdge VRTX system or the experience installing, configuring, and testing all-in-one server systems that is necessary to ensure the City



**Consideration to Approve a Purchase Order with Sidepath for the Purchase and Installation of Network Servers and Related Equipment**Page 3 of 3

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maximizes utilization of the system while minimizing business disruptions during the transition to the new equipment.

Although the Zones quote is the lowest, it is not itemized, which makes it difficult to ensure the quotes are comparable. Additionally, Zones is based in Seattle, Washington and does not include implementation services. The SHI and Sidepath quotes are virtually identical; however, Sidepath is relatively local (Laguna Beach, California) and offers on-site implementation services.

Subsequent to receiving the quotes, staff contacted client references for implementation services offered by Sidepath. Sidepath's client references spoke highly of their technical knowledge and professionalism. One client reference indicated that, despite delays caused by the client, Sidepath assisted with resolving the issues at no additional costs.

In accordance with Section 2-810(a) of the City Code, the proposed equipment is being offered through Western States Contracting Alliance (WSCA), a multi-state purchasing cooperative that makes competitively bid pricing contracts available for use by public agencies (i.e. "piggybacking"). Since this procurement exceeds \$25,000, piggybacking on the WSCA contract meets the City Code's formal contract bid requirements.

**BUDGET IMPACT:**

The Fiscal Year 2015-2016 Adopted Budget includes \$50,000 to upgrade the City's core network servers, which is sufficient to fully fund the proposed Purchase Order. The remaining budgeted funds will be used for implementation services and to purchase the necessary software operating licenses and maintenance agreements.

**CONCLUSION:**

Completely replacing the City's technology backbone is a critical project that requires sufficient expertise to evaluate the hardware needs then plan, configure, and test the new system to ensure proper performance and minimize interruption to City services. Although it is not the lowest quote, staff is recommending City Council award a Purchase Order to Sidepath up to \$50,000 (additional amount includes tax, shipping, and professional implementation services) as that combination of hardware and services are in best interest of the City.

**ATTACHMENTS:**

- A. Sidepath Quote (recommended)
- B. SHI Quote
- C. Zones Quote



22892 Mill Creek Drive  
Laguna Hills, CA 92653  
Phone (949)748-8700; Fax (949)748-8706  
[www.sidepath.com](http://www.sidepath.com)

## ATTACHMENT "A" Quotation

Date: 06/22/15  
Quotation #: SIDQ7881-01  
Valid Until: 07/08/15  
Prepared By: Krunal Patel  
Project ID: SIDPROJECT6458

**Bill To:**

City of San Fernando  
Attn: Luis Rojas  
117 Macneil Street  
San Fernando, CA 91340

Phone:  
Email: [knight@sfcity.org](mailto:knight@sfcity.org)

**Ship To:**

City of San Fernando  
Attn: Luis Rojas  
117 Macneil Street  
San Fernando, CA 91340

Phone:  
Email: [knight@sfcity.org](mailto:knight@sfcity.org)

Qty	Item Code	Description	Unit Price	Ext. Price
<b>PowerEdge VRTX Rack</b>				
1	225-4380	PowerEdge VRTX Rack	\$22,599.48	\$22,599.48
	468-0891	PowerEdge VRTX Chassis Configure to Order		
	954-7528	Dell Hardware Limited Warranty Plus On Site Service Extended Year		
	954-7531	Dell Hardware Limited Warranty Plus On Site Service Initial Year		
	954-7547	Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 2 Year Extended		
	954-7555	Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, Initial Year		
	954-7565	MISSION CRITICAL PACKAGE: Enhanced Services, 3 Year		
	954-7573	ProSupport: 7x24 HW / SW Tech Support and Assistance, 3 Year		
	989-3439	Thank you choosing Dell ProSupport. For tech support, visit <a href="http://www.dell.com/support">http://www.dell.com/support</a> or call 1-800- 945-3355		
	973-3684	Remote Implementation of a Dell Converged System		
	973-2426	Declined Remote Consulting Service		
	332-0798	PowerEdge VRTX Shipping		
	340-AAWC	Shipping Materials, VRTX Rack Chassis with up to Four Half-Height Server Nodes		
	329-BCGY	PowerEdge VRTX 10Gb Switch Module, Int 16 ports to Ext 6 ports (4x 10Gb SFP+, 2x 1Gb RJ45)		
	319-2038	PowerEdge VRTX Rack Configuration for 2.5 inch Hard Drives (max 25)		
	318-2754	PowerEdge VRTX Locking Security Bezel		
	332-0877	Chassis Management Controller Card for PowerEdge VRTX Chassis		
	332-0877	Chassis Management Controller Card for PowerEdge VRTX Chassis		
	342-2666	CMC Extended Storage Card		
	403-BBEQ	SD Storage for Chassis Management Controller		
	319-1974	PowerEdge VRTX 2.5 HDD Dual Expander for Dual Controller		
	332-0796	PowerEdge VRTX 2.5 HD HotPlug Backplane with Dual Controller and Expander in Redundant Mode		
	342-5520	(25) 1.2TB 10K RPM SAS 6Gbps 2.5in Hot-plug Hard Drive		
	310-1972	No Documentation		

Qty	Item Code	Description	Unit Price	Ext. Price
	318-1392	No Internal Optical Drive		
	770-BBCO	PowerEdge VRTX Rack Installation Rails, No Cable Management Arm		
	450-AEJX	PowerEdge VRTX Redundant Power Supply, 4 x 1600W, (2+2)		
	310-8509	(4) Power Cord, NEMA 5-15P to C13, 15 amp, wall plug, 10 feet / 3 meter		
	421-5736	No Media Required		
	421-9814	PowerEdge VRTX Enterprise Management License Upgrade, with FlexAddress for CMC		
		<b>SubTotal</b>		<b>\$22,599.48</b>
<b>PowerEdge M630 VM Hosts</b>				
3	210-ACZY	PowerEdge M630 Blade Server	\$6,741.37	\$20,224.11
	210-ACZY	PowerEdge M630 Blade Server		
	329-BCLU	PowerEdge M630 Motherboard		
	330-BBBG	VRTX PCIE Pass-Through Mezzanine Adapter Qty-2		
	340-AFBP	PowerEdge VRTX Server Node Insertion Instruction Label for Handle		
	389-BESH	PowerEdge M630 Regulatory Label, DAO		
	634-BBLZ	VRTX Software Drivers for Add-in Exmulex PCI NICs		
	750-AACQ	VRTX Software Drivers for Add-in Broadcom PCI NICs		
	750-AACR	VRTX Software Driver for Shared PERC Controller		
	750-AACS	VRTX Software Drivers for Add-in Intel PCI NICs		
	750-AACT	VRTX Software Drivers for Add-in Qlogic PCI NICs		
	750-AACU	VRTX Software Drivers for Add-In AMD GPGPU		
	989-3439	Thank you choosing Dell ProSupport. For tech support, visit <a href="http://www.dell.com/support">http://www.dell.com/support</a> or call 1-800- 945-3355		
	997-0181	Dell Hardware Limited Warranty Plus On Site Service		
	997-0190	Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Year		
	997-0200	ProSupport: 7x24 HW / SW Tech Support and Assistance, 3 Year		
	909-0259	Dell Proactive Systems Management - Declined - <a href="http://www.dell.com/Proactive">www.dell.com/Proactive</a>		
	900-9997	On-Site Installation Declined		
	973-2426	Declined Remote Consulting Service		
	332-1286	US Order		
	343-BBDG	No System Documentation, No OpenManage DVD Kit		
	750-AADI	System ordered as part of Multipack order		
	540-BBCQ	QLogic 57840S 10Gb Quad Port KR Blade Network Daughter Card		
	385-BBHO	iDRAC8 Enterprise, integrated Dell Remote Access Controller, Enterprise		
	634-BBWU	OpenManage Essentials, Server Configuration Management		
	406-BBEN	2.5" Backplane with up to 2 Hard Drives and Onboard SATA		
	384-BBDP	Standard Cooling,M630		
	384-BBBL	Performance BIOS Settings		
	780-BBLT	Diskles Configuration, No Controller		

Qty	Item Code	Description	Unit Price	Ext. Price
	405-AACD	No Controller		
	338-BFFF	Intel Xeon E5-2650 v3 2.3GHz,25M Cache,9.60GT/s QPI,Turbo,HT,10C/20T (105W) Max Mem 2133MHz		
	374-BBGM	Upgrade to Two Intel Xeon E5-2650 v3 2.3GHz,25M Cache,9.60GT/s QPI,Turbo,HT,10C/20T (105W)		
	370-ABUG	(8) 16GB RDIMM, 2133 MT/s, Dual Rank, x4 Data Width		
	370-ABUF	2133MT/s RDIMMs		
	370-AAIP	Performance Optimized		
	400-ABHL	No Hard Drive		
	631-AACK	No Systems Documentation, No OpenManage DVD Kit		
	330-BBCV	Internal Dual SD Module		
	385-BBCF	Redundant SD Cards Enabled		
	385-BBII	16GB SD Card For IDSMD		
	385-BBII	16GB SD Card For IDSMD		
	611-BBBG	No Operating System, No Utility Partition		
	421-5736	No Media Required		
	374-BBHL	DIMM Blanks for System with 2 Processors		
	412-AADY	68MM Heatsink for PowerEdge M630 Processor 1		
	412-AADZ	68MM Heatsink for PowerEdge M630 Processor 2		
	750-AAFD	68MM Processor Heatsink Shroud for PowerEdge M630		
		<b>SubTotal</b>		<b>\$20,224.11</b>
		<b>VRTX SubTotal</b>		<b>\$42,823.59</b>
<b>Sidepath Professional Services</b>				
1	SID-PS-VRTX-IMP-1	Implementation: Dell PowerEdge VRTX solution (single enclosure)	\$1,964.29	\$1,964.29
		<b>SubTotal</b>		<b>\$1,964.29</b>
<b>WSCA CONTRACT</b>				
		All Dell Products quoted on this Proposal may be purchased using Sidepath Dell WSCA Agent / Contract Code 86AGU, Contract Number B27160		

Pricing does not include Sales Tax or Shipping/Handling unless specifically stated in quote. Note: Sidepath does not collect sales tax for orders shipped out of the state of California. It will be the customer's responsibility to report the tax as Sales &

<b>Total</b>	<b>\$44,787.88</b>
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CA Shipments: CA Electronic Waste Recycling (eWaste) Fee will apply to monitors, laptops or tablets.

Payment Terms from Ship Date: Net 30

If you have any questions regarding this quotation, please contact: Krunal Patel | (949) 424-3139 | [krunal@sidepath.com](mailto:krunal@sidepath.com)

**THANK YOU FOR YOUR BUSINESS!**



**ATTACHMENT "B"**

## Pricing Proposal

Quotation #: 9859367

Created On: 6/19/2015

Valid Until: 7/19/2015

# City of San Fernando CA

# Luis Rojas

CA

United States

Phone: (818) 898-7325

Fax:

Email: Knight@sfcity.org

## Samuel Urso

290 Davidson Ave

Somerset, NJ 08873

Phone: (800)-477-6479

Fax: 800-477-6479

Email: Samuel\_Urso@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 POWEREDGE VRTX RACK (225-4380) POWEREDGE VRTX CHASSIS CONFIGURE TO ORDER (468-0891) GROUP2: POWEREDGE M630 BLADE SERVER (210-ACZY) POWEREDGE M630 MOTHERBOARD (329-BCLU) / (SHI INTERNATIONAL CORP) Dell - Part#: 709901970	1	\$42,889.00	\$42,889.00
		Total	\$42,889.00

### Additional Comments

First time user for SHI Direct website? Please use the following information when registering.

California Gov't:

<http://www.publicsector.shidirect.com/slg/ca>

Token: 30343

Access Key: HBB59KL3PK

*The Products offered under this proposal are subject to the SHI Return Policy posted at [www.shi.com/returnpolicy](http://www.shi.com/returnpolicy), unless there is an existing agreement between SHI and the Customer.*



## ATTACHMENT "C"

06/08/2015

Account # 0071041175

**Bill To :**  
**CITY OF SAN FERNANDO A/P**  
**117 N MACNEIL ST**  
**SAN FERNANDO CA 91340**  
**Phone : (818) 898-1201**

**Ship To :**  
**CITY OF SAN FERNANDO**  
**WSCADELLCA CONTRACT**  
**117 MACNEIL STREET**  
**FINANCE DEPT**  
**SAN FERNANDO CA 91340**  
**Phone : (253) 205-3000**

**Quote : S4140456**  
**PO# : Dell WSCA B27164**

Software prices subject to change  
 Hardware quotes are valid for 7 business days  
 Memory Prices are valid for 24 hours only, call for verification

**REMIT PAYMENT TO:**  
**ZONES, INC**  
**P.O. BOX 34740**  
**SEATTLE, WA 98124-1740**

**PLEASE SEND PURCHASE**  
**ORDERS DIRECTLY TO YOUR**  
**ZONES ACCOUNT EXECUTIVE**  
**VIA FAX OR EMAIL**

**Emanuel Smith**  
**Account Executive**  
**Phone: (253) 205-3969**  
**Fax: (253) 205-2969**

Email: Emanuel.Smith@zones.com

Item#	Qty	Mfr. Name	Description	Manufacturers Part #	Unit Price	Total
Spec Order	1	ZONES INC (ITD)	PowerEdge VRTX Rac	O 00162805 SPO	20,302.30	20,302.30
Spec Order	3	ZONES INC (ITD)	PowerEdge M630 Blade Server	O 00162805 SPO	6,668.29	20,004.87

ASK US ABOUT  
 Installations: Server  
 Installations: General  
 On-Site Technical Services  
 Remote Help Desk Support  
 Remote Network OS Support  
 Hourly On-site Technical Service Rates

Visit us on the web: <http://www.zones.com>  
**Zones, Inc**  
**1102 15th St. SW Suite 102**  
**Auburn, WA 98001**  
**Phone: (800) 419-9663**

**Sub-Total: \$40,307.17**  
**Estimated Sales Tax: \$3,829.18**  
**FedEx Ground: \$0.00**  
**Grand Total: \$44,136.35**

24 Mo. \$1 Out lease for \$1,867.83 per month  
 36 Mo. \$1 Out lease for \$1,291.04 per month

Please Note: Lease Amounts Exclude Tax



**CERTIFIED**  
 as an NMBC  
**MINORITY BUSINESS**  
**ENTERPRISE**  
 by the NMSDC

**Shipping Terms:** For all shipments, Zones will arrange for shipping to the customer's destination; however, such costs are the responsibility of the customer. For shipments made during the seven calendar days preceding the end of each calendar quarter, title and risk of loss will pass to the customer upon delivery by Zones to the carrier. For all orders shipped within this seven day period, Zones will obtain third-party insurance at its own expense and will assist the customer in filing any claims with the insurance company arising from loss or damage to the shipment during transit. Prices are quoted by volume, and are subject to change without notice. Products sold by Zones are third party products and are subject to the warranties and representations of the applicable manufacturers.  
**RETURNS:** No returns will be accepted without a Return Authorization (RA) Number, requested within 14 days from the invoice date. Software licensing and special-order products are non-returnable. Other products are subject to manufacturer return policies and restrictions. Additional Terms and Conditions apply and are available on our website.

We appreciate this opportunity to earn your business, and look forward to serving you soon! Thank you!



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## MEMORANDUM

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brain Saeki, City Manager  
By: Anthony Vairo, Police Chief

**Date:** July 20, 2015

**Subject:** Consideration to Approve a Purchase Order with McPeck Dodge of Anaheim for the Purchase of Two Replacement Detective Vehicles

### RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a Purchase Order with McPeck Dodge of Anaheim for the purchase of two (2) 2014 Dodge Chargers, in the amount of \$53,370.28, under the Cooperative Purchase Provision of the Los Angeles County Sheriff contract #RFB-IS-14200202-1 / P.O-SH 14321690-1; and
- b. Authorize the City Manager to execute the Purchase Order.

### BACKGROUND:

1. The Police Department Detective Division vehicle fleet historically consists of four dual purpose unmarked police vehicles and are replaced on a six to eight year rotation.
2. Currently, two 2000 Ford Crown Victoria Detective vehicles are 15 years old and are well over the six to eight year replacement cycle. This occurred due to the 2008 recession and budget restrictions.

### ANALYSIS:

The vehicles are being purchased by piggybacking on a competitively bid contract between the County of Los Angeles and McPeck Dodge of Anaheim (contract #RFB-IS-14200202-1 / P.O-SH 14321690-1). Purchasing the vehicles in this manner is in accordance with the City's Purchasing Ordinance, which authorizes cooperative purchasing through piggybacking. In accordance with the provisions of the Purchasing Ordinance, the vehicles are being offered by the vendor at the

**Consideration to Approve a Purchase Order with McPeck Dodge of Anaheim for the Purchase of Two Replacement Detective Vehicles**Page 2 of 2

---

same terms, conditions and price as described in the contract with the County of Los Angeles (Attachment "A").

**BUDGET IMPACT:**

Funding is included in the Fiscal Year 2015-2016 Adopted Budget.

**CONCLUSION:**

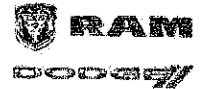
The Police Department has established the need to purchase the vehicles, which are front-line police service vehicles necessary for public safety and recommends that the City Council authorize the purchase of two 2014 Dodge Chargers.

**ATTACHMENT:**

A. McPeck Dodge of Anaheim



ATTACHMENT "A"



QUOTE  
CITY OF SAN FERNANDO  
2014 DODGE CHARGER POLICE CAR  
PER LA COUNTY SHERIFF CONTRACT  
RFB-IS-14200202-1 / P.O-SH 14321690-1  
STREET APPEARANCE  
ADMIN UNIT

6-24-2015

INCLUDES OPTIONS  
27A DODGE CHARGER POLICE PKG  
3.6 LITER V-6  
HD CLOTH BUCKET SEATS W/CLOTH REAR  
8 KEYS  
POWER SEAT  
POWER HEATED MIRRORS FOLD AWAY  
STREET APPEARANCE GROUP  
BLUETOOTH  
CAR TO SOLID COLOR

SELLING PRICE	24,362.00
ADD V-8 ENGINE	N/C
SALES TAX 9.5%	2,314.39
CA TIRE TAX	8.75
TOTAL FOR EACH CAR	26,685.14

CAR IN STOCK NOW 5-10 DAY DELIVERY

- 1) 5-BILLET SILVER IN STOCK
- 2) 8-PITCH BLACK IN STOCK
- 3) 1-BRIGHT SILVER

1221 Auto Center Dr. - P.O. Box 730 - Anaheim, CA 92815

Phone: 1 (714) 635-2340 Fax 1 (714) 533-1553



## NOTES;

- 1 NEW WARRANTY FOR THE 2014 MODELS ARE  
3YR/36,000 ON THE CAR  
5YR/100,000 ON THE POWER TRAIN
- 2 DELIVERY TIME IS 60-120 DAYS ARO
- 3 MAX CARE 5YR/100,000 MILE SERVICE  
CONTRACT, IF NEEDED PLEASE ADD  
2,525.00 PER UNIT

McPeek's Dodge of Anaheim  
1221 AUTO CENTER DR  
ANAHEIM, CA 9280  
714-254-2613 OFC  
714-254-2614 FAX  
714-264-1867 CELL  
KEVINB@MCPEEKDODGE.COM

1221 Auto Center Dr. - P.O. Box 730 - Anaheim, CA 92815  
Phone: 1 (714) 635-2340 Fax 1 (714) 533-1553



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## AGENDA REPORT

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brian Saeki, City Manager  
**By:** Anthony Vairo, Police Chief  
Nichole Hanchett, Police Lieutenant

**Date:** July 20, 2015

**Subject:** Consideration to Adopt a Resolution Approving the City of San Fernando Multi-Hazard Mitigation Plan Update

### **RECOMMENDATION:**

It is recommended that the City Council adopt Resolution No. 7688 (Attachment "A") approving and adopting the City of San Fernando Multi-Hazard Mitigation Plan Update.

### **BACKGROUND:**

On May 21, 2007, the City Council approved Resolution 7194 which adopted the City of San Fernando Natural Hazard Mitigation Plan.

### **ANALYSIS:**

Local governments are required to develop a hazard mitigation plan as a condition for receiving certain types of non-emergency disaster assistance. The local Hazard Mitigation Planning process analyzes a community's risk from natural hazards, coordinates available resources, and implements actions to reduce or eliminate risks. The Multi Hazard Mitigation Plan Update must be submitted to the Federal Emergency Management Administration (FEMA) every five (5) years for review and approval.

In April of 2012, Police Department staff, in partnership with Roger Mason of Law Enforcement Crisis Management, submitted an updated edition of the City of San Fernando Hazard Mitigation Plan to FEMA to comply with the five (5) year requirement. FEMA Mitigation Planners from Baker and Associates reviewed the plan and requested various revisions throughout a two-year time period. The final plan was approved by FEMA in August of 2014, (Attachment "B") and will be valid for five (5) years from the date of adoption by City Council.

**Consideration to Adopt a Resolution Approving the City of San Fernando Multi-Hazard Mitigation Plan Update**Page 2 of 2

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**BUDGET IMPACT:**

None.

**CONCLUSION:**

In addition to being a Federal requirement, mitigation planning activities can greatly reduce the fiscal impact of disasters and can better prepare the City to handle emergencies. Once adopted by the City Council, the City of San Fernando Multi-Hazard Mitigation Plan will be valid for five (5) years from the date of adoption.

**ATTACHMENTS:**

- A. Resolution No. 7688
- B. FEMA Approval Letter



**ATTACHMENT “A”****RESOLUTION NO. 7688****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
SAN FERNANDO, CALIFORNIA, ADOPTING THE CITY OF  
SAN FERNANDO MULTI HAZARD MITIGATION PLAN  
UPDATE**

**WHEREAS**, local governments are required to develop a hazard mitigation plan as a condition for receiving certain types of non-emergency disaster assistance. The local Hazard Mitigation Planning process analyzes a community’s risk from natural hazards, coordinates available resources, and implements actions to reduce or eliminate risks; and

**WHEREAS**, on May 21, 2007, the City Council approved Resolution No. 7194 which adopted the City of San Fernando Natural Hazard Mitigation Plan (renamed Multi Hazard Mitigation Plan, MHMP); and

**WHEREAS**, the MHMP is a five year plan subject to evaluation on an annual basis with an updated revision to be prepared and submitted to Federal Emergency Management Administration (FEMA) every five years; and

**WHEREAS**, the City of San Fernando MHMP Update was submitted to FEMA and approved on August 11, 2014.

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

**Section 1.** That the City of San Fernando MHMP plan and incorporated update (Exhibit “A”) as approved by FEMA is hereby adopted and is to be implemented as outlined in the plan.

APPROVED AND ADOPTED this 20<sup>th</sup> day of July, 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 20<sup>th</sup> day of July, 2015, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

---

Elena G. Chávez, City Clerk

**EXHIBIT "A"**



# **Multi-Hazard Mitigation Plan Update 7/12/14**

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# **Part I:**

# **Introduction**

# EXECUTIVE SUMMARY:

## Five -Year Action Plan Review

The City of San Fernando Multi-Hazard Mitigation Plan includes resources and information to assist City residents, public and private sector organizations, and others interested in participating in planning for natural hazards. The Mitigation Plan provides a list of activities that may assist San Fernando in reducing risk and preventing loss from future natural hazard events. The action items address multi-hazard issues, as well as activities for earthquakes, flooding, wildfires, windstorms, and human threats.

## How Is the Plan Organized?

The Mitigation Plan contains a five-year action plan, background on the purpose and methodology used to develop the mitigation plan, a profile of San Fernando, sections on five hazards that occur within the City, and a number of appendices. All of the sections are described in detail in Section 1, the Plan Introduction.

## Who Participated in Developing the Plan?

The City of San Fernando Multi-Hazard Mitigation Plan is the result of a collaborative effort between San Fernando citizens, public agencies, non-profit organizations, the private sector, and regional and state organizations. Public participation played a key role in development of goals and action items. Interviews were conducted with stakeholders across the City, and a public workshop was held to include City of San Fernando residents in plan development. The City provided a link on its website to allow for ongoing citizen/stakeholder input. For more information, see Appendix E: Plan Input.

A Hazard Mitigation Advisory Committee met throughout the course of plan development, guiding the process from beginning to end. The Hazard Mitigation Advisory Committee was comprised of the following people from various City agencies:

<b>Committee Member</b>	<b>Agency Represented</b>
Committee Membership, Open Public Meeting	City of San Fernando Disaster Council
Support Services Commander, Lt. R. Jacobs	City of San Fernando Police Department
Public Works Director, Ron Ruiz	City of San Fernando Department of Public Works
DCS – Ron Powell	City of San Fernando Disaster Communications Service

## **What Is the Plan Mission?**

The mission of the City of San Fernando Multi-Hazard Mitigation Plan is to promote sound public policy designed to protect citizens, critical facilities, infrastructure, private property, and the environment from natural hazards. This can be achieved by increasing public awareness, documenting the resources for risk reduction and loss-prevention, and identifying activities to guide the City towards building a safer, more sustainable community. The mission of this update is to evaluate where the City has been and to provide leadership and direction for future mitigation planning.

## **What Are the Plan Goals?**

The plan goals describe the overall direction San Fernando agencies, organizations, and citizens can take to work toward mitigating risk from natural hazards. The goals are stepping-stones between the broad direction of the mission statement and the specific recommendations outlined in the action items.

### **Protect Life and Property:**

- ✓ Implement activities that assist in protecting lives by making homes, businesses, infrastructure, critical facilities, and other property more resistant to losses from natural hazards.
- ✓ Reduce losses and repetitive damages for chronic hazard events while promoting insurance coverage for catastrophic hazards.
- ✓ Improve hazard assessment information to make recommendations for discouraging new development in high-hazard areas and encouraging preventative measures for existing development in areas vulnerable to natural hazards.

### **Public Awareness:**

- ✓ Develop and implement education and outreach programs to increase public awareness of the risks associated with natural hazards.
- ✓ Provide information on tools, partnership opportunities, and funding resources to assist in implementing mitigation activities.

### **Natural Systems:**

- ✓ Balance natural resource management and land use planning with natural hazard mitigation to protect life, property, and the environment.
- ✓ Preserve, rehabilitate, and enhance natural systems to serve natural hazard

mitigation functions.

### **Partnerships and Implementation:**

- ✓ Strengthen communication and coordinate participation among and within public agencies, citizens, non-profit organizations, businesses, and industry to gain a vested interest in implementation.
- ✓ Encourage leadership within public and private sector organizations to prioritize and implement local and regional hazard mitigation activities.

### **Emergency Services:**

- ✓ Establish policy to ensure mitigation projects for critical facilities, services, and infrastructure.
- ✓ Strengthen emergency operations by increasing collaboration and coordination among public agencies, non-profit organizations, businesses, and industry.
- ✓ Coordinate and integrate natural hazard mitigation activities, where appropriate, with emergency operations plans and procedures.

## **How Are the Action Items Organized?**

The action items are a listing of activities in which City agencies and citizens can be engaged to reduce risk. Each action item includes an estimate of the timeline for implementation. Short-term action items are activities that City agencies may implement with existing resources and authorities within one to two years. Long-term action items may require new or additional resources or authorities, and may take between one and five years (or more) to implement.

The action items are organized according to the following matrix, which covers all of the multi-hazard and hazard-specific action items included in the mitigation plan. Data collection and research and the public participation process resulted in the development of these action items. The following information is included for each action item:

### **Coordinating Organization:**

The coordinating organization is the public agency with regulatory responsibility to address natural hazards, or that is willing and able to organize resources, find appropriate funding, or oversee activity implementation, monitoring, and evaluation. Coordinating organizations may include local, county, or regional agencies that are capable of or responsible for implementing activities and programs.

**Timeline:**

Action items include both short- and long-term activities. Each action item includes an estimate of the timeline for implementation. Short-term action items are activities which City agencies are capable of implementing with existing resources and authorities within one to two years. Long-term action items may require new or additional resources or authorities, and may take between one and five years (or more) to implement.

**Ideas for Implementation:**

Each action item includes ideas for implementation and potential resources, which may include grant programs or human resources.

**Potential Funding Source(s):**

Potential funding source(s) to implement the identified mitigation action is included with each mitigation action. Potential funding sources may include City funds and/or state or federal grant programs.

**Plan Goals Addressed:**

The plan goals addressed by each action item are included as a way to monitor and evaluate how well the mitigation plan is achieving its goals once implementation begins. The plan goals are organized into the following five areas:

- ✓ Protect Life and Property
- ✓ Public Awareness
- ✓ Natural Systems
- ✓ Partnerships and Implementation
- ✓ Emergency Services

**Partner Organizations:**

The partner organizations are listed at the end of each specific hazard section. These organizations are potential partners recommended by the Hazard Mitigation Advisory Committee but were not necessarily contacted during the development of the Mitigation Plan. Partner organizations should be contacted by the coordinating organization to establish commitment of time and resources to action items.

**Constraints:**

Constraints may apply to some of the action items. These constraints may be a lack of City staff, lack of funds, or vested property rights which might expose the City to legal action as a result of adverse impacts on private property.

**How Will the Plan Be Implemented, Monitored, and Evaluated?**

The Plan Maintenance Section of this document details the formal process that will ensure that the City of San Fernando Multi-Hazard Mitigation Plan remains an active and relevant document. The plan maintenance process includes a schedule for monitoring and evaluating the Plan annually and producing a Plan revision every five years. This section describes how the City will integrate public participation throughout the plan maintenance process. Finally, this section includes an explanation of how the City of San Fernando government intends to incorporate the mitigation strategies outlined in this Plan into existing planning mechanisms such as the City's General Plan, Capital Improvement Plans, and Building & Safety Codes.

**Plan Adoption**

Adoption of the Multi-Hazard Mitigation Plan by the local jurisdiction's governing body is one of the prime requirements for approval of the Plan. Once the Plan is completed, the City Council will be responsible for adopting the City of San Fernando Multi-Hazard Mitigation Plan. The local agency governing body has the responsibility and authority to promote sound public policy regarding natural hazards. The City Council will periodically need to re-adopt the Plan as it is revised to meet changes in the natural hazard risks and exposures in the community. The approved Multi-Hazard Mitigation Plan will be significant in the future growth and development of the community.

**Coordinating Body**

A City of San Fernando Hazard Mitigation Advisory Committee will be responsible for coordinating implementation of Plan action items and undertaking the formal review process. The City Manager, or designee, will assign representatives from City agencies, including, but not limited to, the current Hazard Mitigation Advisory Committee members.

**Convener**

The City Council will adopt the City of San Fernando Multi-Hazard Mitigation Plan, and the Hazard Mitigation Advisory Committee will take responsibility for Plan implementation. The City Manager, or designee, will serve as a convener to facilitate the Hazard Mitigation Advisory Committee meetings, and will assign tasks such as updating and presenting the Plan to the members of the Committee. Plan implementation and

evaluation will be a shared responsibility among all of the Hazard Mitigation Advisory Committee Members.

### **Implementation through Existing Programs**

The City of San Fernando addresses statewide planning goals and legislative requirements through its General Plan, Capital Improvement Plans, and City Building & Safety Codes. The Multi-Hazard Mitigation Plan provides a series of recommendations that are closely related to the goals and objectives of these existing planning programs. The City of San Fernando will have the opportunity to implement recommended mitigation action items through existing programs and procedures. Additionally, the Multi-Hazard Mitigation Plan identifies the existing planning mechanisms to incorporate elements of the previously-prepared 2007 Multi-Hazard Mitigation Plan.

### **Economic Analysis of Mitigation Projects**

The Federal Emergency Management Agency's approaches to identify costs and benefits associated with natural hazard mitigation strategies or projects fall into two general categories: benefit/cost analysis and cost-effectiveness analysis. Conducting benefit/cost analysis for a mitigation activity can assist communities in determining whether a project is worth undertaking now, in order to avoid disaster-related damages later. Cost-effectiveness analysis evaluates how best to spend a given amount of money to achieve a specific goal. Determining the economic feasibility of mitigating natural hazards can provide decision makers with an understanding of the potential benefits and costs of an activity, as well as a basis upon which to compare alternative projects.

### **Formal Review Process**

The City of San Fernando Multi-Hazard Mitigation Plan will be evaluated on an annual basis to determine the effectiveness of programs, and to reflect changes in land development or programs that may affect mitigation priorities. The evaluation process includes a firm schedule and timeline, and identifies the local agencies and organizations participating in Plan evaluation. The convener will be responsible for contacting the Hazard Mitigation Advisory Committee members and organizing the annual meeting. Committee members will be responsible for monitoring and evaluating the progress of the mitigation strategies in the Plan.

### **Continued Public Involvement**

The City of San Fernando is dedicated to involving the public directly in the continual review and updates of the Multi-Hazard Mitigation Plan. Copies of the Plan will be catalogued and made available at City Hall. The existence and location of these copies will be publicized in City newsletters. In addition, copies of the Plan and any proposed changes will be posted on the City website. This site will also contain an email address and phone number to which people can direct their comments and concerns.

# **Part II:**

## **Mitigation**

### **Background and**

### **Planning**



# SECTION 1:

## - Introduction -

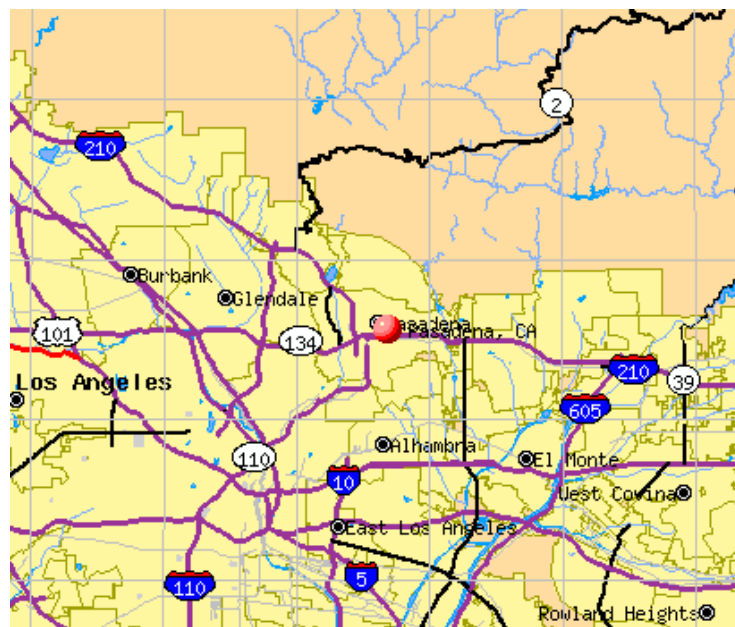
Throughout history, the residents of the City of San Fernando have dealt with the various natural hazards affecting the area. Historic photos, journal entries, and newspapers show that the residents of the area dealt with earthquakes, earth movements, flooding, and windstorms.

Although there were fewer people in the area, the natural hazards adversely affected the lives of those who depended on the land and climate conditions for food and welfare. As the population of the City continues to increase, the exposure to natural hazards creates an even higher risk than previously experienced.

The City of San Fernando is an independent city within Los Angeles County and offers the benefits of living in a Mediterranean type of climate. The City is characterized by the unique and attractive landscape that makes the area so popular. However, the potential impacts of natural hazards associated with the terrain make the environment and population vulnerable to natural disaster situations.

The City is subject to earthquakes, flooding, wildfire, and windstorms. It is impossible to predict exactly when these disasters will occur, or the extent to which they will affect the City. However, with careful planning and collaboration among public agencies, private sector organizations, and citizens within the community, it is possible to minimize the losses that can result from these natural disasters.

The City of San Fernando most recently experienced some destruction during the 1994 Northridge earthquake.



## **Why Develop a Mitigation Plan?**

As the costs of damage from natural disasters continue to increase, the community realizes the importance of identifying effective ways to reduce vulnerability to disasters. Multi-hazard mitigation plans assist communities in reducing risk from natural hazards by identifying resources, information, and strategies for risk reduction, while helping to guide and coordinate mitigation activities throughout the City.

The Plan update provides a set of action items to reduce risk from natural hazards through education and outreach programs, through fostering the development of partnerships, and through implementing preventative activities such as land use programs that restrict and control development in areas subject to damage from natural hazards.

The resources and information within the Multi-Hazard Mitigation Plan include the:

- (1) Establishment of a basis for coordination and collaboration among agencies and the public in the City of San Fernando;
- (2) Identification and prioritization of future mitigation projects; and
- (3) Assistance in meeting the requirements of federal assistance programs.

The Mitigation Plan works in conjunction with other City plans, including the City General Plan and Emergency Operations Plan.

## **Who Does the Mitigation Plan Affect?**

The City of San Fernando Multi-Hazard Mitigation Plan affects the entire City. This Plan provides a framework for planning for natural hazards. The resources and background information in the Plan are applicable City-wide, and the goals and recommendations can lay groundwork for local mitigation plans and partnerships.

## **Natural Hazard Land Use Policy in California**

Planning for natural hazards should be an integral element of any city's land use planning program. All California cities and counties have General Plans and the implementing ordinances that are required to comply with the statewide planning regulations.

The continuing challenge faced by local officials and state government is to keep the network of local plans effective in responding to the changing conditions and needs of California's diverse communities, particularly in light of the very active seismic region in which we live.

This is particularly true in the case of planning for natural hazards where communities must balance development pressures with detailed information on the nature and extent of hazards.

Planning for natural hazards necessitates that local plans include inventories, policies, and ordinances to guide development in hazard areas. These inventories should include the compendium of hazards facing the community, the built environment at risk, the personal property that may be damaged by hazard events, and most of all, the people who live in the shadow of these hazards.

## **Support for Natural Hazard Mitigation**

All mitigation is local, and the primary responsibility for development and implementation of risk reduction strategies and policies lies with local jurisdictions. Local jurisdictions, however, are not alone. Partners and resources exist at the regional, state, and federal levels. Numerous California state agencies have a role in natural hazards and natural hazard mitigation. Some of the key agencies include:

- ✓ The California Office of Emergency Services (CalOES) is responsible for disaster mitigation, preparedness, response, recovery, and the administration of federal funds after a major disaster declaration.
- ✓ The Southern California Earthquake Center (SCEC) gathers information about earthquakes, integrates this information on earthquake phenomena, and communicates this to end-users and the general public to increase earthquake awareness, reduce economic losses, and save lives.
- ✓ The California Division of Mines and Geology (DMG) is responsible for geologic hazard characterization, public education, the development of partnerships aimed at reducing risk, and exceptions (based on science-based refinement of tsunami inundation zone delineation) to state-mandated tsunami zone restrictions.
- ✓ The California Division of Water Resources (DWR) plans, designs, constructs, operates, and maintains the State Water Project; regulates dams; provides flood protection; and assists in emergency management. It also educates the public and serves local water needs by providing technical assistance.

## **Plan Methodology**

Information in the Mitigation Plan is based on research from a variety of sources. Staff from the City of San Fernando reviewed the previously-approved plan to identify areas in which updated hazard information and mitigation action progress would be incorporated. Additionally, the previously approved plan was reviewed to consider potential changes in the City's mitigation priorities. After this review, City staff decided to include two additional natural hazards, wildfires and windstorms, which were not identified in the previously-approved plan. These two natural hazards were determined to have a potential impact on the City of San Fernando based on recent hazard events which indicated the need to reevaluate the level of risk these hazards posed (see Appendix E: Plan Input). Additionally the plan goals from the previously-approved plan were determined to still be valid for the updated plan.

The preparation of the updated plan included data research and analysis, advisory committee meetings and public workshops, and the development of the final Mitigation Plan. The research methods and various contributions to the Plan include the following:

### **Input from the Hazard Mitigation Advisory Committee**

The Hazard Mitigation Advisory Committee (HMAC) guided development of the Mitigation Plan. The committee played an integral role in developing the mission, goals, and action items for the Mitigation Plan.

### **Existing Plans, Studies, Reports, and Technical Information**

The following table provides a listing of the existing plans, studies, reports, and technical information the Hazard Mitigation Advisory Committee reviewed and incorporated into the Multi-Hazard Mitigation Plan.

<b>Data Source/Reference</b>	<b>How It Is Incorporated Into the Mitigation Plan</b>
City General Plan	Reviewed by the HMAC; See Introduction: Specific Hazards
City Budget	
2007 San Fernando Natural Hazards Mitigation Plan	
LA City Fire Debris Plan	

### **Stakeholder Interviews**

On February 28, 2012, a meeting for public and local stakeholders was held in the City Council Chambers of the City of San Fernando. The Plan was discussed, and comments were collected from the participants. The stakeholders included representatives from:

Holy Cross Medical Center  
Local Residents  
City of San Fernando Disaster Volunteers  
North Valley Emergency Management Coalition

For additional information, see Appendix E: Plan Input

### **State and Federal Guidelines and Requirements for Mitigation Plans**

Following are the federal requirements for approval of a Multi-Hazard Mitigation Plan:

- ✓ Open public involvement, with public meetings that introduce the process and project requirements.

- ✓ The public must be afforded opportunities for involvement in identifying and assessing risk, drafting a Plan, and participating in the approval stages of the Plan.
- ✓ Community cooperation, with opportunity for other local government agencies, the business community, educational institutions, and non-profits to participate in the process.
- ✓ Incorporation of local documents, including the City's General Plan, the Zoning Ordinance, the Building Codes, and other pertinent documents.

The following components must be part of the planning process:

- ✓ Complete documentation of the planning process;
- ✓ A detailed risk assessment on hazard exposures in the community;
- ✓ A comprehensive mitigation strategy which describes the goals and objectives, including proposed strategies, programs and actions to avoid long-term vulnerabilities;
- ✓ A plan maintenance process, which describes the method and schedule of monitoring, evaluating and updating the Plan and integration of the Multi-Hazard Mitigation Plan into other planning mechanisms;
- ✓ Formal adoption by the City Council; and
- ✓ Plan Review by both CalOES and FEMA.

These requirements are spelled out in greater detail in the following Plan sections and supporting documentation.

## **Hazard Specific Research**

San Fernando staff collected data and compiled research on five hazards: earthquakes, flooding, wildfires, windstorms, and human-made hazards. Research materials came from federal agencies including FEMA; state agencies including CalOES and the California Department of Forestry (CDF); city documents such as the Safety Plan; and other sources.

City of San Fernando staff also conducted research by referencing historical local newspapers, interviewing longtime residents and City employees, and locating City of San Fernando information in historical documents. City of San Fernando staff identified current mitigation activities, resources and programs, and potential action items from research materials and stakeholder interviews.

## Public Workshops

The City of San Fernando staff facilitated a public workshop and stakeholder meeting to gather comments and ideas from citizens about mitigation planning and priorities for mitigation plan goals. This was held February 28, 2012. See Appendix E: Plan Input.

## How the Plan Is Used

Each section of the Mitigation Plan provides information and resources to assist people in understanding the City and the hazard-related issues facing citizens, businesses, and the environment. Combined, the sections of the Plan create a document that guides the mission to reduce risk and prevent loss from future hazard events.

The structure of the Plan enables people to use a section of interest to them. It also allows City government to review and update sections when new data becomes available. The ability to update individual sections of the Mitigation Plan places less of a financial burden on the City.

Decision-makers can allocate funding and staff resources to selected pieces in need of review, thereby avoiding a full update, which can be costly and time-consuming. New data can be easily incorporated, resulting in a Multi-Hazard Mitigation Plan that remains current and relevant to City of San Fernando.

The Plan is divided into four sections: introduction, mitigation background and planning, hazard-specific information, and appendices.

### **Part I: Introduction**

#### **Executive Summary:**

This provides an overview of the Multi-Hazard Mitigation Plan mission, goals, and action items. This section describes how the plan was developed, who was involved, the goals of the plan, how it is organized, and how it will be implemented and evaluated.

#### *Introduction:*

The Introduction describes the background and purpose of developing the Mitigation Plan for the City of San Fernando.

#### *Plan Development:*

Who participated in the development of the plan?

#### *Goal of the Plan:*

What is this plan intended to accomplish?

*Organization and Priority of Action Items:*

How are the action items for general and specific hazards organized and prioritized?

*Implementation, Monitoring, and Evaluation:*

How is the new plan implemented? How will the City monitor and evaluate the progress of the plan?

**Part II: Mitigation Background and Planning****Section 1: Introduction**

The Introduction describes the background and purpose of developing the mitigation plan for the City of San Fernando.

**Section 2: Community Profile**

This section presents the history, geography, demographics, and socioeconomics of City of San Fernando. It serves as a tool to provide a historical perspective of natural hazards in the City.

**Section 3: Risk Assessment**

This section provides information on hazard identification, vulnerability, and risk associated with natural hazards in the City of San Fernando.

**Section 4: Multi-Hazard Goals and Action Items**

This section provides a description of the original action items and describes how they were implemented. This is followed by a list of new action items for the next five years.

**Section 5: Plan Maintenance**

This section provides information on plan implementation, monitoring, and evaluation.

**Part III: Hazard-Specific Information:**

Hazard-specific information on five natural and man-made hazards is addressed in this plan. The hazards addressed in the plan include:

- Section 1: Earthquake**
- Section 2: Flooding**
- Section 3: Wildfire**
- Section 4: Windstorms**
- Section 5: Human Threats**

Chronic hazards occur with some regularity and may be predicted through historic evidence and scientific methods. Catastrophic hazards do not occur with the frequency of chronic hazards but can have devastating impacts on life, property, and the environment. In Southern California, earthquakes, earth movement, flooding, and wildfire have the potential to be catastrophic as well as chronic hazards. For the coastal areas of Southern California, tsunamis, while very rare, have the potential to calamitously devastate low-lying coastal areas.

Each of the hazard-specific sections includes information on the history of the hazard, causes and characteristics, hazard assessment, goals and action items, and local, state, and national resources.

## **Part IV: Appendices:**

The plan appendices are designed to provide users of the City of San Fernando Multi-Hazard Mitigation Plan with additional information to assist them in understanding the contents of the mitigation plan, and potential resources to assist them with implementation.

### **Appendix A: Cost-Benefit Analysis**

This section describes FEMA's requirements for cost/benefit analysis in natural hazard mitigation, as well as various approaches for conducting economic analysis of proposed mitigation activities.

### **Appendix B: Potential Grant Funding**

This appendix lists state and federal grant funding that is available for hazard mitigation.

### **Appendix C: List of Acronyms**

This section provides a list of acronyms for City, regional, state, and federal agencies and organizations that may be referred to within the City of San Fernando Multi-Hazard Mitigation Plan.

### **Appendix D: Glossary**

This section provides a glossary of terms used throughout the plan.

### **Appendix E: Plan Input**

This section details the staff, disaster council, and public input that influenced the plan.

### **Appendix F: Maps**



## **SECTION 2:**

### **- Community Profile -**

#### **Why Plan for Natural and Man-Made Hazards in the City of San Fernando?**

Natural hazards can impact every part of the City of San Fernando, including the environment, population, property, and economy. The City and its population have historically been vulnerable to earthquakes. This vulnerability will only increase with the extensive redevelopment project, currently in progress, that is expected to bring greater commerce and population to the City.

The inevitability of natural hazards, combined with a comprehensive redevelopment plan, creates an urgent need for the City to identify mitigation strategies, collect and prepare response resources, and increase public awareness to reduce risk and minimize loss. The goal of the City of San Fernando is to create a multi-hazard mitigation plan that involves the population, business community, and City leadership crafting a comprehensive solution to this problem.

#### **Geography and the Environment**

The City of San Fernando is located in the northeast corner of the San Fernando Valley. The City is 2.4 square miles in size and is surrounded by the City of Los Angeles. The adjacent communities are Sylmar, Mission Hills, and Pacoima. The nearest independent city is Burbank, which is 11 miles southeast on I-5.

The Santa Susanna Mountains are directly north of the City of San Fernando, with the San Gabriel mountain range to the east. Several dry streams and washes empty out of these foothills during periods of rainfall. The water drains through the Pacoima Wash, which runs for a short distance across the northeast corner of the City. This wash is designed to channel away any water entering the City from the area of Pacoima Canyon and the Pacoima Dam, which lie directly to the east of the City.

#### **Community Profile**

The City of San Fernando began as a township in 1874 and served as a regional center for the agricultural industry that covered the San Fernando Valley. The first step in connecting the City to the rest of the country was the Southern Pacific Railroad, which linked San Fernando to San Francisco, Los Angeles, and the rest of the United States. In 1911, the City was incorporated. It was gradually surrounded by the City of Los Angeles as surrounding communities were annexed.

The agricultural industry gradually declined, replaced by urban growth and the need for heavy industry. During World War II the City grew rapidly in population. In 1971 and 1994 the City was badly damaged by major regional earthquakes.

### *Land Use and Redevelopment Activities*

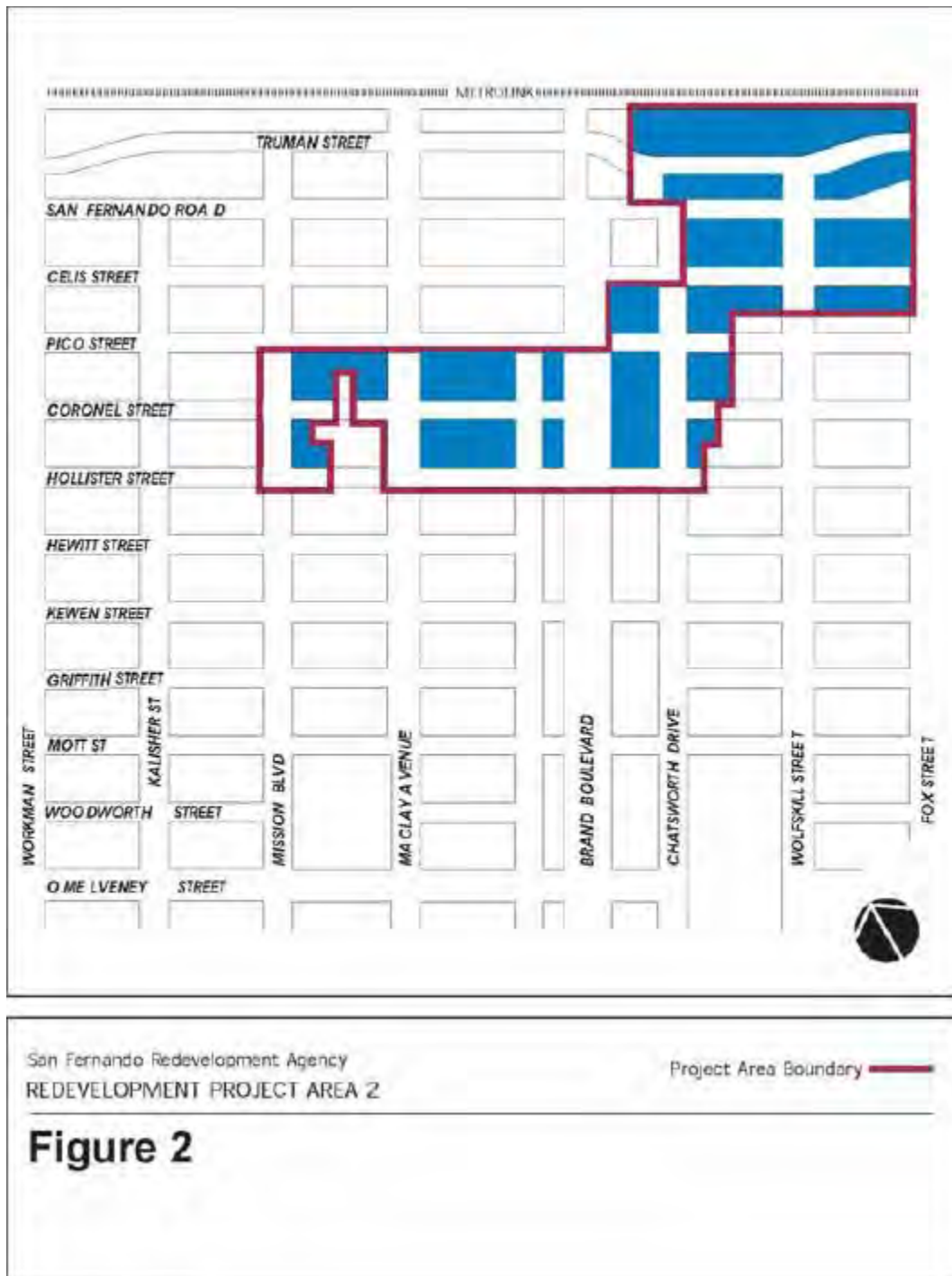
The City's roots go back to 1797 with the establishment of the Mission de San Fernando Rey, which was described as a "thriving industrial center supplying tallow and soap, hides and shoes, clothing and blankets, wine and olive oil and iron works." In 1874, two land owners filed a tract map entitled the City of San Fernando, and by 1897, a railroad and road system connected San Fernando to trading centers around the nation and to coastal ports serving the world. The city was incorporated in 1911.

During the 1920s, the City underwent a period of rapid growth. Current land issues and zoning patterns resemble the first zoning ordinance, adopted in 1929. In February 1971, the Sylmar earthquake struck the area, damaging numerous residential and commercial structures. Growth since the 1971 disaster has occurred on the limited remaining undeveloped land in the city, and through redevelopment.

On January 17, 1994, the Northridge earthquake, with an epicenter seven miles away from San Fernando, struck Southern California, causing substantial damage to streets, the sewer system, the water system, public buildings, and privately-owned residential and commercial structures in the City. In the first six months following this disaster, the City spent approximately \$1.8 million and over 9,100 person-hours on earthquake-related activities.

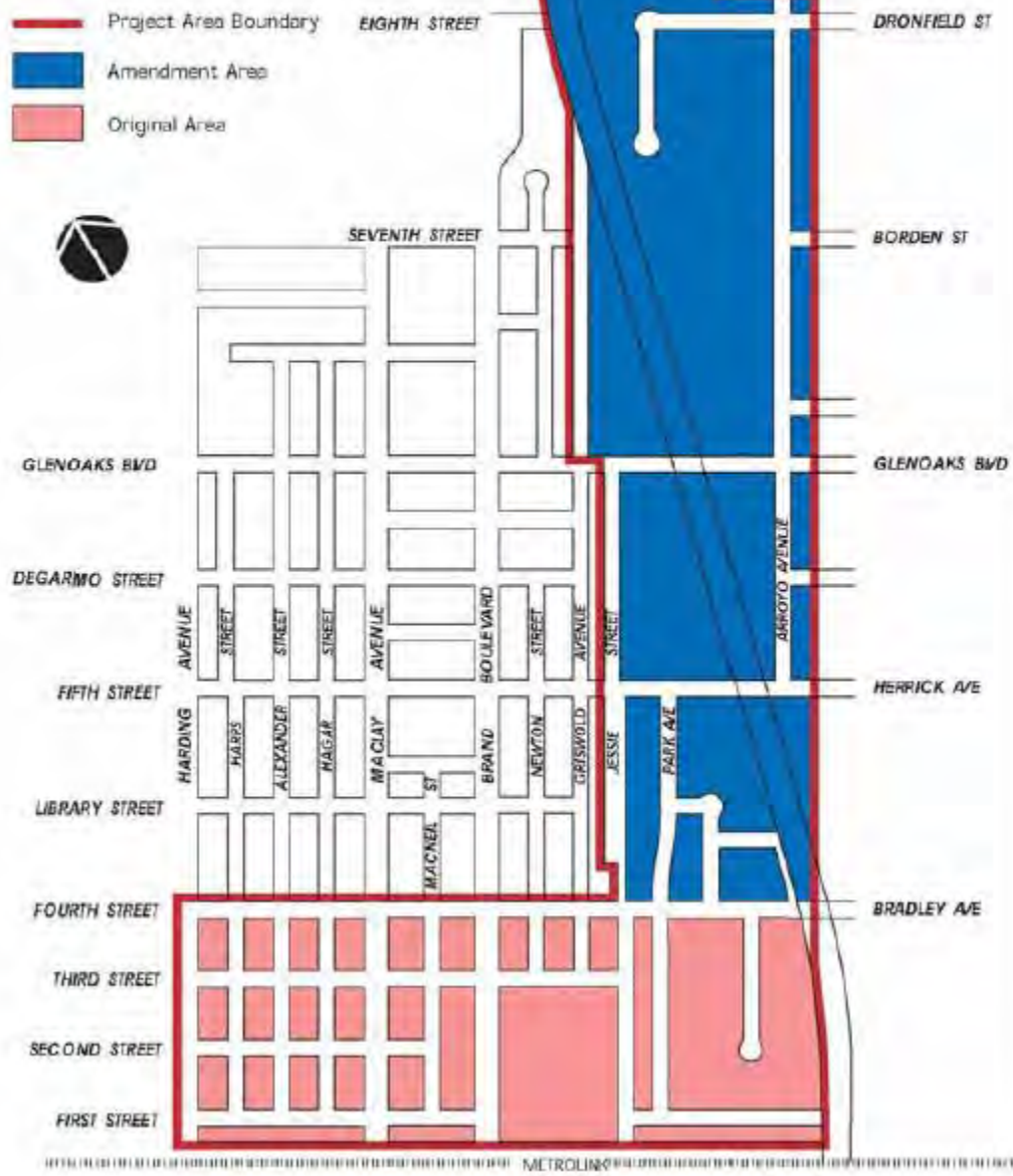
The San Fernando Redevelopment Agency was established to address the issues of community revitalization in the City of San Fernando. The Agency is involved in community revitalization at all levels, from relatively straightforward rehabilitation and facade improvements to complex strategies to preserve and enhance the community's job base by retaining existing businesses and attracting new businesses to the community. San Fernando's four Redevelopment Project Areas are illustrated below.

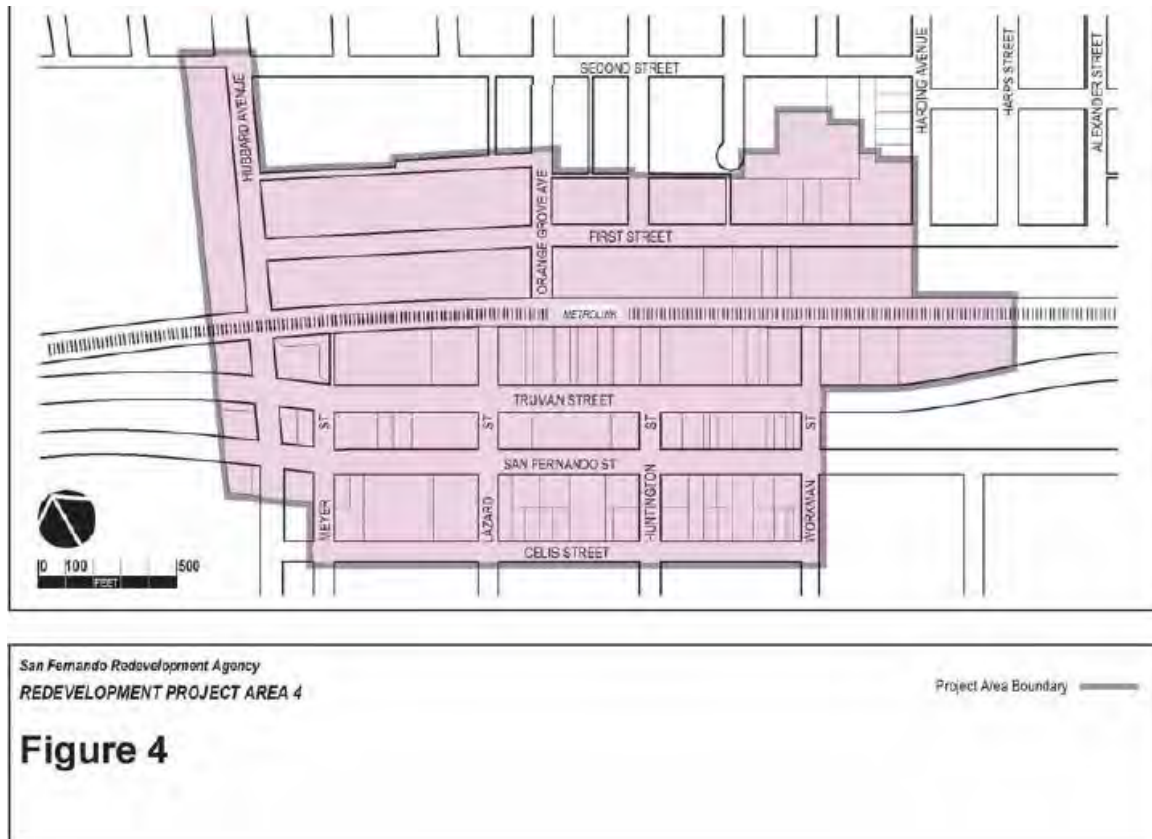




San Fernando Redevelopment Agency  
REDEVELOPMENT PROJECT AREA 3

**Figure 3**





The 5-year Implementation Plan Goals for these Redevelopment Areas were determined to be:

- Encourage private sector investment
- Promote commercial and industrial development by the prevention and the elimination of blight
- Upgrade the physical appearance of the Project Areas
- Remove economic impediments to land assembly and infill development
- Encourage commercial rehabilitation and planned new commercial developments
- Protect the health and general welfare of very low-, low-, and moderate-income persons by increasing and improving the community's supply of housing affordable to these persons
- Installation, construction, or reconstruction of street utilities and other public improvements.
- Encourage public and private investment in order to repair and/or replace unsafe, dilapidated, and deteriorated buildings
- Redevelopment of land by private enterprises or public agencies

The following table summarizes Redevelopment Agency activities since December 2006.



REDEVELOPMENT ACCOMPLISHMENTS BY PROJECT AREA: 2006-2008

Project Area 1		Project Area 2	
✓	Lopez Adobe Preservation Project (1100 Pico Street)	✓	Commercial Development Project (610 Ilex Street)
✓	San Fernando Station Multiple Tenant Commercial Building (1245 San Fernando Road)		
✓	Commercial Development Project (1209 Mott Street)		
✓	Development of Single Family Residence (709 San Fernando Mission Boulevard)		
✓	Commercial Façade Rehabilitation (1023 Pico Street)		
✓	Gangi Development Mixed-Use Project (Parking Lot No. 3)		
✓	Downtown Street Beautification Project		
✓	Downtown Way-finding Signage Project		
✓	RFP Affordable Housing Project (551 Kalisher Street)		
Project Area 3		Project Area 4	
✓	Commercial Façade Rehabilitation (110 N Maclay Ave, 214 N Maclay Ave, 226 N Maclay Ave, 1041 Truman St)	✓	New 10,000 sq. ft. Industrial Building and Complex Rehabilitation (1431-1441 Truman Street)
✓	Maclay Avenue Street Beautification Program (Between First Street and Eighth Street)	✓	Corporate Office Building for Sigue Corporation at 1511 Truman Street (anticipated future development)
✓	Commercial Development (12960 Foothill Boulevard)	✓	Facilitate Land Acquisition of blighted property at 107 S Huntington St for Sigue Corporate Office
✓	Industrial Building Development (760 Arroyo Avenue)	✓	KFC Restaurant Façade Renovation (1327 San Fernando Road)
✓	Industrial Building Development (255 Parkside Drive)	✓	Industrial Development Project (1407 Truman Street)
✓	Industrial Building Development (723 Arroyo Avenue)—approved pending issuance of construction permits	✓	RFP for Mixed-use Development Project (1320 San Fernando Road)
✓	Industrial Development Project (1516 First Street)	✓	City-owned Lot/Commercial Development (1422 San Fernando Road)
✓	Multiple Family Residential Development (652 4 <sup>th</sup> St.)	✓	Cell Tower Construction (1516 First Street)
✓	Multiple Family Residential Development (131-135 Park Avenue and 130-140 Jessie Street.)		
✓	Multiple Family Residential Development (322 Jessie St.) (Pending approval)		
✓	Regional Aquatic Facility-Cesar E. Chavez Park		
✓	Park Avenue Street Improvements (Pending approval)		
✓	Swap Meet Redevelopment Project (601 Glenoaks Blvd.)		
✓	City Yard Relocation to provide 3.9 acre site for consolidation with adjacent parcels to establish 22.4 acre project site for development with multi-tenant commercial center (120 Macneil Street)		
✓	Community Action Plan for Neighborhood Protection and Preservation (CAPP) Focus Area No. 4.		
✓	LAUSD Valley Regional High School No. 5- Arroyo Avenue 2,100 students		
✓	LAUSD Valley Regional Elementary School No. 8 - Eighth St.		
✓	Cell Tower Construction - 675 Glenoaks Blvd.		

In 2002 the City began a program to redevelop the major commercial corridors. This project, *The San Fernando Corridors Specific Plan*, was approved by Ordinance 1562 in January 2005. It targets three specific corridor sections of the City: Truman Street, San Fernando Road, and Maclay Avenue. These thoroughfares are the main streets in the City and connect San Fernando to the surrounding communities.

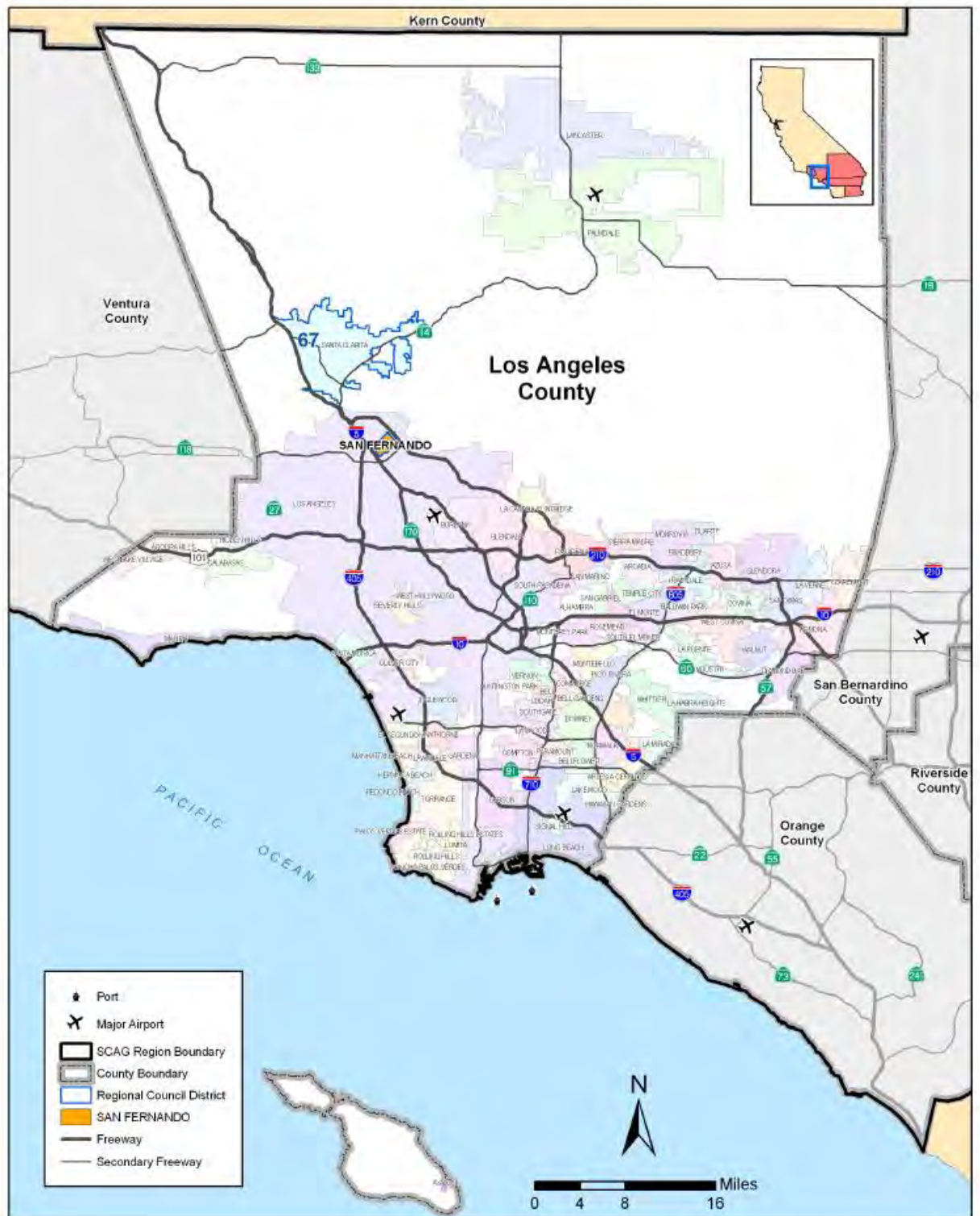
The objective of this plan is to revitalize the City by redeveloping properties along these corridors. This development will include a combination of new retail properties with a mix of housing developments. Each of these corridors will be based on a district concept with each district having a unique “personality.” This concept will be reinforced by the unique collection of architecture, businesses, and types of residences found there. The

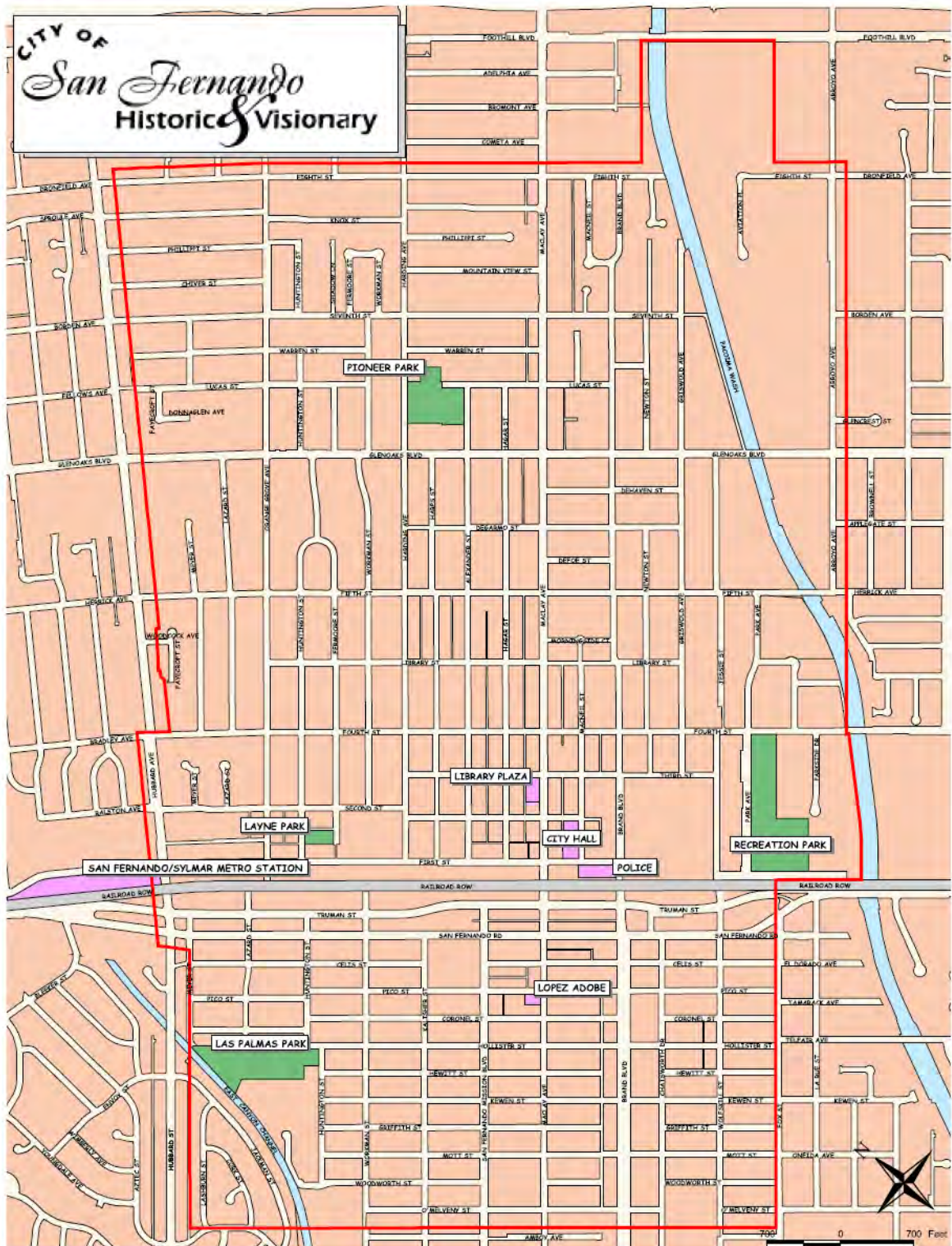




Most of the past recent and future developments are targeted in areas that are not necessarily located within areas highly susceptible to flooding and wildfires (as discussed in the hazard profiles in Part III), as the City of San Fernando does not have these susceptible zone within its boundaries. However, the City itself is in close proximity to the highly susceptible hazards areas and can be severely impacted during a disaster event. The past and future developments are susceptible to both earthquake and windstorm hazards, as these hazards affect all of the City of San Fernando, and some potential developments may be located within earthquake fault and liquefaction zones. The City of San Fernando has in place various codes and review processes to address potential hazards and their effect on the built environment.

*Map of Los Angeles County*

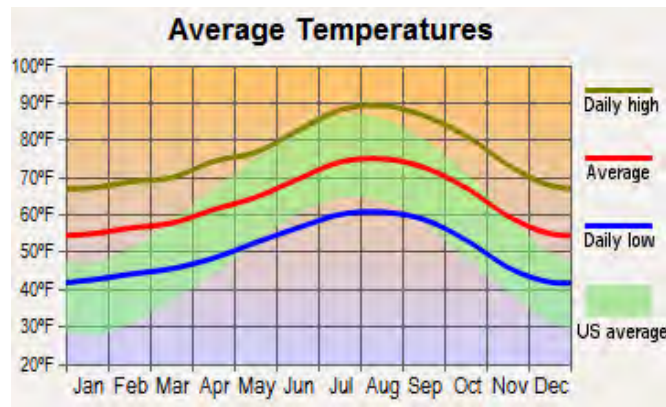


*Map of the City of San Fernando*



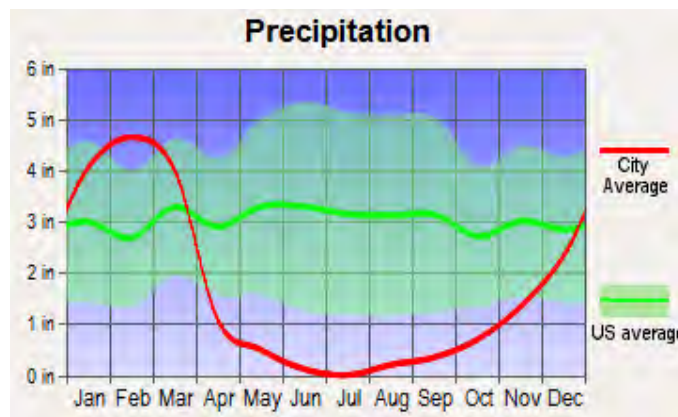
## Climate

The City of San Fernando is in the warm and dry climate of Southern California's San Fernando Valley. The average temperatures for this area are a high of 77 degrees and a low of 51 degrees. The City can experience numerous days with temperatures exceeding 100 degrees during the summer and early fall. San Fernando is generally sunny and warm.



San Fernando's Mediterranean climate averages 12-17 inches of rain per year, with roughly 44% humidity. The City receives most of its rainfall during the winter months. The region experiences significant swings in the amount of rainfall: during the winter of 2001-2002, Los Angeles County had just under 5 inches of rain, but that dry season was followed in 2004-2005 by the second greatest rainfall in history – 36 inches.

Rainfall in Southern California tends to fall in large amounts during sporadic and often heavy storms, rather than consistently during storms at somewhat regular intervals. Because the metropolitan basin is largely built-out, water originating from such storms in higher elevation communities can have a sudden impact on adjoining communities that have a lower elevation. San Fernando's elevation is roughly 1,060 feet above sea level.



## **Minerals and Soils**

The Los Angeles County basin has a thick sedimentary surface composed of rock, gravel, and silt erosion that has flowed out of the surrounding foothills for thousands of years. This soil composition is capable of absorbing significant amounts of water during dry periods. If the soil is already saturated, any rainfall becomes runoff and can lead to flooding. The basin's soil mixture is also prone to earthquake-related hazards such as liquefaction, which occurs when ground-shaking causes soft, wet, granular soil to change from a solid state to a liquid state.

## **Other Significant Geologic Features**

The most important geologic features of the City of San Fernando lie beneath the surface of the City. The extensive earthquake fault systems located in the northeast corner of the San Fernando Valley place the City in one of the most active earthquake zones in the United States. Significant known earthquake faults in Los Angeles County include:

- San Andreas
- Newport/Inglewood
- Palos Verdes
- Whittier
- Santa Monica
- Sierra Madre
- Verdugo
- Elysian Park
- Raymond

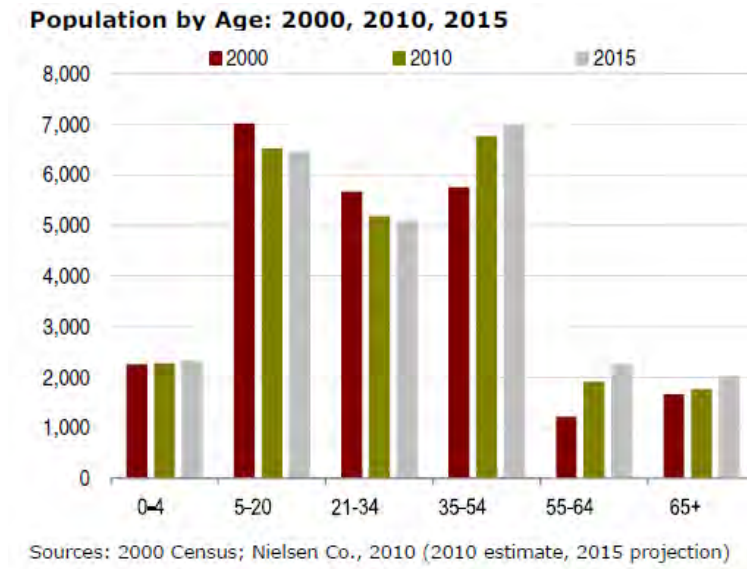
The Los Angeles basin has a history of powerful and relatively frequent earthquakes, dating back to the powerful 8.0+ San Andreas earthquake of 1857, which did substantial damage to the relatively few buildings that existed at the time. Paleoseismological research indicates that large (8.0+) earthquakes occur on the San Andreas fault at intervals between 45 and 332 years, with an average interval of 140 years. Other lesser faults have also caused very damaging earthquakes since 1857.

Notable earthquakes include the 1933 Long Beach earthquake, the 1971 Sylmar earthquake, the 1987 Whittier earthquake, and the 1994 Northridge earthquake. The City of San Fernando suffered damage in the Sylmar and Northridge earthquakes.

## **Population and Demographics**

The City of San Fernando has roughly 24,000 residents. The City is in the heart of the largely Latino area of the San Fernando Valley, which contains over 200,000 native Spanish speakers. Over 90% of the population is Latino. The median age of residents is

30.1 years, with the age group of 35-54 years expected to provide the greatest growth over the next four or five years.

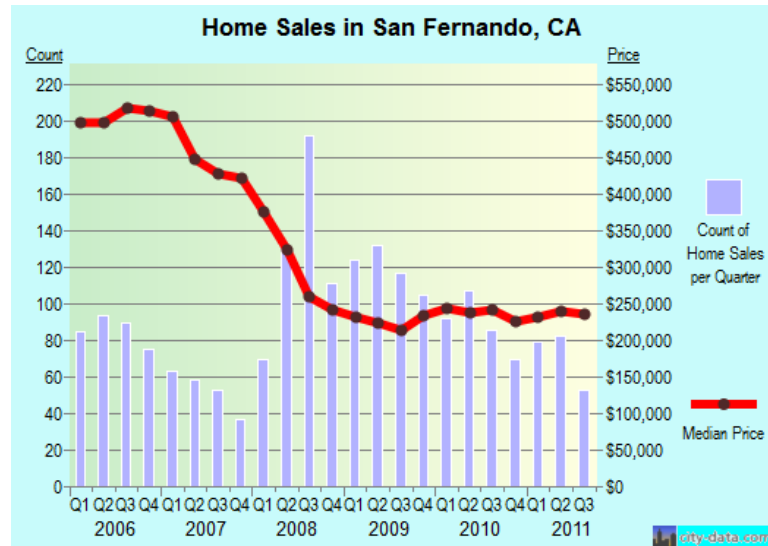


## Housing and Community Development

The City consists of nearly 6,000 households, with an average of 4.3 persons per household. Housing in San Fernando consists primarily of single-family homes, with a few condominiums and some apartment buildings. The City has numerous older “Craftsman” style homes that have been purchased and restored by the new owners.

The number of houses sold and the price of homes have dropped over the past several years due to a nation-wide economic downturn. In 2006, the median home sale price was \$519,000, but that figure fell to \$225,000 by 2010.

The Corridors Specific Plan includes three proposed senior housing developments, targeted for low income seniors. One of these housing sites is now 100% occupied, while the other two are accepting applications for residency.

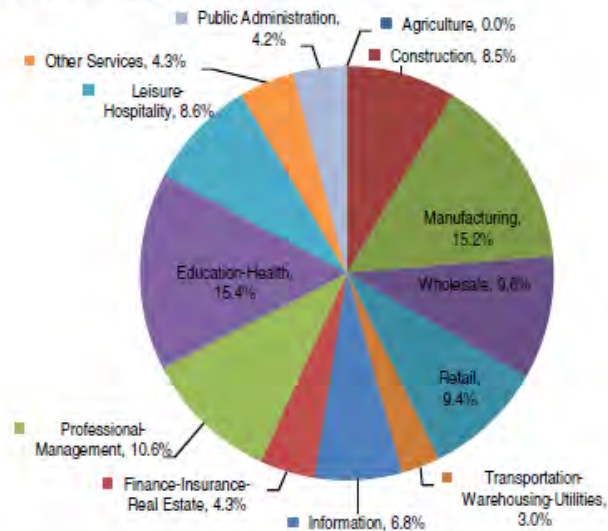


The hospital nearest to the City is Olive View–UCLA Medical Center, located 5 miles away in Sylmar. Northridge Hospital Medical Center is 10 miles away. Both these hospitals provide emergency services.

## Employment and Industry

The median household income is \$54,085. This is slightly below the average in Los Angeles County. The total number of jobs in the City has decreased 11.6% between 2007 and 2010, to 13,489. As of March 2011, the City's unemployment rate was 12.2%, approximately the same as the Los Angeles County rate. Education-Health provided the largest proportion of jobs in the City in 2010.

**Jobs by Sector: 2010**



Sources: California Employment Development Department, 2010; InfoUSA; and SCAG

## **Transportation and Commuting Patterns**

San Fernando is located adjacent to several important freeway corridors. Interstate 5 is approximately one mile west of the City; this freeway is the major north/south highway on the west coast of the United States. Interstate 210 is east of the City and connects the San Fernando Valley to the City of Pasadena and the San Gabriel Valley. Interstate 118 is south of the City and connects the San Fernando Valley to Ventura County.

San Fernando is also served by the Antelope Valley line of the Metrolink regional rail system. This line originates in the Antelope Valley and passes through San Fernando on its way to the Union Station terminal in downtown LA. The Metrolink station for the area is just north of the City limits in Sylmar.

The City is serviced by the regional Metro bus system with 12 cited routes and stops. The City is also served by the commercial Greyhound bus company, which has a terminal just south of the City limits. The nearest commercial airport is Bob Hope Airport, which is located 10 miles south in the City of Burbank.

San Fernando's transportation routes can be found in the maps of Los Angeles County and the City of San Fernando located above in this section.

Two-thirds of San Fernando residents drive alone to work, with carpooling and public transportation providing other modes of commuting. Average travel time to work is 29 minutes.



## **SECTION 3:**

### **- Risk Assessment -**

#### **What is a Risk Assessment?**

Conducting a risk assessment can provide information on the following: the location of hazards; the value of existing land and property in hazard locations; and an analysis of risk to life, property, and the environment that may result from natural hazard events.

#### **Hazard Identification:**

This is the description of the geographic extent, potential intensity, and the probability of occurrence of a given hazard. Maps are frequently used to display hazard identification data. The City of San Fernando identified five major hazards that affect this geographic area. These hazards include: earthquakes, floods, wildfires, windstorms, and human-made hazards.

The previously-approved plan identified two major natural hazards: earthquakes and floods. In reviewing the previously-approved plan, the Hazard Mitigation Advisory Committee decided to include two additional natural hazards in this updated plan: wildfires and windstorms. These two additional hazards were determined to be included based on recent hazard events which indicated the need to reevaluate the level of risk these hazards posed.

#### **Profiling Hazard Events:**

This process describes the causes and characteristics of each hazard, how it has affected the City of San Fernando in the past, and what part of the City of San Fernando's population, infrastructure, and environment has historically been vulnerable to each specific hazard. A profile of each hazard is found in Part III: Hazard-Specific Information.

#### **Vulnerability Assessment/Inventorying Assets:**

This is a combination of hazard identification with an inventory of the existing (or planned) property development(s) and population(s) exposed to a hazard. Critical facilities are of particular concern because these entities provide to the general public products and services that are necessary to preserve the welfare and quality of life in the City. Critical facilities also fulfill important public safety, emergency response, and/or disaster recovery functions.

#### **Risk Analysis:**

Estimating potential losses involves assessing the damage, injuries, and financial costs

likely to be sustained in a geographic area over a given period of time. The two measurable components of risk analysis are the magnitude of the harm that may result and the likelihood of the harm occurring. Describing vulnerability in terms of dollar losses provides the community and the state with a common framework in which to measure the effects of hazards on assets.

After the Northridge earthquake, a series of studies was conducted by the disaster research center of the University of Delaware. These studies reviewed the impact of the earthquakes on business recovery. The researchers found that several factors impact businesses after any major disaster. Those factors are physical damage, disruption of transportation, and business inactivity (Dalhamer & Tierney 1996).

Physical damage requires repairs to the business as well as the removal of debris. Disruption of transportation can impact the local business community in three ways: employees cannot get to work, products cannot be delivered to the business, and the difficulties in transportation prevent shoppers from coming to the area. Business inactivity can impact the entire city in addition to the business itself. The City of San Fernando had approximately \$17,750,000 in tax revenues for 2010-2011. Much of the City's tax revenue comes from approximately 25 businesses. A 25% loss in taxes would be a major blow to the local economy. This does not take into account the losses from damages to business and residences.

Dalhamer, J., & Tierney, K. (1996) "Winners and losers: Predicting business disaster recovery outcomes following the Northridge earthquake." A working paper. The University of Delaware Disaster Research Center.

### **Assessing Vulnerability/ Analyzing Development Trends:**

This step provides a general description of land uses and development trends within the community so that mitigation options can be considered in land use planning and future land use decisions. This plan provides comprehensive description of the character of San Fernando in the Community Profile. This description includes the geography and environment, population and demographics, land use and development, housing and community development, employment and industry, and transportation and commuting patterns. Analyzing these components of San Fernando can help in identifying potential problem areas and can serve as a guide for incorporating the goals and ideas contained in this Mitigation Plan into other community development plans.

Hazard assessments are subject to the availability of hazard-specific data. Gathering data for a hazard assessment requires a commitment of resources on the part of participating organizations and agencies. Each hazard-specific section of the Plan includes a section on hazard identification using data and information from City, county, or state agency sources.

## Federal Requirements for Risk Assessment

Recent federal regulations for hazard mitigation plans outlined in 44 CFR Part 201 include a requirement for risk assessment. This risk assessment requirement is intended to provide information that will help communities to identify and prioritize mitigation activities that will reduce losses from the identified hazards. There are five hazards profiled in the Mitigation Plan, including earthquakes, flooding, wildfire, windstorms and human-made hazards.

### *Federal Criteria for Risk Assessment*

<b>Section 322 Plan Requirement</b>	<b>How is this addressed?</b>
<b>Identifying Hazards</b>	<b>Each hazard section includes an inventory of the best available data sources that identify hazard areas. Maps of the various hazards are found in the hazard specific sections and listed in Appendix F.</b>
<b>Profiling Hazard Events</b>	<b>Each hazard section includes documentation of the history, and causes and characteristics of the hazard in the City.</b>
<b>Assessing Vulnerability: Identifying Assets</b>	<b>The hazard specific sections identify vulnerabilities by hazard.</b>
<b>Assessing Vulnerability: Estimating Potential Losses:</b>	<b>The Risk Assessment Section of this mitigation plan identifies key critical facilities and lifelines in the City. Vulnerability assessments have been completed for the hazards addressed in the plan.</b>
<b>Assessing Vulnerability: Analyzing Development Trends</b>	<b>The City of San Fernando Community Profile Section of this plan provides a description of the development trends in the City, including the geography and environment, population and demographics, land use and development, housing and community development, employment and industry, and transportation and commuting patterns.</b>

## Critical Facilities and Infrastructure

Facilities critical to government response and recovery activities (i.e., life safety, and property and environmental protection) include: 911 centers, emergency operations centers, police and fire stations, public works facilities, communications centers, sewer and water facilities, hospitals, bridges and roads, and shelters. Other facilities that, if damaged, could cause serious secondary impacts may also be considered "critical." A hazardous material facility is one example of this type of critical facility.

Critical and essential facilities are those facilities that are vital to the continued delivery of key government services or that may significantly impact the public's ability to recover from the emergency. These types of facilities may include local government buildings, schools, hospitals, parks, and public safety locations.

## **Summary**

Natural hazard mitigation strategies can reduce the impacts concentrated at large employment and industrial centers, public infrastructure, and critical facilities. Natural hazard mitigation for industries and employers may include developing relationships with emergency management services and their employees before disaster strikes, and establishing mitigation strategies together. Collaboration among the public and private sector to create mitigation plans and actions can reduce the impacts of natural hazards.

## **SECTION 4:**

### **- Multi-Hazard Goals and Action Items -**

This section provides information on the process used to develop goals and action items that pertain to the four natural hazards and the man-made hazards addressed in the Mitigation Plan. It also describes the framework that focuses the Plan on developing successful mitigation strategies. The framework is made up of three parts: the Mission, Goals, and Action Items.

#### **Mission**

The mission of the City of San Fernando Multi-Hazard Mitigation Plan is to promote sound public policy designed to protect citizens, critical facilities, infrastructure, private property, and the environment from natural and human-made hazards. This can be achieved by increasing public awareness, documenting the resources for risk reduction and loss-prevention, and identifying activities to guide the City towards building a safer, more sustainable community.

#### **Goals**

The Plan goals describe the overall direction that City of San Fernando agencies, organizations, and citizens can take to minimize the impacts of natural hazards. The goals are stepping-stones between the broad direction of the mission statement and the specific recommendations that are outlined in the action items.

#### **Action Items**

The action items are a listing of activities in which City agencies and citizens can be engaged to reduce risk. Each action item includes an estimate of the timeline for implementation. Short-term action items are activities that City agencies may implement with existing resources and authorities within one to two years. Long-term action items may require new or additional resources or authorities, and may take between one and five years (or more) to implement.

#### **Mitigation Plan Goals**

The Plan goals help to guide direction of future activities aimed at reducing risk and preventing loss from natural hazards. The goals listed here serve as checkpoints as agencies and organizations begin implementing mitigation action items.

##### ***Protect Life and Property:***

- ✓ Implement activities that assist in protecting lives by making homes,

businesses, infrastructure, critical facilities, and other property more resistant to natural hazards.

- ✓ Reduce losses and repetitive damages for chronic hazard events while promoting insurance coverage for catastrophic hazards.
- ✓ Improve hazard assessment information to make recommendations for discouraging new development and encouraging preventative measures for existing development in areas vulnerable to natural hazards.

***Public Awareness:***

- ✓ Develop and implement education and outreach programs to increase public awareness of the risks associated with natural hazards.
- ✓ Provide information on tools, partnership opportunities, and funding resources to assist in implementing mitigation activities.

***Natural Systems:***

- ✓ Balance watershed planning, natural resource management, and land use planning with natural hazard mitigation to protect life, property, and the environment.
- ✓ Preserve, rehabilitate, and enhance natural systems to serve natural hazard mitigation functions.

***Partnerships and Implementation:***

- ✓ Strengthen communication and coordinate participation among and within public agencies, citizens, non-profit organizations, business, and industry to gain a vested interest in implementation.
- ✓ Encourage leadership within public and private sector organizations to prioritize and implement local, county, and regional hazard mitigation activities.

***Emergency Services:***

- ✓ Establish policy to ensure mitigation projects for critical facilities, services, and infrastructure.
- ✓ Strengthen emergency operations by increasing collaboration and coordination among public agencies, non-profit organizations, business, and industry.

- ✓ Coordinate and integrate natural hazard mitigation activities, where appropriate, with emergency operations plans and procedures.

## **Public Participation**

Public input during development of the plan assisted in creating the plan goals. Meetings with the advisory committee, stakeholder interviews, and a public workshop served to obtain input and identify priorities in developing goals.

On February 28, 2012, a meeting with members of the public and the external stakeholders of the Hazard Mitigation Advisory Committee was held. These stakeholders were briefed on the progress of the plan update. The attendees included representatives from public agencies, private organizations and community planning organizations. The attendees identified goals for the Plan by examining the issues and concerns they have regarding local multi-hazards. Progress by the City departments was explained and the group discussed potential action items for the next five years.

## **Multi-Hazard Mitigation Plan Action Items**

The Mitigation Plan identifies short- and long-term action items developed through data collection and research and through the public participation process. Mitigation Plan activities may be considered for funding through federal and state grant programs, and when other funds are made available through the City. Action items address multi-hazard and hazard-specific issues.

To help ensure activity implementation, each action item includes information on the timeline and coordinating organizations. Upon implementation, the coordinating organizations may look to partner organizations for resources and technical assistance. A description of the partner organizations is provided in each of the specific hazard sections of the plan.

### **Coordinating Organization:**

The coordinating organization is the organization that is willing and able to organize resources, find appropriate funding, or oversee activity implementation, monitoring, and evaluation. Coordinating organizations may include local, City, or regional agencies that are capable of or responsible for implementing activities and programs.

### **Timeline:**

Action items include both short and long-term activities. Each action item includes an estimate of the timeline for implementation. Short-term action items are activities that City agencies may implement with existing resources and authorities within one to two years. Long-term action items may require new or additional resources or authorities, and may take between one and five years (or more) to implement.

**Ideas for Implementation:**

Each action item includes ideas for implementation and potential resources, which may include grant programs or human resources.

**Potential Funding Source(s):**

Potential funding source(s) to implement the identified mitigation action is included with each mitigation action. Potential funding sources may include City funds and/or State or Federal grant programs.

**Plan Goals Addressed:**

The Plan goals addressed by each action item are included as a way to monitor and evaluate how well the Mitigation Plan is achieving its goals once implementation begins.

**Constraints:**

Constraints may apply to some of the action items. These constraints may be a lack of City staff, lack of funds, or vested property rights which might expose the City to legal action as a result of adverse impacts on private property.

## **2007 Multi-Hazard Action Items**

In 2006, the San Fernando Natural Hazard Mitigation Plan identified eleven short- and long-term multi-hazard mitigation items. The short-term items included a wide variety of actions designed to impact mitigation needs at many levels. They included seeking outside funding sources for mitigation, coordinating public safety planning with natural hazard threats, and developing partnerships with community stakeholders.

In 2007 a committed team of city staff, volunteers and community stakeholders were motivated to pursue several major initiatives, including hazard mitigation, on behalf of the City. Two natural hazards were identified: earthquakes and flooding. A plan to address each of these threats was proposed, and a team was assembled to oversee these projects. This team included: the City Emergency Services Coordinator, the City Redevelopment Department, the Police Department, the Los Angeles Fire Department, and the City of San Fernando Disaster Council. The plan involved using the Emergency Services Coordinator as the connection between these groups and organizations. This effort was designed as a partnership between City staff and the community. The City Disaster Council, was a large and committed group of community stakeholders, and individual volunteers excited to work on these projects.

In 2008, the City had two serious wildfires that burned areas just east and north of the city limits. In 2009, extensive plans were developed among the Police Department, the Public Works Department, the City Disaster Council, and the Los Angeles City Fire



Department to prepare for the possibility of flooding due to the possibility of a heavy rainy season and the loss of ground cover on the nearby mountains.

The place the City of San Fernando, California finds itself in 2013 is very different than the optimistic future predicted in the 2007 Hazard Mitigation Plan. In the past five years, the City has faced some extraordinary difficulties including a long list of scandals with various city departments, turmoil with the elected officials, and a series of financial reversals, which have brought the City to the verge of insolvency. During this period, the economic recession began to have a serious impact on City services, forcing it to institute severe personnel and budget cuts. The Emergency Services Coordinator position was eliminated. There were layoffs in other City departments, including Redevelopment and Public Works. Currently the Police Department has been reduced about 20% in staffing from 2007, the City redevelopment program has been curtailed due to the change in state policy, and the Disaster Council has been eliminated.

The City uses the Los Angeles City Fire Department (LAFD) for contract fire protection services. In 2007, the LAFD provided a variety of related contract services including some emergency management support and other assistance related to developing hazard mitigation programs for San Fernando. With the City of Los Angeles' current budget deficit of \$250 million, budget support for emergency management and hazard mitigation with contract services has disappeared. As a result, the Los Angeles City Fire Department cannot offer the level of non-emergency support services it used to provide to the City.

Additionally, there has been major turnover at nearly every senior or department head position in the City administration. During this period, seven persons have served as permanent or acting Chief of Police. For example, there have been seven changes to the position of permanent or acting Chief of Police in the past 18 months.

The City Disaster Council has been disbanded and the volunteers dismissed. The use of cost benefit analysis becomes problematic when the budget is largely in the control of creditors. All of these factors had a direct impact on the level of mitigation efforts that were accomplished from 2007 to 2011, and many of the identified mitigation actions were never completed.

Despite the difficult situation key staff members of the City of San Fernando determined the hazard mitigation plan should be updated. When reading this plan you will note that all of the action items are fairly simple. In many cases they repeat some of the goals from 2007. The purpose behind the action items is to provide basic mitigation efforts which can still be accomplished and reestablish the framework necessary for expanding future mitigation efforts should the budget crisis ease in the next 24 months. This is not to make excuses for lack of progress but merely states the reality of the situation.

## **City of San Fernando Capabilities Assessment**

The following discussion provides an assessment of the City's regulatory, administrative and technical, and fiscal capability to carry out mitigation activities.

### **Regulatory Capabilities**

The City of San Fernando has several plans and programs in place that guide the City's mitigation of development in hazard-prone areas. Each of the hazard profiles in Part III of this Hazard Mitigation Plan identifies current mitigation activities undertaken by the City, as well as State and Federal activities. The following table lists planning and land management tools typically used to implement hazard mitigation activities, and it indicates those that are in place in the City of San Fernando.

*City of San Fernando's Regulatory Mitigation Capabilities*

<b>Regulatory Tool (Ordinances, codes, plans, etc.)</b>	<b>Y/N</b>	<b>Comments</b>
General Plan	Y	
Zoning Ordinance	Y	
Subdivision Ordinance	N	
Site Plan Review Requirements	Y	
Growth Management Ordinance	N	
Floodplain Ordinance	N	
Other Special Purpose Ordinances (e.g., stormwater, steep slope, wildfire, etc.)	N	
Building Code	Y	
Local Emergency Operations Plan	Y	

## Administrative/Technical Capabilities

The City of San Fernando has several departments and agencies that have both the administrative authority and technical capabilities related to hazard mitigation and loss prevention, as identified below:

- San Fernando Police Department is the proponent for this Hazard Mitigation Plan for the City. The Department currently consists of 35 sworn officers and 25 civilian personnel. The Department provides a wide variety of services, including: 911 Emergency Dispatching; Community Resources Management; and Ham Radio Watch Volunteer Program.
- **Department of Community Development** includes the Building and Safety, Code Enforcement, Housing Preservation, Historic Preservation, Planning, and Redevelopment Divisions. The Department addresses community planning and environmental issues, assures that building construction adheres to the City's life/safety codes, provides advance planning and current development review services in compliance with the City's general plan, enforces zoning code and property maintenance ordinance requirements, and assists residents of the community to preserve and improve their residential property and their housing opportunities.
  - Building and Safety Division reviews and examines all plans, calculations, and specifications for compliance with the building, electrical, plumbing, and mechanical codes; conducts inspection of all aspects of construction and components associated with the structures; provides support in undertaking housing, fire prevention, and zoning inspections and enforcement; and coordinates with City of Los Angeles Fire Department on enforcement of fire code requirements.
  - Code Enforcement Division enforces the following codes (but not limited to): Zoning Code, Sign Code, Business License Ordinances and Public Nuisance Ordinances, Building Code, Plumbing Code, Electrical Code, Fire Code, Housing Code, and Health Code.
  - Planning Division processes Conditional Use Permits, Zoning Variances and Amendments, and subdivision plan maps and reviews proposed development plans.
  - Redevelopment Division works closely with the residential, commercial and industrial development community to assist in all phases of any proposed developments contained within the boundaries of our Redevelopment Areas. Services range from preliminary discussions regarding the design of proposed developments, through the processing of any required approvals.
- **Department of Public Works** is responsible for San Fernando's own water system, and sewer collection system. It also works to ensure a proper removal of waste, adequate storm water management and recycling.

- The Street Maintenance Division is responsible for the repair and maintenance of over fifty miles of public streets and alleys in the City. The division is also responsible for the repair and maintenance of 80 miles of City sidewalks and 10 miles of storm drains. The duties of this division include administering major projects, such as roadway reconstruction and resurfacing, inspection of utility trenches, and sidewalk replacements.
- The Street, Trees and Parkways Division provides a limited program of tree trimming and general maintenance of all of the City's trees. In an effort to preserve the City's aging trees, the Division now performs some arborist duties such as wind trimming and hole fillings, which are reachable from the ground.
- The Water Administrative Division is responsible for all aspects of the Water Department, overseeing production, procurement, and conservation of safe potable water for the City's residential and business community.
- The Water Distribution Division is responsible for providing water to all City water customers in sufficient quantities to meet domestic and fire service demands; maintenance of approximately 66.5 miles of water mains, 5,264 water services and 548 fire hydrants. The Division also installs new services (domestic and fire) that are ordered for new structures or demands by land use changes.
- The Water Production Division is responsible for all operations and maintenance of the City's wells, booster pump stations, reservoirs and pressure regulation stations. Imported water is purchased from Metropolitan Water District (MWD) of Southern California to supplement the local ground water supplies. There is also an emergency connection to the City from LADWP water systems.
- The Sewer Maintenance Division performs maintenance of the City's sanitary sewer system by scheduled routine cleaning of sewer main lines and manholes. The City contracts with the City of Los Angeles for sewage treatment and disposal.
- The Facilities Maintenance Division (FMD) is responsible for the maintenance of City Hall, City Yard, new and old police facilities, park buildings and grounds, pool facility, Brand landscape median, Maclay Median, Chamber building, water reservoirs and pump stations, Lopez Adobe Historical House, Bikeway, Gateway, and Civic Center landscape maintenance.

- ***Note: The following table identifies the City of San Fernando personnel responsible for activities related to mitigation.***

<b>Personnel Resources</b>	<b>Y/N</b>	<b>Department/Position</b>
Planner/Engineer with knowledge of land development/land management practices	Y	Community Development, Senior City Planner
Engineer/Professional trained in construction practices related to buildings and/or infrastructure	Y	Public Works, Civil Engineers
Planner/Engineer/Scientist with an understanding of natural hazards	Y	Community Development, Building and Safety Supervisor
Personnel skilled in GIS	Y	Public Works, Civil Engineers
Full-time Building Official	Y	Community Development, Building and Safety Supervisor
Floodplain Manager	N/A	
Emergency Manager	Y	Police Department, Support Services Commander
GIS data – Hazard Areas	Y	Public Works, Civil Engineers
GIS data – Critical Facilities	Y	Public Works, Civil Engineers
GIS data – Land Use	Y	Public Works, Civil Engineers
GIS data – Assessor's Data	Y	Public Works, Civil Engineers
Warning Systems/Services (Reverse 9-1-1, Cable Override, Outdoor Warning Signals)	Y	Police Department and Public Works

In addition to the departments/agencies described above, the table below provides a list of local, state and federal agencies and programs that could provide technical and financial assistance for hazard mitigation actions within the City of San Fernando.

<b>Local</b>	<b>State Agencies</b>	<b>Federal Agencies</b>
Southern California Association of Governments	California Office of Emergency Services	US Army Corps of Engineers
Metropolitan Water District of Southern California	California Department of Forestry and Fire Protection	US Environmental Protection Agency (Region IX)
	California Department of Fish and Game	Federal Emergency Management Agency (Region IX)
	California State Lands Commission	National Park Service
	California Department of Food and Agriculture	USDA Natural Resources Conservation Service
	California Department of Water Resources	US Geological Survey
	California Environmental Protection Agency	USDA Forest Service
	California State Parks and Recreation Department	
	California Department of Transportation	

## **Fiscal Capabilities**

This section identifies the financial tools or resources that the City of San Fernando could potentially use to help fund mitigation activities. These include City-specific capabilities, as well as state and federal resources. It is also important to note that funding can also be sourced from participating agencies/organizations that collaborate with the City in the implementation of mitigation actions.

### ***Local Capabilities***

A review of the City of San Fernando's Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2011, resulted in the identification of a number of governmental funds, special revenue funds, internal service funds, and fiduciary funds that can be utilized for mitigation projects and activities.

The City of San Fernando maintains 4 major governmental funds, including the General Fund and Grants Special Revenue Fund.

- **Governmental Funds:**

- *General Fund* is the City's primary operating fund, used to account for all general revenues of the City not specifically levied or collected for other City funds and for expenditures related to the rendering of general services by the City. The General Fund expenditures have exceeded revenues for fiscal years 2006-2007, 2007-2008, 2008-2009, 2009-2010, and 2010-2011, resulting in a deficit fund balance at June 30, 2011. The General Fund is expected to have liquidity problems and will need to borrow cash from other funds in fiscal year 2011-2012, and potentially beyond. The City has taken a number of actions to augment the revenues and reduce expenditures for the fiscal year 2011-2012, and in future years, so as to increase the General Fund balance, including controlling and reducing operation costs.

The City also maintains 23 other governmental funds, including 19 Special Revenue Funds, 2 Debt Service Funds, and 2 Capital Projects Fund.

- Special Revenue Funds account for specific revenues that are legally restricted to expenditures for particular purposes. Included under the Special Revenue Fund is the State of Emergency which accounts for the receipt and disbursement of disaster fund assistance as a result of the January 1994 earthquake.
- Debt service funds are used to account for the resources accumulated and payments made for interest and principal on general obligation debt, including tax allocation bonds and long-term notes payable, of governmental funds and include Redevelopment Project Area #1A and Public Financing Authority.
- Capital projects funds are used to account for the acquisition and construction of major capital facilities other than those financed by propriety funds and include

the Redevelopment Merged Project Area #1, 2, 3, and 4 and Redevelopment Project Area #1A.

In addition to the above funds, the City has the ability to incur debt through general obligation bonds, special tax bonds, and private activities.

### ***State and Federal Funding Sources***

The following table provides a list of potential funding programs and resources provided by state and federal agencies/programs the City of San Fernando can tap into for hazard mitigation activities. Please note that the information provided below is not exhaustive, and additional potential grant funding programs and resources are provided in Appendix B.

<b>Agency</b>	<b>Potential Programs/Grants</b>
<b>Department of Homeland Security – Federal Emergency Management Agency</b>	Homeland Security Grant Program, Emergency Management Performance Grants Program, Transit Security Grant Program, Assistance to Fire Fighter Grants, Hazard Mitigation Grant Program, Pre-Disaster Mitigation Grant Program, Flood Mitigation Assistance Program, Severe Repetitive Loss Program
<b>US Department of Health and Human Services/California Department of Health Services</b>	Grants for Public Health Emergency Preparedness
<b>California Office of Emergency Services</b>	Regional Catastrophic Preparedness Grant Program, Interoperable Emergency Communications Center Grant Program, Proposition 1B Grant, Citizens Corps Program, Metropolitan Medical Response System Program, Earthquake and Tsunami Grants Program
<b>California Department of Housing and Community Development</b>	Disaster Recovering Initiative
<b>California Department of Forestry and Fire Protection</b>	Western States WUI Fire Assistance Grant

## **2013 Multi-Hazard Action Items**

The City of San Fernando currently has very limited resources compared to the resources that were once available. Both short- and long-term mitigation actions items should be directed to developing a team capable of taking action to accomplish mitigation. This will require a less aggressive approach to mitigation than envisioned in 2006 but establishes the tools and teams needed to provide mitigation planning in the future.



## **Short-Term Action Item #1**

### ***Revitalize the Disaster Council.***

Funding shortfalls means that fewer paid staff are available to work on vital projects like mitigation planning. The City has a committed group of community volunteers who bring a wide variety of skills and knowledge which can be employed to develop plans and assist with programs.

Coordinating Organization: San Fernando Police Department

Timeline: Continuous

Implementation Plan:

- A) The Disaster Council should be reorganized and community members recruited to serve on the Council.
- B) They should resume regular meetings.
- C) Include members of the Disaster Council in mitigation action processes.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budget; also see Appendix B

Goal Compliance: Encouraging partnerships and protecting life and property

Constraints: Staffing and budget

Project Evaluation/Documentation:

An annual report regarding the activities of the Disaster Council should be prepared for the Chief of Police, the City Manager, and the City Council.

## **Short-Term Action Item #2**

### ***Conduct a Review of Redevelopment Projects in the City***

A review should be made of the redevelopment plans of the City. Redevelopment projects are a natural starting point for mitigation activities. It will be crucial to know what projects are moving forward so limited mitigation planning resources can be applied to them.

Coordinating Organization: Community Development and Public Works

Timeline: Continuous

Implementation Plan:

- A) A review of the existing development projects should be made.
- B) A list of the top five projects that lend themselves to mitigation planning should be selected.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Encouraging partnerships and protecting life and property.

Constraints: Staffing and budget

Project Evaluation/Documentation:

This review should be provided bi-annually to the Disaster Council and the HMAC

## **Long-Term Action Item #1**

### ***Begin Annual Reviews of Mitigation Requirements/Opportunities***

The City should review all available data and develop a yearly plan for mitigation activities.

Coordinating Organization: City Manager, Department Heads, Disaster Council, and HMAC

Timeline: Continuous

Implementation Plan:

- A) An annual review of mitigation requirements and opportunities.
- B) Development of a project action list.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budget; also see Appendix B

Goal Compliance: Encouraging partnerships and protecting life and property.

Constraints: Staffing and budget

Project Evaluation/Documentation:

An annual report should be prepared for the City Council.

## **Long-Term Action Item #2**

### ***Provide Annual Training for Staff on Mitigation Planning***

Most of the training and experience related to mitigation activities and planning has been lost in the past three years. Training on the principles of hazard mitigation should be provided to City Staff and volunteers.

Coordinating Organization: City Department Heads

Timeline: Continuous

Implementation Plan:

A) Training related to mitigation planning should be provided to staff.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budget; also see Appendix B

Goal Compliance: Encouraging partnerships and protecting life and property.

Constraints: Staffing and budget

Project Evaluation/Documentation:

A report listing the training accomplished should be provided to the City Manager and Department Heads.

## **2007 Crosswalk**

One of the biggest issues for the 2007 City of San Fernando's crosswalk was determining the composition and value of commercial buildings in the City. This type of data is still difficult to gather. The principle challenge is the current financial situation which has worsened dramatically since 2007. The downturn in the economy, combined with the changes in redevelopment policies by the state, have resulted in major blows to the well-being of the City. This has resulted in cuts to staff members who could be used to gather data.

## **SECTION 5:**

### **- Plan Maintenance -**

The plan maintenance section of this document details the formal process that will ensure that the City of San Fernando Multi-Hazard Mitigation Plan remains an active and relevant document. The plan maintenance process includes a schedule for monitoring and evaluating the Plan annually and producing a Plan revision every five years. This section describes how the City will integrate public participation throughout the plan maintenance process. Finally, this section includes an explanation of how City of San Fernando government intends to incorporate the mitigation strategies outlined in this Plan into existing planning mechanisms such as the City General Plan, Capital Improvement Plans, and Building and Safety Codes.

### **Monitoring and Implementing the Plan**

#### **Plan Adoption:**

The City Council will be responsible for adopting the City of San Fernando Multi-Hazard Mitigation Plan. This governing body has the authority to promote sound public policy regarding natural hazards. Once the updated plan is completed, it will be submitted to the California Office of Emergency Services (CalOES). Upon approval by CalOES the plan will be submitted to the Federal Emergency Management Agency (FEMA) for review. Upon acceptance by FEMA, City of San Fernando will have an approved multi-hazard plan and be eligible for federal hazard mitigation grant program funds.

#### **Coordinating Body:**

A City of San Fernando Hazard Mitigation Advisory Committee will be responsible for coordinating implementation of Plan action items and undertaking the formal review process.

#### **Convener:**

The City Council will adopt the City of San Fernando Multi-Hazard Mitigation Plan, and the Hazard Mitigation Advisory Committee will take joint responsibility for Plan implementation with City departments. The City Manager, or designee, will serve as a convener to facilitate the Hazard Mitigation Advisory Committee meetings, and will assign tasks necessary for implementation. The committee shall meet annually.

#### **Implementation through Existing Programs:**

The City of San Fernando addresses statewide planning goals and legislative requirements through its General Plan, Capital Improvement Plans, and City Building and Safety Codes. The City's original Multi-Hazard Mitigation Plan was prepared,

approved, and adopted in 2007. Since then, elements of that plan have been incorporated into the following existing planning mechanisms of the City of Fernando, including a review of the 2007 plan's mitigation action items and updated sections on the natural hazards identified in that plan.

However, the City of San Fernando was greatly impacted by the 2007-2008 economic downturn. This resulted in losses of revenues and cuts to City services and personnel. These losses continued into the 2011-12 budget year. The City accrued three million dollars in debt, including over a half million dollars in overdue fees for the fire service contract with the Los Angeles City Fire Department. Also, the City eliminated its part-time emergency manager position, which held the responsibility to monitor the hazard mitigation plan and coordinate activities related to the implementation of the general and specific mitigation activities. As essential services including public safety were cut or unfunded, the ability to participate in a strategic management programs like hazard mitigation were shelved.

This updated Multi-Hazard Mitigation Plan recognizes those fiscal and personnel constraints and provides a series of recommendations. Many of these are closely related to the goals and objectives of existing planning programs. This allows the City of San Fernando the opportunity to implement recommended mitigation action items through existing programs and procedures.

The City of San Fernando Building Division is responsible for administering the Building & Safety Codes. The committee will work with the various City Departments to review, develop and ensure Building & Safety Codes that are adequate to mitigate or prevent damage by natural hazards.

The goals and action items in the Mitigation Plan may be achieved through activities recommended in the City's Capital Improvement Plans (CIP). Various City departments develop CIPs, and review them on an annual basis. Upon annual review of the CIPs, the Hazard Mitigation Advisory Committee will work with the City departments to identify areas that the Hazard Mitigation Plan action items are consistent with CIP planning goals and integrate them where appropriate.

Within six months of formal adoption of the Mitigation Plan, the recommendations listed above will be incorporated into the process of existing planning mechanisms at the City level. The meetings of the Hazard Mitigation Advisory Committee will provide an opportunity for committee members to report back on the progress made on the integration of mitigation planning elements into City planning documents and procedures.

### **Economic Analysis of Mitigation Projects:**

FEMA's approaches to identify the costs and benefits associated with natural hazard mitigation strategies, measures, or projects fall into two general categories: benefit/cost analysis and cost-effectiveness analysis.

Conducting benefit/cost analysis for a mitigation activity can assist communities in determining whether a project is worth undertaking now, in order to avoid disaster-related damages later.

Cost-effectiveness analysis evaluates how best to spend a given amount of money to achieve a specific goal. Determining the economic feasibility of mitigating natural hazards can provide decision-makers with an understanding of the potential benefits and costs of an activity, as well as a basis upon which to compare alternative projects.

During the current economic downturn it may be challenging to use these methods due to the many needs requiring funding. The City of San Fernando will continue to use the FEMA approach balanced by the money available for any type of projects.

### **Evaluating and Updating the Plan:**

#### *Formal Review Process:*

The City of San Fernando Multi-Hazard Mitigation Plan will be evaluated on an annual basis to determine the effectiveness of programs and to reflect changes in land development or programs that may affect mitigation priorities. The evaluation process includes a firm schedule and timeline, and it identifies the local agencies and organizations participating in Plan evaluation.

The convener or designee will be responsible for contacting the Hazard Mitigation Advisory Committee members and organizing the annual meeting. Committee members and City Departments will be responsible for monitoring and evaluating the progress of the mitigation strategies in the Plan.

The committee will review the goals and action items to determine their relevance to changing situations in the City, as well as changes in state or federal policy, and to ensure they are addressing current and expected conditions. The committee will also review the risk assessment portion of the Plan to determine if this information should be updated or modified, given any new available data. The coordinating organizations responsible for the various action items will report on the status of their projects, the success of various implementation processes, difficulties encountered, success of coordination efforts, and strategies which should be revised.

#### *Continued Public Involvement:*

San Fernando is dedicated to involving the public directly in review and updates of the Hazard Mitigation Plan. The Hazard Mitigation Advisory Committee members are responsible for the annual review and update of the Plan.

The public will also have the opportunity to provide feedback about the Plan. Copies of the Plan will be kept at all of the appropriate agencies in the City. The adopted plan will be posted online. In addition, information on how to obtain copies of the Plan and any proposed changes will be posted on the City website. This site will also contain an email

address and phone number to which people can direct their comments and concerns.

A public meeting will also be held after each annual evaluation or when deemed necessary by the Hazard Mitigation Advisory Committee. The meetings will provide the public a forum for which they can express its concerns, opinions, or ideas about the Plan. The City Public Information Officer will be responsible for using City resources to publicize the annual public meetings and maintain public involvement through the public access channel, web page, and newspapers.

# **Part III: Hazard- Specific Information**



## **INTRODUCTION: - Specific Hazards -**

An important part of any multi-hazard mitigation plan is the selection of the local hazards which cause the greatest risk for that particular community. In 2007 the City of San Fernando mitigation plan had two hazards: earthquake and floods. Earthquakes were selected due to the recent seismic activity in the area. Floods were included based on the FEMA Region IX request that any city with a dam or water project nearby should include floods as a hazard in their local mitigation plan.

In the development of the current mitigation plan, several reports and plans were consulted: the City General Plan, the current City budget, the 2007 Natural Hazards Mitigation Plan, and the 2008 LA City Fire Department Debris Flow Plan. The City General Plan has seven elements, including a safety element; this provided background information on local natural hazards. The current City budget was reviewed for insights about the current City budget priorities and how this might impact mitigation projects. The previous mitigation plan was reviewed for background information. The 2008 LA City Fire Debris Flow Plan was reviewed for information on possible threats from debris flows originating in the City of Los Angeles.

Since 2007 there have been two major types of disasters in Los Angeles County: urban wildfires and the windstorm of 2011. In 2008, wildfires burned to the city limits of San Fernando. Prior to the windstorm of 2011, there had not been a windstorm since the 1940s which caused such damage. The decision to include urban wildfires and windstorms was made through the suggestions of the various persons who worked on the development of this plan. (See Appendix E for further details.)

# **SECTION 1:**

## **- Earthquakes -**

### **Why Are Earthquakes a Threat to the City of San Fernando?**

The City of San Fernando is situated in one of the most active geological areas of the United States. California has a long history of seismic activity. The U.S. Geological Survey (USGS) records hundreds of minor earthquakes every week in California. Since 1769 there have been 33 major earthquakes of a magnitude of 5.0 or greater.

The most well-known geologic feature related to local seismic activity is the San Andreas Fault, which is approximately 400 hundred miles long. The fault begins in Mexico, travels north to San Francisco, and gradually curves out into the Pacific Ocean. Scientists estimate that in the past 1,500 years major earthquakes have occurred at about 130-year intervals.

The last major earthquake related to the San Andreas Fault occurred near Fort Tejon in northern Los Angeles County. This earthquake occurred in 1857 and is estimated to have been a magnitude of 8. This is the largest recorded earthquake in the history of California.

But San Andreas is only one of dozens of known earthquake faults that cross Southern California. Some of the better known faults include the Newport-Inglewood, Whittier, Chatsworth, Elsinore, Hollywood, Los Alamitos, and Palos Verdes faults. Beyond the known faults, there are a potentially large number of “blind” faults that underlie the surface of Southern California. One such blind fault was involved in the Whittier Narrows earthquake in October 1987.

Although the most famous of the faults, the San Andreas, is capable of producing an earthquake with a magnitude of 8+ on the Richter scale, some of the “lesser” faults have the potential to inflict greater damage on the urban core of the Los Angeles Basin. Seismologists believe that a 6.0 earthquake on the Newport-Inglewood would result in far more death and destruction than a “great” quake on the San Andreas, because the San Andreas is relatively remote from the urban centers of Southern California.

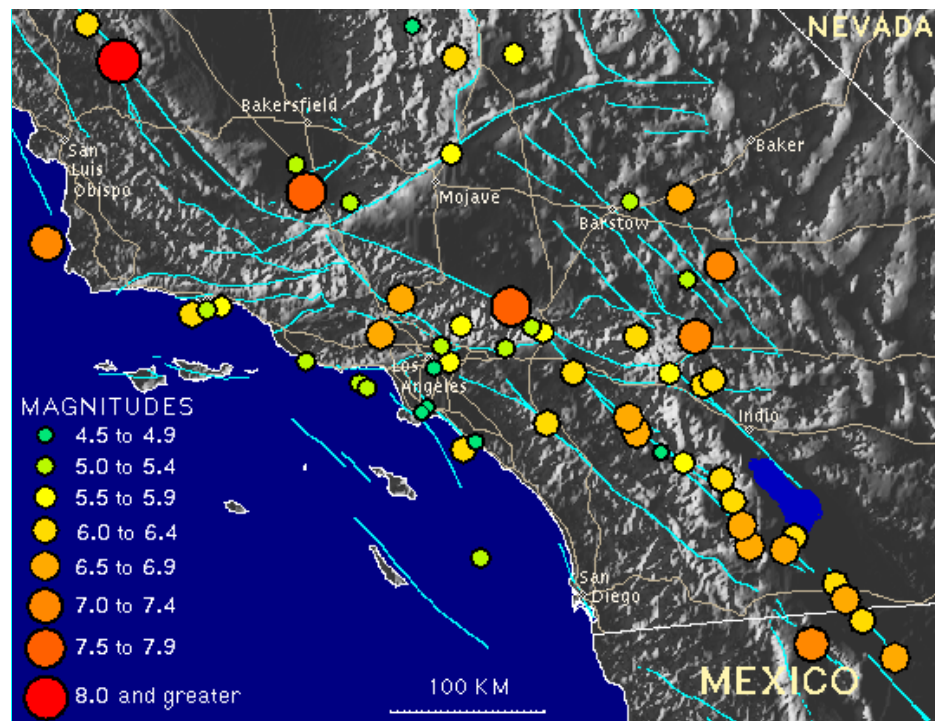
Partnerships have developed between the USGS, CalTech, the California Geological Survey, and universities to share research and educational efforts. Tremendous earthquake mapping and mitigation efforts have been made in California in the past two decades, and public awareness has risen remarkably during this time. Major federal, state, and local government agencies and private organizations support earthquake risk reduction, and have made significant contributions in reducing the adverse impacts of earthquakes. Despite the progress, the majority of California communities remain unprepared because there is a general lack of understanding regarding earthquake hazards among Californians.

## History of Earthquakes in the Southern California Region

*Southern California Region Earthquakes with a Magnitude of 5.0 or Greater*

<i>1769 Los Angeles Basin</i>	<i>1916 Tejon Pass Region</i>
<i>1800 San Diego Region</i>	<i>1918 San Jacinto</i>
<i>1812 Wrightwood</i>	<i>1923 San Bernardino Region</i>
<i>1812 Santa Barbara Channel</i>	<i>1925 Santa Barbara</i>
<i>1827 Los Angeles Region</i>	<i>1933 Long Beach</i>
<i>1855 Los Angeles Region</i>	<i>1941 Carpinteria</i>
<i>1857 Great Fort Tejon Earthquake</i>	<i>1952 Kern County</i>
<i>1858 San Bernardino Region</i>	<i>1954 West of Wheeler Ridge</i>
<i>1862 San Diego Region</i>	<i>1971 San Fernando</i>
<i>1892 San Jacinto or Elsinore Fault</i>	<i>1973 Point Mugu</i>
<i>1893 Pico Canyon</i>	<i>1986 North Palm Springs</i>
<i>1894 Lytle Creek Region</i>	<i>1987 Whittier Narrows</i>
<i>1894 San Diego Region</i>	<i>1992 Landers</i>
<i>1899 Lytle Creek region</i>	<i>1992 Big Bear</i>
<i>1899 San Jacinto and Hemet</i>	<i>1994 Northridge</i>
<i>1907 San Bernardino region</i>	<i>1999 Hector Mine</i>
<i>1910 Glen Ivy Hot Springs</i>	

### Major Earthquakes in Southern California since 1812



Dr. Kerry Sieh of Cal Tech has investigated the San Andreas Fault at Palmett Creek. “The record at Palmett Creek shows that rupture has recurred about every 130 years, on average, over the past 1500 years. But actual intervals have varied greatly, from less than 50 years to more than 300. The physical cause of such irregular recurrence remains unknown.” Damage from a great quake on the San Andreas would be widespread throughout Southern California.

To better understand the earthquake hazard, the scientific community reviewed historical records and accelerated research on those faults that are the sources of the earthquakes occurring in the Southern California region. Historical earthquake records can generally be divided into records of the pre-instrumental period and the instrumental period. In the absence of instrumentation, the detection of earthquakes is based on observations and felt reports, and is dependent upon population density and distribution.

Since California was sparsely populated in the 1800s, the detection of pre-instrumental earthquakes is relatively difficult. Two very large earthquakes, the Fort Tejon in 1857 (7.9) and the Owens Valley in 1872 (7.6) are evidence of the tremendously damaging potential of earthquakes in Southern California. In more recent times two 7.3 earthquakes struck Southern California, in Kern County (1952) and Landers (1992).

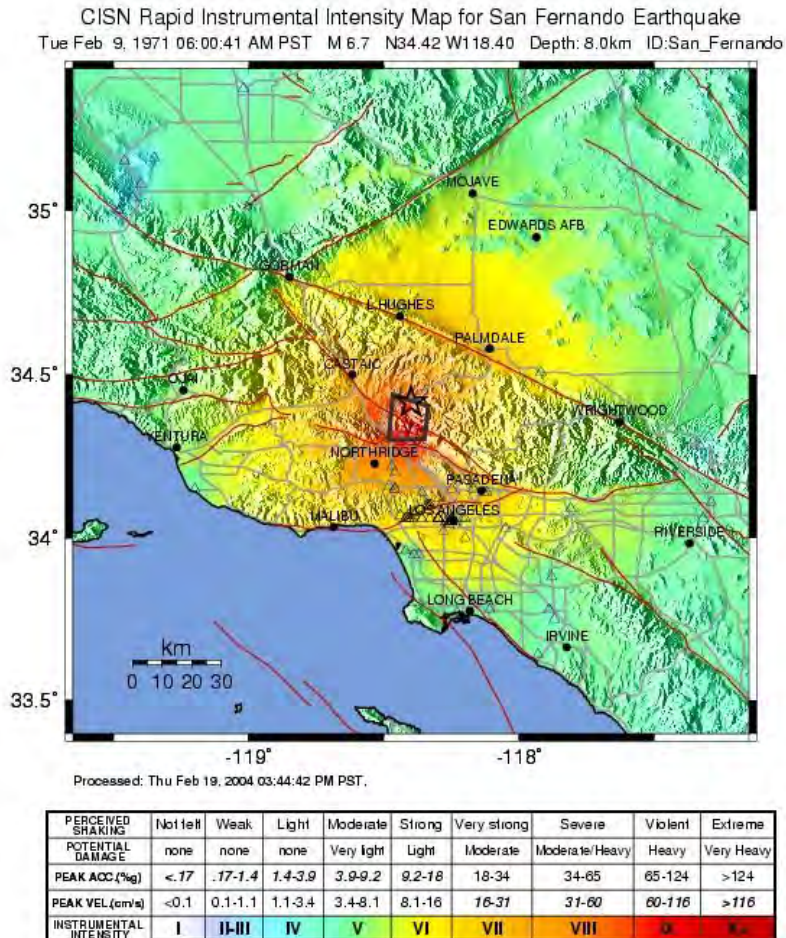
The damage from these four large earthquakes was limited because they occurred in areas which were sparsely populated at the time they happened. The seismic risk is much more severe today than in the past because the population at risk is in the millions, rather than a few hundred or a few thousand persons. Since seismologists started recording and measuring earthquakes, there have been tens of thousands of recorded earthquakes in Southern California, most with a magnitude below three. No community in Southern California is beyond the reach of a damaging earthquake.

In 1971 and 1994 the City of San Fernando suffered two major earthquakes. The first was the Sylmar earthquake. This event was measured at a magnitude of 6.6 and was centered in Sylmar, a community directly north of San Fernando. The second was the 1994 Northridge earthquake, which had a magnitude of 6.7.

### **1971 Sylmar Earthquake:**

The 1971 Sylmar earthquake struck on February 9<sup>th</sup> at 6:01 AM. The epicenter was 6 miles northeast of Sylmar. The earthquake caused 65 deaths and millions of dollars in property loss. There were numerous bridge and freeway collapses. Several large hospital complexes in Sylmar were destroyed. Unreinforced masonry buildings were especially susceptible to the extreme shaking, and many of these buildings collapsed. Many buildings were badly damaged in San Fernando.

The San Gabriel Mountains directly east of San Fernando rose several feet. Surface breaks caused by faulting during the earthquake appeared across the northeastern corner of the San Fernando Valley. This type of break appeared in a San Fernando residential area.



### 1994 Northridge Earthquake:

The second major earthquake affecting the City was the 1994 Northridge earthquake, which occurred on January 17<sup>th</sup> at 4:30 AM. This event was measured at a magnitude of 6.7 and caused extensive damage to structures and utilities in the City of San Fernando.

The earthquake originated in a hidden fault approximately 8 miles below the surface of the San Fernando Valley and about 20 miles west of the City of San Fernando. The earthquake caused a rupture along the fault line that traveled upwards in a northwestern direction. The fault, now called the Oak Ridge or Northridge fault system, intersected with a branch of the Sierra Madre fault, which was responsible for the 1971 Sylmar earthquake. The earthquake lasted approximately 15 seconds. After the initial event, aftershocks of varying magnitude occurred at the rate of 1,000 a day for several weeks.

The surface of the central San Fernando Valley was deformed upwards into an asymmetric dome. The Santa Susanna Mountains north of the San Fernando Valley were

also pushed up several inches. The result was one of the greatest natural disasters in the history of the United States. Large portions of the northern section of the Los Angeles basin were devastated by structural collapses and a corresponding loss of life and injury.

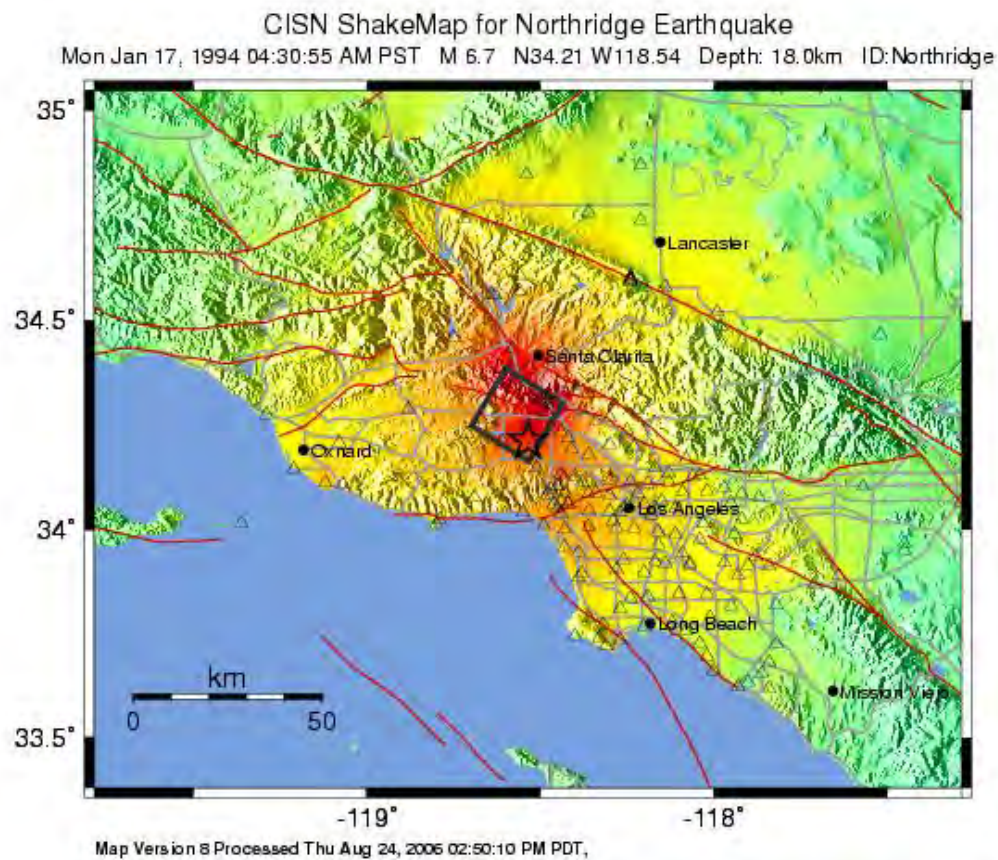
A total of 25,000 homes were totally or partially destroyed. For days afterward, thousands of homes and businesses were without electricity; tens of thousands had no gas; and nearly 50,000 had little or no water. Approximately 15,000 structures were moderately to severely damaged, which left thousands of people temporarily homeless. Over 66,000 buildings were inspected. Nearly 4,000 were severely damaged, and over 11,000 were moderately damaged. Nine area hospitals were closed due to damage. There were 51 fatalities and 9,000 injuries.

The earthquake occurred early in the morning on a holiday. This circumstance considerably reduced the potential loss of life, as many collapsed buildings were unoccupied, the freeways were relatively clear, and most businesses were not yet open. Even so, the extremely strong ground motion in large portions of Los Angeles County resulted in record direct and indirect economic losses.

The estimated economic loss was approximately \$40 billion, with \$800 million in insurance claims. The City of San Fernando was badly damaged. Many homes were partially or totally destroyed. Parts of the City lost power and water. An underground petroleum pipeline on the southern edge of the City exploded, causing a serious fire. Several collapsed bridges and overpasses created commuter havoc on the freeway system. Extensive damage was caused by ground-shaking, but earthquake-triggered liquefaction and dozens of fires also caused additional severe damage. Many San Fernando residents abandoned their homes during the explosion of aftershocks and moved to the open spaces of the City parks.

There were several major issues related to long-term mitigation of the earthquake's effects: severe damage to the utility infrastructure, debris removal, and clearing the parks of temporary residents. The City water system was badly damaged. This required many months of repairs to water mains and pumping stations. Debris removal required assistance from outside agencies and lasted over 1 year. Traumatized residents remained in the parks for weeks after the earthquake, as the continual impact of significant aftershocks and unrepaired damage made them unwilling to move back into their homes.



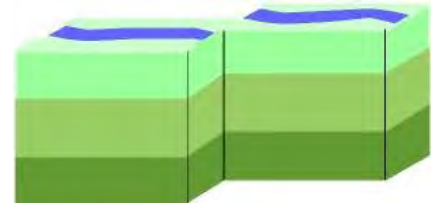


PERCEIVED SHAKING	Not felt	Weak	Light	Moderate	Strong	Very strong	Severe	Violent	Extreme
POTENTIAL DAMAGE	none	none	none	Very light	Light	Moderate	Moderate/Heavy	Heavy	Very Heavy
PEAK ACC.(%g)	<.17	.17-1.4	1.4-3.9	3.9-9.2	9.2-18	18-34	34-65	65-124	>124
PEAK VEL.(cm/s)	<0.1	0.1-1.1	1.1-3.4	3.4-8.1	8.1-16	16-31	31-60	60-116	>116
INSTRUMENTAL INTENSITY	I	II-III	IV	V	VI	VII	VIII	IX	X

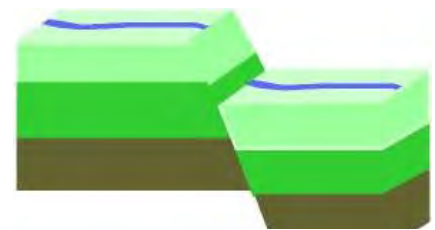
## Causes and Characteristics of Earthquakes

Earthquakes are caused by the movement of the earth's crust along fracture lines called faults. A fault is the separation point between blocks of the earth's crust where either side can move relative to the other along a parallel plane to the fracture line. Faults are divided into two main types: strike-slip and dip-slip.

Strike-slip faults appear where the fracture in the earth's crust is vertical or nearly vertical. The blocks or plates of the earth's crust will primarily move horizontally. The fault can be further categorized as right or left lateral faults depending on the direction that the fault is slipping.

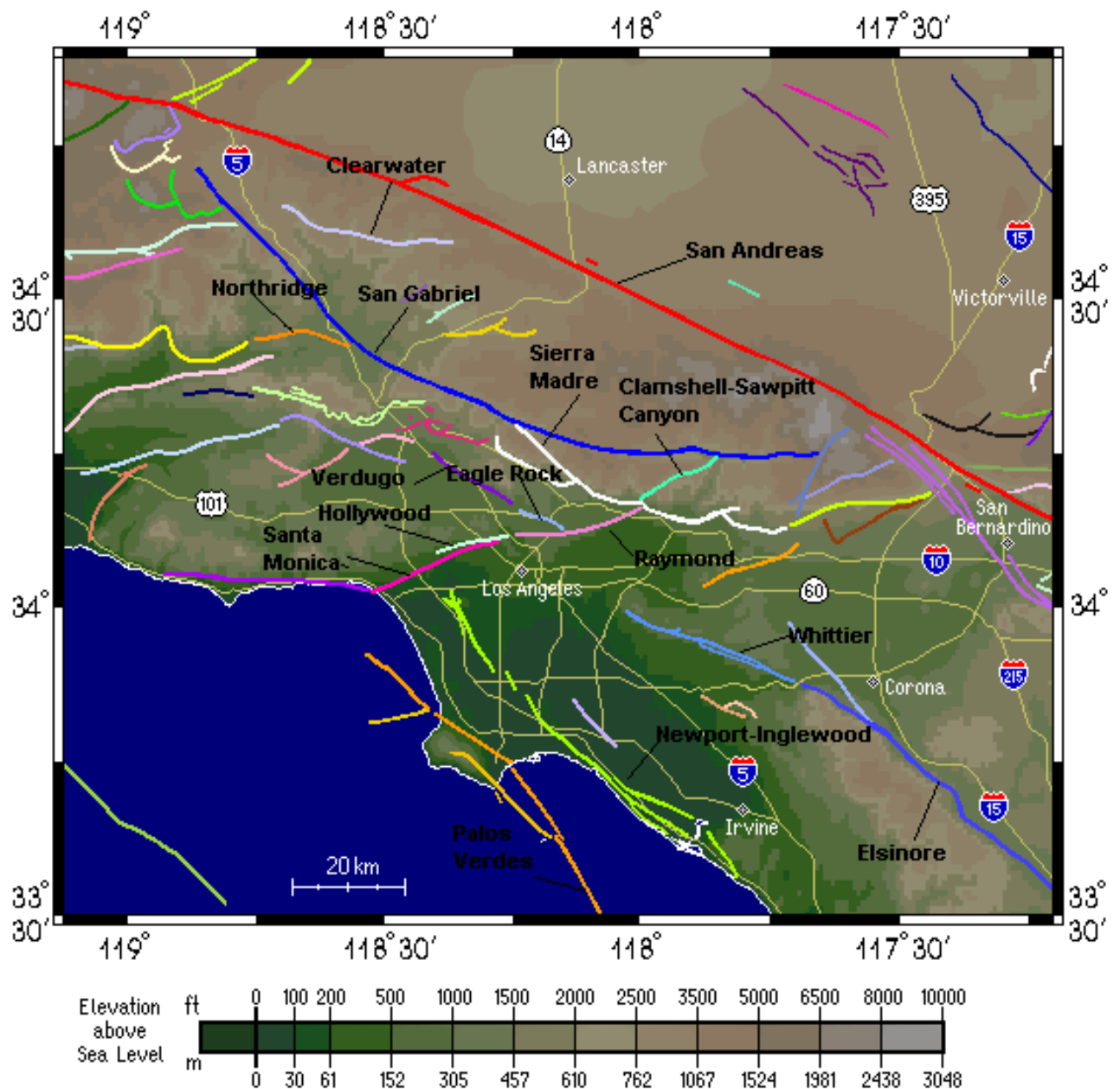


Dip-slip faults differ from strike-slip faults in that the fracture is slanted but the blocks of earth move vertically. If the earth above this fault drops during movement, the fault is called a 'normal' fault. If the earth moves upwards, the fault is called a 'reverse' fault. Reverse faults with an angle of 45 degrees or less are called thrust faults.





## Major Faults – Los Angeles Region



Map: Southern California Earthquake Data Center

## Predicting Earthquakes

Seismologists have concentrated on the problem of predicting earthquakes for the past 100 years. The cost of human life and property from earthquake and earthquake-related

incidents makes this natural hazard one of the greatest threats on the earth. The Indian Ocean earthquake/tsunami of 2004 was one of the greatest natural calamities in recorded history.

The problem with earthquake prediction is the multitude of unknown variables that may influence geologic movement. Various scientists have suggested that several factors or a combination of these factors may cause earthquakes. These factors include hydrological conditions or changes, magma flows, temperature variations, and underground deformation due to slippage within the earth's crust. The problem is the lack of accurate information about conditions under the surface of the earth.

Predicting earthquakes offers an opportunity to mitigate the effects of such a natural disaster, but prediction also presents policy makers and public-safety decision makers with a significant challenge. Currently in Los Angeles County there are no established protocols for mass evacuation, care, and shelter of the public. If earthquakes could be predicted, providing the information to the public would present significant related problems for public officials. The possibility of public disorder or panic related to possible spontaneous evacuation is a real and important concern.

Ongoing prediction research may make accurate predictions possible in the near future. Public safety planners must anticipate the benefits and challenges of improved predictive methods. Southern California is one of the internal centers for this type of research. Several methods of possibly predicting earthquakes are currently being studied. Several are based on the assumption that changes under the earth may cause surface deformations. By correlating the surface deformation changes it may be possible to predict slippage of faults under the earth. Current prediction research includes: 1) Interferometric Synthetic Aperture Radar (InSAR); 2) Global Positioning Satellite research; and 3) Hydrological, geochemical, and electromagnetic research.

### **Interferometric Synthetic Aperture Radar (InSAR):**

InSAR is a program developed by seismologists from the California Institute of Technology and the NASA Jet Propulsion Laboratory. The InSAR program is part of a United States government program called EarthScope, which was established to understand solid-earth processes and provide research data for public agencies such as FEMA. InSAR uses satellite-based radar that can measure changes on the surface of the earth.

The InSAR researchers are evaluating four important questions: 1) what mechanisms control the occurrence of seismic fault movement, 2) what stress-transfer processes trigger seismic activity, 3) whether magma movement and earthquakes affect each other, and 4) whether there are precursor surface-deformation phenomena that can be used to predict seismic activity. At this time the results have been inconclusive, but a secondary benefit of this research is that InSAR can provide data that can improve or define information collected by other research methods.

### **Global Positioning Satellite Research:**

Global-positioning satellite (GPS) research is proving a useful tool to measure the movement of geographic features and structures on the surface of the earth. It is a similar but less expensive approach to tracking surface movement than interferometric radar-based research. GPS prediction techniques are based on the same theoretical basis as InSAR: surface deformation indicates a buildup of underground stress that precedes fault slippage.

The value of GPS-based research is that it uses available GPS technology and does not require the deployment of expensive technology such as launching a satellite. This simplifies the time and effort from deployment to gathering useful data. GPS-based research can track surface movement and some types of deformation. In the past 8 years, scientists from the California Institute of Technology and the United States Geological Survey (USGS) have used this method to track geological movement and evaluate possible stresses on earthquake-sensitive structures.

One of the most notable research projects has been the GPS-based monitoring of the Pacoima Dam directly east of the City of San Fernando. USGS researchers have placed GPS sensors on the dam and the surrounding topography to analyze stress levels to the structure, identify possible points of structural and topographical failure, and predict various effects on the structure based on possible earthquake scenarios.

### **Hydrological, Geochemical, and Electromagnetic Research:**

The third research approach to earthquake prediction examines changes in the hydrological, geochemical, and electromagnetic systems in the crust of the earth. Several research studies indicate that changes occur in these natural systems prior to an earthquake. This research has been conducted in several international universities such as the University of Athens and the University of Tokyo.

The hydrological approach is based on data indicating that changes in ground-water tables may occur prior to an earthquake. This is based on data from the 1976 Tangshan earthquake in China. In this incident, underground water had been steadily subsiding when a new infusion of water suddenly caused the water table to rise. This change directly preceded this earthquake.

The geochemical prediction model is based on the theory that changes in underground chemical processes may indicate an imminent earthquake event. These changes include sudden increases in radon gas levels and the salinity of ground water.

The electromagnetic predictive method monitors changes in the electromagnetic fields under the surface of the earth. Some seismologists believe that fluctuations in this field may precede an earthquake.

## **Earthquake-Related Hazards**

There are four specific hazards associated with earthquakes: ground shaking, landslides, liquefaction, and amplification. Beyond these hazards, the severity of an earthquake is further influenced by several geographic/environmental factors such as soil composition, topography, proximity to the fault, magnitude of the earthquake, and the type of earthquake.

### **Ground Shaking:**

Ground shaking is the motion felt on the earth's surface caused by seismic waves generated by the earthquake. It is the primary cause of earthquake damage. The strength of ground shaking depends on the magnitude of the earthquake, the type of fault, distance from the epicenter (where the earthquake originates), and the soil composition. Buildings on poorly consolidated soils will typically see more damage than buildings on tightly compacted soils and bedrock.

### **Earthquake-Induced Landslides:**

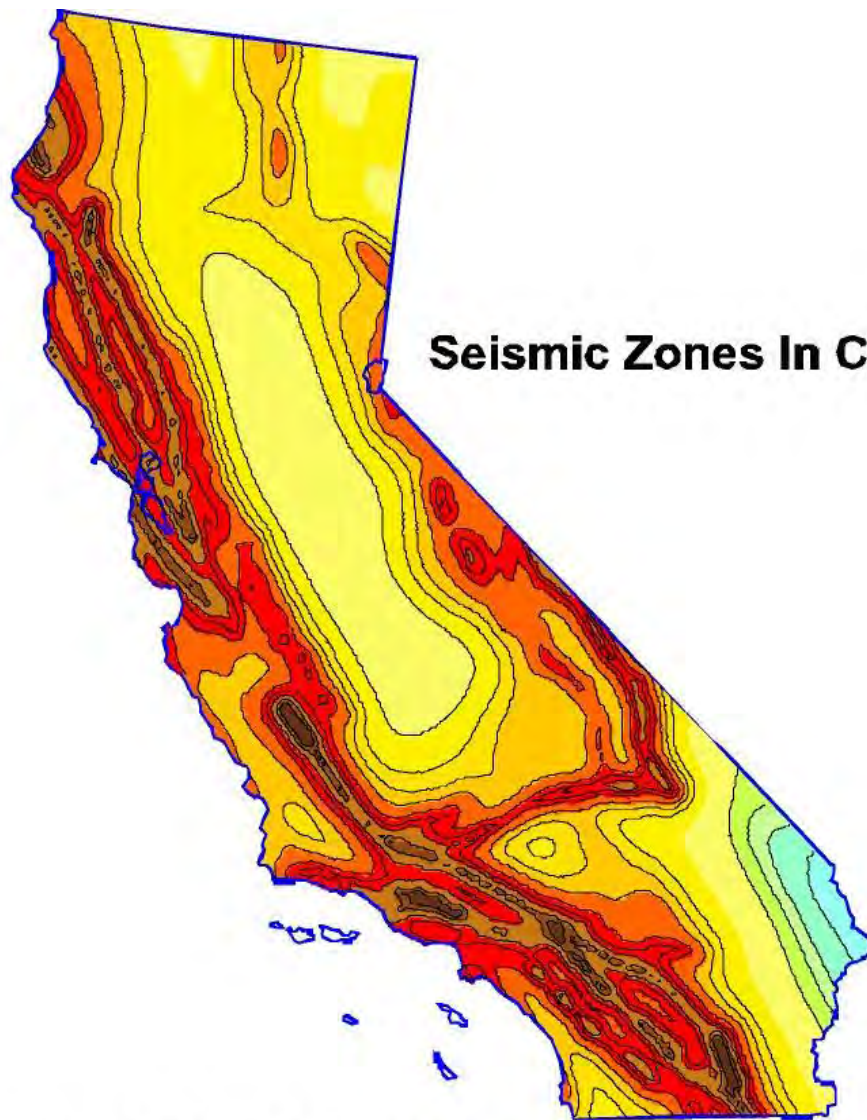
Earthquake-induced landslides are secondary earthquake hazards that occur from ground shaking. They can destroy the roads, buildings, utilities, and other critical facilities necessary to respond and recover from an earthquake. Many communities in Southern California have a high likelihood of encountering such risks, especially in areas with steep slopes.

### **Liquefaction:**

Liquefaction occurs when ground shaking causes wet granular soils to change from a solid state to a liquid state. This results in the loss of soil strength and the soil's ability to support weight. Liquefaction often occurs in regions that were former riverbeds or that have the water table near the surface. Many communities in Southern California are built on ancient river bottoms and have sandy soil. Buildings and their occupants are at risk when the ground can no longer support these buildings and structures.

### **Amplification:**

Soils and soft sedimentary rocks near the earth's surface can modify and amplify ground shaking caused by earthquakes. Amplification increases the magnitude of the seismic waves generated by the earthquake. The amount of amplification is influenced by the thickness of geologic materials and their physical properties. As with liquefaction, buildings and structures built on soft and unconsolidated soils can face greater risk from amplification than buildings built on consolidated soils or bedrock. Amplification can also occur in areas with deep sediment-filled basins and on ridge tops.



## Seismic Zones In California

**Darker Shaded Areas indicate Greater Potential Shaking**

**Source: USGS Website**

*Abridged Modified Mercalli Intensity Scale*

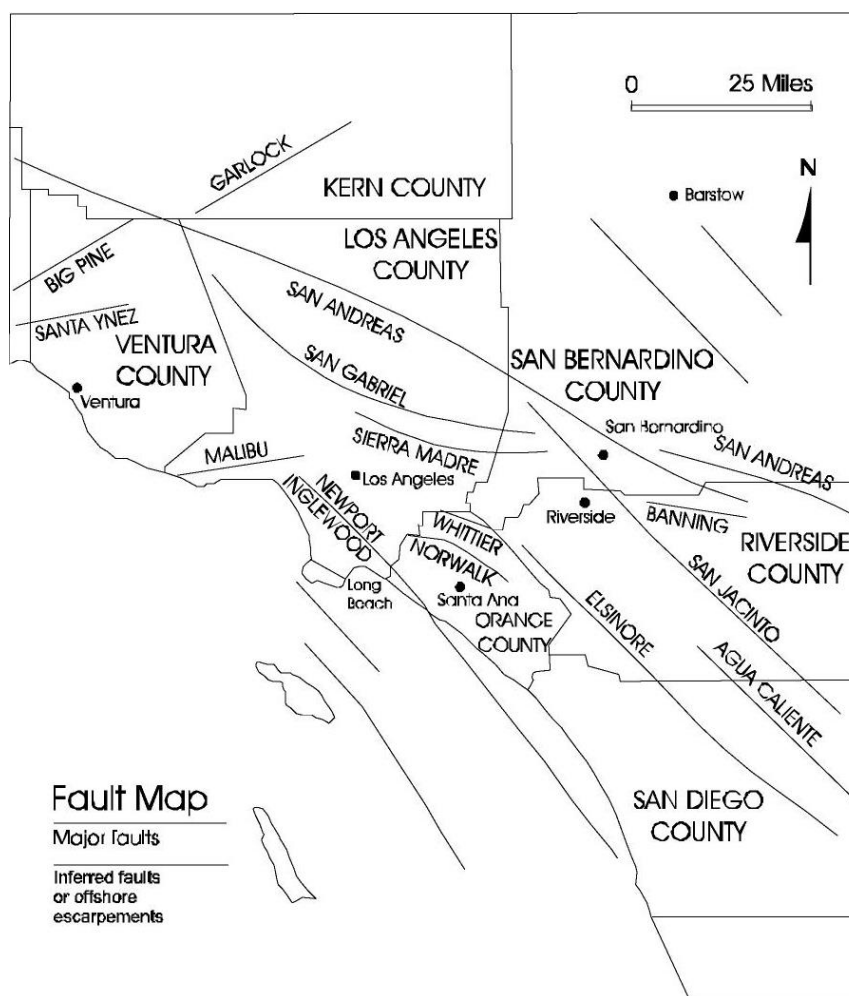
Intensity Value and Description		Average Peak Velocity (c m/sec)	Average Peak Acceleration (g = gravity )
I.	Not felt except by a very few under especially favorable circumstances (I Rossi-Forel scale). Damage potential: None.	<0.1	<b>&lt;0.0017</b>
II.	Felt only by a few persons at rest, especially on upper floors of high-rise buildings. Delicately suspended objects may swing. (I to II Rossi-Forel scale). Damage potential: None.		
III.	Felt quite noticeably indoors, especially on upper floors of buildings, but many people do not recognize it as an earthquake. Standing automobiles may rock slightly. Vibration like passing of truck. Duration estimated. (III Rossi –Forel scale). Damage potential: None.		
IV.	During the day felt indoors by many, outdoors by few. At night some awakened. Dishes, windows, doors disturbed; walls make creaking sound. Sensation like a heavy truck striking building. Standing automobiles rocked noticeably. (IV to V Rossi-Forel scale). Damage potential: None. Perceived shaking: Light.	1.1 – 3.4	<b>0.014 - 0.039</b>
V.	Felt by nearly everyone, many awakened. Some dishes, windows, and so on broken; cracked plaster in a few places; unstable objects overturned. Disturbances of trees, poles, and other tall objects sometimes noticed. Pendulum clocks may stop. (V to VI Rossi-Forel scale). Damage potential: <i>Very</i> light. Perceived shaking: Moderate.	3.4 – 8.1	<b>0.039-0.092</b>
VI.	Felt by all, many frightened and run outdoors. Some heavy furniture moved, few instances of fallen plaster and damaged chimneys. Damage slight. (VI to VII Rossi-Forel scale). Damage potential: Light. Perceived shaking: Strong.	8.1 – 16	<b>0.092 -0.18</b>
VII.	Everybody runs outdoors. Damage negligible in buildings of good design and construction; slight to moderate in well-built ordinary structures; considerable in poorly built or badly designed structures; some chimneys broken. Noticed by persons driving cars. (VIII Rossi-Forel scale). Damage potential: Moderate. Perceived shaking: <i>Very</i> strong.	16 – 31	<b>0.18 - 0.34</b>
VIII.	Damage slight in specially designed structures; considerable in ordinary substantial buildings with partial collapse; great in poorly built structures. Panel walls thrown out of frame structures. Fall of chimneys, factory stacks, columns, monuments, and walls. Heavy furniture overturned. Sand and mud ejected in small amounts. Changes in well water. Persons driving cars disturbed. (VIII+ to IX Rossi-Forel scale). Damage potential: Moderate to heavy. Perceived shaking: Severe.	31 – 60	<b>0.34 - 0.65</b>
IX.	Damage considerable in specially designed structures; well-designed frame structures thrown out of plumb; great in substantial buildings with partial collapse. Buildings shifted off foundations. Ground cracked conspicuously. Underground pipes broken. (IX+ Rossi-Forel scale). Damage potential: Heavy. Perceived shaking: Violent.	60 – 116	<b>0.65 – 1.24</b>
X.	Some well-built wooden structures destroyed; most masonry and frame structures destroyed; ground badly cracked. Rails bent. Landslides considerable from river banks and steep slopes. Shifted sand and mud. Water splashed, slopped over banks. (X Rossi-Forel scale). Damage potential: <i>Very</i> heavy. Perceived shaking: Extreme.	> 116	<b>&gt; 1.24</b>
XI.	Few, if any, (masonry) structures remain standing. Bridges destroyed. Broad fissures in ground. Underground pipelines completely out of service. Earth slumps and land slips in soft ground. Rails bent greatly.		
XII.	Damage total. Waves seen on ground surface. Lines of sight and level distorted. Objects thrown into air.		

## Earthquake Hazard Assessment

### **Hazard Identification:**

In California, many agencies are focused on seismic safety issues: the State's Seismic Safety Commission, the Applied Technology Council, the California Office of Emergency Services (CalOES), the United States Geological Survey, CalTech, and the California Geological Survey, as well as a number of universities and private foundations.

These organizations, in partnership with other state and federal agencies, have undertaken a rigorous program in California to identify seismic hazards and risks, including active fault identification, bedrock shaking, tsunami inundation zones, ground motion amplification, liquefaction, and earthquake-induced landslides. Seismic hazard maps have been published and are available for many communities in California through the State Division of Mines and Geology. A map of known earthquake faults in Southern California is shown below.



There are a number of faults that have the potential to impact the City of San Fernando. The San Andreas fault is considered a “master fault” because it is the boundary of the Pacific and North American geologic plates. Besides this fault, there are a number of active faults in the eastern San Fernando and northern San Gabriel valleys, including the Northridge, Verdugo, and Sierra Madre faults. The presence of so many active faults makes the City of San Fernando highly vulnerable to a major earthquake. It should be noted that geologists believe the area also has many uncharted faults which are capable of causing a major earthquake.

### *San Andreas*

The San Andreas fault has major and frequent (geologically speaking) earthquakes, and it controls the seismic hazard in southern California. The fault extends over 1,000 miles (1,600 kilometers) from near Cape Mendocino in northern California to the Salton Sea region in southern California.

Large faults, such as the San Andreas fault, are generally divided into segments in order to evaluate their future earthquake potential. The segments are generally defined at discontinuities along the fault that may affect the rupture length. In central and southern California, the San Andreas Fault zone is divided into five segments named, from north to south, the Cholame, Carrizo, Mojave, San Bernardino Mountains, and Coachella Valley segments.

Each segment is assumed to have a characteristic slip rate (rate of movement averaged over time), recurrence interval (time between moderate to large earthquakes), and displacement (amount of offset during an earthquake). While this methodology has some value in predicting earthquakes, historical records and studies of prehistoric earthquakes show that it is possible for more than one segment to rupture during a large quake or for ruptures to overlap into adjacent segments.

The last major earthquake on the southern portion of the San Andreas Fault was the 1857 Fort Tejon (magnitude 8) event. This is the largest earthquake reported in California. The 1857 surface rupture broke the Cholame, Carrizo, and Mojave segments, resulting in displacements of as much as 27 feet (9 meters) along the rupture zone. These fault segments are thought to have a recurrence interval of between 104 and 296 years.

The segment closest to the City of San Fernando is the Mojave segment, which is approximately 83 miles long. This segment extends from approximately Three Points (29 miles east of the 210 freeway near Sulphur Springs) southward to just northwest of Cajon Creek, at the southern limit of the 1857 rupture. Using a slip rate of  $30 \pm 8$  millimeters per year (mm/yr) and a characteristic displacement of  $4.5 \pm 1.5$  meters (m), scientists have derived a recurrence interval of 150 years for this segment. The Mojave segment is estimated to be capable of producing a magnitude 7.1 earthquake. Scientists have calculated that this segment has a 26 percent probability of rupturing sometime between 1994 and 2024.



### *Northridge/Oak Ridge*

This fault was responsible for the 1994 Northridge earthquake but was unknown prior to that event. It caused major damage in the central and northern San Fernando Valley and in isolated pockets in Santa Monica and as far away as Anaheim in Orange County. The Northridge/Oak Ridge fault is a blind thrust fault and may be an extension of the easternmost section of the Oak Ridge fault system.

### *Verdugo*

The Verdugo fault is a 13-mile long, southeast-striking fault that lies along the southern flank of the Verdugo Mountains, near Burbank. The fault has been interpreted as both a reverse fault and a left-lateral strike-slip fault. Results of recent studies suggest that the Verdugo fault changes in character, from a reverse fault adjacent to the Pacoima Hills, to a normal fault at the southwest edge of the Verdugo Mountains.

Additional studies will be required to resolve these inconsistencies in the style of faulting. Given its location near highly populated portions of the Los Angeles metropolitan area, several investigations, including trenching of the fault, are likely to be conducted in the next few years to better define this fault's seismic hazard. The fault's recurrence interval is unknown, but the fault is considered active. Based on its length, the Verdugo fault is thought capable of generating magnitude 6.0 to 6.8 earthquakes. This fault is approximately 13 miles from San Fernando.

### *Sierra Madre*

The Sierra Madre fault zone is a north-dipping reverse fault zone approximately 47 miles long. It extends along the southern flank of the San Gabriel Mountains from San Fernando to San Antonio Canyon, where it continues southeastward as the Cucamonga fault. The Sierra Madre fault has been divided into five segments, and each segment seems to have a different rate of activity.

The northwestern-most segment of the Sierra Madre fault (the San Fernando segment) ruptured in 1971, causing the magnitude 6.7 Sylmar earthquake. As a result of this earthquake, the Sierra Madre fault has been known to be active. In the 1980s, studies suggested that the segments of the Sierra Madre fault east of the San Fernando segment have not generated major earthquakes in several thousand years, and possibly not in 11,000 years.

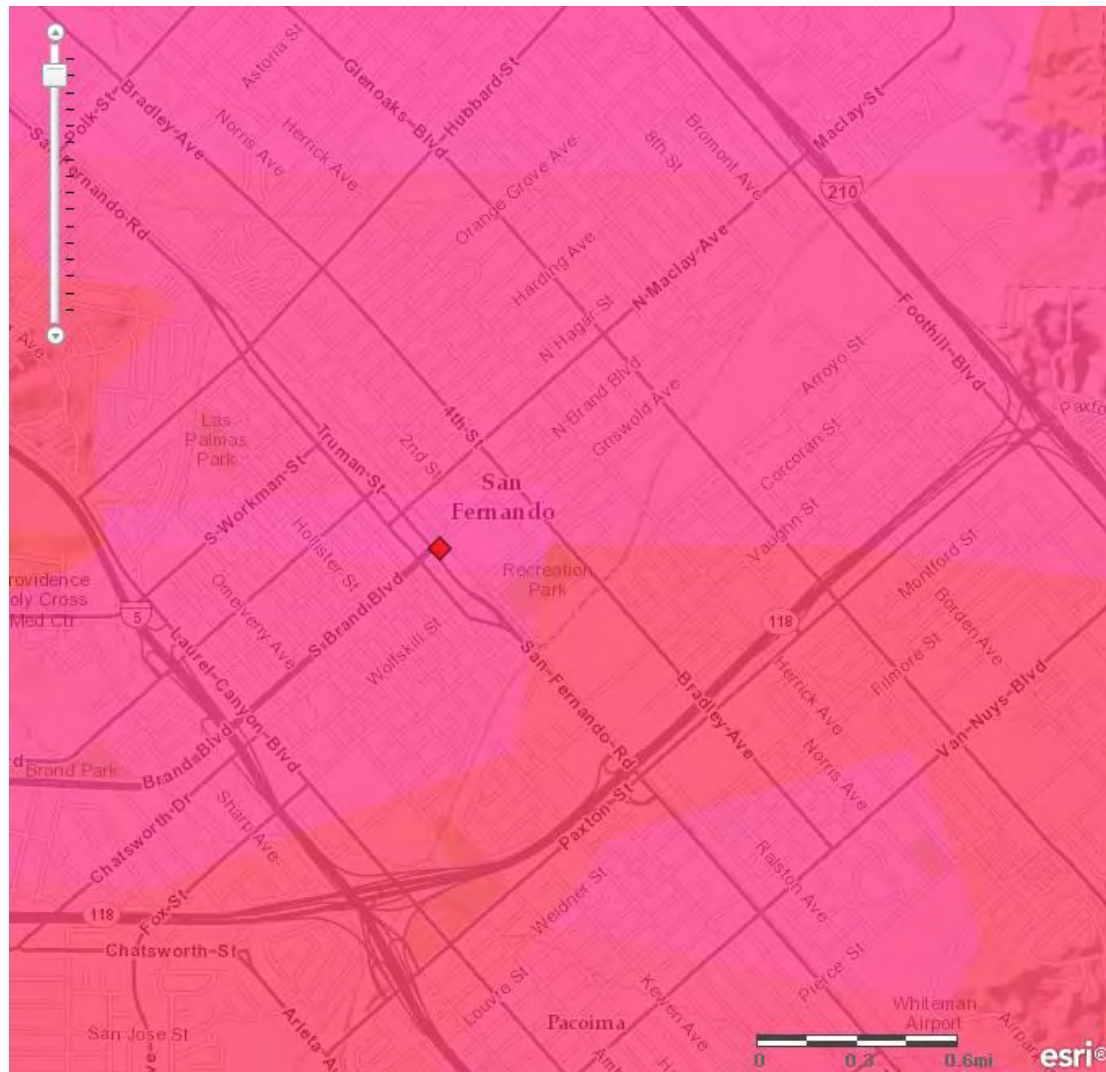
By California's definitions of active faulting, most of the Sierra Madre fault would therefore be classified as not active. Then in 1998, a field study trenched a section of the Sierra Madre fault in Altadena and determined that this segment has ruptured at least twice in the last 15,000 years, causing magnitude 7.2 to 7.6 earthquakes. This suggests that the Los Angeles area is susceptible to infrequent but large near-field earthquakes on the Sierra Madre fault.

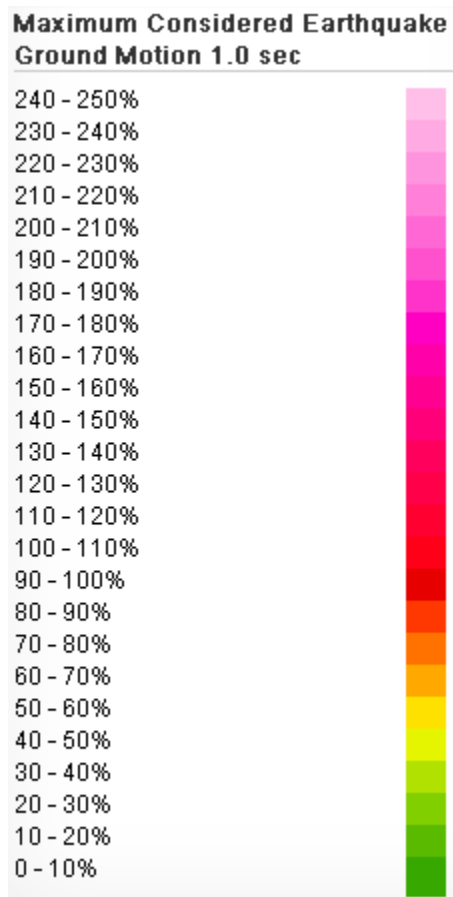
Scientists have calculated a recurrence interval of about 8,000 years for this fault. If the last event occurred more than 8,000 years ago, it is possible that these segments of the Sierra Madre fault are near the end of their cycle, and therefore likely to generate an earthquake in the not too distant future. The occurrence of the Sylmar earthquake in 1971 does not seem to preclude a larger quake along any portion of the fault, including the San Fernando segment.

The California Office of Emergency Services (Cal EMA) has developed a program called MyPlan ([myplan.CalOES.ca.gov](http://myplan.CalOES.ca.gov)), a map service designed to be a simple interface to California natural hazard data products produced by the California Natural Resources Agency departments and other government agencies. MyPlan allows users to easily make hazard maps for mitigation planning, report generation, and other tasks. The figure was developed using MyPlan for the City of San Fernando; areas located within the "Earthquake Fault Zone of Required Investigation" are identified by the grey shading. The Earthquake Fault Zone of Required Investigation are delineated to assist cities and counties in fulfilling their responsibilities for protecting the public safety from the effects of earthquake fault rupture as required by the Alquist-Priolo Earthquake Fault Zoning Act (Public Resources Code Sections 2623 et seq).



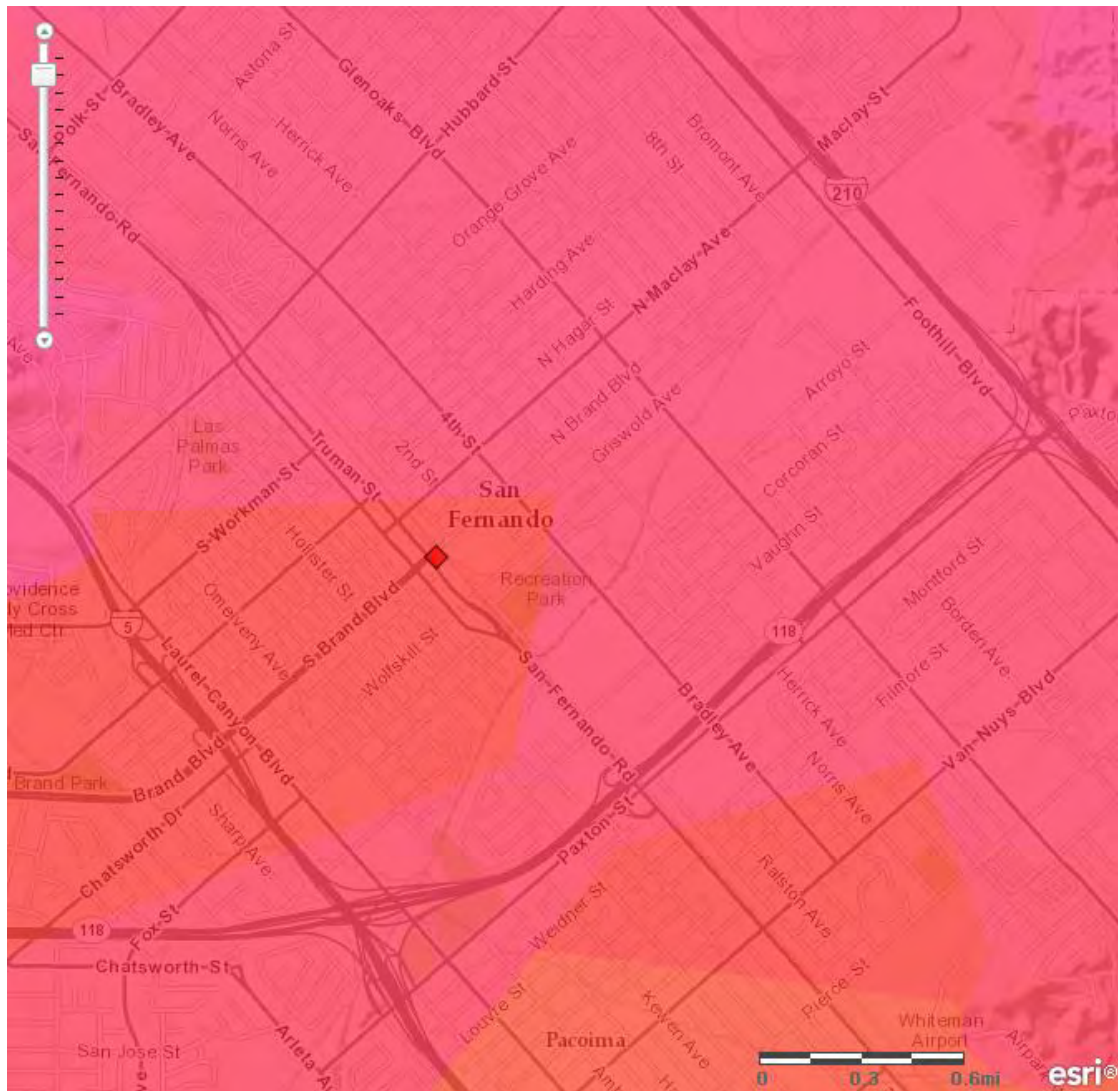
The following figure is similar in scale to the above figure, but shows the shaking hazard (ground acceleration in % gravity) per 1 second for tall structures.

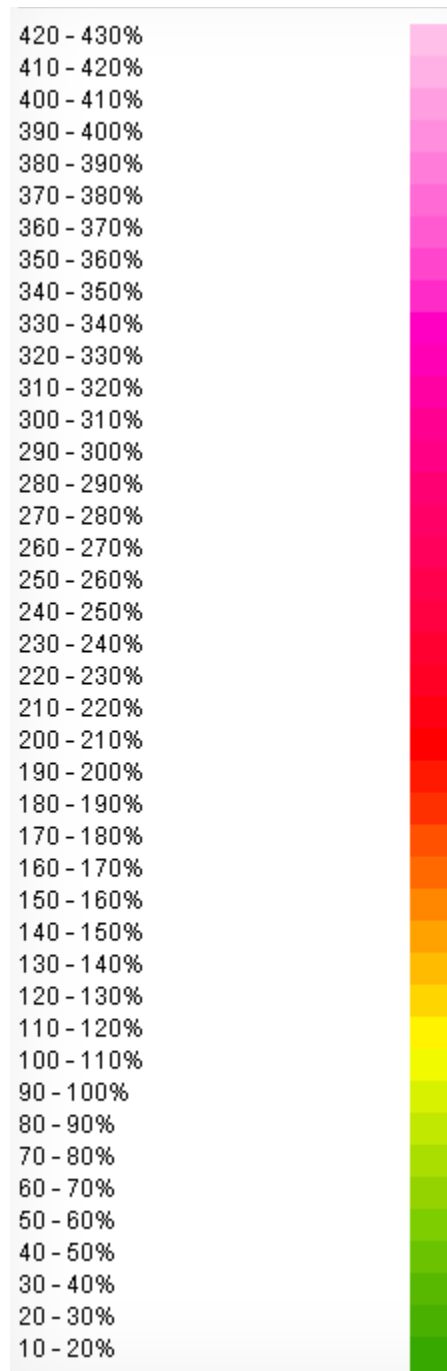




The following figure is similar in scale to the above figures, but shows the shaking hazard (ground acceleration in % gravity) per 0.2 seconds for short structures.







### **Vulnerability Assessment:**

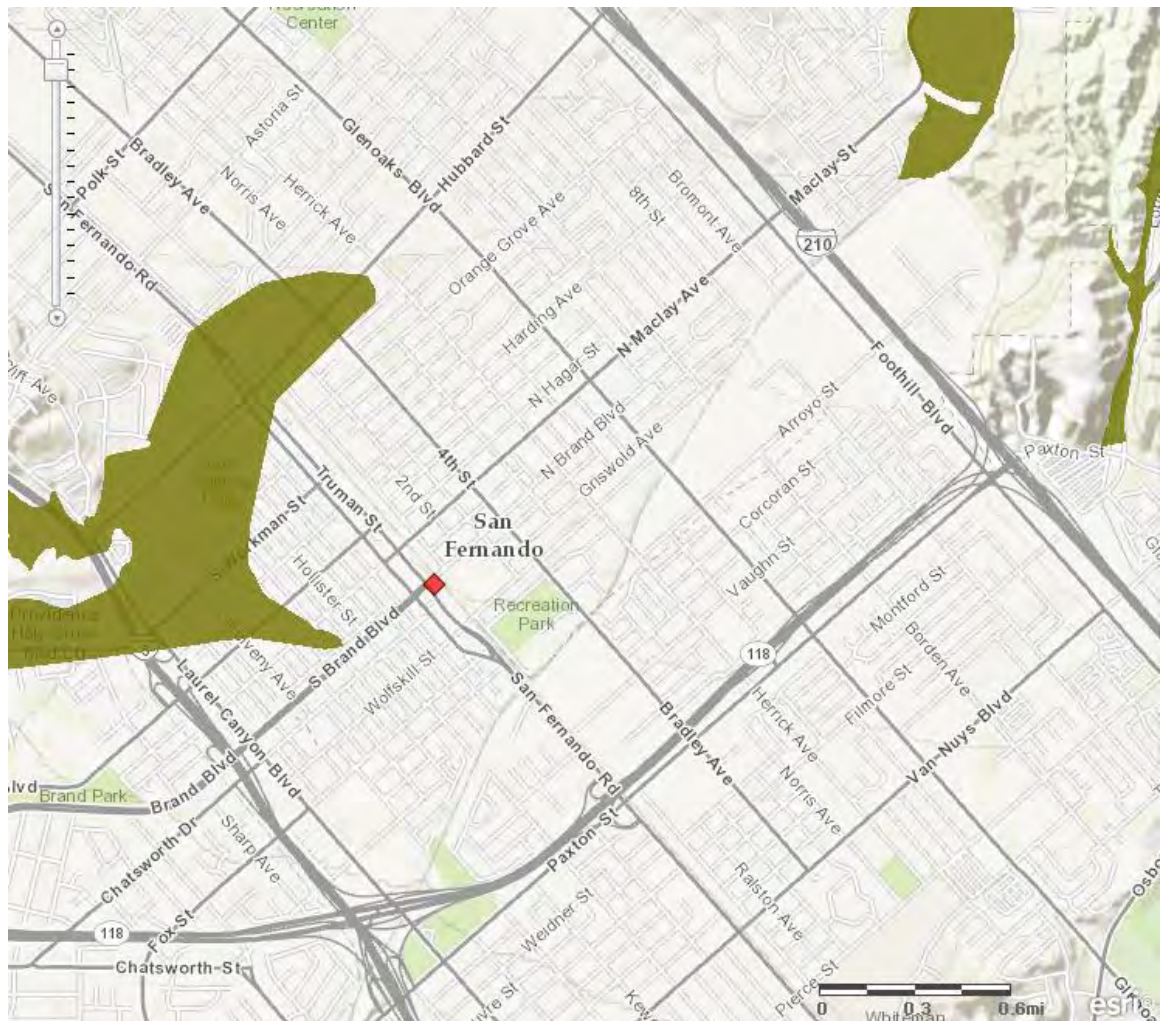
The effects of earthquakes span a large area, and large earthquakes occurring in many parts of the Southern California region would probably be felt throughout the region. However, the degree to which the earthquakes are felt, and the damages associated with them, may vary. At risk from earthquake damage are large stocks of old buildings and bridges; many high-tech and hazardous materials facilities; extensive sewer, water, and natural gas pipelines; earth dams; petroleum pipelines; and other critical facilities and

private property located in the county. The relative or secondary earthquake hazards, which are liquefaction, ground shaking, amplification, and earthquake-induced landslides, can be just as devastating as the earthquake.

The California Geological Survey has identified the types of areas most vulnerable to liquefaction. Liquefaction occurs when ground shaking causes wet granular soils to change from a solid state to a liquid state. This results in the loss of soil strength and the soil's ability to support weight. Buildings and their occupants are at risk when the ground can no longer support these buildings and structures.

Southern California has many active landslide areas, and a large earthquake could trigger accelerated movement in these slide areas, in addition to jarring loose other unknown areas of landslide risk.

The following figure was developed using MyPlans. The green shaded areas denote liquefaction zone areas in and in the vicinity of the City of San Fernando.





## **Risk Analysis:**

Risk analysis involves estimating the damage and costs likely to be experienced in a geographic area over a period of time. Factors included in assessing earthquake risk include population and property distribution in the hazard area, the frequency of earthquake events, landslide susceptibility, buildings, infrastructure, and disaster preparedness of the region.

For greater Southern California, there are multiple ‘worst case’ scenarios, depending on which fault might rupture, and which communities are in proximity to the fault. But damage will not necessarily be limited to immediately adjoining communities. Depending on the hypocenter of the earthquake, seismic waves may be transmitted through the ground to unsuspecting communities. In the Northridge 1994 earthquake, Santa Monica suffered extensive damage, even though there was a range of mountains between it and the origin of the earthquake.

In California, each earthquake is followed by revisions and improvements in the building codes. The 1933 Long Beach resulted in the Field Act, affecting school construction. The 1971 Sylmar earthquake brought another set of increased structural standards. Similar reevaluations occurred after the 1989 Loma Prieta and 1994 Northridge earthquakes. These code changes have resulted in stronger and more earthquake resistant structures.

The Alquist-Priolo Earthquake Fault Zoning Act was passed in 1972 to mitigate the hazard of surface faulting to structures for human occupancy. This state law was a direct result of the 1971 Sylmar Earthquake, which was associated with extensive surface fault ruptures that damaged numerous homes, commercial buildings, and other structures. Surface rupture is the most easily avoided seismic hazard

The Seismic Hazards Mapping Act, passed in 1990, addresses non-surface fault rupture earthquake hazards, including liquefaction and seismically induced landslides. The State Department of Conservation operates the Seismic Mapping Program for California. Extensive information is available at their website:  
<http://gmw.consrv.ca.gov/shmp/index.htm>

Although California’s building codes are some of the most stringent in the world, tens of thousands of older existing buildings were built under much less rigid codes, and damages for a large earthquake almost anywhere in Southern California are likely to run into the billions of dollars. California has laws affecting unreinforced masonry buildings (URM’s), but although many building owners have retrofitted their buildings, hundreds of pre-1933 buildings still have not been brought up to current standards.

Non-structural bracing of equipment and contents is often the most cost-effective type of seismic mitigation. Inexpensive bracing and anchoring may be the most cost-effective way to protect expensive equipment. Non-structural bracing of equipment and furnishings will also reduce the chance of injury for the occupants of a building.

## Community Earthquake Issues

Earthquake damage occurs because humans have built structures that cannot withstand severe shaking. Buildings, airports, schools, and lifelines (highways and utility lines) suffer damage in earthquakes and can cause death or injury to humans. The welfare of homes, major businesses, and public infrastructure is very important.

Challenges faced by the City include addressing the reliability of buildings, critical facilities, and infrastructure, as well as understanding the potential costs to government, businesses, and individuals as a result of an earthquake. The City sits over a geological zone that is crisscrossed by numerous active faults. The ability of structures and infrastructure to withstand earthquake effects, combined with the individual preparedness of community members, will determine how susceptible the San Fernando community is to earthquakes.

### **Dams:**

There are a total of 103 dams in Los Angeles County, owned by 23 agencies or organizations ranging from the federal government to home owner associations. These dams hold billions of gallons of water in reservoirs. Releases of water from the major reservoirs are designed to protect Southern California from flood waters and to store domestic water.

Seismic activity can compromise the dam structures, and the resultant flooding could be catastrophic. Following the 1971 Sylmar earthquake the Lower Van Norman Dam showed signs of structural compromise, and tens of thousands of persons had to be evacuated until the dam could be drained; the dam has never been refilled.

The City of San Fernando is especially vulnerable to the threat of a dam failure related to a major earthquake event. The City lies directly in line of the flood plain that originates below the Pacoima Dam in Pacoima Canyon, which is in the foothills of the San Gabriel Mountains.

The Pacoima Dam was built in 1926 and was the tallest concrete arch dam in the world at the time of its dedication. The dam is 341 feet tall and over 600 feet wide. It varies in thickness, tapering from the base to the top. The dam is supported by a concrete thrust block at its south abutment. The dam has 11 major vertical contraction joints. There is a spillway tunnel through solid rock just south of the south abutment thrust block.

Just after the dam was opened, engineers discovered the structure had a tendency to expand or contract up to six inches in an eastward direction. The cause of the displacement was determined to be variations in the ambient temperature. The greatest displacement typically occurs during the summer months of most extreme temperatures.

The Pacoima Dam was significantly damaged in the 1971 Sylmar earthquake. The 6.7 magnitude earthquake sent seismic waves up the mountain canyons to the dam. The

topography of the canyon helped to amplify the effects of the waves. The result was a wave motion with the greatest displacement at the crest of the dam, an effect similar to cracking a whip. The dam was approximately 75% full when the earthquake struck. The support thrust block cracked and the surrounding rock pulled away. The contraction joint nearest the block opened up, and the rock just below the thrust block sagged several inches. In 1976 an attempt was made to stabilize the dam by closing the joint, patching the crack, and installing 35 steel tendons to reinforce the dam's connection to the canyon walls.

During the 1994 Northridge earthquake the dam suffered even greater damage. The rock mass below the concrete thrust block slipped. The rock connected to the thrust block moved but the connecting tendons prevented a complete failure. During the earthquake the constriction joints completely opened and closed within their range of motion. The constriction joint nearest the thrust block opened past its limit at the top and constricted closed at the bottom. A diagonal crack appeared from this joint across the thrust block into the rock abutment. Cracks also appeared in the dam wall adjacent to the thrust block. The dam's horizontal lift joints were moved and settled offset with the upper portion of the dam face pushing outwards downstream.

After the 1994 earthquake, the U.S. Geological Survey (USGS) installed sensors and GPS receivers to facilitate careful measurements of the dam's movements. In 2001 a 4.3 magnitude earthquake struck the area. The new GPS system recorded the movement of the structure. The measurements disclosed that the topography and condition of the dam structure has significantly changed since the dam was built.

Measurements had been made periodically since the 1920s by artificially introducing vibrations into the dam structure. A review of the earlier data compared with the available earthquake data indicated that the vibration patterns in the dam had changed significantly. The most disturbing fact was that the variables of the canyon topography changed with each earthquake and had combined with the accumulating damage with each successive tremor.

The results of this data were studied by Dr. Steven Alves of the California Institute of Technology in his 2004 dissertation titled *Nonlinear analysis of Pacoima Dam with spatially non-uniform ground movement*. The Pacoima Dam was designed with a specific set of vibration and oscillation parameters based on the topography and the dam design. These parameters are very important because they allow engineers to understand the dam's physical behavior and anticipate any potential structural failures. Dr. Alves concluded the structural damage and changes in topography meant it was impossible to determine exactly what structural behavior might develop or what the effects would be at any point in the structure during another major earthquake event.

Mr. Keith Lilley of the Los Angeles Flood Control District is the engineer responsible for the Pacoima Dam and the Pacoima Wash. Mr. Lilley said the Pacoima Dam was retrofitted with a large spillway system in 2004. This allows the water to be emptied more quickly than the original design allowed. Mr. Lilley reported the water level is

normally maintained at 23% to 30 % capacity. This level is used because of the potential for seismic activity that might damage the dam. This procedure also prevents mud and debris from blocking the spillways and valves.

The only time the level goes above this is during years of heavy rainfall. This is very infrequent because the average rainfall level is 16 inches. If higher levels were to occur, the water levels would be rapidly lowered by releasing water through the spillways into the wash system. Mr. Lilley said the GPS monitoring system provides real-time information about the condition of the dam. If there was any indication of a possible failure, the information would be transmitted to the City of San Fernando to commence an evacuation of the business along the wash.

### **Buildings:**

The built environment is susceptible to damage from earthquakes. Buildings that collapse can trap and bury people. Lives are at risk and the cost to clean up the damage is great. The City of San Fernando has many buildings that are susceptible to earthquake damage. Some of the buildings predate the 1994 earthquake, when building codes were not as strict.

The City of San Fernando Specific Corridor Redevelopment Plan involves the replacement of several commercial corridors with new buildings and commercial development. The newer buildings will be more earthquake-resistant. The California Seismic Safety Commission makes annual reports on the progress of the retrofitting of unreinforced masonry buildings.

The City's redevelopment plan also includes a survey of existing buildings that are "blighted," that is, unsafe and/or unhealthy to live or work in. According to a May 2010 report to the City council, blighted buildings include structures that are "generally dilapidated and deteriorated buildings resulting from long-term neglect, as well as buildings vulnerable to specific safety hazards, such as seismic hazards..."

The council report noted the number of structures in each of the City's 4 redevelopment areas. Area 1 contained 151 residential and 106 commercial structures that remained blighted. Seven residential and 50 commercial blighted buildings were evaluated in Area 2. While 46% of Area 3 is no longer blighted thanks to the redevelopment plan, 169 residential and 143 commercial buildings remained blighted as of May 2010, and more than half of the buildings are at least 50 years old, meaning they were built prior to many seismic safety codes. All portions of Area 4 remained blighted, with 6 residential and 109 commercial buildings surveyed. Although some progress has been made through the redevelopment plan, the City of San Fernando still suffers from blighted buildings throughout its project areas.

A secondary threat to the buildings in San Fernando is the threat from fire. Fires often accompany major earthquakes. Damage to streets and local public safety facilities may limit an effective response to fires. Numerous underground pipelines ruptured during the

1994 earthquake, resulting in fires throughout the San Fernando Valley. The City of San Fernando had a pipeline fire on its southern border during the 1994 earthquake.

Damaged or destroyed buildings can deposit debris which are physically dangerous or possibly toxic. Debris can block streets and remain a hazard for many months after an earthquake. The City of San Fernando had a full-time crew picking up debris for nearly 1 year after the 1994 earthquake.

### **Infrastructure and Communication:**

Residents in the City of San Fernando commute frequently by automobiles and public transportation such as the Metrolink rail system. The City is bordered by three freeways: the 5, the 118, and the 210. An earthquake can greatly damage bridges and roads, hampering emergency response efforts and the normal movement of people and goods. Damaged infrastructure strongly affects the economy of the community because it disconnects people from work, school, food, and leisure, and separates businesses from their customers and suppliers. During the 1994 earthquake, sections of the San Fernando and Santa Clarita valleys were isolated due to damage to the local transportation systems.

Public safety facilities and other local government offices, which are used as points of contact during times of normal operations, may be damaged in a major earthquake. The City's buildings include the police department, City Hall, the city yards/public works complex, the San Fernando Museum, and the old firehouse. The current public works complex was recently relocated to the former police building. The firehouse is not currently used. The City has no plans to build any new structures.

The City has several parks. Two of the parks, Cesar Chavez and Las Palmas, have gymnasiums, kitchens, restrooms, and multipurpose rooms. These parks are the designated shelter/evacuation points for the City. Cesar Chavez Park is a designated Red Cross shelter facility, as well as the designated location for the relocation of city hall and police department operations. The police department and city-hall buildings have emergency generators. The widespread damage of a major earthquake raises the possibility that all buildings throughout the City will be damaged.

### **Bridge Damage:**

Even modern bridges can sustain damage during earthquakes, leaving them unsafe for use. Some bridges have failed completely due to strong ground motion. Bridges are a vital transportation link, with even minor damages making some areas inaccessible. Because bridges vary in size, materials, location and design, any given earthquake will affect them differently. Bridges built before the mid-1970s have a significantly higher risk of suffering structural damage during a moderate to large earthquake compared with those built after 1980, when design improvements were made. Much of the interstate highway system was built in the mid to late 1960s. Many bridges are state, county or privately owned (including railroad bridges).

CalTrans has retrofitted most bridges on the freeway systems; however there are still some county-maintained bridges that are not retrofitted. The Federal Highway Administration requires that bridges on the National Bridge Inventory be inspected every 2 years. CalTrans checks when the bridges are inspected because they administer the federal funds for bridge projects. Bridges in or near the City of San Fernando include freeway interchanges and roads that cross the Pacoima Wash.

### **Damage to Lifelines and Critical Facilities:**

Lifelines are the connections between communities and outside services. They include water and gas lines, transportation systems, electricity, and communication networks. Ground shaking and amplification can cause pipes to break open, power lines to fall, roads and railways to crack or move, and radio and telephone communication to cease. Disruption to transportation makes it especially difficult to bring in supplies or services. During the initial phase of the 1994 earthquake, residents of San Fernando were deprived of water and electricity. Lifelines need to be usable after an earthquake to allow for rescue, recovery, and rebuilding efforts and to relay important information to the public.

Critical facilities include police stations, fire stations, hospitals, shelters, and other facilities that provide important services to the community. These facilities and their services need to be functional after an earthquake event. Critical facilities may be housed in older buildings that are not up to current seismic codes.

### **Individual Preparedness:**

Because of the potential for earthquake occurrences and earthquake-related property damage in the City of San Fernando, increasing individual preparedness is important. Strapping down heavy furniture, water heaters, and expensive personal property, as well as being earthquake insured and anchoring buildings to foundations, are just a few steps individuals can take to prepare for an earthquake.

### **Death and Injury:**

Death and injury can occur both inside and outside of buildings due to collapsed buildings, falling equipment and furniture, debris, and structural materials. Downed power lines and broken water and gas lines can also endanger human life.

### **Fire:**

Downed power lines or broken gas mains can trigger fires. When fire stations suffer building or lifeline damage, quick response to extinguish fires is less likely. Furthermore, major incidents will demand a larger share of resources, and initially smaller fires and problems will receive little or insufficient resources in the initial hours after a major earthquake event. Loss of electricity may cause a loss of water pressure in some communities, further hampering firefighting ability.

**Debris:**

After damage to a variety of structures, much time is spent cleaning up brick, glass, wood, steel or concrete building elements, as well as office and home contents and other materials. Developing a strong debris management strategy is essential in post-disaster recovery.

**Businesses:**

Seismic activity can cause great loss to businesses, both large-scale corporations and small retail shops. When a company is forced to stop production for just a day, the economic loss can be tremendous, especially when its market is at a national or global level. Seismic activity can create economic loss that presents a burden to large and small shop owners who may have difficulty recovering from their losses.

Of businesses which close during a disaster, 40% do not reopen after a major disaster, and another 25% fail within one year, according to the Federal Emergency Management Agency (FEMA). Similar statistics from the United States Small Business Administration indicate that over 90% of such businesses fail within 2 years of being struck by a disaster.

During the 1971 and 1994 earthquakes the City of San Fernando was badly damaged. This includes personal property and businesses in the City. However, a review of the documentary data available reveals that no separate audit or study of the City's economic losses was completed. The loss figures that are available include the City of San Fernando's losses in the City of Los Angeles losses.

There are studies available that discuss specific impacts on groups like business in the affected areas. One study estimated the business loss from the 1994 Northridge earthquake at \$5.945 billion and the structural damage costs at \$20 billion. Total losses have been estimated as high as \$44 billion dollars.

Economic losses due to an earthquake are particularly serious and impact the entire City due to the widespread nature of earthquake damage. The businesses surveyed after the 1994 earthquake reported they had losses averaging approximately \$85,000. The largest categories of losses reported include utility cutoffs, transportation/shipping disruption, inventory loss, and repair/cleanup. These types of losses can be anticipated after any major earthquake. Damages also led to in nearly 121,000 Small Business Administration (SBA) loans for \$3.3 billion. Besides business losses, 25,000 homes were red-tagged as inhabitable.

In 2011 the City of San Fernando had a total assessed property value of \$1,470,621,856, which is up 1.2% from 2010, according to the Los Angeles County Assessor. Residential property represents more than half of that value, with commercial and industrial properties being other significant factors. City tax revenues for fiscal year 2010-2011 were approximately \$17,750,000. The loss of half of the commercial business tax

revenues combined with losing half of the industrial base would result in a major impact on the City net taxable value.

The City of San Fernando has approximately 25 businesses that provide the majority of the tax revenue for the City. Some of these businesses are major retail stores with large inventories. One of the largest has approximately \$11 million dollars in inventory at their San Fernando location. A partial or total loss of just one store would severely impact the quarterly tax revenues of the City. (Note: During the data-collection portion of this report the manager of this store was interviewed but asked that this information be kept anonymous. The manager did not release any information about quarterly sales receipts, citing potential economic espionage damage by competitors.)

These businesses are vital to maintaining the economic balance of the City of San Fernando. A large earthquake could disrupt these businesses directly and indirectly. A major earthquake could cause structural failures that could result in a loss of stock and prevent normal business operations. Any major earthquake would also disrupt the ability of suppliers to ship product into San Fernando, possibly prevent the workforce from coming to work, and definitely inhibit normal commerce.

The City of San Fernando's aggressive redevelopment plan would also be impacted by a major earthquake. The strategy of encouraging investment in mixed-use corridors is intended to produce significant and sustained future economic growth. A major earthquake in San Fernando would impact this plan no matter at what stage of development the disaster occurs. A major earthquake in the immediate future would certainly have a chilling effect on potential investors or potential customers of the new residential corridors.

Mitigating the effects of a major earthquake has many obvious benefits on many levels. In any city, the recovery of the local business community is vital to the general recovery of the area. In the case of San Fernando, the recovery of the top 25 businesses is vital to maintaining the business tax revenues that allow the City to operate. The mitigation activities proposed in this report include an emphasis on community education, alternative funding sources for recovery and mitigation, and involvement of the business community.

This report has explored the unique conditions surrounding an earthquake-based disaster. The result of a major earthquake is widespread devastation covering a large geographic area. In analyzing the primary economic sectors of San Fernando, it is clear they are dispersed across the City. These risks will only increase as the City completes its district-based redevelopment program.

Unlike other natural hazards, it is not possible to identify intersections of economic centers and high risk areas. During the 1994 Northridge earthquake, cities that were 60-70 miles away suffered major damage. There is no possibility of employing traditional mitigation strategies like relocating an economic center to higher ground to avoid a



floodplain area. The economic centers of San Fernando cannot be moved to avoid an earthquake.

The State of California Geologic Survey estimates a 6.9 magnitude earthquake on the Verdugo fault would result in \$30 billion of damage. This estimate is based on direct economic losses, which consist of capital stock loss and income loss. The costs of rebuilding and construction are considered indirect costs, due to the unpredictable prices of construction materials and production costs available at the time. The State Geologic Survey report states the actual cost may be several times greater than the estimated direct costs.

## **Existing Mitigation Activities**

Existing mitigation activities include current mitigation programs and activities that are being implemented by county, regional, state, or federal agencies or organizations.

### **City of San Fernando Codes:**

The City of San Fernando enforces zoning and building codes based on the State of California laws that regulate construction standards relating to earthquake hazards. The City complies with the fire code for the City of Los Angeles.

### **Business/Private Sector:**

Natural hazards have a devastating impact on businesses. In fact, of all businesses which close following a disaster, roughly 40 percent never reopen, and one in four of them close for good within the next two years.

The Institute for Business and Home Safety has developed “Open for Business,” which is a disaster planning toolkit to help guide businesses in preparing for and dealing with the adverse effects of natural hazards ([www.ibhs.org](http://www.ibhs.org)). The kit integrates protection from natural disasters into the company's risk reduction measures to safeguard employees, customers, and the investment itself. The guide helps businesses to secure human and physical resources during disasters to develop strategies to maintain business continuity before, during, and after a disaster occurs.

### **State of California Codes:**

There are four California government codes that regulate earthquake safety in the State of California: the Government Code, Public Resources Code, Health and Safety Code, and Education Code. In the past 125 years, the State Legislature has enacted over 200 laws regulating earthquake standards. The State of California has required significant improvement in earthquake building standards since the 1994 Northridge earthquake, although a new study conducted by the California Institute of Technology indicates these standards may be insufficient in a major earthquake.

*Partial List of the Over 200 California Laws on Earthquake Safety*

<i>Government Code Section 8870-8870.95</i>	<i>Creates Seismic Safety Commission.</i>
<i>Government Code Section 8876.1-8876.10</i>	<i>Established the California Center for Earthquake Engineering Research.</i>
<i>Public Resources Code Section 2800-2804.6</i>	<i>Authorized a prototype earthquake prediction system along the central San Andreas fault near the City of Parkfield.</i>
<i>Public Resources Code Section 2810-2815</i>	<i>Continued the Southern California Earthquake Preparedness Project and the Bay Area Regional Earthquake Preparedness Project.</i>
<i>Health and Safety Code Section 16100-16110</i>	<i>The Seismic Safety Commission and State Architect, will develop a state policy on acceptable levels of earthquake risk for new and existing state-owned buildings.</i>
<i>Government Code Section 8871-8871.5</i>	<i>Established the California Earthquake Hazards Reduction Act of 1986.</i>
<i>Health and Safety Code Section 130000-130025</i>	<i>Defined earthquake performance standards for hospitals.</i>
<i>Public Resources Code Section 2805-2808</i>	<i>Established the California Earthquake Education Project.</i>
<i>Government Code Section 8899.10-8899.16</i>	<i>Established the Earthquake Research Evaluation Conference.</i>
<i>Public Resources Code Section 2621-2630</i>	<i>Established the Alquist-Priolo Earthquake Fault Zoning Act.</i>
<i>Government Code Section 8878.50-8878.52 8878.50</i>	<i>Created the Earthquake Safety and Public Buildings Rehabilitation Bond Act of 1990.</i>
<i>Education Code Section 35295-35297</i>	<i>Established emergency procedure systems in kindergarten through grade 12 in all the public or private schools.</i>
<i>Health and Safety Code Section 19160-19169</i>	<i>Established standards for seismic retrofitting of unreinforced masonry buildings.</i>
<i>Health and Safety Code Section 1596.80-1596.879</i>	<i>Required all child day care facilities to include an Earthquake Preparedness Checklist as an attachment to their disaster plan.</i>

### **Earthquake Education and Research:**

Southern California is one of the most seismically active regions in the United States. This geologic reality has resulted in significant research and education centers related to earthquakes located in Los Angeles County. Most of the local public and private universities in Southern California have research or education centers related to the topic of earthquakes. The most significant is the Southern California Earthquake Center connected with the University of Southern California. This center is cosponsored by the National Science Foundation and the United States Geological Survey.

There is another major earthquake research center at the California Institute of Technology in Pasadena. The California Institute of Technology's Civil Engineering and

Applied Mechanics Department has conducted a series of research projects designed to investigate the effects of earthquakes on different types of structures. This research indicates that even the upgraded California earthquake building standards will be grossly insufficient during an earthquake exceeding 7.1 in magnitude.

All of these centers provide many forms of earthquake information to the public. Besides these sources, the County of Los Angeles sponsors an Earthquake Survival Program, which is designed as an education program for County residents to assist them in preparing for an earthquake disaster.

## **Earthquake Mitigation Action Items**

The earthquake mitigation action items provide guidance on suggesting specific activities that agencies, organizations, and residents in the City of San Fernando can undertake to reduce risk and prevent loss from earthquake events. Each action item is followed by ideas for implementation, which can be used by the HMAC and local decision makers in pursuing strategies for implementation.

The action items are a listing of activities in which City agencies and citizens can be engaged to reduce risk. Each action item includes an estimate of the timeline for implementation. Short-term action items are activities that City agencies may implement with existing resources and authorities within one to two years. Long-term action items may require new or additional resources or authorities, and may take between one and five years (or more) to implement.

### **Short-Term Earthquake #1 Conduct Inspections of Building Safety**

Inspections will be used to assess earthquake risk.

Coordination: Building and Safety Department and Disaster Council

Timeline: 2 years

Implementation:

A) Establishing a school survey procedure and guidance document to inventory structural and non-structural hazards in and around school buildings.

B) Using rapid visual screening to quickly inspect a building and identify disaster damage or potential seismic structural and non-structural weaknesses to prioritize retrofit efforts, inventory high-risk structures and critical facilities, or assess post-disaster risk to determine if buildings are safe to re-occupy.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

### **Short-Term Earthquake #2 Increase Earthquake Risk Awareness**

There are many ways to increase awareness of earthquake risks.

Coordination: Building and Safety Department and Disaster Council

Timeline: 2 years

Implementation:

A) Working with insurance industry representatives to increase public awareness of the importance of earthquake insurance. Residential structural improvements can be factored into the process of obtaining insurance coverage or reduced deductibles.

B) Developing an outreach program about earthquake risk and mitigation activities in homes, schools, and businesses.

C) Educating homeowners on safety techniques to follow during and after an earthquake.

C) Offering GIS hazard mapping online for residents and design professionals.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

## **Long-Term Earthquake #1**

### **Conduct Outreach to Builders, Architects, Engineers and Inspectors**

Public information programs for professionals involved in the design, construction or inspection of buildings can improve earthquake safety.

Coordination: Building and Safety Department and Disaster Council

Timeline: 2-5 years

Implementation:

A) Building susceptibility to earthquake damage can be improved if design professionals are made aware of proper design and building requirements.

B) Outreach activities include: Conducting information sessions or other forms of outreach would include providing information on seismic code provisions for new and existing buildings to enhance code use and enforcement.

C) Training building department staff and officials on Form ATC-20 for post-earthquake building evaluation. The ATC-20 report and addendum, prepared by the Applied Technology Council, provide procedures and guidelines for making on-the-spot evaluations and decisions regarding the seismic fitness of structures.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

## **Long-Term Earthquake #2**

### **Provide Information on Structural and Non-Structural Retrofitting**

Structural and non-structural retrofitting can mitigate earthquake threats.

Coordination: Building and Safety Department and Disaster Council

Timeline: 2-5 years

Implementation:

Property owners can retrofit existing structures to reduce damage from seismic events. Potential actions include the following:

- A) Educating homeowners about structural and non-structural retrofitting of vulnerable homes and encouraging retrofit.
- B) Developing a technical assistance information program for homeowners. Teaching them how to seismically strengthen their houses can be an effective mitigation activity. The program can include providing local government building departments with copies of existing strengthening and repair information for distribution.
- C) Developing an outreach program to encourage homeowners to secure furnishings, storage cabinets, and utilities to prevent injuries and damage. Examples include anchoring tall bookcases and file cabinets, installing latches on drawers and cabinet doors, restraining desktop computers and appliances, using flexible connections on gas and water lines, mounting framed pictures and mirrors securely, and anchoring and bracing propane tanks and gas cylinders.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

## **Summary**

An earthquake is the preeminent natural hazard facing the San Fernando Community. The City of San Fernando is in the center of one of the most seismically active regions in North America. The historical record of earthquakes in San Fernando clearly exhibits the severity of the threat facing the City. Efforts at predicting earthquakes are still in the early stages of practical development and application. The City has a unique and extensive support system from the numerous earthquake education and research organizations in Los Angeles County. Mitigation items were selected based on general needs of any earthquake-sensitive community and on specific needs of the San Fernando Community.

## Earthquake Resource Directory

### *Local and Regional Resources*

#### **Los Angeles County Department of Public Works**

Level: County

Hazard: Multi-hazard

Address: 900 S. Fremont St. Pasadena, CA. 91803

Phone #: 626-458-5100

URL: <http://www.ladpw.org>

The Los Angeles County Department of Public Works protects life and property through a variety of programs related to education, awareness, infrastructure maintenance, public works projects, and standards and regulatory enforcement.

#### **Southern California Earthquake Center**

Level: Regional

Hazard: Earthquakes

Address: 3651 Trousdale Parkway Los Angeles, CA. 90089

URL: [www.sceec.org](http://www.sceec.org)

The Southern California Earthquake Center is a research and education collection and clearing house. It gathers data about earthquake conditions in Southern California and integrates them into research-based data and public information programs.

#### **Western States Seismic Policy Council**

Level: Regional

Hazard: Earthquakes

Address: 125 California Ave, Suite D201 #1, Palo Alto, CA. 94306

Phone #: 650-330-1101

URL: [www.wspc.org/home.html](http://www.wspc.org/home.html)

This is a FEMA-sponsored consortium to assist local and state governments in developing policies that help to protect communities from earthquake damage.

### *State Resources*

#### **California Division of Mines and Geology**

Level: State

Hazard: Multi-hazard

Address: 801 K St. Sacramento, CA. 95814

Phone #: 916-445-1825

URL: [www.consrv.ca/cgs/index.htm](http://www.consrv.ca/cgs/index.htm)



The Division of Mines and Geology collects and develops technical information related to geologic-related hazards. They provide public education and advice to local governments regarding state geology matters.

**California Office of Emergency Services (CalOES)**

Level: State

Hazard: Multi-hazard

Address: PO Box 41907 Rancho Cordova, CA. 95741

Phone #: 916-845-8911

URL: [www.oes.ca.gov](http://www.oes.ca.gov)

CalOES, formerly known as the Governor's Office of Emergency Services, coordinates state and local responses to natural and human-caused disasters in California. The office is responsible for assuring readiness for response and mitigation activities to any type of disaster.

*National and Federal Resources***Building Seismic Safety Council**

Level: National

Hazard: Earthquakes

Address: 1090 Vermont Ave NW, Suite 700 Washington, D.C. 20472

Phone #: 202-289-7800

URL: [www.bsconline.org](http://www.bsconline.org)

The Building Seismic Safety Council develops and promotes structural standards that encourage earthquake damage mitigation efforts.

**Federal Emergency Management Agency, Region IX**

Level: Federal

Hazard: Multi-hazard

Address: 111 Broadway, Suite 1200, Oakland, CA. 94607

Phone #: 510-627-7100 Robert McCord

URL: [www.fema.gov](http://www.fema.gov)

This is the FEMA regional office for the western United States.

**Federal Emergency Management Agency, Mitigation Division**

Level: Federal

Hazard: Multi-hazard

Address: 500 C. St. SW, Washington, D.C. 20472

Phone #: 202-566-1600

URL: [www.fema.gov/fima/planhowto.shtm](http://www.fema.gov/fima/planhowto.shtm)

This division of FEMA manages all hazard-mitigation programs through research, public awareness, and local government assistance.

## **SECTION 2:**

### **- Floods -**

#### **Why Are Floods a Threat to the City of San Fernando?**

Rainfall in Los Angeles County is often unpredictable. The County is located in a dry Mediterranean-style region with an average rainfall well under 20" per year. The County has had several severe flooding events in the past 100 years. Many of these events were caused by temporary climatic changes that occur cyclically in California. The most common cyclical change is the "El Nino" condition in which changes in Pacific weather patterns every 5 to 10 years can cause a dramatic increase in rainfall levels in Southern California.

Flooding events are also caused by the area's topography. Many communities are at the base of foothills with rivers and floodplains which terminate in populated areas. Population growth in the area has caused a decrease in the open areas capable of absorbing rain runoff. In the past 150 years, the City of San Fernando and the San Fernando Valley have had several major floods, notably in 1934 and 1938. The flood damage resulted in the development of the Los Angeles River flood control project and mitigation projects like the Pacoima Dam.

The City of San Fernando lies directly west of Pacoima Canyon and the Pacoima Dam. There are several dry streams and washes that empty out of the foothills northeast of the City. This water is channeled through the Pacoima Wash, which runs for a short distance across the northeast corner of the City. The Pacoima Wash is designed to channel away any water entering the City from the area of the Pacoima Dam.

The National Flood Insurance Program (NFIP) studies local communities for flood hazards. Flood Insurance Rate Maps (FIRM) provide local officials information about the flood risk to their community. The City of San Fernando has participated in the NFIP (Community ID#060628) since February 1976. In 2006, the City adopted Ordinance 1572 to regulate the construction of buildings in areas prone to flooding. The ordinance empowers the City Community Development Director to oversee mitigation efforts to lower the risk from flood damage in areas prone to flooding. These efforts include use of flood-resistant building materials, employment of construction techniques designed to minimize damage from flooding, and drainage systems that are adequate to remove standing water.

The City of San Fernando is located on Panel 060628 in the FIRM index. The analysis of the National Flood Insurance Program is that San Fernando is not in a 100-year flood plain, as shown in the figure below. Although the City of San Fernando itself does not have any floodplain zones within its boundaries, there are some "Zone A" flood zones (areas subject to inundation by the 1-percent-annual-chance flood event generally determined using approximate methodologies) within the City's vicinity. These zones

are based on California Department of Water Resources Flood Awareness, Regional Studies, and US Army Corps of Engineers Comprehensive Study analyses and have been determined to be potential flood areas and have a 1 percent chance of flooding each year with an average water depth of one foot. Therefore, San Fernando has a moderate to low risk for flooding.



### **Repetitive Loss Properties:**

Repetitive loss properties are those for which two or more losses of at least \$1,000 each have been paid under the NFIP within any 10-year period since 1978. Severe repetitive loss properties are residential properties that have at least four NFIP payments over \$5,000 each and the cumulative amount of such claims exceeds \$20,000, or at least two separate claims payments with the cumulative amount exceeding market value of the building.

The City of San Fernando has not had serious flooding since the development of the LA County Flood Control system. There have been no repetitive or primary loss properties in the City.

## Historic Flooding in Los Angeles County

There are a number of rivers in the Southern California region, but the river with the best recorded history is the Los Angeles River. The flood history of the Los Angeles River is generally indicative of the flood history of much of Southern California.

Records show that the Los Angeles River has flooded 30 times since 1811, on average once every 6.1 years. But averages are deceiving, for the Los Angeles basin goes through periods of drought and then periods of above average rainfall. Between 1889 and 1891, the river flooded every year, and from 1941 to 1945, the river flooded 5 times. Conversely, from 1896 to 1914, a period of 18 years, and again from 1944 to 1969, a period of 25 years, the river did not have serious floods.

### *Flooding Incidents in Los Angeles County*

1811	Flooding
1815	Flooding
1825	L.A. River changed its course back from the Ballona wetlands to San Pedro
1832	Heavy flooding
1861-62	Heavy flooding. Fifty inches of rain falls during December and January.
1867	Floods create a large, temporary lake out to Ballona Creek.
1876	The Novician Deluge
1884	Heavy flooding causes the river to change course again, turning east to Vernon
1888-1891	Annual floods
1914	Heavy flooding. Great damage to the harbor.
1921	Flooding
1927	Moderate flood
1934	Moderate flood starting January 1. Forty dead in La Cañada.
1938	Great County-wide flood with 4 days of rain. Most rain on day 4.
1941-44	L.A. River floods five times.
1952	Moderate flooding
1969	One heavy flood after 9 day storm. One moderate flood.
1978	Two moderate floods
1979	Los Angeles experiences severe flooding and mudslides.
1980	Flood tops banks of river in Long Beach. Sepulveda Basin spillway almost opened.

1983	Flooding kills six people.
1992	15 year flood. Motorists trapped in Sepulveda basin. Six people dead.
1994	Heavy flooding

Following the wildfires that are common in Southern California, heavy rainfall can result in flooding and mudslides on the burned landscape. Steep, denuded slopes such as those in the San Gabriel Mountains raise the possibility of flash floods. The community of La Cañada Flintridge, located several miles southeast of San Fernando, was left susceptible to mudslides and flooding following the 2009 Station Fire. The community was evacuated during rainfall that winter, and in February 2010, approximately 40 homes were damaged in a mudslide, with at least 9 rendered uninhabitable.

The City of San Fernando can be affected by the heavy rains that have historically brought flooding to Los Angeles. The towering mountains that give the Los Angeles region its spectacular views also bring a great deal of rain out of the storm clouds that pass through. Because the mountains are so steep, the rainwater moves rapidly down the slopes and across the coastal plains on its way to the ocean.

The Santa Monica, Santa Susana, and Verdugo Mountains which surround three sides of the valley seldom reach heights above three thousand feet. The western San Gabriel Mountains, in contrast, have elevations of more than seven thousand feet. These higher ridges often trap east-moving winter storms. Although downtown Los Angeles averages just fifteen inches of rain a year, some mountain peaks in the San Gabriel range receive more than forty inches of precipitation annually.

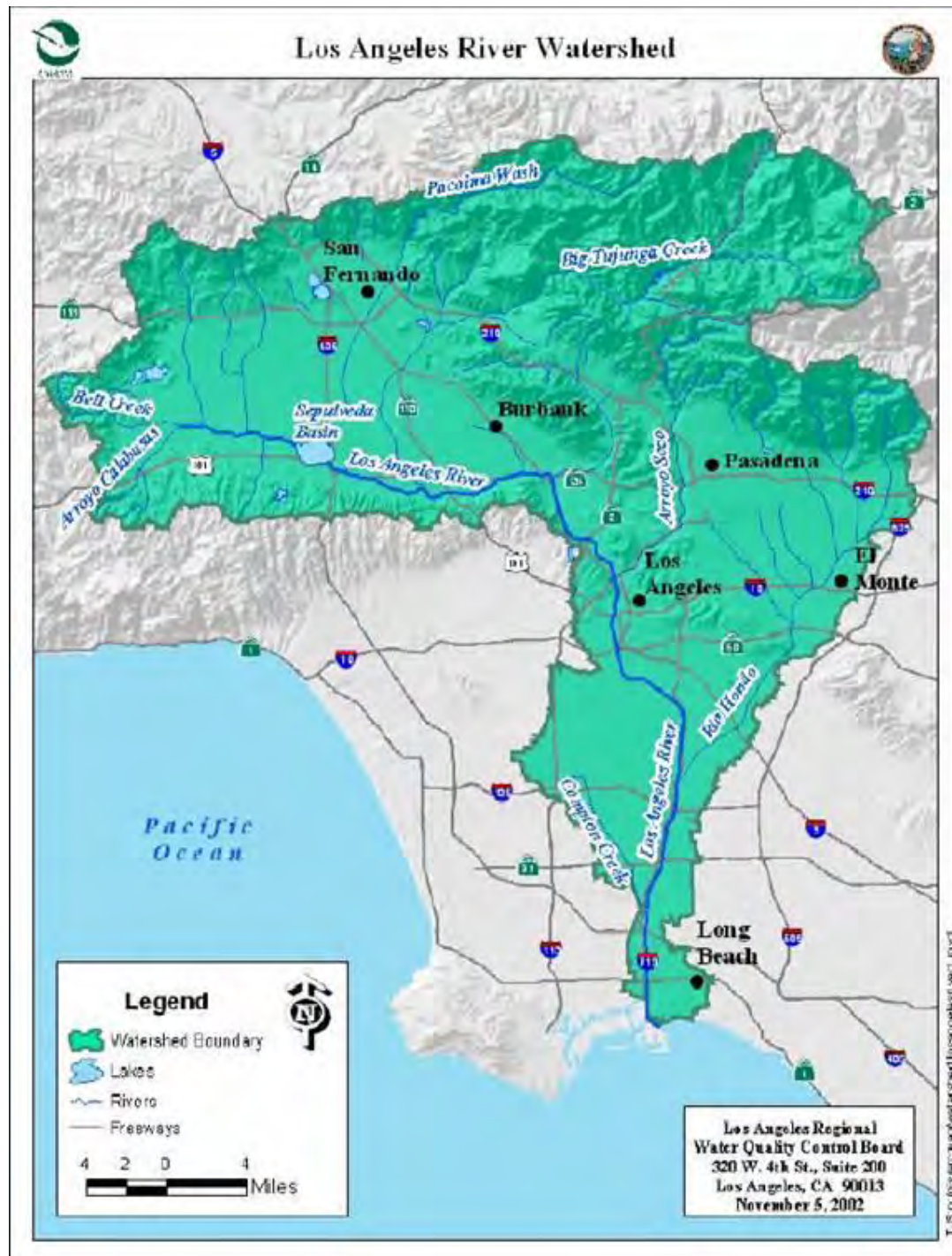
Naturally, this rainfall moves rapidly downstream, often with severe consequences for anything in its path. In extreme cases, flood-generated debris flows will roar down a canyon at speeds near 40 miles per hour with a wall of mud, debris and water tens of feet high.

In Southern California, stories of floods, debris flows, persons buried alive under tons of mud and rock, and persons swept away to their death in a river flowing at thirty-five miles an hour are without end. No catalog of chaos could contain all the losses suffered by man and his possessions from the region's rivers and streams.

### **Los Angeles River:**

The Los Angeles River watershed covers an area of over 800 square miles and lies between the Santa Monica Mountains in the west and San Gabriel Mountains in the east. The river is 51 miles in length. It flows south from its headwaters in the mountains directly east and southeast of San Fernando towards Griffith Park. The river continues south across the coastal plan and empties into San Pedro Bay near Long Beach. The river has seven tributaries which include the Pacoima Wash east of San Fernando. A map of the Los Angeles River watershed is shown on the following page.





**The Los Angeles County Flood Control District:**

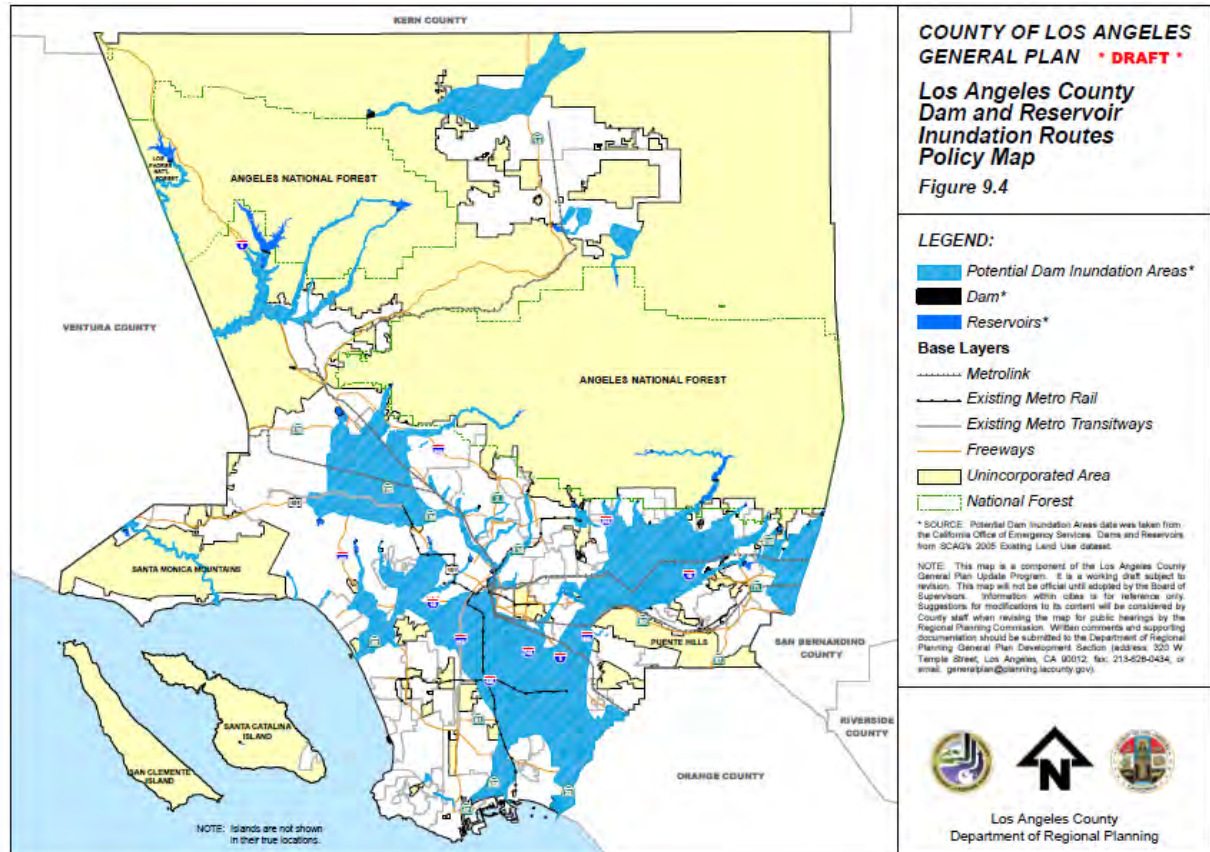
After heavy flooding in 1914, the public began demanding that a flood control system be established for Los Angeles County. This was the beginning of the Los Angeles Flood Control District. In 1915 the Los Angeles County Flood Control Act established the agency to control damaging flooding and optimize the use and preservation of water resources. The District worked with the US Army Corps of Engineers to develop a system of dams and permanent channels to control flooding. This system has limited damage from flood-related disasters in Los Angeles County in the past century.

**Pacoima Dam:**

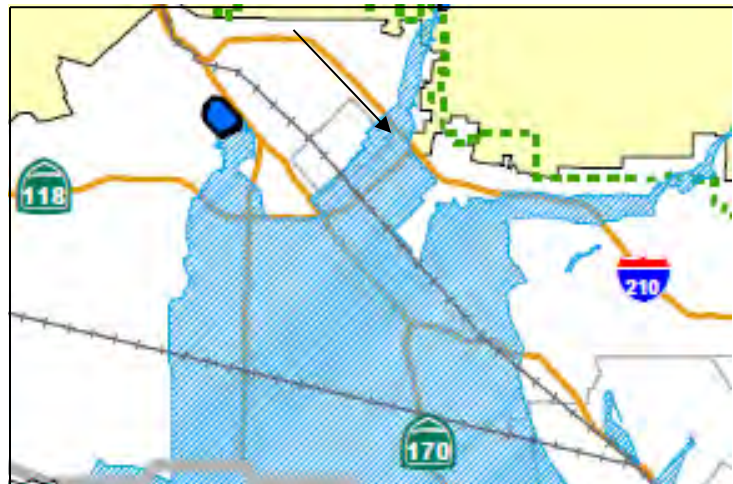
The Pacoima Dam is part of the Los Angeles County Flood Control reservoir system. The dam has a spillway height of 1,950 feet and a capacity of 6,060 acre feet. The dam blocks Pacoima Canyon. The current annual inflow is 3,400 acre feet. Since 1929 a majority of the inflow peak months have been during the January/February winter season.

The City of San Fernando could be affected by flooding from this dam. The map on the following page shows the potential inundation from dam flooding for all of Los Angeles County, and a close-up view of the map shows how San Fernando could be affected by a failure in the Pacoima Dam.

## *Inundation Map for Los Angeles County*



### *Location of San Fernando on Inundation Map*





## **What Factors Create Flood Risk?**

### **Flooding:**

Flooding occurs when climate, topography, geology, and hydrology combine to create conditions where water flows out of natural or human-made courses.

### **Winter Rainfall:**

The City of San Fernando receives most of its annual rainfall during the winter months. Average rainfall in Los Angeles County is approximately 16 inches a year, but there are often significant swings in the amount of rainfall. The 2001–2002 winter had just under 5 inches but was followed up 3 years later by a winter season of 36 inches. The 2004–2005 Los Angeles County rainfall total was the second greatest rainfall total in history.

### **Geology and Geography:**

The Los Angeles County basin geology has a thick sedimentary surface composed of rock, gravel, and silt erosion that has flowed out of the surrounding foothills for thousands of years. This soil composition is capable of absorbing moisture. (This is also the basis for the liquefaction condition mentioned in the prior earthquake threat section.) In dry periods, the soil is capable of absorbing large amounts of water, but if the soil is already saturated, any rainfall becomes runoff and can lead to flooding.

Human-made changes in the geography have also contributed to the problem. Los Angeles County is nearly “built-out” with little open space remaining. One of the associated problems with this development is the use of asphalt to cover large areas of the surface. Nearly all roadways in Los Angeles County are asphalt. The County flood-control systems are designed to collect runoff from properties into the gutter system along streets and direct the water into the underground flood control system. Common infrastructure maintenance procedures such as paving over old asphalt can contribute to the flood risk. Procedures like repaving streets can raise the street level several inches while diminishing the water removal capabilities of a street system.

## **Flood Terminology**

### **Floodplain:**

A floodplain is a land area adjacent to a river, stream, lake, estuary, or other water body that is subject to flooding. This area, if left undisturbed, acts to store excess flood water. The City of San Fernando is not in a floodplain. Floodplains are made up of two sections: the floodway and the flood fringe.

**Floodway:**

The floodway is one of two main sections that make up the floodplain. Floodways are defined for regulatory purposes. Unlike floodplains, floodways do not reflect a recognizable geologic feature. For NFIP purposes, floodways are defined as the channel of a river or stream, and the overbank areas adjacent to the channel. The floodway carries the bulk of the flood water downstream and is usually the area where water velocities and forces are the greatest.

NFIP regulations require that the floodway be kept open and free from development or other structures that would obstruct or divert flood flows onto other properties. Development in the floodway is prohibited. Sufficient area should be reserved so that the floodway “discharge the base flood without cumulative increasing the water surface elevation more than one foot,” according to the NFIP. Floodways are not mapped for all rivers and streams but are mapped in developed areas.

**Flood Fringe:**

The flood fringe refers to the outer portions of the floodplain, beginning at the edge of the floodway and continuing outward. Generally, the flood fringe is defined as “the land area which is outside of the stream floodway but is subject to periodic inundation by regular flooding.” This is the area where development is most likely to occur, and where precautions to protect life and property need to be taken.

**100-Year Flood:**

The 100-year flooding event is a flood which has a 1% chance of being equaled or exceeded in magnitude in any given year. Contrary to popular belief, it is not a flood occurring once every 100 years. The 100-year floodplain is the area adjoining a river, stream, or watercourse covered by water in the event of a 100-year flood.

**Development:**

The City of San Fernando defines development as “the activity of preparing land and constructing facilities in order to establish a land use. A development also means a lot or project area together with the completed facilities and improvements thereon.” For floodplain ordinance purposes, development is often more broadly defined to mean any manmade change to improved or unimproved real estate located within the area of special flood hazard. It includes more activities than the definition of development used in other sections of local land use ordinances.

When structures or fill are placed in the floodway or floodplain, water is displaced. Development raises the river levels by forcing the river to compensate for the flow space obstructed by the inserted structures and/or fill. When structures or materials are added to the floodway or floodplain and no fill is removed to compensate, serious problems can

arise. Flood waters may be forced away from historic floodplain areas. As a result, other existing floodplain areas may experience flood waters that rise above historic levels.

Displacement of only a few inches of water can mean the difference between no structural damage occurring in a given flood event, and the inundation of many homes, businesses, and other facilities. Careful attention should be given to development that occurs within the flood fringe to ensure that structures are prepared to withstand base flood events. In highly urbanized areas, increased paving can lead to an increase in volume and velocity of runoff after a rainfall event, exacerbating the potential flood hazards. Care should be taken in the development and implementation of storm water management systems to ensure that these runoff waters are dealt with effectively.

### **Base Flood Elevation (BFE):**

The term "Base Flood Elevation" refers to the elevation (normally measured in feet above sea level) that the base flood is expected to reach. Base flood elevations can be set at levels other than the 100-year flood. Some communities choose to use higher frequency flood events as their base flood elevation for certain activities, while using lower frequency events for others. For example, for the purpose of storm water management, a 25-year flood event might serve as the base flood elevation, while the 500-year flood event may serve as base flood elevation for the tie down of mobile homes. The regulations of the NFIP focus on development in the 100-year floodplain.

### **Characteristics of Flooding:**

Two types of flooding primarily affect the City of San Fernando: riverine flooding and urban flooding (see descriptions below). In addition, any low-lying area has the potential to flood. The flooding of developed areas may occur when the amount of water generated from rainfall and runoff exceeds a storm water system's capability to remove it.

#### *Riverine Flooding:*

Riverine flooding is the overbank flooding of rivers and streams. The natural processes of riverine flooding add sediment and nutrients to fertile floodplain areas. Flooding in large river systems typically results from large-scale weather systems that generate prolonged rainfall over a wide geographic area, causing flooding in hundreds of smaller streams, which then drain into the major rivers.

Shallow area flooding is a special type of riverine flooding. FEMA defines shallow flood hazards as areas that are inundated by the 100-year flood with flood depths of only one to three feet. These areas are generally flooded by low velocity sheet flows of water.

#### *Urban Flooding:*

As land is converted from fields or woodlands to roads and parking lots, it loses its ability to absorb rainfall. Urbanization of a watershed changes the hydrologic systems of the basin. Heavy rainfall collects and flows faster on impervious concrete and asphalt

surfaces. The water moves from the clouds to the ground and into streams at a much faster rate in urban areas. Adding these elements to the hydrological systems can result in flood waters that rise very rapidly and peak with violent force.

Much of the City of San Fernando has a high concentration of impermeable surfaces that either collect water or concentrate the flow of water in unnatural channels. During periods of urban flooding, streets can become swift-moving rivers and basements can fill with water. Storm drains often back up with vegetative debris, causing additional, localized flooding.

### **Debris Flows:**

Debris flows are another flood-related hazard that can affect certain parts of the Southern California region. Most typically, debris flows occur in mountain canyons and the foothills against the San Gabriel Mountains. However, any hilly or mountainous area with intense rainfall and the proper geologic conditions may experience one of these very sudden and devastating events. The flows typically begin when heavy rainfall causes shallow landslides that liquefy and accelerate, picking up larger and larger debris as they flow downstream.

## **Dam Failure Flooding**

The greatest threat for catastrophic destruction from flooding comes from the possibility of a dam failure, which may result in loss of life and damage to structures, roads, and utilities. Economic losses can also result from a lowered tax base and lack of utility profits. Because dam failure can have severe consequences, FEMA requires that all dam owners develop Emergency Action Plans (EAP) for warning, evacuation, and post-flood actions. Although there may be coordination with county officials in the development of the EAP, the responsibility for developing potential flood inundation maps and facilitation of emergency response is the responsibility of the dam owner.

There have been six major dam failures in the past 85 years in Southern California. The two worst failures were the St. Francis dam failure in 1928 and the Baldwin Hills failure in 1963. The St. Francis dam was a concrete dam that failed when surrounding topography slipped, causing the structure to fail in the middle of the night. The resulting flood killed over 500 residents as the water flowed out to the ocean. The Baldwin Hills Dam was an earthen reservoir designed to store drinking water. It failed after a crack appeared that rapidly spread into a 75-foot gash that emptied the entire reservoir. The cost of this failure was five deaths and 65 homes destroyed.

Some Los Angeles County communities are directly in line with the possible flood path below a dam or reservoir and are therefore at risk. The City of San Fernando is one of these communities. San Fernando is directly west of Pacoima Canyon, which is blocked by the Pacoima Dam. The capacity at the spillway is 6,060 acre feet of water. Due to seismic activity in the last 30 years the Pacoima Dam is kept at 25%–30% capacity.

The California Division of Dam Safety placed a reservoir storage restriction on the dam after the 1994 Northridge Earthquake. The Pacoima Dam was strengthened and the spillway capacity was increased. The reservoir storage restriction was lifted, but the County of Los Angeles is maintaining the restriction levels. Any changes to the structure of the dam are monitored by a global positioning satellite system which can measure deformity or increased stress loads. The monitoring system provides early warning to residents downstream from the dam.

Any water released from the dam is carried away by the Pacoima Wash. The Pacoima Wash travels for a distance of a mile across the northeast corner of the City. The wash is a concrete-bottomed, stone-lined channel approximately 35 feet wide at the top and between 12 and 14 deep. The walls of the wash are supported by an earthen berm which is several feet taller than the wash structure. The wash is capable of rapidly channeling any water through and out of the City.

*Pacoima Wash*



*Pacoima Wash between Fourth and Fifth Streets*



## **Hazard Assessment**

### **Hazard Identification:**

The first step in determining a flood-hazard assessment is identifying the hazards. This step is accomplished by estimating 1) the area within the floodplain that is at risk of a flood, 2) the potential intensity of the flood, and 3) the probability of a flood event. This process is used to produce floodplain maps.

The City of San Fernando is not situated within a floodplain. The last flooding was in the 1930s and occurred prior to the completion of the Los Angeles River flood-control system. The estimates from the Los Angeles County Department of Public Works indicate that the only part of the City susceptible to possible flooding is the commercial/industrial strip that is adjacent to the Pacoima Wash. This strip is approximately one block wide on either side of the wash. The Los Angeles County Flood Control engineers believe that temporary flooding up to six feet could occur in this area if the Pacoima Dam was filled to capacity and suffered a complete failure. Because the dam is no longer allowed to fill to capacity and the average rainfall is so low, the probability of this type of flood event is very slight.

### **Vulnerability Assessment:**

The second step in a flood-hazard assessment is developing a vulnerability assessment. This assessment is the combination of the hazard identification and the value of the property contained within the floodplain. This results in a working estimate because the volume of unknown factors related to the value of the property in the floodplain prevents a definitive answer.

The industrial properties in the City are primarily located in the strip adjacent to the wash. These properties comprise approximately 15% of the City's assessed property value. The loss of this property to flooding would have a significant impact on the general economic welfare of the City. This value does not include the contents of the buildings, as it was not possible to gather specific details on the contents of the buildings. The owners stated they consider this type of information to have a high level of proprietary interest and they were not willing to share it for publication in a public document. There are no residences in this area.

The impact of flooding in this area would be the loss of inventory and the possible damage or destruction of industrial manufacturing equipment in these buildings. A flood depth of six feet would temporarily isolate the northeast corner of the City. Any emergency responders would be delayed by having to cross the Pacoima Wash further downstream at unaffected crossing points. The impact on the storm-drain system would be felt outside the City limits because the water drains away from the City and the potential flood directly borders the City of Los Angeles.

There are no buildings related to critical infrastructure within this strip. San Fernando Senior High School is located on the south side of the wash along O'Melveny Avenue. The high school complex includes 190,000 square feet of buildings and related athletic facilities and fields. The environmental-impact report notes the area is not in a 500-year flood plain but does not analyze the possibility of a dam failure. Dam failure can be considered of minimal impact because of the restrictions on water storage levels, the monitoring system that provides real-time data on the dam's condition, and the location of the wash.

### **Risk Analysis:**

The third and most advanced phase of a hazard assessment is developing a risk analysis. A risk analysis is developed by combining the hazard identification with the vulnerability assessment. Using this combination it is possible to generally predict the severity of damage based on a range of events.

The risk analysis of the City of San Fernando indicates the probability of damage by flooding is low. As mentioned, the City is located in an area of low annual rainfall; the dam outside the City limits is normally maintained at one-quarter of its capacity; the dam has a sophisticated monitoring system that provides early warning of a structural failure; and a wash system that can rapidly direct water out of the City limits is well-maintained. The qualitative term "low" indicates the environmental factors (low rainfall) combined with the current flood mitigation (the dam/wash system combined with operational restrictions on water storage) make the possibility of flooding remote or slight.

## **Community Flood Issues**

### **What Is Susceptible to Damage During a Flood Event?**

The greatest impact of flooding on the San Fernando community is the potential loss of life and personal property. These losses can be extensive, depending on conditions that may combine to maximize losses.

#### *Property Loss:*

The extent of any property damage caused by flooding depends on the depth and velocity of the flood, as well as the persistence of the water after the flood. Water that is moving quickly will pick up debris that can cause secondary damage as it is pressed forward by the rushing water.

One of the greatest causes of damage is the saturation of property by standing water left over after the flood. This damage can render buildings uninhabitable, as happened in the aftermath of the 2005 Hurricane Katrina flooding in New Orleans. The design of the Pacoima Wash greatly decreases the possibility of flooding in residential areas. Water entering the City is channeled through the wash, which is outside of residential neighborhoods, and out of the City limits.

*Private Residences:*

Private residences are typically very vulnerable to flooding. The style of home-building in San Fernando does not usually include basements in most homes. Most Southern California residences are built close to ground level, with many homes built directly on concrete slabs. This makes private homes particularly vulnerable to any standing water because of the lack of separation between the threshold of the home and the surface level of the yard. The distance of San Fernando residential areas from the wash is important. The separation of the residential areas from the wash makes the possibility of residential flooding remote.

*Buildings:*

The City of San Fernando has a narrow corridor of industrial buildings that may be flooded by an unusual rainfall event. These buildings are located in property along the one-mile wash strip. The location of the Pacoima Dam, combined with low rainfall and the wash, decrease the probability of a flood.

*Transportation Systems:*

The members of the San Fernando Community commute to work using automobiles and the Metrolink rail system. The City is within easy connecting distance of three freeways. Flooding due to unusual rainfall often causes the streets to flood. This can prevent access to public transportation systems. The level of flooding associated with typical Southern California storm systems means that standing water will recede quickly through the storm-drain system. This temporary flooding is caused by the lack of open ground to absorb sudden rainfall.

*Infrastructure:*

Infrastructure can be damaged or destroyed during a major flood. Schools, public buildings, bridges, and other physical support systems can be damaged or destroyed, preventing public access and limiting the ability of local governments to provide basic services to their community. This threat can include the loss of public-safety facilities and other local government offices used as points of contact during times of normal operations.

The City has seven buildings, including the police department, the former police department building, City Hall, the city yards/public works complex, the San Fernando Museum, and the old firehouse. The City has several parks. Two of the parks, Chavez and Las Palmas, have gymnasiums, kitchens, restrooms, and multipurpose rooms. These parks are the designated shelter/evacuation points for the City. Chavez Park is also the designated location for the relocation of city-hall and police-department operations. The police department and City Hall buildings have emergency generators.



The only possible infrastructure in the path of a flood from the Pacoima Wash is the high school on the south side of the wash. The probability for flooding is low due to the lack of rainfall, the storage restrictions on the Pacoima Dam, and the monitoring system that would warn Los Angeles County engineers of any potential failure of the dam.

*Public Utilities:*

Public utilities often fail during floods. Utility systems are fragile when exposed to the damage of a major flood. Flooding can prevent access to utility systems that become damaged during a major storm. This can prevent the timely repair and restoration of services such as electricity.

*Water Quality:*

Environmental quality problems include bacteria, toxins, and pollution carried by flood water.

**Community Issues Summary:**

The City of San Fernando is not in a floodplain and has limited susceptibility to flooding. Areas of concern include the high school and commercial/industrial buildings located along the Pacoima Wash. Houses may suffer damage from standing water or from debris carried by flood waters. A significant flood would disrupt San Fernando's transportation patterns and public utility services.

## **Existing Flood Mitigation Activities**

**Los Angeles County Flood-Control District:**

In addition to Ordinance 1572 adopted by the City of San Fernando, the Los Angeles County Flood Control District (LACFCD) has its own flood mitigation activities. LACFCD was established after a major flood damaged Los Angeles County in 1915. The LACFCD embarked on a major project to control the Los Angeles River and its seven main tributaries. The project began with an ambitious dam-construction program between 1920 and 1939, which resulted in the construction of 15 dams. These dams and the concrete channel project of the Los Angeles River have resulted in significant improvements in flood-prevention and mitigation efforts.

The LACFCD monitors daily rainfall, the capacity level of the Pacoima Dam, and the amount of water traveling through the Pacoima Wash. During heavy rains it releases water from the reservoir to prevent a sudden buildup of water and control runoff downstream. A seismic monitoring system detects any changes in the dam due to the movement of the earth.

## **Flood Mitigation Action Items**

The flood mitigation action items are designed to provide guidance to agencies, organizations, and residents regarding specific activities designed to help mitigate this hazard. Each action item is followed by implementation suggestions. Each action item also includes an estimate of the timeline for implementation. Short-term action items are activities that City agencies may implement with existing resources and authorities within one to two years. Long-term action items may require new or additional resources or authorities, and they may take between one and five years (or more) to implement.

### **Short-Term Flooding #1 Increase Awareness of Flood Risk and Safety**

Increasing the public awareness of flood risk is an important tool in protecting the community from floods.

Coordination: Public Works and Disaster Council

Timeline: 2 years

Implementation:

- A) Encouraging homeowners to purchase flood insurance; annually distributing flood protection safety pamphlets or brochures to the owners of flood-prone property.
- B) Educating citizens about safety during flood conditions, including the dangers of driving on flooded roads.
- C) Using outreach programs to advise homeowners of risks to life, health, and safety.
- D) Offering GIS hazard mapping online for residents and design professionals.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

## **Long-Term Flooding #1 Policies to Reduce Stormwater Runoff**

Stormwater management techniques can mitigate the threat from flood runoff.

Coordination: Public Works and Disaster Council

Timeline: 2 years

Implementation:

A) Designing a natural runoff or zero discharge policy for stormwater in subdivision design.

B) Requiring more trees be preserved and planted in landscape designs to reduce the amount of stormwater runoff.

C) Encouraging the use of porous pavement, vegetative buffers, and islands in large parking areas.

D) Conforming pavement to land contours so as not to provide easier avenues for stormwater.

E) Encouraging the use of permeable driveways and surfaces to reduce runoff and increase groundwater recharge.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

## **Flood Resource Directory**

The following resource directory lists the resources and programs that can assist county communities and organizations. The resource directory will provide contact information for local, county, regional state and federal programs that deal with natural hazards.

### *County Resources*

#### **Los Angeles County Public Works Department**

900 S. Fremont Ave.  
Alhambra, CA 91803  
(626) 458-5100

#### **Sanitation Districts of Los Angeles County**

1955 Workman Mill Road  
Whittier, CA 90607  
(562) 699-7411 x2301

### *State Resources*

#### **California Office of Emergency Services (CalOES, formerly OES)**

P.O. Box 419047  
Rancho Cordova, CA 95741-9047  
(916) 845- 8911

#### **California Resources Agency**

1416 Ninth Street, Suite 1311  
Sacramento, CA 95814  
(916) 653-5656

#### **California Department of Water Resources (DWR)**

1416 9th Street  
Sacramento, CA 95814  
(916) 653-6192

#### **California Department of Conservation: Southern California Regional Office**

655 S. Hope Street, #700  
Los Angeles, CA 90017-2321  
(213) 239-0878

## **SECTION 3:**

### **- Wildfire -**

#### **Why are Wildfires a Threat to the City of San Fernando?**

For thousands of years, fires have been a natural part of the ecosystem in Southern California. However, wildfires present a substantial hazard to life and property in communities built within or adjacent to hillsides and mountainous areas. There is a huge potential for losses due to wildland/urban interface fires in Southern California. According to the California Division of Forestry (CDF), there were over 7,000 reportable fires in California in 2003, with over one million acres burned. According to CDF statistics, in the October 2003 firestorms, over 4,800 homes were destroyed and 22 lives were lost.

Due to its weather, topography, and native vegetation, the entire Southern California area is at risk from wildland fires. The extended droughts characteristic of California's Mediterranean climate result in large areas of dry vegetation that provide fuel for wildland fires. Furthermore, the native vegetation typically has a high oil content that makes it highly flammable. The area is also intermittently impacted by Santa Ana winds, the hot, dry winds that blow across Southern California in the spring and late fall.

A wildfire that consumes thousands of acres of vegetated property can overwhelm local emergency response resources. Often, when a wildland fire encroaches onto the built environment, multiple ignitions develop as a result of "branding," the term for wind transport of burning cinders over a distance of a mile or more. If ignited structures sustain and transmit the fire from one building to the next, a catastrophic fire can ensue. Insurance carriers consider a fire a catastrophe if it triggers at least \$25 million in claims or more than 1,000 individual claims. The Oakland Hills firestorm of October 1991 was one such event.

Firestorms, especially in areas of wildland-urban interfaces, can be particularly dangerous and complex, posing a severe threat to public and firefighter safety and causing devastating losses of both life and property. Continuous planning, preparedness, and education are required to reduce the fire hazard potential, and to limit the destruction caused by fires. The areas of Pasadena/Altadena lost 121 homes in the 1993 Kinneloa fire, pointing up the need for continued vigilance in the area of wildfire mitigation.

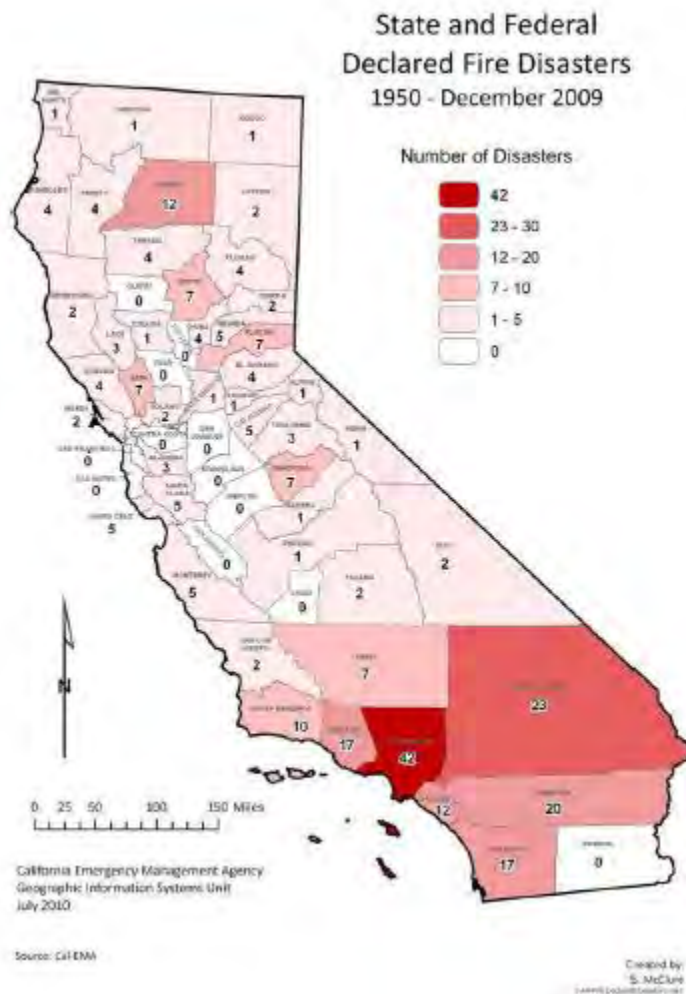
#### **Historic Fires in Southern California**

Large fires have been part of the Southern California landscape for millennia. Written documents reveal that during the 19<sup>th</sup> century, human settlement of Southern California altered the fire regime of coastal California by increasing the fire frequency. This was an era of very limited fire suppression, and yet like today, large crown fires covering tens of

thousands of acres were not uncommon. One of the largest fires in Los Angeles County (60,000 acres) occurred in 1878, and the largest fire in Orange County's history, in 1889, was over half a million acres.

During the 2002 fire season, more than 6.9 million acres of public and private lands burned in the U.S., resulting in loss of property, damage to resources and disruption of community services. Taxpayers spent more than \$1.6 billion to combat more than 88,400 fires nationwide. Many of these fires burned in wildland/urban interface areas and exceeded the fire suppression capabilities of those areas.

In recent Los Angeles County history the worst fire was the Station Fire, which burned from August to October of 2009. This was an arson fire that burned 160,500 acres, destroyed over 200 structures, and killed two firefighters. The fire started in the La Canada Flintridge area, burned northwest, and then turned east. It was the 10<sup>th</sup> largest fire in California history.



According to the 2010 State of California Multi-Hazard Mitigation Plan, there have been 42 state and federally-declared wildfire disasters in Los Angeles County between 1950 and December 2009, as shown in the above figure. Of the 20 most disastrous wildfires

(based on the number of structures destroyed), three (3) have occurred in Los Angeles County, include the Sayre Fire in November 2008, Bel Air Fire in November 1961, and Topanga Fire in November 1993.

### **The 2003 Southern California Fires:**

The fall of 2003 marked the most destructive wildfire season in California history. In a ten-day period, 12 separate fires raged across Southern California in Los Angeles, Riverside, San Bernardino, San Diego, and Ventura counties. The massive “Cedar” fire in San Diego County alone consumed over 2,800 homes and burned over a quarter of a million acres.

### **The 2008 Marek and Sayre Fires:**

Two fires, the Marek and Sayre fires, burned near San Fernando city limits in the fall of 2008. The Marek fire began October 12, 2008, in the foothills of the San Gabriel mountain range. By the time it was contained on October 16<sup>th</sup>, it had burned approximately 5,000 acres as it spread west along the north side of the 210 freeway. Several dozen homes were destroyed, and two people died. Whipped up by powerful winds, embers from the fire jumped the 8-lane 210 freeway and ignited treetops on fire within the City of San Fernando, a phenomenon known as “branding.”

The Sayre fire, also known as the Sylmar fire, began only a month later, on November 14, 2008. It was fed by strong Santa Ana winds and burned northwest of the City of San Fernando, on the opposite side of the 210 freeway. Within a week, it scorched over 11,000 acres and destroyed more than 600 structures, including 480 homes in the Oakridge Mobile Home Park. In addition to devastating the mobile home park, the Sayre fire damaged the Olive View-UCLA Medical Center, which is located in Sylmar only 4 miles from San Fernando City Hall. The fire was declared a federal disaster area on November 18.

### **The 2009 Station Fire:**

In recent Los Angeles County history the worst fire was the “Station Fire,” which burned from August to October of 2009. This fire was caused by an arsonist. It burned 160,500 acres, destroyed over 200 structures, and killed two firefighters. The fire started in the La Cañada-Flintridge area, burned northwest, and then turned east. It was the 10<sup>th</sup> largest fire in California history.

## **Wildfire Characteristics**

There are three categories of interface fire: The classic wildland/urban interface exists where well-defined urban and suburban development presses up against open expanses of wildland areas. The mixed wildland/urban interface is characterized by isolated homes, subdivisions, and small communities situated predominantly in wildland settings. And

the occluded wildland/urban interface exists where islands of wildland vegetation occur inside a largely urbanized area.

Certain conditions must be present for significant interface fires to occur. The most common conditions include hot, dry, and windy weather; the inability of fire protection forces to contain or suppress the fire; the occurrence of multiple fires that overwhelm committed resources; and a large fuel load (dense vegetation).

Once a fire has started, several conditions influence its behavior, including fuel topography, weather, drought, and development. The magnitude of the 2003 fires was the result of three primary factors: (1) severe drought, accompanied by a series of storms that produced thousands of lightning strikes and windy conditions; (2) an infestation of bark beetles that had killed thousands of mature trees; and (3) the effects of wildfire suppression over the past century that had led to buildup of brush and small diameter trees in the forests.

Southern California has two distinct areas of risk for wildland fire: the foothills of mountains and the forested terrain at higher elevations. The foothills and lower mountain areas are most often covered with scrub brush or chaparral. These chaparral-covered lower elevations create one type of exposure.

A second area of risk is the forested terrain at higher elevations. The higher elevations of Southern California's mountains are typically heavily forested. When Lewis and Clark explored the Northwest, the forests were relatively open, with 20 to 25 mature trees per acre. Periodically, lightning would start fires that would clear out underbrush and small trees, renewing the forests.

Today's forests are completely different, with as many as 400 trees crowded onto each acre, along with thick undergrowth. This density of growth makes forests susceptible to disease, drought and severe wildfires. Instead of restoring forests, these wildfires destroy them and it can take decades to recover. This radical change in our forests is the result of nearly a century of well-intentioned but misguided management.

### **The Interface:**

One challenge Southern California faces regarding the wildfire hazard is from the increasing number of houses being built on the urban/wildland interface. Every year the growing population has expanded further and further into the hills and mountains, including forest lands. The increased "interface" between urban/suburban areas and the open spaces created by this expansion has produced a significant increase in threats to life and property from fires and has pushed existing fire protection systems beyond original or current design and capability.

Property owners in the interface are not generally aware of the problems and threats they face. Therefore, many owners have done very little to manage or offset fire hazards or risks on their own property. Furthermore, human activities increase the incidence of fire ignition and potential damage.



**Fuel:**

Fuel is the material that feeds a fire and is a key factor in wildfire behavior. Fuel is classified by volume and by type. Volume is described in terms of "fuel loading," or the amount of available vegetative fuel.

The type of fuel also influences wildfire. Chaparral is a primary fuel of Southern California wildfires. Chaparral habitat ranges in elevation from near sea level to over 5,000' in Southern California. Chaparral communities experience long dry summers and receive most of their annual precipitation from winter rains. Although chaparral is often considered as a single species, there are two distinct types: hard chaparral and soft chaparral. Within these two types are dozens of different plants, each with its own particular characteristics.

Fire has been important in the life cycle of chaparral communities for over 2 million years; however, the true nature of the "fire cycle" has been subject to interpretation. In a period of 750 years, it is generally thought that fire occurs once every 65 years in coastal drainages and once every 30 to 35 years inland.

The vegetation of chaparral communities has evolved to a point where it requires fire to spawn regeneration. Many species invite fire through volatile oils, the production of plant materials with large surface-to-volume ratios, and periodic die-back of vegetation. These species have further adapted to possess special reproductive mechanisms following fire. Several species produce vast quantities of seeds which lie dormant until fire triggers germination. The parent plant which produces these seeds defends itself from fire by a thick layer of bark, which allows enough of the plant to survive so that the plant can crown sprout following the blaze.

In general, chaparral community plants have adapted to fire through the following methods: a) fire-induced flowering; b) bud production and sprouting subsequent to fire; c) in-soil seed storage and fire stimulated germination; and d) on-plant seed storage and fire-stimulated dispersal.

An important element in understanding the danger of wildfire is the availability of diverse fuels in the landscape, such as natural vegetation, manmade structures, and combustible materials. A house surrounded by brushy growth rather than cleared space allows for greater continuity of fuel and increases the fire's ability to spread. After decades of fire suppression, "dog-hair" thickets have accumulated, which enable high-intensity fires to flare and spread rapidly.

**Topography:**

Topography influences the movement of air, thereby directing a fire course. For example, if the percentage of uphill slope doubles, the rate of spread in wildfire will likely double. Gulches and canyons can funnel air and act as chimneys, which intensify

fire behavior and cause the fire to spread faster. Solar heating of dry, south-facing slopes produces up slope drafts that can complicate fire behavior.

Unfortunately, hillsides with hazardous topographic characteristics are also desirable residential areas in many communities. This desirability underscores the need for wildfire hazard mitigation and increased education and outreach to homeowners living in interface areas.

### **Weather:**

Weather patterns combined with certain geographic locations can create a favorable climate for wildfire activity. Areas where annual precipitation is less than 30 inches per year are extremely fire susceptible. High-risk areas in Southern California share a hot, dry season in late summer and early fall when high temperatures and low humidity favor fire activity. The so-called “Santa Ana” winds, which are heated by compression as they flow down to Southern California from Utah, create a particularly high risk, as they can rapidly spread what might otherwise be a small fire.

The San Fernando area typically has mild winters that lead to an annual growth of grasses and plants. This vegetation dries out during the hot summer months and is exposed to Santa Ana wind conditions in the fall. Winds in excess of 40 miles per hour are typical; gusts in excess of 100 miles per hour may occur locally. These winds tend to travel from north to south; however, when combined with winds generated from burning vegetation, wind direction is likely to be extremely erratic.

### **Drought:**

Recent concerns about the effects of climate change, particularly drought, are contributing to concerns about wildfire vulnerability. The term drought is applied to a period in which an unusual scarcity of rain causes a serious hydrological imbalance. Unusually dry winters, or significantly less rainfall than normal, can lead to relatively drier conditions and leave reservoirs and water tables lower. Drought leads to problems with irrigation and may contribute to additional fires, or additional difficulties in fighting fires.

### **Development:**

Growth and development in scrubland and forested areas is increasing the number of human-made structures in Southern California interface areas. Wildfire has an effect on development, yet development can also influence wildfire.

Owners often prefer homes that are private, have scenic views, are nestled in vegetation, and use natural materials. A private setting may be far from public roads, or hidden behind a narrow, curving driveway. These conditions, however, make evacuation and firefighting difficult. The scenic views found along mountain ridges can also mean areas of dangerous topography. Natural vegetation contributes to scenic beauty, but it may also

provide a ready trail of fuel leading a fire directly to the combustible fuels of the home itself.

The City of San Fernando has no neighborhoods directly in this type of interface. The City is adjacent to neighborhoods in the City of Los Angeles which are in this region. During the 2008 fires, the City of San Fernando was threatened by fire from these adjacent interface areas.

## **Wildfire Hazard Identification**

### **Hazard Identification:**

Wildfire hazard areas are commonly identified in regions of the wildland/urban interface. Ranges of the wildfire hazard are further determined by the ease of fire ignition due to natural or human conditions and the difficulty of fire suppression. The wildfire hazard is also magnified by several factors related to fire suppression/control, such as the surrounding fuel load, weather, topography, and property characteristics.

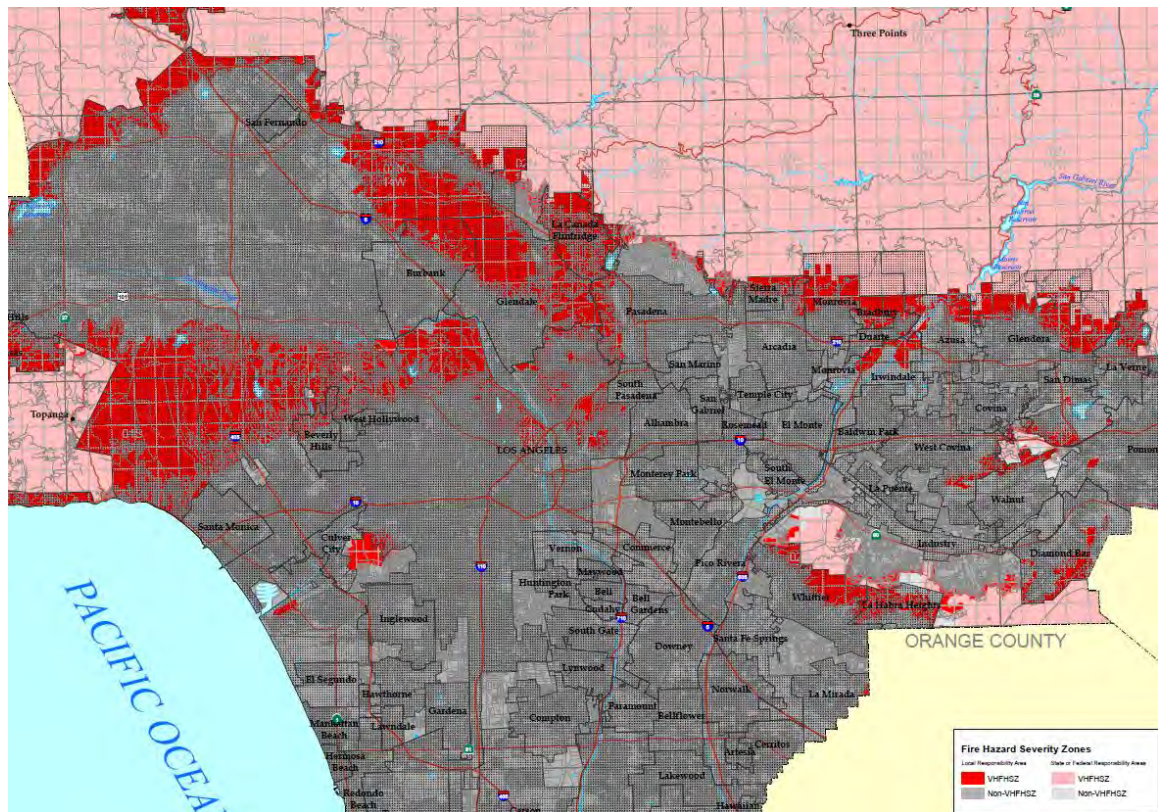
Generally, hazard identification rating systems are based on weighted factors of fuels, weather and topography.

In 2009, the State of CA adopted the law in Govt Codes 51175-51189. In these actions, they had the state Fire Marshall create a state-wide fire model. In the fire model, the State ranks areas to Fire Risk (FHSZ), as moderate, high and very high. Fire Hazard Severity Zone (FHSZ) maps are created by the California Department of Forestry and Fire Protection (Cal Fire) and updated periodically. The maps identify areas where a wildfire is more likely to occur. The primary factors used to identify FHSZ's are:

- Predominant vegetation type (vegetation is the fuel for a wildfire)
- Terrain (severity of slopes)
- Fire history (past fires are good predictors of future fires)
- Weather patterns (high winds, low humidity, and high temperature contribute to fire severity)

In combination, these factors are used within a scientific model to depict geographic areas prone to wildfire.

The figure below shows the location of Very High Fire Hazard Severity Zones in the vicinity of the City of San Fernando, identified in red, as recommended by the California Department of Forestry and Fire Protection (CAL FIRE) in September 2011. The VHFHSZ is the most severe fire hazard zone and contains the area most susceptible to full exposure to flames and embers during a wildfire. Although the City of San Fernando itself does not have any VHFHSZs within its jurisdictional boundaries, the City is surrounded by VHFHSZs to the northwest, north, northeast, east, and southeast, due to its location in the San Fernando Valley and the foothills of the Angeles National Forest.



In addition to the VHFHSZ maps, CAL FIRE has also developed a State Fire Threat map showing the ratings of wildland fire threat based on the combination of potential fire behavior (fuel rank) and expected fire frequency (how often an area burns) under severe conditions. These two factors combine to create 4-threat classes ranging from moderate to extreme. Fire frequency is derived from 50 years of fire history data and fire behavior is derived from fuels and terrain data. The City of San Fernando has a Moderate Fire Threat rating.





## **Vulnerability and Risk Analysis:**

Southern California residents are served by a variety of local fire departments as well as county, state and federal fire resources. Data that includes the location of interface areas in the county can be used to assess the population and total value of property at risk from wildfire and to direct these fire agencies in fire prevention and response.

Key factors included in assessing wildfire risk include ignition sources, building materials and design, community design, structural density, slope, vegetative fuel, fire occurrence, and weather, as well as occurrences of drought.

The National Wildland/Urban Fire Protection Program has developed the Wildland/Urban Fire Hazard Assessment Methodology tool for communities to assess their risk to wildfire. For more information on wildfire hazard assessment, refer to <http://www.Firewise.org>.

## **Community Wildfire Issues**

### **Wildfire Protection:**

Fire protection in the City of San Fernando is supplied through a contract with the Los Angeles City Fire Department. Wildfire protection on the border of the City of San Fernando is also supported by the Los Angeles County Fire Department helicopter facility at 12605 Osborne Street, Pacoima, CA. This facility is adjacent to Whiteman Airport, which is 1.5 miles south of the City of San Fernando.

### **What is Susceptible to Wildfire?**

#### *Growth and Development in the Interface:*

The hills and mountainous areas of Southern California are considered to be interface areas. The development of homes and other structures is encroaching onto the wildlands and is expanding the wildland/urban interface. The interface neighborhoods are characterized by a diverse mixture of varying housing structures, development patterns, ornamental and natural vegetation, and natural fuels.

In the event of a wildfire, vegetation, structures, and other flammables can merge into unwieldy and unpredictable events. Factors important to the fighting of such fires include access, firebreaks, proximity of water sources, distance from a fire station, and available firefighting personnel and equipment. Reviewing past wildland/urban interface fires shows that many structures are destroyed or damaged for one or more of the following reasons:

- Combustible roofing material
- Wood construction
- Structures with no defensible space

- Fire department with poor access to structures
- Subdivisions located in heavy natural fuel types
- Structures located on steep slopes covered with flammable vegetation
- Limited water supply
- Winds over 30 miles per hour

The City of San Fernando is relatively flat, but there are steep slopes and canyon areas just east of the City. In the City and County of Los Angeles, fires starting in these areas can quickly spread to adjacent neighborhoods.

### **The Threat of Urban Conflagration:**

Although communities without an urban/wildland interface are much less likely to experience a catastrophic fire, in Southern California there is a scenario where any community might be exposed to an urban conflagration similar to the fires that occurred following the 1906 San Francisco earthquake. Large fires following an earthquake in an urban region are relatively rare phenomena but have occasionally been of catastrophic proportions. The two largest peace-time urban fires in history, 1906 San Francisco and 1923 Tokyo, were both caused by earthquakes.

The fact that fire following earthquake has been little researched or considered in the United States is particularly surprising when one realizes that the conflagration in San Francisco after the 1906 earthquake was the single largest urban fire, and the single largest earthquake loss, in U.S. history. The loss over three days of more than 28,000 buildings within an area of 7.2 square miles was staggering: \$250 million in 1906 dollars, or about \$5 billion at today's prices.

The 1989 Loma Prieta Earthquake, the 1991 Oakland hills fire, and Japan's recent Hokkaido Nansei-oki Earthquake all demonstrate the current, real possibility of a large fire, such as a fire following an earthquake, developing into a conflagration. In the United States, all the elements that would hamper fire-fighting capabilities are present: density of wooden structures, limited personnel and equipment to address multiple fires, debris blocking the access of fire-fighting equipment, and a limited water supply. Thus in Southern California, this scenario highlights the need for fire mitigation activity in all sectors of the region, urban/wildland interface or not.

Even more specifically, Los Angeles County's high population density – approximately 10.4 million people living within roughly 4,000 square miles of land – places San Fernando at risk of urban conflagration. This threat is increased by the City's proximity to major earthquake faults, surrounding mountain ranges and canyons, dry climate, and Santa Ana wind patterns. San Fernando has nearly 6,000 households with a 100% urban population that would be left homeless in the event of an urban conflagration in the City. Additional infrastructure that would be threatened by a major fire within the City includes City government buildings, 17 schools, a 3-acre regional pool facility on Park Avenue, and the City trolley system. Also, San Fernando has several medical facilities, including two dialysis facilities, two home health centers, and a community hospital.

Complete immunity from the threat of urban conflagration is unrealistic, but the City of San Fernando can reduce this risk by ensuring its structures meet state and county fire codes and by educating residents about the threat and potential impact of not only urban/wildland interface fires but also urban conflagrations. Also, following a major earthquake, efforts should be directed not merely towards debris clean-up but also towards fire watch and prevention amidst damaged or ruptured pipelines, downed power lines, and other hazardous conditions.

### **The Need for Mitigation Programs:**

Continued development into the interface areas will have growing impacts on the wildland/urban interface. Periodically, the historical losses from wildfires in Southern California have been catastrophic, with deadly and expensive fires going back decades. The continued growth and development increases the public need for multi-hazard mitigation planning in Southern California.

## **Wildfire Mitigation Activities**

Existing mitigation activities include current mitigation programs and activities that are being implemented by county, regional, state, or federal agencies or organizations.

### **Local Programs:**

The fire departments and districts provide essential public services in the communities they serve, and their duties far surpass extinguishing fires. Most of the districts and departments provide other services to their jurisdictions, including Emergency Medical Services who can begin treatment and stabilize sick and injured patients in emergency situations.

All of the fire service providers in the county are dedicated to fire prevention and use their resources to educate the public to reduce the threat of the fire hazard, especially in the wildland/urban interface. Fire prevention professionals throughout the county have taken the lead in providing many useful and educational services to Southern California residents, such as:

- Home fire safety inspection.
- Assistance developing home fire escape plans.
- Business Inspections.
- Emergency Response Training.
- Fire cause determination.
- Counseling for juvenile fire-setters.
- Teaching fire prevention in schools.
- Coordinating educational programs with other agencies, hospitals and schools.
- Answering citizens' questions regarding fire hazards.



## **Fire Codes:**

The City of San Fernando does not have its own fire department. Since 1979, the City has been served by a contract with the City of Los Angeles Fire Department. Although the Los Angeles Fire Department does not have any fire stations within San Fernando city limits, it operates three stations within two miles of San Fernando. The City of San Fernando is currently working on an agreement with the Los Angeles Fire Department to build and run its own fire station in the City.

Because it is served by the City of Los Angeles Fire Department, the City of San Fernando follows the City of Los Angeles Fire Code (2001 edition). The Fire Code requirements include:

- The burning of material in any incinerator or other refuse-burning device which has not been approved by the Air Pollution Control District is prohibited.
- Remove from the property all dead trees, and maintain all weeds and other vegetation at a height of no more than three inches, except as otherwise provided therein, if such weeds or other vegetation are within 100 feet of a building or structure located on such property or on adjacent property.

This requirement does not apply to the maintenance of trees, ornamental shrubbery or plants which are used as ground cover provided such do not provide a ready fuel supply to augment the spread or intensity of a fire; nor does it apply to a native shrub provided such shrub is trimmed up from the ground to one-third of its height, does not exceed 216 cubic feet in volume, is spaced at a distance of not less than three times its maximum diameter but not less than 18 feet from the edge of any other native shrub, building or structure, and all dead wood and other combustible material within 18 feet of such shrub is removed except as provided above.

- Maintain five feet of vertical clearance between roof surfaces and portions of trees overhanging any building or structure.
- Maintain the roofs of all buildings or structures free of leaves, needles, twigs and other combustible matter.

## **Federal Programs:**

The role of the federal land managing agencies in the wildland/urban interface is reducing fuel hazards on the lands they administer; cooperating in prevention and education programs; providing technical and financial assistance; and developing agreements, partnerships, and relationships with property owners, local protection agencies, states, and other stakeholders in wildland/urban interface areas. These relationships focus on activities before a fire occurs, which render structures and communities safer and better able to survive a fire occurrence.

The Federal Emergency Management Agency (FEMA) is directly responsible for providing fire suppression assistance grants and, in certain cases, major disaster assistance and hazard mitigation grants in response to fires. The role of FEMA in the wildland/urban interface is to encourage comprehensive disaster preparedness plans and programs, increase the capability of state and local governments, and provide for a greater understanding of FEMA programs at the federal, state, and local levels.

### **Fire Suppression Assistance Grants:**

Fire Suppression Assistance Grants may be provided to a state with an approved hazard mitigation plan for the suppression of a forest or grassland fire that threatens to become a major disaster on public or private lands. These grants are provided to protect life and improved property; encourage the development and implementation of viable multi-hazard mitigation measures; and provide training to clarify FEMA's programs. The grant may include funds for equipment, supplies, and personnel. A Fire Suppression Assistance Grant is the form of assistance most often provided by FEMA to a state for a fire. The grants are cost-shared with states. FEMA's U.S. Fire Administration (USFA) provides public education materials addressing wildland/urban interface issues and the USFA's National Fire Academy provides training programs.

### **Hazard Mitigation Grant Program:**

Following a major disaster declaration, the FEMA Hazard Mitigation Grant Program provides funding for long-term hazard mitigation projects and activities to reduce the possibility of damages from all future fire hazards and to reduce the costs to the nation for responding to and recovering from the disaster.

### **National Wildland/Urban Interface Fire Protection Program:**

Federal agencies can use the National Wildland/Urban Interface Fire Protection Program to focus on wildland/urban interface fire protection issues and actions. The Western Governors' Association (WGA) can act as a catalyst to involve state agencies, as well as local and private stakeholders, with the objective of developing an implementation plan to achieve a uniform, integrated national approach to hazard and risk assessment and to fire prevention and protection in the wildland/urban interface. The program helps states develop viable and comprehensive wildland fire mitigation plans and performance-based partnerships.

### **Firewise:**

Firewise is a program developed within the National Wildland/ Urban Interface Fire Protection Program and is the primary federal program addressing interface fire. It is administered through the National Wildfire Coordinating Group, whose extensive list of participants includes a wide range of federal agencies. The program is intended to empower planners and decision makers at the local level.

Through conferences and information dissemination, Firewise increases support for interface wildfire mitigation by educating professionals and the general public about hazard evaluation and policy implementation techniques. Firewise offers online wildfire protection information and checklists, as well as listings of other publications, videos, and conferences. The interactive home page allows users to ask questions of fire protection experts and to register for new information as it becomes available.

## **Wildfire Mitigation Action Items**

As stated in the Federal Wildland Fire Policy, “The problem is not one of finding new solutions to an old problem but of implementing known solutions. Deferred decision making is as much a problem as the fires themselves. If history is to serve us in the resolution of the wildland/urban interface problem, we must take action on these issues now. To do anything less is to guarantee another review process in the aftermath of future catastrophic fires.”

The wildfire mitigation action items provide direction on specific activities that organizations and residents in Southern California can undertake to reduce risk and prevent loss from wildfire events. Each action item is followed by ideas for implementation, which can be used by the advisory committee and local decision makers in pursuing strategies for implementation.

The action items are a listing of activities in which City agencies and citizens can be engaged to reduce risk. Each action item includes an estimate of the timeline for implementation. Short-term action items are activities that City agencies may implement with existing resources and authorities within one to two years. Long-term action items may require new or additional resources or authorities, and may take between one and five years (or more) to implement.

In addition, the Hazard Mitigation Advisory Committee met to prioritize the mitigation actions. The committee reviewed the identified hazards based on the hazard identification and risk analysis for the City of San Fernando and ranked the mitigation actions according to the risks and vulnerabilities. Consideration was also given to cost-benefit review, social impact, technical feasibility, administrative capabilities, and political and legal effects, as well as environmental issues. Data collection, research, and the public participation process were included in the development of these action items.

### **Short-Term Wildfire#1 Map and Assess Vulnerability to Wildfire**

An important mitigation action is identifying wildfire hazard areas and assessing overall community vulnerability.

Coordination: Public Works, LA City Fire, and Disaster Council

Timeline: 2 years

**Implementation:**

A) Using GIS mapping of wildfire hazard areas to facilitate analysis and planning decisions through comparison with zoning, development, infrastructure, etc.

B) Developing and maintaining a database to track community vulnerability to wildfire.

C) Creating a wildfire scenario to estimate potential loss of life and injuries, the types of potential damage, and existing vulnerabilities within a community to develop wildfire mitigation priorities.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

## Wildfire Resource Directory

### *Local Resources*

The City of Los Angeles Fire Department is responsible for fire suppression on all private lands within the City of San Fernando. The Los Angeles Fire Department constantly monitors the fire hazard in the City and has ongoing programs for investigation and alleviation of hazardous situations.

Jurisdictions that are responsible for fire suppression in areas adjacent to San Fernando include:

- US Forest Service
- Los Angeles County Fire Department
- City of Los Angeles
- City of Glendale
- City of Sierra Madre
- City of Arcadia
- City of San Marino
- City of Pasadena
- City of Alhambra

Numerous other agencies are available to assist the City if needed. Several federal agencies have roles in fire hazard mitigation, response, and recovery, including:

- Fish and Wildlife Service
- National Park Service
- US Forest Service
- Bureau of Land Management
- Bureau of Indian Affairs
- Office of Aviation Services
- National Weather Service
- National Association of State Foresters
- California Department of Forestry

The California Office of Emergency Services (CalOES) can be called upon for further aid if necessary, as can federal agencies, including:

- Department of Agriculture
- Department of the Interior
- Department of Defense (in extreme cases)

Private companies and individuals may also assist.

*County Resources*

Los Angeles County Fire Department  
1320 N. Eastern Ave.  
Los Angeles, CA 90063  
(323) 881-2411  
<http://www.lacofd.org/default.htm>

*State Resources*

California Division of Forestry & Fire Protection  
1416 9th Street  
PO Box 944246  
Sacramento California 94244-2460  
(916) 653-5123  
<http://www.fire.ca.gov/php/index.php>

Office of the State Fire Marshal (OSFM)  
1131 "S" Street  
Sacramento, CA 95814  
PO Box 944246  
Sacramento, CA 94244-2460  
(916) 445-8200

*Federal Resources and Programs*

Federal Wildland Fire Policy, Wildland/Urban Interface Protection  
This is a report describing federal policy and interface fire. Areas of needed improvement are identified and addressed through recommended goals and actions.  
<http://www.fs.fed.us/land/wdfire7c.htm>

National Fire Protection Association (NFPA)  
This is the principal federal agency involved in the National Wildland/Urban Interface Fire Protection Initiative. NFPA has information on the Initiatives programs and documents.

Public Fire Protection Division  
1 Battery March Park.  
P.O. Box 9101  
Quincy, MA 02269-9101  
(617) 770-3000

National Interagency Fire Center (NIFC)  
The NIFC in Boise, Idaho is the nation's support center for wildland firefighting. Seven federal agencies work together to coordinate and support wildland fire and disaster

operations. These agencies include the Bureau of Indian Affairs, Bureau of Land Management, Forest Service, Fish and Wildlife Service, National Park Service, National Weather Service and Office of Aircraft.

National Interagency Fire Center  
3833 S. Development Ave.  
Boise, Idaho 83705  
(208) 387-5512  
<http://www.nifc.gov/>

United States Fire Administration (USFA) of the Federal Emergency Management Agency (FEMA)

As an entity of the Federal Emergency Management Agency, the mission of the USFA is to reduce life and economic losses due to fire and related emergencies through leadership, advocacy, coordination and support.

USFA, Planning Branch, Mitigation Directorate  
16825 S. Seton Ave.  
Emmitsburg, MD 21727  
(301) 447-1000  
<http://www.fema.gov/hazards/fires/wildfires.shtm> - Wildfire Mitigation  
<http://www.usfa.fema.gov/index.htm> - U.S. Fire Administration

#### *Additional Resources*

Firewise - The National Wildland/Urban Interface Fire program  
Firewise maintains a Website designed for people who live in wildfire prone areas, but it also can be of use to local planners and decision makers. The site offers online wildfire protection information and checklists, as well as listings of other publications, videos and conferences.

Firewise  
1 Battery March Park.  
P.O. Box 9101  
Quincy, MA 02269-9101  
Phone: (617) 770-3000  
<http://www.firewise.org/>

#### *Publications*

National Fire Protection Association Standard 299: Protection of Life and Property from Wildfire, National Wildland/Urban Interface Fire Protection Program, (1991), National Fire Protection Association, Washington, DC

This document, developed by the NFPA Forest and Rural Fire Protection Committee, provides criteria for fire agencies, land use planners, architects, developers and local governments to use in the development of areas that may be threatened by wildfire. To obtain this resource:

National Fire Protection Association Publications  
(800) 344-3555  
<http://www.nfpa.org> or <http://www.firewise.org>

An International Collection of Wildland- Urban Interface Resource Materials  
(Information Report NOR- 344). Hirsch, K., Pinedo, M., & Greenlee, J. (1996).  
Edmonton, Alberta: Canadian Forest Service.

This is a comprehensive bibliography of interface wildfire materials. Over 2,000 resources are included, grouped under the categories of general and technical reports, newspaper articles and public education materials. The citation format allows the reader to obtain most items through a library or directly from the publisher. The bibliography is available in hard copy or diskette at no cost. It is also available in downloadable PDF form.

Canadian Forest Service, Northern Forestry Centre, I-Zone Series  
Phone: (780) 435-7210  
<http://www.prefire.ucfpl.ucop.edu/uwibib.htm>

Wildland/Urban Interface Fire Hazard Assessment Methodology.  
National Wildland/Urban Interface Fire Protection Program, (1998).  
NFPA, Washington, D.C.  
Firewise (NFPA Public Fire Protection Division)  
Phone: (617) 984-7486  
<http://www.firewise.org>



## **SECTION 4:**

### **- Windstorms -**

#### **Why are Windstorms a Threat to the City of San Fernando?**

Severe windstorms pose a significant risk to life and property in the region by creating conditions that disrupt essential systems such as public utilities, telecommunications, and transportation routes. High winds can and do occasionally cause tornado-like damage to local homes and businesses. Severe windstorms can present a very destabilizing effect on the dry brush that covers local hillsides and urban wildland interface areas. High winds can have destructive impacts, especially to trees, power lines, and other utility services.

#### **Windstorm Characteristics in Southern California**

##### **Santa Ana Winds and Tornado-Like Wind Activity:**

Based on local history, most incidents of high winds in the City of San Fernando are the result of the Santa Ana wind conditions. While high-impact incidents are not frequent in the area, significant Santa Ana wind events and sporadic tornado activity have been known to negatively impact the local community.

##### **What are Santa Ana Winds?**

Santa Ana winds are generally defined as warm, dry winds that blow from the east or northeast (offshore). These winds occur below the passes and canyons of the coastal ranges of Southern California and in the Los Angeles basin. Santa Ana winds often blow with exceptional speed in the Santa Ana Canyon (the canyon from which they derive their name). Forecasters at the National Weather Service offices in Oxnard and San Diego usually place speed minimums on these winds and reserve the use of “Santa Ana” for winds greater than 25 knots. These winds accelerate to speeds of 35 knots as they move through canyons and passes, with gusts up to 50 or even 60 knots.

The complex topography of Southern California, combined with various atmospheric conditions, creates numerous scenarios that may cause widespread or isolated Santa Ana events. Commonly, Santa Ana winds develop when a region of high pressure builds over the Great Basin, the high plateau east of the Sierra Mountains and west of the Rocky Mountains, including most of Nevada and Utah. Clockwise circulation around the center of this high pressure area forces air down-slope from the high plateau.

The air warms as it descends toward the California coast at the rate of 5 degrees Fahrenheit per 1000 feet due to compressional heating. Thus, compressional heating provides the primary source of warming. The air is dry since it originated in the desert, and it dries out even more as it is heated.

These regional winds typically occur from October to March and, according to most accounts, are named either for the Santa Ana River Valley, where they originate, or for the Santa Ana Canyon southeast of Los Angeles, where they pick up speed.

### **Tornados:**

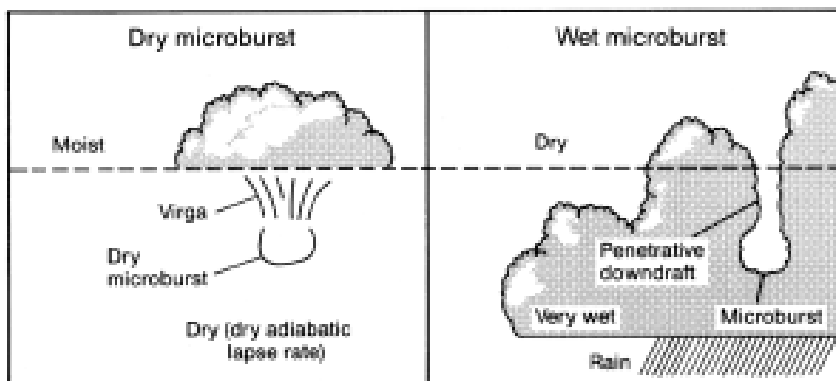
Tornados are spawned when there is warm, moist air near the ground; cool air aloft; and winds that speed up and change direction. An obstruction, such as a house, in the path of the wind causes it to change direction. This change increases pressure on parts of the house, and the combination of increased pressures and fluctuating wind speeds creates stresses that frequently cause structural failures.

Severe wind events are infrequent but possible in Los Angeles County. Waterspouts occur off the coast and several small tornados have occurred. One of the most serious tornados was a tornado that struck the City of Hawthorne on September 30, 1983. Roofs were torn off eight homes, and sixty other homes were damaged. Three people were injured.

### **Downbursts:**

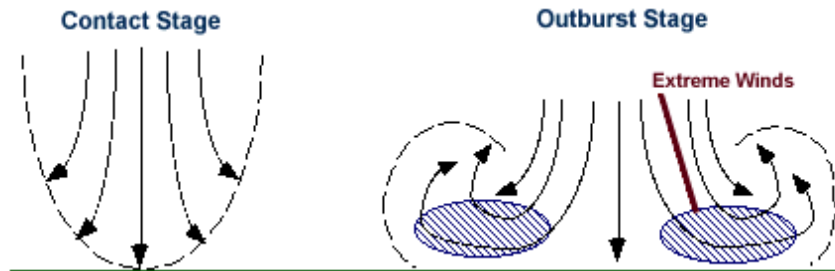
University of Chicago storm researcher Dr. Ted Fujita first coined the term “downburst” to describe strong, downdraft winds flowing out of a thunderstorm cell that he believed were responsible for the crash of Eastern Airlines Flight 66 in June 1975.

A downburst is a straight-direction surface wind in excess of 39 miles per hour caused by a small-scale but strong downdraft from the base of convective thundershowers and thunderstorms. During Dr. Fujita’s investigations into the phenomena, he defined two sub-categories of downbursts: the larger macrobursts and small microbursts.

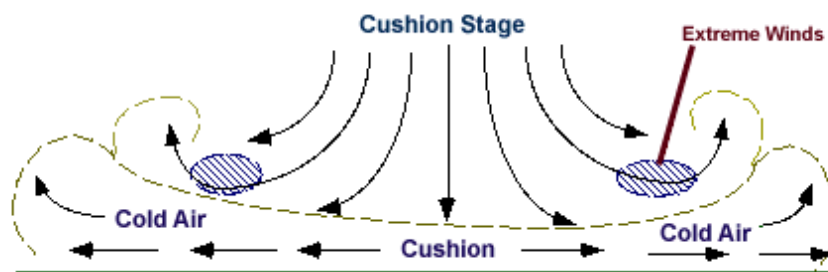


Macrobursts are downbursts with winds up to 117 miles per hour which spread across a path greater than 2.5 miles wide at the surface and which last from 5 to 30 minutes. The microburst, on the other hand, is confined to an even smaller area, less than 2.5 miles in diameter from the initial point of downdraft impact. An intense microburst can result in damaging winds near 170 miles per hour and often lasts for less than five minutes.

Microbursts are strong, damaging winds which strike the ground and often give the impression a tornado has struck. They frequently occur during intense thunderstorms. A microburst originates in downward-moving air from a thunderstorm's core. But unlike a tornado, microbursts affect only a rather small area.



Downbursts of all sizes descend from the upper regions of severe thunderstorms when the air accelerates downward through either exceptionally strong evaporative cooling or by very heavy rain, which drags dry air down with it. When the rapidly descending air strikes the ground, it spreads outward in all directions, like a fast-running faucet stream hitting the bottom of the sink.



When the microburst wind hits an object on the ground, such as a house, garage, or tree, it can flatten the buildings and strip limbs and branches from the tree. After striking the ground, the powerful outward-rushing gust can wreak further havoc along its path.

Damage associated with a microburst is often mistaken for the work of a tornado, particularly directly under the microburst. However, damage patterns away from the impact area are characteristic of straight line winds rather than the twisted pattern of tornado damage.

Tornados, like those that occur every year in the Midwest and Southeast portions of the United States, are a rare phenomenon in most of California, with most tornado-like activity coming from microbursts.

Historical tornado activity in the vicinity of the City of San Fernando is significantly above California state average. On November 9, 1982, a category F2 (max. wind speeds 113-157 mph) tornado 7.4 miles away from the San Fernando city center caused between \$500,000 and \$5,000,000 in damages. On March 1, 1983, a category F2 tornado 17.2

miles away from the city center injured 30 people and caused between \$5,000,000 and \$50,000,000 in damages.

## **2011 Windstorm Event**

In December 2011, powerful Santa Ana winds wreaked havoc in communities near the foothills of the San Gabriel Mountains. Toppled trees blocked roads and knocked out power to tens of thousands of homes during a windstorm that lasted roughly 4 days and included gusts over 80 miles per hour. Los Angeles International Airport had to divert nearly two dozen flights to another airport due to heavy crosswinds and debris on the runways, and various schools closed down. Communities near the City of San Fernando, including Pasadena and Temple City, suffered millions of dollars' worth in damage, and representatives of 7 cities signed a letter petitioning for state funds to assist with rebuilding and clean-up costs.

## **Windstorm Hazard Assessment**

### **Hazard Identification:**

A windstorm event in the region can range from short-term microburst activity lasting only minutes to a long-duration Santa Ana wind condition which may last for several days. Windstorms in the City of San Fernando and surrounding area can cause extensive damage including the destruction of tree strands, road and highway infrastructure, and critical utility facilities.

With an analysis of the high wind and tornado events as depicted, one can deduce the common windstorm impact areas, including the effect on life, property, utilities, infrastructure, and transportation. Additionally, if a windstorm disrupts power to local residential communities, the American Red Cross and City resources might be called upon for care and shelter duties. The displacement of residents and the utilization of City resources for shelter staffing and disaster cleanup can cause an economic hardship on the community.

The following illustration shows clearly the direction of the Santa Ana winds as they travel from the stable, high pressure weather system called the Great Basin, through the canyons, and towards the low pressure system off the Pacific. Clearly, the City of San Fernando is in the direct path of the ocean bound Santa Ana winds.

### *Santa Ana Wind Illustration*



## **Community Windstorm Issues**

### **What is Susceptible to Windstorms?**

Based on the history of the region, windstorm events can be expected, perhaps even annually, across widespread areas of Southern California. Obviously, the City of San Fernando and surrounding region can be adversely impacted during a windstorm event. This can result in the involvement in the City of San Fernando's emergency response personnel during a wide-ranging windstorm or microburst tornado-like activity.

#### *Life and Property:*

Both residential and commercial structures with weak reinforcement are susceptible to damage. Wind pressure can create a direct and frontal assault on a structure, pushing walls, doors, and windows inward. Conversely, passing currents can create lift/suction forces that pull building components and surfaces outward. With extreme wind forces, the roof or entire building can fail, causing considerable damage.

Debris carried along by extreme winds can directly contribute to loss of life and indirectly to the failure of protective building envelopes, siding, or walls. When severe windstorms strike a community, downed trees, power lines, and damaged property can be major hindrances to emergency response and disaster recovery.

The Beaufort scale, shown on the following page, illustrates the effect that varying wind speed can have on sea swells and structures.

**BEAUFORT SCALE**

Beaufort Force	Speed (mph)	Wind Description - State of Sea - Effects on Land
0	Less 1	Calm - Mirror-like - Smoke rises vertically
1	1-3	Light - Air ripples look like scales; No crests of foam - Smoke drift shows direction of wind, but wind vanes do not
2	4-7	Light Breeze - Small but pronounced wavelets; Crests do not break - Wind vanes move; Leaves rustle; You can feel wind on the face
3	8-12	Gentle Breeze - Large Wavelets; Crests break; Glassy foam; A few whitecaps - Leaves and small twigs move constantly; Small, light flags are extended
4	13-18	Moderate Breeze - Longer waves; Whitecaps - Wind lifts dust and loose paper; Small branches move
5	19-24	Fresh Breeze - Moderate, long waves; Many whitecaps; Some spray - Small trees with leaves begin to move
6	25-31	Strong Breeze - Some large waves; Crests of white foam; Spray - Large branches move; Telegraph wires whistle; Hard to hold umbrellas
7	32-38	Near Gale - White foam from breaking waves blows in streaks with the wind - Whole trees move; Resistance felt walking into wind
8	39-46	Gale - Waves high and moderately long; Crests break into spin drift, blowing foam in well marked streaks - Twigs and small branches break off trees; Difficult to walk
9	47-54	Strong Gale - High waves with wave crests that tumble; Dense streaks of foam in wind; Poor visibility from spray - Slight structural damage
10	55-63	Storm - Very high waves with long, curling crests; Sea surface appears white from blowing foam; Heavy tumbling of sea; Poor visibility - Trees broken or uprooted; Considerable structural damage
11	64-73	Violent Storm - Waves high enough to hide small and medium sized ships; Sea covered with patches of white foam; Edges of wave crests blown into froth; Poor visibility - Seldom experienced inland; Considerable structural damage
12	>74	Hurricane - Sea white with spray. Foam and spray render visibility almost non-existent - Widespread damage. Very rarely experienced on land.

Source: <http://www.compuweather.com/decoder-charts.html>



*Utilities:*

Historically, falling trees have been the major cause of power outages in the region. Windstorms such as strong microbursts and Santa Ana Wind conditions can cause flying debris and downed utility lines. For example, tree limbs breaking in winds of only 45 mph can be thrown over 75 feet. Because of this, overhead power lines can be damaged even in relatively minor windstorm events. Falling trees can bring electric power lines down to the pavement, creating the possibility of lethal electric shock. Rising population growth and new infrastructure in the region creates a higher probability for damage to occur from windstorms as more life and property are exposed to risk.

*Infrastructure:*

Windstorms can damage buildings, power lines, and other property and infrastructure due to falling trees and branches. During wet winters, saturated soils cause trees to become less stable and more vulnerable to uprooting from high winds.

Windstorms can result in collapsed or damaged buildings; blocked roads and bridges; damaged traffic signals, streetlights, and parks; and other damage. Roads blocked by fallen trees during a windstorm may have severe consequences to people who need access to emergency services. Emergency response operations can be complicated when roads are blocked or when power supplies are interrupted.

Industry and commerce can suffer indirect losses from interruptions in electric services and from extended road closures. Businesses can also sustain direct losses to buildings, personnel, and other vital equipment. There are direct consequences to the local economy resulting from windstorms, related to both physical damages and interrupted services.

*Transportation:*

Windstorm activity can have an impact on local transportation, in addition to the problems caused by downed trees and electrical wires blocking streets and highways. During periods of extremely strong Santa Ana winds, major highways may be temporarily closed to truck and recreational vehicle traffic. However, typically these disruptions are not long-lasting, nor do they carry a severe long-term economic impact on the region.

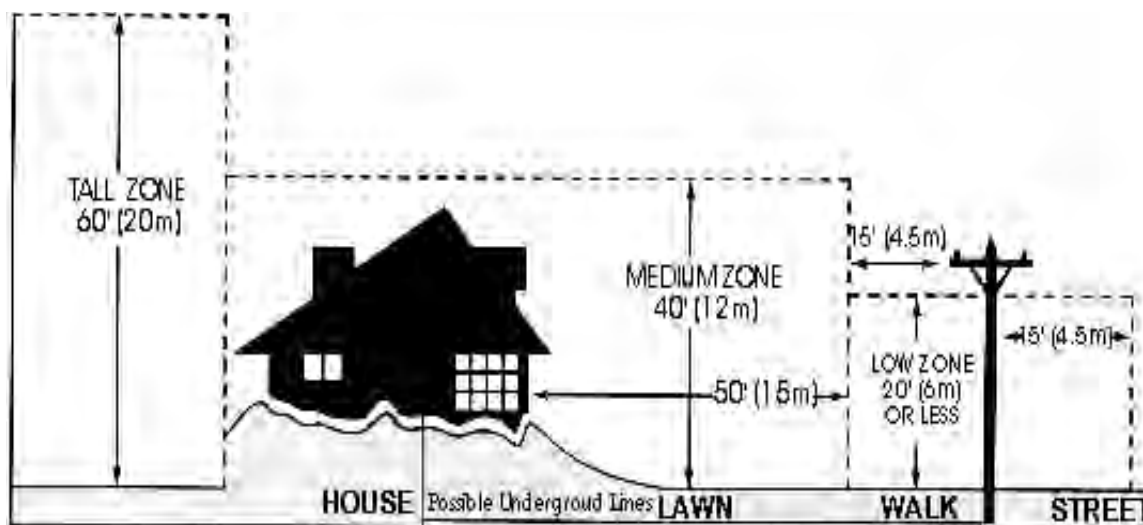
**Increased Fire Threat:**

Perhaps the greatest danger from windstorm activity in Southern California comes from the combination of the Santa Ana winds and the major fires that occur every few years in the urban/wildland interface. With the Santa Ana winds driving the flames, the speed and reach of the flames is far greater than in times of calm wind conditions. The higher fire hazard raised by a Santa Ana wind condition requires that even more care and attention be paid to proper brush clearances on property in the wildland/urban interface areas.

## Existing Windstorm Mitigation Activities

One of the most common problems associated with windstorms is power outage. High winds commonly occur during winter storms and can cause either tree limbs or entire trees to bend, sag, or fail, coming into contact with nearby distribution power lines. Fallen trees can cause short-circuiting and conductor overloading. Wind-induced damage to the power system causes power outages to customers, incurs cost to make repairs, and in some cases can lead to ignitions that start wildland fires.

The illustration below depicts how to safely plant trees, based on the height they will reach in maturity, in order to avoid damage to power lines or residences. Tall trees that grow up to 60 feet can be planted in spaces with unlimited overhead restrictions; they should be planted at least 35 feet from the house. Medium-sized trees that grow up to 40 feet high can be planted closer to the house and provide a park-like setting. Within 15 feet of power lines, however, any trees planted should have a maximum mature height of 20 feet or less.



### Tree Pruning Regulations:

One of the strongest and most widespread existing mitigation strategies pertains to tree clearance. Currently, California state law requires utility companies to maintain specific clearances (depending on the type of voltage running through the line) between electric power lines and all vegetation.

The following California Public Resource Code Sections provides guidance on tree pruning regulations:

- 4293: Power Line Clearance Required
- 4292: Power Line Hazard Reduction
- 4291: Reduction of Fire Hazards around Buildings
- 4171: Public Nuisances



The following sections also pertain to tree pruning regulations and are taken from the California Code of Regulations:

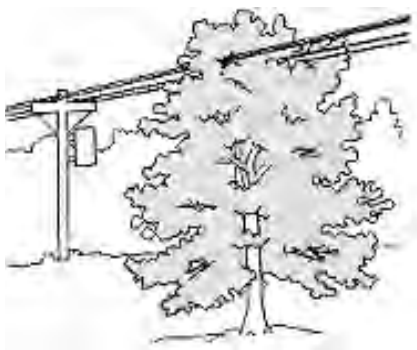
Title 14: Minimum Clearance Provisions

Sections: 1250 – 1258

General Industry Safety Orders

Title 8: Group 3: Articles 12, 13, 36, 37, 38

California Penal Code: Section 385



Finally, the following California Public Utilities commission section has additional guidance:

California Public Utilities Commission

General Order 95: Rule 35

### **Homeowner Liability:**

Failure to allow a utility company to comply with the law can result in liability to the homeowner for damages or injuries resulting from a vegetation hazard. Many insurance companies do not cover these types of damages if the policy owner has refused to allow the hazard to be eliminated.

The power companies, in compliance with the above regulations, collect data about tree failures and their impact on power lines. This mitigation strategy assists the power company in preventing future tree failures. From the collection of this data, the power company can advise residents as to the most appropriate vegetative planting and pruning procedures. The local electric utility, Southern California Edison, provides extensive information on trees and power lines at their website: [www.sce.com](http://www.sce.com).

## **Windstorm Mitigation Action Items**

The windstorm mitigation action items provide direction on specific activities that organizations and residents in the City of San Fernando can undertake to reduce risk and prevent loss from windstorm events. Each action item is followed by ideas for implementation, which can be used by the Hazard Mitigation Advisory Committee and local decision makers in pursuing strategies for implementation.

### **Short-Term –Windstorm #1 Wind Risk Awareness**

Improving public awareness of windstorm risk can mitigate many of losses associated with this hazard.

Coordination: Public Works and Disaster Council

Timeline: 2 years

Implementation:

- A) Informing residents of shelter locations and evacuation routes.
- B) Educating homeowners on the benefits of wind retrofits such as shutters, hurricane clips, etc.
- C) Ensuring that LAUSD officials are aware of the best area of refuge in school buildings.
- D) Instructing property owners on how to properly install temporary window coverings before a storm.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

### **Long-Term Windstorm #2 Assess Vulnerability to Severe Winds**

Assessing vulnerability to severe winds will allow San Fernando to understand the windstorm threat.

Coordination: Public Works, LAUSD, and Disaster Council

Timeline: 2 years

Implementation:

A) Developing and maintaining a database to track community vulnerability to severe wind.

B) Creating a severe wind scenario to estimate potential loss of life and injuries, the types of potential damage, and existing vulnerabilities within San Fernando to develop severe wind mitigation priorities.

Potential Funding Source(s): Responsible departments will be directed to include the cost of this item in their department budgets; also see Appendix B

Goal Compliance: Protect life and property

Constraints: Funding to support the program

Project Evaluation/Documentation: Annual report to the City Manager

## Windstorm Resource Directory

### *State Resources*

California Division of Forestry & Fire Protection  
1416 9th Street  
PO Box 944246  
Sacramento California 94244-2460  
(916) 653-5123  
<http://www.fire.ca.gov/php/index.php>

### *Federal Resources*

National Weather Service  
Los Angeles/Oxnard Weather Forecast Office  
520 North Elevar Street  
Oxnard, CA 93030  
Forecast and weather info: (805) 988-6610  
Administrative issues: (805) 988-6615  
E-mail: [Webmaster.LOX@noaa.gov](mailto:Webmaster.LOX@noaa.gov)  
<http://weather.noaa.gov/>

### *Additional Resources*

International Society of Arboriculture.  
P.O. Box 3129  
Champaign, IL 61826-3129  
Phone: (217) 355-9411  
Fax: (217) 355-9516  
Web: [www.isa-arbor.com](http://www.isa-arbor.com)  
E-mail: [isa@isa-arbor.com](mailto:isa@isa-arbor.com)

### *Publications*

WINDSTORMS: Protect Your Family and Property from the Hazards of Violent Windstorms

<http://emd.wa.gov/5-prep/trng/pubed/Windstrm.pdf>

Preparing Your Home for Severe Windstorms is available from  
[http://www.chubb.com/personal/html/helpful\\_tips\\_home\\_windstorm.html](http://www.chubb.com/personal/html/helpful_tips_home_windstorm.html)

## **SECTION 5:**

### **- Human Threats -**

#### **Why are Human-Made Disasters a Threat to the City of San Fernando?**

The City of San Fernando is in one of the most densely populated urban areas in the United States. This proximity offers tremendous economic, social, and cultural advantages and opportunities. It also presents San Fernando a series of potential human-made disasters and emergencies which can impact the community. These threats can be divided into four areas: accidents, criminal acts, terrorism and disease.

#### **History of Human-Made Disasters in Southern California**

In the past one hundred years, Southern California has suffered from many disasters from accidents, criminal acts, terrorism, and disease. Some of the most infamous incidents include the following:

##### **Accidents:**

Some of the most noteworthy Southern California accidents in recent history have involved transportation. In 1978 and 1986, commercial airlines collided with private planes. The 1978 crash involved a PSA jet inbound to San Diego airport. The 1986 midair crash involved an Aero Mexico DC-9 jet and a small plane over Cerritos. Both crashes were determined to be pilot error and resulted in the total loss of the passengers and numerous persons on the ground.

The 2003 Santa Monica Promenade auto crash involved an elderly driver crashing his car on a street which had been closed for a street fair. Ten people were killed and 63 injured. Southern California has also had several major mass transportation accidents involving the Metrolink commuter system. In 2008, a Metrolink train crashed head-on into a Union Pacific freight train in Chatsworth, resulting in 25 fatalities.

##### **Criminal Acts:**

One of the worst criminal acts in the past ten years involved a crash of two Metrolink trains in 2005 in Glendale. This crash resulted in 11 fatalities and nearly 200 injuries. The crash was caused by a subject who parked his truck in the tracks in front of the oncoming trains. The driver was convicted of 22 counts of murder. Also, Los Angeles has been the scene of several riots including the 1992 "Rodney King" riot, which started a few blocks from the City of San Fernando.

### **Terrorism:**

Like every major urban area, Los Angeles has been the target of repeated terrorist threats. The first major terrorist attack was the bombing of the Los Angeles Times building in 1921 by two disgruntled members of a trade union. The attack resulted in 21 fatalities.

The Los Angeles International Airport has been the target of terrorism. In 1974 a subject known as the “Alphabet Bomber” committed a series of arson fires and bombing attacks on the homes of government officials, culminating with placing a bomb in a locker at the airport resulting in four fatalities. In 1999 an Algerian immigrant was intercepted entering the United States. The suspect was part of the “Millennium” bomb plot intended by several terrorist groups to strike targets around the world. He was carrying explosives and plans for an attack on Los Angeles International Airport.

Following the 9/11 attacks federal authorities intercepted a plot to fly a hijacked airliner into buildings in downtown Los Angeles. In 2002 an Egyptian national attacked the ticket counter of El Al Airlines, killing three people before being shot by a security guard.

### **Disease:**

Disease in urban areas is a constant and evolving threat. In the past century the United States and specifically Los Angeles have been struck by pandemic outbreaks. In 1918 the Spanish Flu, a form of the H1N1 swine flu, killed between 50 and 100 million people worldwide. In the United States, the flu originated simultaneously in the Midwest and New England and rapidly moved across the country, killing thousands on the West Coast.

One of the greatest threats to urban areas is pandemics which originate from animals and are transmitted to humans through a process called zoonosis. Examples of diseases which are zoonotic include Ebola, anthrax, and Lassa fever. Of greatest concern to urban areas are influenza strains such the avian flu (H5N1) and swine flu (H1N1). In 1971 and 2002 the southwestern United States, from California to Texas, was struck by an avian flu strain called Exotic Newcastle Disease. This disease spread rapidly and devastated the commercial poultry industry.

## **Characteristics of Major Human-Made Disasters in Southern California**

There are two characteristics of major human-made disasters: high population density and personal interaction. Population density is significant in that a private plane that crashes on a ranch in Mojave Desert has a significantly lower probability of injuring local residents than a plane which strikes a neighborhood near downtown Los Angeles.

The level of interaction also plays an important part. Areas where large crowds are interacting in economic, commercial, or social activities are natural places where human-

made disasters can occur. The larger the numbers of people present the greater the number of potential interactions. These interactions can result in accidents as well as provide attractive targets for criminals and terrorists.

## **Human-Made Hazard Assessment**

### **Hazard Identification:**

There are four areas which pose a significant threat to the City of San Fernando: transportation disasters, terrorism, civil unrest, and disease.

#### *Transportation Disasters:*

San Fernando has three types of threats from transportation systems: air crash, local freeways, and commercial rail traffic.

All of Los Angeles County is vulnerable to air disasters. In 2002 a Cesena 172 private airplane crashed in Alhambra after running out of fuel. Also, an aircraft damaged by a midair collision and suffering engine failure could strike the City of San Fernando.

The Cerritos Air Crash of 1986 resulted in the loss of 82 persons, as well as several homes that were struck and set afire by falling debris. In that incident, an Aero Mexico DC-9 collided with a private plane in midair over a suburb of Los Angeles. The Aero Mexico Flight 498 was preparing to land at LAX airport when the private plane violated the 6,000-foot airspace limit without clearance. Air traffic control was unable to prevent the collision, and the DC-9 did not effectively see and avoid the small plane. The two aircraft collided, killing all 67 persons in both planes as well as 15 persons on the ground.

There are numerous airports with both large commercial destinations and local aviation within a short distance of the City of San Fernando, making the City vulnerable to air disasters like the Cerritos crash. Burbank Airport, which runs commercial flights as well as military and general aviation, is located 9 miles southeast of San Fernando and handled 112,658 air operations in 2010 – over 300 per day. Van Nuys Airport, located 7 miles southwest of San Fernando, deals with general aviation (non-commercial, non-military) and processes roughly 400,000 take-offs and landings each year. Whiteman Airport, a small general aviation airport which conducts over 300 operations per day, is less than 3 miles southeast of San Fernando.

In addition to the vulnerability to air disasters posed by nearby airports, the City of San Fernando is vulnerable to accidents on local freeways. The City of San Fernando is bordered to the north by the 210 freeway, to the west by Interstate 5, and to the south by the 118 freeway. A truck accident with a hazardous materials spill could result in the release of a toxic cloud.

Commercial rail traffic is a third transportation threat to the City of San Fernando. The City of San Fernando has two public transit systems: the San Fernando Trolley and

Mission City Transit. In addition, the Metrolink train runs through the City and has a station at the edge of San Fernando and Sylmar.

In January 2005, a man parked his SUV on the train tracks in Glendale, and the Metrolink train that hit it jackknifed into another moving Metrolink train and a stationary Union Pacific train. Eleven people were killed and approximately 200 injured. In September 2008, a Metrolink train crashed head-on into a Union Pacific train in Chatsworth after the Metrolink engineer apparently ran a red light; 25 people were killed. These two incidents were the deadliest in the history of the Metrolink train system. The City of San Fernando is vulnerable to train disasters like these.

#### *Terrorism:*

It is unlikely that San Fernando will be targeted by international terrorist groups, but it is very possible that a local community could be targeted by individuals claiming allegiance to international terrorist groups. The LAX Alphabet Bomber Muharem Kurbegovich recently wrote from prison that he now claims allegiance to the Al Qaeda terrorist organization.

Terrorist acts by individuals against less protected targets could become more common in the next ten years. Over the weekend of the 2012 New Year, a German immigrant started more than 50 fires in the Hollywood and Sherman Oaks areas of Los Angeles, targeting cars in the carports of apartment complexes. No one was seriously injured, but 2 million dollars' worth of property was destroyed.

#### *Civil Unrest:*

Civil unrest seems to be occurring more frequently as problems of unemployment and a lack of economic growth spread across the country. The downtown area of Los Angeles is a frequent site of demonstrations due to the presence of government buildings. It is conceivable that a demonstration could turn to violence and begin spreading into neighboring communities. Criminal street gangs often use the necessity for police to concentrate resources as an opportunity to commit criminal acts in neighboring cities.

#### *Pandemics:*

The Centers for Disease Control and the Los Angeles County Health Department have considered the impact of pandemic influenza outbreaks on urban areas in the United States. The rapid transmission of influenza could result in the closure of local schools and a reduced ability to provide basic City services including public safety.

### **Vulnerability and Risk Analysis:**

#### *Transportation Disasters:*

One of the greatest threats for a transportation disaster is related to the Metrolink train



system, due to the proximity of the light rail tracks and cars to pedestrians and vehicular traffic. The possibility of an aircraft collision or other plane crash is also a major risk due to the high volume of air traffic over the City.

*Terrorism:*

San Fernando is vulnerable to terrorist acts by local individuals who may claim allegiance with international terrorist groups.

*Civil Unrest:*

An infinite number of factors can precipitate civil unrest. These variables can also cause an incident to spread to areas that were not the origin point for the unrest.

*Pandemics:*

The ease of transmission coupled with the virility of emerging contagions makes every community in major urban areas especially vulnerable to pandemics.

## **Mitigation Action Items**

### **Short-Term—Human Threats #1**

#### ***Coordinate law enforcement planning with the other member Cities of Mutual Aid Area C.***

The City of San Fernando should coordinate law enforcement planning with LA County Mutual Aid Area C.

Coordination: Police Department

Timeline: 1 to 2 years

Implementation:

A) Coordination of emergency planning with Mutual Aid Area C

Goal Compliance: Protect life and property

Constraints: Budget and staffing

Project Evaluation/Documentation: Quarterly updates from the Area C disaster management area coordinator and the San Fernando Area C representative

## Human Threats Resource Directory

### *Local Resources*

The City of Los Angeles Fire Department is responsible for fire suppression on all private lands within the City of San Fernando. The Los Angeles Fire Department constantly monitors the fire hazard in the City and has ongoing programs for investigation and alleviation of hazardous situations.

The San Fernando Police Department is responsible for police services in the City. They provide 24-hour uniform patrol response as well as a wide variety of associated services including traffic control and criminal investigations. The department actively participates in Los Angeles County Mutual Aid Area C which provides immediate personnel and equipment resources during unusual occurrences.

The Metro light rail system is policed by the Los Angeles County Sheriff's Department Metrolink Division. Federal law enforcement resources are coordinated by the Los Angeles field office of the FBI. Intelligence information related to terrorism is shared by local cities and coordinated through the LA Regional Terrorism Early Warning system. The Los Angeles County Emergency Operations Center is jointly operated by the Los Angeles Sheriff's Department and the Los Angeles County Office of Emergency Services.

### *County Resources*

Los Angeles Sheriff's Department  
4700 Ramona Blvd.  
Monterey Park, CA 91754  
(800) 698-8255

Los Angeles County Fire Department  
1320 Eastern Ave.  
Los Angeles, CA  
(323) 881-2455

### *Federal Resources*

Federal Bureau of Investigation  
Los Angeles Field Office  
11000 Wilshire Boulevard  
Suite 1700  
Los Angeles, CA 90024  
(310) 477-6565

# **Part IV:**

# **Appendices**

## **Appendix A: Cost Benefit Analysis**

### **Economic Analysis of Natural Hazard Mitigation Projects**

Benefit/cost analysis is a key mechanism used by CalOES, the Federal Emergency Management Agency (FEMA), and other state and federal agencies in evaluating hazard-mitigation projects, and is required by the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended.

This appendix outlines several approaches for conducting economic analyses of natural-hazard-mitigation projects. It describes the importance of implementing mitigation activities, different approaches to economic analysis of mitigation strategies, and methods to calculate costs and benefits associated with mitigation strategies. Information in this section is derived in part from The Interagency Hazards Mitigation Team, State Hazard Mitigation Plan, (Oregon State Police, Office of Emergency Management, 2000), and Federal Emergency Management Agency (FEMA) Publication 331, Report on Costs and Benefits of Natural Hazard Mitigation.

This section is not intended to provide a comprehensive description of benefit/cost analysis, nor is it intended to provide the details of economic-analysis methods that can be used to evaluate local projects. It is intended to (1) raise benefit/cost analysis as an important issue, and (2) provide some background on how economic analysis can be used to evaluate mitigation projects.

### **Why Evaluate Mitigation Strategies?**

Mitigation activities reduce the cost of disasters by minimizing property damage, injuries, and the potential for loss of life, and by reducing emergency response costs, which would otherwise be incurred.

Evaluating natural-hazard mitigation provides decision makers with an understanding of the potential benefits and costs of an activity, as well as a basis on which to compare alternative projects. Evaluating mitigation projects is a complex and difficult undertaking that is influenced by many variables.

First, natural disasters affect all segments of the community including individuals, businesses, and public services such as fire, police, utilities, and schools. Second, although some of the direct and indirect costs of disaster damages are measurable, some of the costs are nonfinancial and difficult to quantify in dollars. Third, many of the impacts of such events produce “ripple-effects” throughout the community, greatly increasing the disaster’s social and economic consequences.

### **Economic-Analysis Approaches**

The approaches used to identify the costs and benefits associated with natural-hazard-mitigation strategies, measures, or projects fall into two general categories: benefit/cost analysis and cost-effectiveness analysis. The distinction between the two methods is the way in which the relative costs and benefits are measured. Additionally, there are varying

approaches to assessing the value of mitigation for public-sector and private-sector activities.

### **Benefit/Cost Analysis**

Benefit/cost analysis is used in natural-hazards mitigation to show if the benefits to life and property protected through mitigation efforts exceed the cost of the mitigation activity. Conducting benefit/cost analysis for a mitigation activity can assist communities in determining whether a project is worth undertaking now, in order to avoid disaster-related damages later. Benefit/cost analysis is based on calculating the frequency and severity of a hazard and avoiding future damages and risk.

In benefit/cost analysis, all costs and benefits are evaluated in terms of dollars, and a net benefit/cost ratio is computed to determine whether a project should be implemented (i.e., if net benefits exceed net costs, the project is worth pursuing). A project must have a benefit/cost ratio greater than 1 in order to be funded.

### **Cost-Effectiveness Analysis**

Cost-effectiveness analysis evaluates how best to spend a given amount of money to achieve a specific goal. This type of analysis, however, does not necessarily measure costs and benefits in terms of dollars. Determining the economic feasibility of mitigating natural hazards can also be organized according to the perspective of those with an economic interest in the outcome. Hence, economic-analysis approaches are covered for both public and private sectors as follows.

**Investing in public-sector mitigation activities.** Evaluating mitigation strategies in the public sector is complicated because it involves estimating all of the economic benefits and costs regardless of who realizes them, potentially by a large number of people and economic entities. Some benefits cannot be evaluated monetarily, but still affect the public in profound ways. Economists have developed methods to evaluate the economic feasibility of public decisions that involve a diverse set of beneficiaries and nonmarket benefits.

**Investing in private-sector mitigation activities.** Private-sector mitigation projects may occur on the basis of one of two approaches: it may be mandated by a regulation or standard, or it may be economically justified on its own merits. A building or landowner, whether a private entity or a public agency, required to conform to a mandated standard, may consider the following options:

1. Request cost sharing from public agencies;
2. Dispose of the building or land either by sale or demolition;
3. Change the designated use of the building or land and change the hazard-mitigation compliance requirement; or
4. Evaluate the most feasible alternatives and initiate the most cost-effective hazard-mitigation alternative.

The sale of a building or land triggers another set of concerns. For example, real estate disclosure laws can be developed that require sellers of real property to disclose known defects and deficiencies in the property, including earthquake weaknesses and hazards, to prospective purchasers. Correcting deficiencies can be expensive and time consuming, but their existence can prevent the sale of the building. Conditions of a sale regarding the deficiencies and the price of the building can be negotiated between a buyer and seller.

### **Conducting an Analysis**

Benefit/cost analysis and cost-effectiveness analysis are important tools in evaluating whether to implement a mitigation activity. A framework for evaluating alternative mitigation activities is outlined below:

- 1. Identify the alternatives:** Alternatives for reducing risk from natural hazards can include structural projects to enhance disaster resistance, education and outreach, and acquisition or demolition of exposed properties, among others. Different mitigation projects can assist in minimizing risk to natural hazards, but do so at varying economic costs.
- 2. Calculate the costs and benefits:** Choosing economic criteria is essential to systematically calculating costs and benefits of mitigation projects and selecting the most appropriate alternative. Potential economic criteria to evaluate alternatives include the following:
  - **Determine the project cost.** This may include initial project-development costs, and repair and operating costs of maintaining projects over time.
  - **Estimate the benefits.** Projecting the benefits, or cash flow resulting from a project can be difficult. Expected future returns from the mitigation effort depend on the correct specification of the risk and the effectiveness of the project, which may not be well known. Expected future costs depend on the physical durability and potential economic obsolescence of the investment. This is difficult to project. These considerations will also provide guidance in selecting an appropriate salvage value. Future tax structures and rates must be projected. Financing alternatives must be researched, and they may include retained earnings, bond and stock issues, and commercial loans.
  - **Consider costs and benefits to society and the environment.** These are not easily measured, but can be assessed through a variety of economic tools including existence-value or contingent-value theories. These theories provide quantitative data on the value people attribute to physical or social environments. Even without hard data, however, impacts of structural projects to the physical environment or to society should be considered when implementing mitigation projects.

- **Determine the correct discount rate.** Determination of the discount rate can just be the risk-free cost of capital, but it may include the decision maker's time preference and also a risk premium. Inflation should also be considered for inclusion.
3. **Analyze and Rank the Alternatives:** Once costs and benefits have been quantified, economic-analysis tools can rank the alternatives. Two methods for determining the best alternative given varying costs and benefits include net present value and internal rate of return.
- **Net present value.** Net present value is the value of the expected future returns of an investment minus the value of expected future cost expressed in today's dollars. If the net present value is greater than the project costs, the project may be determined to be feasible for implementation. Selecting the discount rate, and identifying the present and future costs and benefits of the project calculates the net present value of projects.
  - **Internal rate of return.** Using the internal-rate-of-return method to evaluate mitigation projects provides the interest-rate equivalent to the dollar returns expected from the project. Once the rate has been calculated, it can be compared to rates earned by investing in alternative projects. Projects may be feasible to implement when the internal rate of return is greater than the total costs of the project.

Once mitigation projects are ranked on the basis of economic criteria, decision makers can consider other factors, such as risk; project effectiveness; and economic, environmental, and social returns in choosing the appropriate project for implementation.

### **Economic Returns of Natural-Hazard Mitigation**

The estimation of economic returns that accrue to buildings or landowners as a result of natural-hazard mitigation is difficult. Owners evaluating the economic feasibility of mitigation should consider reductions in physical damages and financial losses. A partial list follows:

- Building damages avoided
- Content damages avoided
- Inventory damages avoided
- Rental-income losses avoided
- Relocation and disruption expenses avoided
- Proprietor's income losses avoided

These parameters can be estimated using observed prices, costs, and engineering data. The difficult part is to correctly determine the effectiveness of the hazard-mitigation project and the resulting reduction in damages and losses. Equally as difficult is assessing the probability that an event will occur. The damages and losses should only include

those that will be borne by the owner. The salvage value of the investment can be important in determining economic feasibility. Salvage value becomes more important as the time horizon of the owner declines. This is important because most businesses depreciate assets over a period of time.

### **Related Costs from Natural Hazards**

Property owners should also assess changes in a broader set of factors that can change as a result of a large natural disaster. These are usually termed “indirect” effects, but they can have a very direct effect on the economic value of the owner’s building or land. They can be positive or negative, and include changes in the following:

- Commodity and resource prices
- Availability of resource supplies
- Commodity- and resource-demand changes
- Building and land values
- Capital availability and interest rates
- Availability of labor
- Economic structure
- Infrastructure
- Regional exports and imports
- Local, state, and national regulations and policies
- Insurance availability and rates

Changes in the resources and industries listed above are more difficult to estimate and require models that are structured to estimate total economic impacts. Total economic impacts are the sum of direct and indirect economic impacts. Total-economic-impact models are usually not combined with economic-feasibility models. Many models exist to estimate total economic impacts of changes in an economy.

Decision makers should understand the total economic impacts of natural disasters in order to calculate the benefits of a mitigation activity. This suggests that understanding the local economy is an important first step in being able to understand the potential impacts of a disaster, and the benefits of mitigation activities.

### **Additional Considerations**

Conducting an economic analysis for potential mitigation activities can assist decision makers in choosing the most appropriate strategy for their community to reduce risk and prevent loss from natural hazards. Economic analysis can also save time and resources from being spent on inappropriate or unfeasible projects. Several resources and models are listed on the following page that can assist in conducting an economic analysis for natural-hazard-mitigation activities.

Benefit/cost analysis is complicated, and the numbers may divert attention from other important issues. It is important to consider the qualitative factors of a project associated with mitigation that cannot be evaluated economically. There are alternative approaches to implementing mitigation projects.



Many communities are looking toward developing multi-objective projects. The multi-objective strategy can integrate natural-hazard mitigation with projects related to watersheds, environmental planning, community economic development, and small-business development, among others. Incorporating natural-hazard mitigation with other community projects can increase the viability of project implementation.

### **STAPLEE Worksheets**

The City of San Fernando used the STAPLEE Method to prioritize the mitigation actions identified to address the hazards that pose potential risks to the City. The STAPLEE Method takes into consideration the following factors and capabilities: Social, Technical, Administrative, Political, Legal, Economic, and Environmental. Additional criteria under each of these considerations are outlined and shown in the tables below.

Goals: City of San Fernando

Objectives: Multi-Hazard Action Items

STAPLEE Criteria	S (Social)		T (Technical)			A (Administrative)			P (Political)			L (Legal)		E (Economic)			E (Environmental)						
Considerations → for Alternative Actions ↓	Community Acceptance	Effect on Segment of Population	Technical Feasibility	Long-term Solution	Secondary impacts	Staffing	Funding Allocated	Maintenance/Operations	Political Support	Local Champion	Public Support	State Authority	Existing Local Authority	Potential Legal Challenge	Benefit of Action	Cost of Action	Contributes to Economic Goals	Outside Funding Required	Effect on Land/Water	Effect on Endangered Species	Effect on HAZMAT/Waste Sites	Consistent with Community Environmental Goals	Consistent with Federal Laws
STA#1	+	+	+	+	+	+	-	+	+	+	+	+	+	-	+	+	+	-	n/a	n/a	n/a	n/a	n/a
STA#2	+	+	+	+	+	+	-	+	+	+	+	+	+	-	+	+	+	-	n/a	n/a	n/a	n/a	n/a
STA#3	+	+	+	+	+	-	-	-	-	-	+	n/a	+	-	+	-	+	-	n/a	n/a	n/a	+	+
LTA#1	+	+	+	+	+	+	-	+	+	+	+	+	+	-	+	+	+	-	n/a	n/a	n/a	n/a	n/a
LTA#2	+	+	+	+	+	-	-	-	-	-	+	+	+	-	+	-	+	-	+	n/a	n/a	+	+
LTA#3	+	+	+	+	+	+	-	+	+	+	+	+	+	-	+	+	+	-	n/a	n/a	n/a	n/a	n/a

**Goals: City of San Fernando****Objectives: Short- and Long-term Earthquake Action Items**

STAPLEE Criteria	S (Social)		T (Technical)			A (Administrative)			P (Political)			L (Legal)		E (Economic)			E (Environmental)						
Considerations → for Alternative Actions ↓	Community Acceptance	Effect on Segment of Population	Technical Feasibility	Long-term Solution	Secondary Impacts	Staffing	Funding Allocated	Maintenance/ Operations	Political Support	Local Champion	Public Support	State Authority	Existing Local Authority	Potential Legal Challenge	Benefit of Action	Cost of Action	Contributes to Economic Goals	Outside Funding Required	Effect on Land/Water	Effect on Endangered Species	Effect on HAZMAT/Waste Sites	Consistent with Community Environmental Goals	Consistent with Federal Law
STE#1	+	+	+	+	+	-	-	-	-	+	+	+	+	-	+	-	+	-	n/a	n/a	n/a	+	+
STE#2	+	+	+	+	+	-	-	-	-	+	+	+	+	-	+	-	+	-	n/a	n/a	n/a	+	+
LTE#1	+	+	+	+	+	-	-	-	-	+	+	+	+	-	+	-	+	-	n/a	n/a	n/a	+	+
LTE#2	+	+	+	+	+	-	-	-	-	+	+	+	+	-	+	-	+	-	n/a	n/a	n/a	+	+

**Goals: City of San Fernando****Objectives: Short- and Long-Term Flood Action Items**

STAPLEE Criteria	S (Social)		T (Technical)			A (Administrative)			P (Political)			L (Legal)		E (Economic)			E (Environmental)						
Considerations → for Alternative Actions ↓	Community Acceptance	Effect on Segment of Population	Technical Feasibility	Long-term Solution	Secondary Impacts	Staffing	Funding Allocated	Maintenance/ Operations	Political Support	Local Champion	Public Support	State Authority	Existing Local Authority	Potential Legal Challenge	Benefit of Action	Cost of Action	Contributes to Economic Goals	Outside Funding Required	Effect on Land/Water	Effect on Endangered Species	Effect on HAZMAT/Waste Sites	Consistent with Community Environmental Goals	Consistent with Federal Laws
STF#1	+	+	+	+	+	-	-	-	-	+	+	+	+	-	+	-	+	-	+	n/a	n/a	+	+
LTF#1	+	+	+	+	+	-	-	-	-	+	+	+	+	-	+	-	+	-	+	n/a	n/a	+	+



**Goals:** City of San Fernando

**Objectives:** Short-Term Wildfire Action Items

STAPLEE Criteria	S (Social)		T (Technical)			A (Administrative)			P (Political)			L (Legal)		E (Economic)			E (Environmental)						
Considerations → for Alternative Actions ↓	Community Acceptance	Effect on Segment of Population	Technical Feasibility	Long-term Solution	Secondary Impacts	Staffing	Funding Allocated	Maintenance/ Operations	Political Support	Local Champion	Public Support	State Authority	Existing Local Authority	Potential Legal Challenge	Benefit of Action	Cost of Action	Contributes to Economic Goals	Outside Funding Required	Effect on Land/Water	Effect on Endangered Species	Effect on HAZMAT/Waste Sites	Consistent with Community Environmental Goals	Consistent with Federal Laws
STWF#1	+	+	+	+	+	-	-	-	-	+	+	+	+	n/a	+	-	+	-	+	+	n/a	+	+

**Goals:** City of San Fernando

**Objectives:** Short- and Long-Term Windstorm Action Items

STAPLEE Criteria	S (Social)		T (Technical)			A (Administrative)			P (Political)			L (Legal)		E (Economic)			E (Environmental)						
Considerations → for Alternative Actions ↓	Community Acceptance	Effect on Segment of Population	Technical Feasibility	Long-term Solution	Secondary Impacts	Staffing	Funding Allocated	Maintenance/ Operations	Political Support	Local Champion	Public Support	State Authority	Existing Local Authority	Potential Legal Challenge	Benefit of Action	Cost of Action	Contributes to Economic Goals	Outside Funding Required	Effect on Land/Water	Effect on Endangered Species	Effect on HAZMAT/Waste Sites	Consistent with Community Environmental Goals	Consistent with Federal Laws
STW#1	+	+	+	+	+	-	-	-	-	+	+	+	+	-	+	-	+	-	n/a	n/a	n/a	n/a	n/a
LTW#2	+	+	+	+	+	-	-	-	-	+	+	+	+	-	+	-	+	-	n/a	n/a	n/a	n/a	n/a

**Goals:** City of San Fernando

**Objectives:** Short- and Long-Term Human Threats Action Items

STAPLEE Criteria	S (Social)		T (Technical)			A (Administrative)			P (Political)			L (Legal)		E (Economic)			E (Environmental)						
Considerations → for Alternative Actions ↓	Community Acceptance	Effect on Segment of Population	Technical Feasibility	Long-term Solution	Secondary Impacts	Staffing	Funding Allocated	Maintenance/ Operations	Political Support	Local Champion	Public Support	State Authority	Existing Local Authority	Potential Legal Challenge	Benefit of Action	Cost of Action	Contributes to Economic Goals	Outside Funding Required	Effect on Land/Water	Effect on Endangered Species	Effect on HAZMAT/Waste Sites	Consistent with Community Environmental Goals	Consistent with Federal Laws
STHT#1	+	+	+	+	+	-	-	-	-	+	+	+	+	n/a	+	+	n/a	n/a	n/a	n/a	n/a	n/a	n/a

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## Appendix B: Potential Grant Funding

### B. Resources for Implementing Your Approved Plan

<ul style="list-style-type: none"> <li>Below are some useful resources for additional grant funding that the city might want to consider applying for in achieving its mitigation goals and objectives:</li> </ul>			
GRANT NAME	AGENCY	PURPOSE	CONTACT
<i>Pre-Disaster Mitigation Program (PDM)</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	To provide funding for States, and communities for cost-effective hazard mitigation activities which complement a comprehensive hazard mitigation program and reduce injuries, loss of life, and damage and deconstruction of property.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Hazard Mitigation Grant Program</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	To prevent future losses of lives and property due to disasters; to implement State and local hazard mitigation plans; to enable mitigation measures to be implemented during immediate recovery from disasters; and to provide funding for previously identified mitigation measures to benefit the disaster area.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Flood Mitigation Assistance Program (RFC)</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	To help states and communities plan and carry out activities designed to reduce the risk of flood damage to structures insurable under NFIP.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Repetitive Flood claims Program (RFC)</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	To assist States and communities and reduce flood damages to insured properties that have had one or more claims to NFIP.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Severe Repetitive Loss (SRL) Program</i>	U.S. Department of Homeland Security, Federal Emergency	To provide funding to reduce or eliminate the long-term risk of flood damage to severe repetitive loss structures insured under the NFIP.	FEMA 500 C. Street, SW Washington, DC 20472

	Management Agency (FEMA)		Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Emergency Management Performance Grants (EMPG)</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	To encourage the development of comprehensive emergency management at the State and local level and to improve emergency management planning, preparedness, mitigation, response and recovery capabilities.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Community Development Grant Program (CDBG)</i>	U.S. Department of Housing and Urban Development	To develop viable urban communities by providing decent housing and a suitable living environment. Principally for low-to-moderate income individuals.	HUD 451 7 <sup>th</sup> Street, SW Washington, DC 20410-7000 Phone: (202) 708-3587 <a href="http://www.hud.gov">www.hud.gov</a>
<i>Public Assistance Program (PA)</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	To provide supplemental assistance to States, local governments, and certain nonprofit organizations to alleviate suffering and hardship resulting from major disasters or emergencies declared by the President. Under Section 406, Public Assistance funds may be used to mitigate the impact of future disasters.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Flood control Works/Emergency Rehabilitation</i>	U.S. Department of Defense, Army Corps of Engineers	To assist in the repairs and restoration of public works damaged by flood, extraordinary wind, wave or water action.	USACE 20 Massachusetts Avenue, NW Washington, DC 20314 Phone: (202) 761-0001 <a href="http://www.usace.army.mil">www.usace.army.mil</a>
<i>Emergency Watershed Protection</i>	U.S. Department of Agriculture, Natural Resource Conservation Service	To provide emergency technical and financial assistance to install or repair structures that reduce runoff and prevent soil erosion to safeguard life and property.	NRCS PO Box 2890 Washington, DC 20013 Phone: (202) 720-3527 <a href="http://www.nrcs.usda.gov">www.nrcs.usda.gov</a>
<i>Watershed Protection and Flood Prevention</i>	U.S. Department of Agriculture, Natural Resource Conservation Service	To provide technical and financial assistance in planning and executing works of improvement to protect, develop, and use of land and water resources in small watersheds.	NRCS PO Box 2890 Washington, DC 20013 Phone: (202) 720-3527 <a href="http://www.nrcs.usda.gov">www.nrcs.usda.gov</a>
<i>Land and Water Conservation Fund Grants</i>	U.S. Department of the Interior, National Park Service	To acquire and develop outdoor recreation areas and facilities for the general public, to meet current and future needs.	NPS PO Box 37217 Washington, DC 20013-7127 Phone: (202) 565-1200 <a href="http://www.nps.gov">www.nps.gov</a>
<i>Disaster Mitigation and Technical Assistance Grants</i>	US Department of Commerce, Economic Development Administration	To help States and localities to develop and/or implement a variety of disaster mitigation strategies.	EDA Herbert C. Hoover Building Washington, DC 20230 Phone: (800) 345-1222 <a href="http://www.eda.gov">www.eda.gov</a>
<i>Pre-Disaster Mitigation Loan Program</i>	US Small Business Administration	To make low-interest, fixed rate loans eligible for small businesses for the purpose of implementing mitigation measures to protect business property from damage that may be caused by future disasters.	SBA 1110 Vermont Avenue, NW, 9 <sup>th</sup> Floor Washington, DC 20005 Phone: (202) 606-4000 <a href="http://www.sba.gov">www.sba.gov</a>
<i>Watershed Surveys and Planning</i>	U.S. Department of Agriculture, Natural Resource Conservation Service	To provide planning assistance to Federal, state and local agencies for the development or coordination of water and related land resources and programs in watersheds and river basins.	NRCS PO Box 2890 Washington, DC 20013 Phone: (202) 720-3527 <a href="http://www.nrcs.usda.gov">www.nrcs.usda.gov</a>
<i>Clean Water Act Section 319 Grants</i>	US Environmental Protection Agency	To implement non-point source programs, including support for the non-structural watershed resource restoration activities.	EPA Ariel Rios Building 1200 Pennsylvania Avenue, NW



			Washington, DC 20460 Phone: (202) 272-0167 <a href="http://www.epa.gov">www.epa.gov</a>
<i>National Earthquake Hazards Reduction Program (NEHRP)</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	To mitigate earthquake losses that can occur in many parts of the nation, providing earth science data and assessments essential for warning of imminent damaging earthquakes, land-use planning, engineering design, and emergency preparedness decisions.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Assistance to Firefighters Grant</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	Competitively awarded project grants to provide direct assistance, on a competitive basis, to fire departments for the purpose of protecting the health and safety of the public and firefighting personnel against fire and fire-related hazards.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Fire Management Assistance Grants</i>	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	To provide project grants and the provision of specialized services for the mitigation, management, and control of fires that threatens such destruction as would constitute a major disaster.	FEMA 500 C. Street, SW Washington, DC 20472 Phone: (202)646-4621 <a href="http://www.fema.gov">www.fema.gov</a>
<i>Emergency Streambank and Shoreline Protection</i>	U.S. Department of Defense, Army Corps of Engineers	To prevent erosion damages to public facilities by the emergency construction or repair of streambank and shoreline protection works.	USACE 20 Massachusetts Avenue, NW Washington, DC 20314 Phone: (202) 761-0001 <a href="http://www.usace.army.mil">www.usace.army.mil</a>
<i>Small Flood Control Projects</i>	U.S. Department of Defense, Army Corps of Engineers	To reduce flood damages through small flood control projects not specifically authorized by Congress.	USACE 20 Massachusetts Avenue, NW Washington, DC 20314 Phone: (202) 761-0001 <a href="http://www.usace.army.mil">www.usace.army.mil</a>
<i>Rural Fire Assistance (RFA)</i>	Fish and Wildlife Service	To implement the National Fire Plan by increasing firefighter safety and enhancing the knowledge and fire protection capability of rural and volunteer fire departments by providing basic wild land firefighting supplies and equipment.	US Department of Health and Human Services 200 Independence Avenue, SW Washington, DC 20201 HHH Building Grants.gov <a href="http://www.grants.gov">www.grants.gov</a>
<i>FY 12 ESAR-VHP Continuation</i>	US Department of Health and Human Services	To integrate Medical, Public Health, Preparedness and Response training with registration of Volunteer Health Professionals	US Department of Health and Human Services Office of the Assistant Secretary for Preparedness and Response 395 E. St., SW Suite 1075 Washington, DC 20201 Phone: (202) 245-0961
<i>FY 2012 Disaster Relief Opportunity</i>	Economic Development Administration	The EAA program provides recipients with flexible tools to develop and implement regionally based long term economic development strategies in response to major Federally declared disasters. Through this program, EDA can support the development of disaster recovery strategies and recovery implementation, including infrastructure improvements and by using revolving loan funds.	Seattle Regional Office Jackson Federal Building 915 Second Avenue, Room 1890 Seattle, WA 98174 Phone: (206) 220-7699
<i>"Good Practices" Manual Providing Guidance for Reducing the Risk of Floods Using Natural-Resource Based Techniques</i>	US Department of Health and Human Services Agency for International Development	The Office of Foreign Disaster Assistance has a mandate to save lives, alleviate suffering and reduce the social and economic impacts of disasters. While the disasters that OFDA responds to result from a variety of causes, flooding is the most frequent hazard eliciting a response from OFDA in an average year. Responding to natural disasters is OFDA's primary role, but OFDA also provides support to vulnerable communities in developing	US Department of Health and Human Services Office of the Assistant Secretary for Preparedness and Response 395 E. St., SW Suite 1075 Washington, DC 20201



		strategies to mitigate the effects of recurrent natural disasters.	Phone: (202) 245-0961
<i>Extension Integrated Pest management Coordination and Support</i>	National Institute of Food and Agriculture (USDA)	To support research on pest management where facilities and practices safeguard and prevent environmental impacts. Routine renovation, rehabilitation, or revitalization of physical facilities, including the acquisition and installation of equipment, where such activity is limited in scope and intensity.	Phone: (202) 401-5048 <a href="http://www.nifa.usda.gov">www.nifa.usda.gov</a>

## Appendix C: Acronyms

### Federal Acronyms

AASHTO	American Association of State Highway and Transportation Officials
ATC	Applied Technology Council
b/ca	benefit/cost analysis
BFE	Base Flood Elevation
BLM	Bureau of Land Management
BSSC	Building Seismic Safety Council
CDBG	Community Development Block Grant
CFR	Code of Federal Regulations
CRS	Community Rating System
EDA	Economic Development Administration
EPA	Environmental Protection Agency
ER	Emergency Relief
EWP	Emergency Watershed Protection (NRCS Program)
FAS	Federal Aid System
FEMA	Federal Emergency Management Agency
FIRM	Flood Insurance Rate Map
FMA	Flood Mitigation Assistance (FEMA Program)
FTE	Full Time Equivalent
GIS	Geographic Information System
GNS	Institute of Geological and Nuclear Sciences (International)
GSA	General Services Administration
HAZUS	Hazards U.S.
HMGP	Hazard Mitigation Grant Program
HMST	Hazard Mitigation Survey Team
HUD	Housing and Urban Development (United States, Department of)
IBHS	Institute for Business and Home Safety
ICC	Increased Cost of Compliance
IHMT	Interagency Hazard Mitigation Team
NCDC	National Climate Data Center
NFIP	National Flood Insurance Program
NFPA	National Fire Protection Association
NHMP	Natural Hazard Mitigation Plan (also known as “409 Plan”)
NIBS	National Institute of Building Sciences
NIFC	National Interagency Fire Center
NMFS	National Marine Fisheries Service
NOAA	National Oceanic and Atmospheric Administration
NPS	National Park Service
NRCS	Natural Resources Conservation Service
NWS	National Weather Service
SBA	Small Business Administration
SEAO	Structural Engineers Association of Oregon
SHMO	State Hazard Mitigation Officer

TOR	Transfer of Development Rights
UGB	Urban Growth Boundary
URM	Unreinforced Masonry
USACE	United States Army Corps of Engineers
USBR	United States Bureau of Reclamation
USDA	United States Department of Agriculture
USFA	United States Fire Administration
USFS	United States Forest Service
USGS	United States Geological Survey
WSSPC	Western States Seismic Policy Council

### **California Acronyms**

A&W	Alert and Warning
AA	Administering Areas
AAR	After Action Report
ARC	American Red Cross
ARP	Accidental Risk Prevention
ATC20	Applied Technology Council20
ATC21	Applied Technology Council21
BCP	Budget Change Proposal
BSA	California Bureau of State Audits
CAER	Community Awareness & Emergency Response
CalARP	California Accidental Release Prevention
CalBO	California Building Officials
CalOES	California Office of Emergency Services (formerly OES)
CalEPA	California Environmental Protection Agency
CalREP	California Radiological Emergency Plan
CALSTARS	California State Accounting Reporting System
CalTrans	California Department of Transportation
CBO	Community Based Organization
CD	Civil Defense
CDF	California Department of Forestry and Fire Protection
CDMG	California Division of Mines and Geology
CEC	California Energy Commission
CEPEC	California Earthquake Prediction Evaluation Council
CESRS	California Emergency Services Radio System
CHIP	California Hazardous Identification Program
CHMIRS	California Hazardous Materials Incident Reporting System
CHP	California Highway Patrol
CLETS	California Law Enforcement Telecommunications System
CSTI	California Specialized Training Institute
CUEA	California Utilities Emergency Association
CUPA	Certified Unified Program Agency
DAD	Disaster Assistance Division (of CalOES)
DFO	Disaster Field Office

DGS	California Department of General Services
DHSRHB	California Department of Health Services, Radiological Health Branch
DO	Duty Officer
DOC	Department Operations Center
DOE	Department of Energy (U.S.)
DOF	California Department of Finance
DOJ	California Department of Justice
DPA	California Department of Personnel Administration
DPIG	Disaster Preparedness Improvement Grant
DR	Disaster Response
DSA	Division of the State Architect
DSR	Damage Survey Report
DSW	Disaster Service Worker
DWR	California Department of Water Resources
EAS	Emergency Alerting System
EDIS	Emergency Digital Information System
EERI	Earthquake Engineering Research Institute
EMA	Emergency Management Assistance
EMI	Emergency Management Institute
EMMA	Emergency Managers Mutual Aid
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency (U.S.)
EPEDAT	Early Post Earthquake Damage Assessment Tool
EPI	Emergency Public Information
EPIC	Emergency Public Information Council
ESC	Emergency Services Coordinator
FAY	Federal Award Year
FDAA	Federal Disaster Assistance Administration
FEAT	Governor's Flood Emergency Action Team
FEMA	Federal Emergency Management Agency
FFY	Federal Fiscal Year
FIR	Final Inspection Reports
FIRESCOPE	Firefighting Resources of So. Calif Organized for Potential Emergencies
FMA	Flood Management Assistance
FSR	Feasibility Study Report
FY	Fiscal Year
GIS	Geographical Information System
HAZMAT	Hazardous Materials
HAZMIT	Hazardous Mitigation
HAZUS	Hazards United States (an earthquake damage assessment prediction tool)
HAD	Housing and Community Development
HEICS	Hospital Emergency Incident Command System
HEPG	Hospital Emergency Planning Guidance
HIA	Hazard Identification and Analysis Unit

HMAC	Hazard Mitigation Advisory Committee
HMEP	Hazardous Materials Emergency Preparedness
HMGP	Hazard Mitigation Grant Program
IDE	Initial Damage Estimate
IA	Individual Assistance
IFG	Individual & Family Grant (program)
IRG	Incident Response Geographic Information System
IPA	Information and Public Affairs (of CalOES)
LAN	Local Area Network
LEMMA	Law Enforcement Master Mutual Aid
LEPC	Local Emergency Planning Committee
MARAC	Mutual Aid Regional Advisory Council
MHID	Multi-hazard Identification
MOU	Memorandum of Understanding
NBC	Nuclear, Biological, Chemical
NEMA	National Emergency Management Agency
NEMIS	National Emergency Management Information System
NFIP	National Flood Insurance Program
NOAA	National Oceanic and Atmospheric Association
NPP	Nuclear Power Plant
NSF	National Science Foundation
NWS	National Weather Service
OA	Operational Area
OASIS	Operational Area Satellite Information System
OCC	Operations Coordination Center
OCD	Office of Civil Defense
OEP	Office of Emergency Planning
OES	California Governor's Office of Emergency Services (now CalOES)
OSHPD	Office of Statewide Health Planning and Development
OSPR	Oil Spill Prevention and Response
PA	Public Assistance
PC	Personal Computer
PDA	Preliminary Damage Assessment
PIO	Public Information Office
POST	Police Officer Standards and Training
PPA/CA	Performance Partnership Agreement/Cooperative Agreement (FEMA)
PSA	Public Service Announcement
PTAB	Planning and Technological Assistance Branch
PTR	Project Time Report
RA	Regional Administrator (CalOES)
RADEF	Radiological Defense (program)
RAMP	Regional Assessment of Mitigation Priorities
RAPID	Railroad Accident Prevention & Immediate Deployment
RDO	Radiological Defense Officer
RDMHC	Regional Disaster Medical Health Coordinator
REOC	Regional Emergency Operations Center

REPI	Reserve Emergency Public Information
RES	Regional Emergency Staff
RIMS	Response Information Management System
RMP	Risk Management Plan
RPU	Radiological Preparedness Unit (CalOES)
RRT	Regional Response Team
SAM	State Administrative Manual
SARA	Superfund Amendments & Reauthorization Act
SAVP	Safety Assessment Volunteer Program
SBA	Small Business Administration
SCO	California State Controller's Office
SEMS	Standardized Emergency Management System
SEPIC	State Emergency Public Information Committee
SLA	State and Local Assistance
SONGS	San Onofre Nuclear Generating Station
SOP	Standard Operating Procedure
SWEPC	Statewide Emergency Planning Committee
TEC	Travel Expense Claim
TRU	Transuranic
TTT	Train the Trainer
UPA	Unified Program Account
UPS	Uninterrupted Power Source
USAR	Urban Search and Rescue
USGS	United States Geological Survey
WC	California State Warning Center
WAN	Wide Area Network
WIPP	Waste Isolation Pilot Project

## Appendix D: Glossary

Acceleration	The rate of change of velocity with respect to time. Acceleration due to gravity at the earth's surface is 9.8 meters per second squared. That means that every second that something falls toward the surface of the Earth, its velocity increases by 9.8 meters per second.
Asset	Any human-made or natural feature that has value, including, but not limited to, people; buildings; infrastructure like bridges, roads, and sewer and water systems; lifelines like electricity and communication resources; or environmental, cultural, or recreational features like parks, dunes, wetlands, or landmarks.
Base Flood	Flood that has a 1% probability of being equaled or exceeded in any given year. Also known as the 100-year flood.
Base Flood Elevation (BFE)	Elevation of the base flood in relation to a specified datum, such as the National Geodetic Vertical Datum of 1929. The Base Flood Elevation is used as the standard for the National Flood Insurance Program.
Bedrock	The solid rock that underlies loose material, such as soil, sand, clay, or gravel.
Building	A structure that is walled and roofed, principally above ground and permanently affixed to a site. The term includes a manufactured home on a permanent foundation on which the wheels and axles carry no weight.
Coastal High Hazard Area	Area, usually along an open coast, bay, or inlet, that is subject to inundation by storm surge and, in some instances, wave action caused by storms or seismic sources.
Coastal Zones	The area along the shore where the ocean meets the land as the surface of the land rises above the ocean. This land/water interface includes barrier islands, estuaries, beaches, coastal wetlands, and land areas having direct drainage to the ocean.
Community Rating System (CRS)	A National Flood Insurance Program (NFIP) program that provides incentives for NFIP communities to complete activities that reduce flood hazard risk. When the community completes specified activities, the insurance premiums of policyholders in these communities are reduced.
Computer-Aided Design And Drafting (CADD)	A computerized system enabling quick and accurate electronic 2-D and 3-D drawings, topographic mapping, site plans, and profile/cross-section drawings.
Contour	A line of equal ground elevation on a topographic (contour) map.
Critical facility	Facilities that are critical to the health and welfare of the population and that are especially important following hazard events. Critical facilities include, but are not limited to, shelters, police and fire stations, and hospitals.

Debris	The scattered remains of assets broken or destroyed in a hazard event. Debris caused by a wind or water hazard event can cause additional damage to other assets.
Digitize	To convert electronically points, lines, and area boundaries shown on maps into x, y coordinates (e.g., latitude and longitude, universal transverse mercator (UTM), or table coordinates) for use in computer applications.
Displacement Time	The average time (in days) that a building's occupants typically must operate from a temporary location while repairs are made to the original building due to damages resulting from a hazard event.
Duration	How long a hazard event lasts.
Earthquake	A sudden motion or trembling that is caused by a release of strain accumulated in or along the edge of earth's tectonic plates.
Erosion	Wearing away of the land surface by detachment and movement of soil and rock fragments during a flood or storm or over a period of years through the action of wind, water, or other geologic processes.
Erosion Hazard Area	Area anticipated to be lost to shoreline retreat over a given period of time. The projected inland extent of the area is measured by multiplying the average annual long-term recession rate by the number of years desired.
Essential facility	Elements that are important to ensure full recovery of a community or state following a hazard event. These include government functions; major employers; banks; schools; and certain commercial establishments such as grocery stores, hardware stores, and gas stations.
Extent	The size of an area affected by a hazard or hazard event.
Extratropical Cyclone	Cyclonic storm events like Nor'easters and severe winter low-pressure systems. Both West and East coasts can experience these nontropical storms that produce gale-force winds and precipitation in the form of heavy rain or snow. These cyclonic storms, commonly called Nor'easters on the East Coast because of the direction of the storm winds, can last for several days and can be very large—1,000-mile wide storms are not uncommon.
Fault	A fracture in the continuity of a rock formation caused by a shifting or dislodging of the earth's crust, in which adjacent surfaces are differentially displaced parallel to the plane of fracture.
Federal Emergency Management Agency (FEMA)	Independent agency created in 1978 to provide a single point of accountability for all federal activities related to disaster mitigation and emergency preparedness, response, and recovery.



Fire Potential Index (FPI)	Developed by the U.S. Geological Survey and the U.S. Forest Service to assess and map fire-hazard potential over broad areas. Based on such geographic information, national policymakers and on-the-ground fire managers established priorities for prevention activities in the defined area to reduce the risk of managed-fire and wildfire ignition and spread. Prediction of fire hazard shortens the time between fire ignition and initial attack by enabling fire managers to pre-allocate and stage suppression forces to high fire risk areas.
Flash Flood	A flood event occurring with little or no warning in which water levels rise at an extremely fast rate.
Flood	A general and temporary condition of partial or complete inundation of normally dry land areas from (1) the overflow of inland or tidal waters, (2) the unusual and rapid accumulation or runoff of surface waters from any source, or (3) mudflows or the sudden collapse of shoreline land.
Flood Depth	Height of the flood water surface above the ground surface.
Flood Elevation	Elevation of the water surface above an established datum (e.g., National Geodetic Vertical Datum of 1929, North American Vertical Datum of 1988), or Mean Sea Level.
Flood Hazard Area	The area shown to be inundated by a flood of a given magnitude on a map.
Flood Insurance Rate Map (FIRM)	Map of a community, prepared by the Federal Emergency Management Agency (FEMA), that shows both the special flood-hazard areas and the risk premium zones applicable to the community.
Flood Insurance Study (FIS)	A study that provides an examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water-surface elevations in a community or communities.
Floodplain	Any land area, including a watercourse, susceptible to partial or complete inundation by water from any source.
Frequency	A measure of how often events of a particular magnitude are expected to occur. Frequency describes how often a hazard of a specific magnitude, duration, and/or extent typically occurs, on average. Statistically, a hazard with a 100-year recurrence interval is expected to occur once every 100 years on average, and would have a 1% chance—its probability—of happening in any given year. The reliability of this information varies depending on the kind of hazard being considered.
Fujita Scale of Tornado Intensity	Rates tornadoes with numeric values from F0 to F5 (based on tornado windspeed and damage sustained). An F0 indicates minimal damage such as broken tree limbs or signs, while an F5 indicates severe damage sustained.
Functional Downtime	The average time (in days) during which a function (business or service) is unable to provide its services due to a hazard event.

Geographic Area Impacted	The physical area in which the effects of the hazard are experienced.
Geographic Information Systems (GIS)	A computer software application that relates physical features on the earth to a database to be used for mapping and analysis.
Ground Motion	The vibration or shaking of the ground during an earthquake. When a fault ruptures, seismic waves radiate, causing the ground to vibrate. The severity of the vibration increases with the amount of energy released and decreases with the distance from the causative fault or epicenter, but soft soils can further amplify ground motions.
Hazard	A source of potential danger or adverse condition. Hazards in this series will include naturally occurring events such as floods, earthquakes, tornadoes, tsunamis, coastal storms, landslides, and wildfires that strike populated areas. A natural event is a hazard when it has the potential to harm people or property.
Hazard Event	A specific occurrence of a particular type of hazard.
Hazard Identification	The process of identifying hazards that threaten an area.
Hazard Mitigation	Sustained actions taken to reduce or eliminate long-term risk from hazards and their effects.
Hazard Profile	A description of the physical characteristics of hazards and a determination of various descriptors including magnitude, duration, frequency, probability, and extent. In most cases, a community can most easily use these descriptors when they are recorded and displayed as maps.
HAZUS (Hazards U.S.)	A GIS-based nationally standardized earthquake loss-estimation tool developed by FEMA.
Hurricane	An intense tropical cyclone, formed in the atmosphere over warm ocean areas, in which wind speeds reach 74-miles-per-hour or more and blow in a large spiral around a relatively calm center or "eye." Hurricanes develop over the north Atlantic Ocean, northeast Pacific Ocean, or the south Pacific Ocean east of 160°E longitude. Hurricane circulation is counterclockwise in the Northern Hemisphere and clockwise in the Southern Hemisphere.
Hydrology	The science of dealing with the waters of the earth. A flood discharge is developed by a hydrologic study.

Infrastructure	Refers to the public services of a community that have a direct impact on the quality of life. Infrastructure includes communication technology such as phone lines or Internet access, vital services such as public water supplies and sewer-treatment facilities, and includes an area's transportation system such as airports, heliports; highways, bridges, tunnels, roadbeds, overpasses, railways, bridges, rail yards, depots; and waterways, canals, locks, seaports, ferries, harbors, drydocks, piers and regional dams.
Intensity	A measure of the effects of a hazard event at a particular place.
Landslide	Downward movement of a slope and materials under the force of gravity.
Lateral Spreads	Lateral spreads develop on gentle slopes and entail the sidelong movement of large masses of soil as an underlying layer liquefies in a seismic event. The phenomenon that occurs when ground shaking causes loose soils to lose strength and act like viscous fluid. Liquefaction causes two types of ground failure: lateral spread and loss of bearing strength.
Liquefaction	Results when the soil supporting structures liquefies. This can cause structures to tip and topple.
Lowest Floor	Under the National Flood Insurance Program (NFIP), the lowest floor of the lowest enclosed area (including the basement) of a structure.
Magnitude	A measure of the strength of a hazard event. The magnitude (also referred to as severity) of a given hazard event is usually determined using technical measures specific to the hazard.
Mitigation Plan	A systematic evaluation of the nature and extent of vulnerability to the effects of natural hazards typically present in the state and includes a description of actions to minimize future vulnerability to hazards.
National Flood Insurance Program (NFIP)	Federal program created by Congress in 1968 that makes flood insurance available in communities that enact minimum floodplain-management regulations in 44 CFR §60.3.
National Geodetic Vertical Datum of 1929 (NGVD)	Datum established in 1929 and used in the National Flood Insurance Program (NFIP) as a basis for measuring flood, ground, and structural elevations, previously referred to as Sea Level Datum or Mean Sea Level. The Base Flood Elevations shown on most of the Flood Insurance Rate Maps issued by the Federal Emergency Management Agency (FEMA) are referenced to NGVD.
National Weather Service (NWS)	Prepares and issues flood, severe-weather, and coastal-storm warnings and can provide technical assistance to federal and state entities in preparing weather and flood-warning plans.
Nor'easter	An extra-tropical cyclone producing gale-force winds and precipitation in the form of heavy snow or rain.

Outflow	Outflows follow water inundation creating strong currents that rip at structures and pound them with debris, and erode beaches and coastal structures.
Planimetric	Describes maps that indicate only human-made features like buildings.
Planning	The act or process of making or carrying out plans; the establishment of goals, policies, and procedures for a social or economic unit.
Probability	A statistical measure of the likelihood that a hazard event will occur.
Recurrence Interval	The time between hazard events of similar size in a given location. It is based on the probability that the given event will be equaled or exceeded in any given year.
Repetitive Loss Property	A property that is currently insured for which two or more National Flood Insurance Program (NFIP) losses (occurring more than 10 days apart) of at least \$1,000 each have been paid within any 10-year period since 1978.
Replacement Value	The cost of rebuilding a structure. This is usually expressed in terms of cost per square foot, and reflects the present-day cost of labor and materials to construct a building of a particular size, type, and quality.
Richter Scale	A numerical scale of earthquake magnitude devised by seismologist C.F. Richter in 1935.
Risk	The estimated impact that a hazard would have on people, services, facilities, and structures in a community; the likelihood of a hazard event resulting in an adverse condition that causes injury or damage. Risk is often expressed in relative terms such as a high, moderate, or low likelihood of sustaining damage above a particular threshold due to a specific type of hazard event. It also can be expressed in terms of potential monetary losses associated with the intensity of the hazard.
Riverine	Of or produced by a river.
Scale	A proportion used in determining a dimensional relationship; the ratio of the distance between two points on a map and the actual distance between the two points on the earth's surface.
Scarp	A steep slope.
Scour	Removal of soil or fill material by the flow of flood waters. The term is frequently used to describe storm-induced, localized conical erosion around pilings and other foundation supports where the obstruction of flow increases turbulence.
Seismicity	Describes the likelihood of an area being subject to earthquakes.
Special Flood Hazard Area (SFHA)	An area in a floodplain having a 1% or greater chance of flood occurrence in any given year (100-year floodplain); represented on Flood Insurance Rate Maps by darkly shaded areas with zone designations that include the letter A or V.

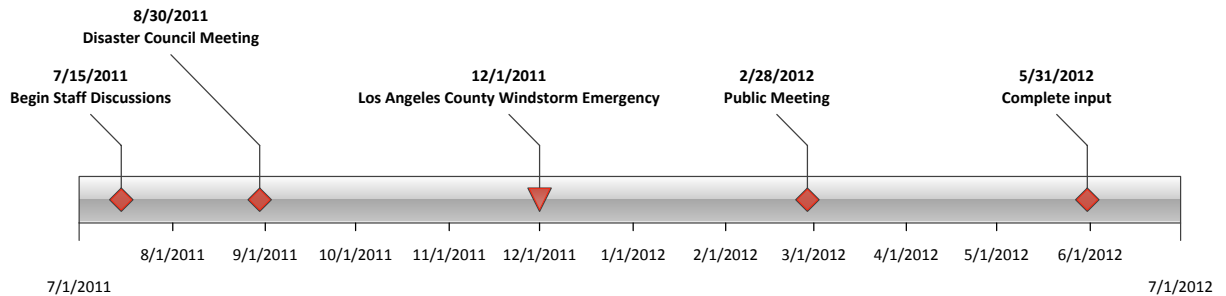
Stafford Act	The Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-107 was signed into law November 23, 1988 and amended the Disaster Relief Act of 1974, PL 93-288. The Stafford Act is the statutory authority for most federal disaster-response activities, especially as they pertain to the Federal Emergency Management Agency (FEMA) and its programs.
State Hazard Mitigation Officer (SHMO)	The representative of state government who is the primary point of contact with Federal Emergency Management Agency (FEMA), other state and federal agencies, and local units of government in the planning and implementation of pre- and postdisaster mitigation activities.
Storm Surge	Rise in the water surface above normal water level on the open coast due to the action of wind stress and atmospheric pressure on the water surface.
Structure	Something constructed. (See also Building)
Substantial Damage	Damage of any origin sustained by a structure in a Special Flood Hazard Area whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50% of the market value of the structure before the damage.
Super Typhoon	A typhoon with maximum sustained winds of 150 mph or more.
Surface Faulting	The differential movement of two sides of a fracture; in other words, the location where the ground breaks apart. The length, width, and displacement of the ground characterize surface faults.
Tectonic Plate	Torsionally rigid, thin segments of the earth's lithosphere that may be assumed to move horizontally and adjoin other plates. It is the friction between plate boundaries that cause seismic activity.
Topographic	Characterizes maps that show natural features and indicate the physical shape of the land using contour lines. These maps may also include humanmade features.
Tornado	A violently rotating column of air extending from a thunderstorm to the ground.
Tropical cyclone	A generic term for a cyclonic, low-pressure system over tropical or subtropical waters.
Tropical Depression	A tropical cyclone with maximum sustained winds of less than 39 mph.
Tropical Storm	A tropical cyclone with maximum sustained winds greater than 39 mph and less than 74 mph.
Tsunami	A great sea wave produced by submarine earth movement or volcanic eruption.

Typhoon	A special category of tropical cyclone peculiar to the western North Pacific Basin, frequently affecting areas in the vicinity of Guam and the North Mariana Islands. Typhoons with maximum sustained winds attaining or exceeding 150 mph are called super typhoons.
Vulnerability	Describes how exposed or susceptible to damage an asset is. Vulnerability depends on an asset's construction, contents, and the economic value of its functions. Like indirect damages, the vulnerability of one element of the community is often related to the vulnerability of another. For example, many businesses depend on uninterrupted electrical power. If an electric substation is flooded, it will affect not only the substation itself, but a number of businesses as well. Often, indirect effects can be much more widespread and damaging than direct ones.
Vulnerability Assessment	The extent of injury and damage that may result from a hazard event of a given intensity in a given area. The vulnerability assessment should address impacts of hazard events on the existing and future built environment.
Water Displacement	When a large mass of earth on the ocean bottom sinks or uplifts, the column of water directly above it is displaced, forming the tsunami wave. The rate of displacement, motion of the ocean floor at the epicenter, the amount of displacement of the rupture zone, and the depth of water above the rupture zone all contribute to the intensity of the tsunami.
Wave Run-up	The height that the wave extends up to on steep shorelines, measured above a reference level (the normal height of the sea, corrected to the state of the tide at the time of wave arrival).
Wildfire	An uncontrolled fire spreading through vegetative fuels, exposing and possibly consuming structures.
Zone	A geographical area shown on a Flood Insurance Rate Map (FIRM) that reflects the severity or type of flooding in the area.

## Appendix E: Plan Input

### Introduction

The input for the San Fernando Multi-Hazard Mitigation Plan came from three sources: staff input, the San Fernando Disaster Council, and the public meeting. The collection of this information began in July 2011 and was completed in June 2012.



### Staff Input

From 2009 to the present, the City of San Fernando workforce has been significantly cut to respond to a difficult financial situation. For a variety of reasons, the City found itself deeply in debt. Many persons who were employed by the City at the start of the mitigation planning process were gradually laid off to meet the increasing budgetary cuts. Some of the persons who assisted with the process were retired City employees who volunteered to fill some of their previous responsibilities which would otherwise not be covered due to the current layoff and furloughs.

The departments which were most involved in the planning process were the Police and Public Works Departments. (Note: Despite significant cuts to both departments, the City of San Fernando still maintains their own Police and Public Works Departments.) The greatest area of concern for these departments were what hazards should be included in the plan and what type of mitigation items could be adopted given the local budgetary crisis.

The prior mitigation plan had two natural hazards identified: earthquakes and flooding. The earthquakes were an obvious consideration given the active seismic profile of the area. Flooding was based on a FEMA directive that any jurisdiction with a dam nearby should include flooding as a possible hazard. At the time of the previous mitigation plan, the Los Angeles County Department of Public Works was no longer using the Pacoima Dam to store water due to past earthquake damage. This is still their policy.

Two additional hazards were considered then adopted for inclusion in the report: urban wildfire and windstorms. During the previous mitigation planning process, the City was assured by the Los Angeles City Fire Department that the 210 Freeway, which is directly northeast of the City limits, would serve as a firebreak for any fires in the foothills. During the Marek and Sayre fires of 2008, however, fires jumped the freeway. During the Marek fire, embers blew into the City of San Fernando, starting small spot fires.

In the middle of the planning process, a unique weather event occurred in Los Angeles County. During December 2011 a windstorm struck parts of Los Angeles County, causing millions of dollars in damage. This storm was unique because there was no history of similar winds striking such a large area and causing such severe damage. The City staff agreed that the experiences of the 2008 wildfires and the 2011 windstorm indicated that such hazards should be included in the mitigation plan.

The second issue was what types of mitigation actions items should be included in the plan. The biggest consideration was the financial condition of the City. The staff agreed that pursuing new mitigation grants was unrealistic, given the severe cuts to staffing. City Departments being staffed by retirees and unpaid volunteers were focused on trying to maintain basic services. The staff planners were not convinced they had the staff to prepare or manage new grants given the deep cuts to the city budget.

The staff was also concerned about the costs of mitigation action items. With ongoing discussions about additional staff cuts and the possibility of contracting out services such as police and public works, it seemed unrealistic to propose mitigation action items that would require significant staff and budgetary support. The staff decided the mitigation action items should fall under the following criteria: simple and achievable, requiring a minimum of staff support.

They further determined that mitigation action items proposed by other local cities which had already been approved should be considered to save time and effort. The staff noted that surrounding cities have exactly the same hazards and we should look at what they are doing. The staff further commented that having a unique and complicated mitigation plan was unrealistic due to the severe budget constraints. The staff said it would be irresponsible to prepare a plan with mitigation action items which sounded good but were beyond the budgetary limitations of the City to accomplish. One comment was, "We don't have the money to reinvent the wheel."

### **Disaster Council**

The City of San Fernando has a Disaster Council which meets quarterly. The Council consists of local stakeholders and City of San Fernando departments. The Council



includes emergency managers from local hospitals, City of San Fernando business owners, and City of San Fernando emergency volunteers. City department heads from Public Works and the Police Department also attend the meetings.

The members of the council were provided information about the mitigation planning process. This information was taken from the FEMA Hazard Mitigation Planning Overview. The members of the council were asked to offer input about the mitigation plan and possible mitigation action items. This input was gathered from individuals on the council.

The members were concerned that the urban wildfires and the windstorm be included. They wanted to know if anything had changed with the status of the Pacoima Dam. The council members were also concerned how any mitigation action items would be paid for in light of the possible insolvency of the City. They noted that all emergency management planning and support had already been cut from the City budget.

The council members inquired how the City would pursue mitigation action items when vital services such as the City emergency notification system had been eliminated and there were unpaid debts on contract fire services with the City of Los Angeles. They recommended that any mitigation items be simple and reflect programs that were achievable.

### **Public Meeting**

On 2/28/12 a public meeting about the mitigation plan was held in the City of San Fernando City Council Chamber. About a dozen people attended. (See the attached meeting agenda.) The mitigation process was presented. All the comments were related to the City budgetary crisis and what type of planning was possible if the City was broke. There were questions about the wildfire threat and the 2011 windstorm. The mitigation items being developed by the City staff were discussed. The persons at the meeting asked how this would be paid for if the City could not pay for contract fire/EMS services. Roll was not taken because some persons were reluctant to have their names included in a final plan that would become a public record.

**City of San Fernando  
Multi-Hazard Mitigation Planning Agenda  
San Fernando City Council Chambers  
2/28/12 9AM**

- 1. Welcome to stakeholders and community members**
- 2. What is a multi-hazard mitigation plan?**
- 3. Why do we need to plan?**
- 4. Review of the current plan**
- 5. FEMA requirements**
- 6. How can you become involved?**
- 7. What are mitigation action items?**
- 8. How is the plan reviewed/approved?**
- 9. How often does the plan have to be revised?**

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**ATTACHMENT "B"**

U.S. Department of Homeland Security  
1111 Broadway, Suite 1200  
Oakland, CA. 94607-4052

**FEMA**

August 11, 2014

Nichole Hanchett  
Lieutenant, Support Services and  
Detective Division Commander  
City of San Fernando Police Department  
910 First Street  
San Fernando, CA 91340

Dear Ms. Hanchett:

We have completed our review of the *City of San Fernando Multi- Hazard Mitigation Plan Update*, and have determined that this plan is eligible for final approval pending its adoption by the City of San Fernando.

Formal adoption documentation must be submitted to the Regional office by the Jurisdiction within one calendar year of the date of this letter, or the entire plan must be updated and resubmitted for review. We will approve the plan upon receipt of the documentation of formal adoption.

If you have any questions regarding the planning or review processes, please contact Juliette Hayes, Community Planner at (510) 627-7211, or by email at [juliette.hayes@fema.dhs.gov](mailto:juliette.hayes@fema.dhs.gov).

Sincerely,

A handwritten signature in blue ink that reads "Edward M. Curtis".

for Jeffrey D. Lusk  
Mitigation Director  
Mitigation Division  
FEMA Region IX

cc:

Gina Buccieri-Harrington, Acting State Hazard Mitigation Officer  
Jose Lara, California Office of Emergency Services, Mitigation Planning

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## AGENDA REPORT

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brian Saeki, City Manager  
**By:** Michael E. Okafor, Personnel Manager

**Date:** July 20, 2015

**Subject:** Consideration to Adopt CalPERS Resolution for Cost-sharing of Employer Paid Member Contributions with the San Fernando Police Officers' Association

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Adopt Resolution No. 7687 (Attachment "A") to cost-share the Employer Paid Member Contributions (EPMC) with members of the San Fernando Police Officers' Association (SFPOA); and
- b. Report the paid contributions as tax-deferred in accordance with IRS stipulations.

### **BACKGROUND:**

1. In May 2012, the City and SFPOA executed a three-year Memorandum of Understanding (MOU) for the term of July 1, 2011 through June 30, 2014 (Contract No. 1676).
2. In June 2014, the City and SFPOA executed a Side Letter Agreement (Contract No. 1676c) extending the terms of the existing MOU through June 30, 2015.
3. On June 15, 2015, the City and SFPOA executed a four-year MOU (Contract No. 1789) for the term of July 1, 2015 through June 30, 2019.

### **ANALYSIS:**

The current MOU executed by the City and SFPOA includes a provision for cost-sharing of the Employer Paid Member Contributions (EPMC) to CalPERS. CalPERS requires that an applicable Resolution be adopted by the City Council that specifies the amount of normal member contributions the City shall pay, as well as the agreed payment schedule.

**Consideration to Adopt CalPERS Resolution for Cost-sharing of Employer Paid Member Contributions with the San Fernando Police Officers' Association**Page 2 of 2

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Per the MOU, effective July 11, 2015, the City shall pay 6.5% of the 9% normal member contributions to CalPERS for all classic safety members, while the employee pays 2.5%. Effective June 25, 2016, the City shall pay 8.5% of the 9% normal member contributions, while the employee pays 0.5%. Effective June 24, 2017, the City shall pay the full 9% of the normal member contributions.

**BUDGET IMPACT:**

There is no budget impact to the General Fund. However, the total budget impact of the EPMC cost-sharing to the Retirement Fund is outlined as follows:

Cost for Fiscal Year 2015-2016:	\$53,000
Additional cost for Fiscal Year 2016-2017:	\$41,231
Additional cost for Fiscal Year 2017-2018:	\$34,000
Additional cost for Fiscal Year 2018-2019:	\$18,000

Sufficient contingency funds are included in the Fiscal Year 2015-2016 Budget to cover the first year of the EPMC cost-sharing agreement.

**CONCLUSION:**

Adoption of Resolution No. 7687 is necessary to comply with CalPERS and IRS stipulations, as well as implement part of the provisions of the executed MOU between the City and SFPOA.

**ATTACHMENT:**

A. Resolution No. 7687

**ATTACHMENT "A"****RESOLUTION NO. 7687****A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF SAN FERNANDO FOR EMPLOYER PAID MEMBER  
CONTRIBUTIONS**

**WHEREAS**, the governing body of the City of San Fernando has the authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the City of San Fernando has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the City of San Fernando of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the City of San Fernando has identified the following conditions for the purpose of its election to pay EPMC;

- This benefit shall apply to all local police officers and police sergeants (also referred to as "classic" safety members) that are under the 3% @ 50 and 3% @ 55 retirement formula. It does not apply to "new" members hired on or after January 1, 2013 that are under the 2.7% @ 57 retirement formula.
- 
- This benefit shall consist of paying, as scheduled below, the following specified normal member contributions as EPMC:

For classic safety members under 3% @ 50 and 3% @ 55, respectively, the City shall pay as follows:

Effective July 11, 2015: 6.5% of normal member contributions

Effective June 25, 2016: 8.0% of normal member contributions

Effective June 24, 2017: 9.0% of normal member contributions

- The effective date of this Resolution shall be July 11, 2015.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE AND ORDER** that the governing body of the City of San Fernando elects to pay EPMC, as set forth above.

**PASSED, APPROVED, AND ADOPTED** this 20<sup>th</sup> day of July, 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 20<sup>th</sup> day of July, 2015, 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:** Brian Saeki, City Manager  
By: Chris Marcarello, Deputy City Manager/Public Works Director

**Date:** July 20, 2015

**Subject:** Consideration to Adopt Resolution No. 7691 Rescinding Resolution No. 7677 and Declaring the City Council's Intention to Order the Annual Assessments for Fiscal Year (FY) 2015-2016 Landscaping and Lighting Assessment District (LLAD) and Setting the Date for a New Public Hearing

### RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 7691 (Attachment "A") rescinding Resolution No. 7677 and declaring the City Council's intention to order the annual assessments for FY 2015-2016 LLAD and setting the date for a new Public Hearing on August 3, 2015.

### BACKGROUND:

1. On March 16, 2015, the City Council adopted Resolution No. 7667 to initiate proceedings and order the preparation of the Engineer's Report for the FY 2015-2016 levy of annual assessments for the City's street lighting. Assessments under the LLAD are to be used for street lighting purposes only.
2. The LLAD has been in effect in the City since FY 1981-1982, under the 1972 Landscaping and Lighting Assessment District Act. The purpose of the LLAD is to equitably assess properties in accordance with special benefits received from the improvements to cover the cost of maintenance and operation of the lighting system within the City's streets. City Council has previously approved the methodology for assessments and staff will continue with the same methodology this year.
3. On May 18, 2015, the City Council adopted Resolution No. 7677 (Attachment "B") declaring the City Council's intention to order the annual assessments for FY 2015-16 LLAD and setting a Public Hearing date for July 6, 2015. Due to the cancellation of this meeting, the approval of Resolution No. 7691 is necessary to set a new Public Hearing date for August 3, 2015.

**Consideration to Adopt Resolution No. 7691 Rescinding Resolution No. 7677 and Declaring the City Council's Intention to Order the Annual Assessments for Fiscal Year (FY) 2015-2016 Landscaping and Lighting Assessment District (LLAD) and Setting the Date for a New Public Hearing**

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**ANALYSIS:**

Per the Engineer's Report, the assessments collected this year will not be sufficient for future operations and maintenance costs. For FY 2015-2016, we estimate the proposed total assessment amount to be \$331,012, which is the amount approved in the 2003 ballot. The total operations and maintenance costs for FY 2015-2016 are estimated at \$391,029, which exceeds the maximum amount we may assess by \$60,017.

In order to address the additional operations and maintenance costs for FY 2015-2016, General Funds will be budgeted until the assessed amount can be increased. Under Proposition 218, which became effective in FY 1997-1998, new or increase assessments, or existing assessments not imposed exclusively to fund capital costs or operations and maintenance may not be routinely imposed.

**BUDGET IMPACT:**

The costs to prepare the LLAD Engineer's Report were included in the approved FY 2015-2016 budget.

**CONCLUSION:**

The Engineer's Report prepared by Willdan Financial Services for FY 2015-2016 is acceptable to City staff, therefore City staff recommends that the City Council approve the Engineer's Report and set the date for the Public Hearing. The Engineer's Report and the Summary Listings are on file with the City Clerk and Engineering.

Since assessments do not cover all of the maintenance costs associated with the district, the City has traditionally utilized the General Fund to maintain service levels. In light of existing budget constraints, next year it may be prudent to increase assessment amounts to cover rising maintenance costs. This action would require a vote of properties in the assessment area prior to the approval of any increase.

**ATTACHMENTS:**

- A. Resolution No. 7691
- B. Resolution No. 7677 (adopted May 18, 2015)



**ATTACHMENT "A"****RESOLUTION NO. 7691**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, RESCINDING RESOLUTION NO. 7677 AND DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS WITHIN THE CITY OF SAN FERNANDO LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FOR FISCAL YEAR 2015-2016 PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA AND SETTING A TIME AND PLACE FOR A NEW PUBLIC HEARING**

**WHEREAS**, the City Council has previously ordered the Engineer to prepare and file a Report pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California being the "Landscaping and Lighting Act of 1972," for an assessment district known and designated as the CITY OF SAN FERNANDO LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT (hereinafter referred to as "DISTRICT"); and

**WHEREAS**, there has been presented to and approved by the City Council the Engineer's Report as required by law; and

**WHEREAS**, the City Council is desirous of proceeding with the ordering of the annual levy of assessments in accordance with the requirements of the California Constitution; and

**WHEREAS**, the City Council has determined that in order to maintain a satisfactory level of maintenance, service and benefit to properties within the District, an increase assessment will be necessary, and that said increase must be approved by the property owners in accordance with the requirements of the California Constitution, Articles XIID; and

**WHEREAS**, on May 18, 2015, the City Council adopted Resolution No. 7677 declaring the City Council's intention to order the annual assessments for FY 2015-16 Landscaping and Lighting Assessment District and setting a Public Hearing date for July 6, 2015. Due to the cancellation of this meeting, the approval of Resolution No. 7691 is necessary to set a new Public Hearing date for August 3, 2015.

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

**Section 1: GENERAL**

That the above recitals are all true and correct.

**Section 2: PUBLIC INTEREST**

That it is the intention of the City Council, consistent with the public interest and convenience, to levy and collect annual assessments for Fiscal Year 2015-2016 for the continued

maintenance and operation of streets within the City of San Fernando Landscaping and Lighting Assessment District generally including all parcels within the City, all to serve and benefit said District as said area is shown and delineated on a map, previously approved by the City Council and on file in the Office of the City Clerk, open for public inspection, and herein so referenced and made a part hereof.

**Section 3: REPORT**

That the Engineer's Report, previously approved regarding the Fiscal Year 2015-2016 Assessment, which Report sets forth a full and detailed description of the improvements, the boundaries of the District and the zones therein, and the proposed assessments upon assessable lots and parcels of land within the District, is on file with the Clerk of the City of San Fernando and open for public inspection.

**Section 4: ASSESSMENT**

That the public interest and convenience requires, and it is the intention of the City Council to order the annual levy of the assessments as set forth and described in said Engineer's Report. The City Council hereby declares its intention to seek the annual levy and collection of the assessments within the Landscaping and Lighting Assessment District to pay the annual costs and expenses of the improvements and services described in the Engineer's Report, for Fiscal Year 2015-2016.

**Section 5: DESCRIPTION OF IMPROVEMENTS**

That the proposed improvements for Fiscal Year 2015-2016 may be generally described as the continued maintenance and operation of streets and sidewalks within the District including the maintenance and servicing of public lighting facilities and appurtenant facilities that are located in and along such streets and sidewalks. The proposed improvements shall no longer include the maintenance or servicing of public lighting facilities that are not located in and along streets and sidewalks within the District.

**Section 6: EXEMPTION FROM REQUIREMENTS OF ARTICLE XIIID, SECTION 4 OF THE CALIFORNIA CONSTITUTION**

That the City Council hereby determines and declares that the proposed assessments constitute a continuation of assessments existing on the effective date of Article XIIID, that the assessments are imposed exclusively to finance the maintenance and operation expenses for sidewalks and streets, and that the assessments are exempt from the requirements of Article XIIID, Section 4 of the California Constitution.

**Section 7: COUNTY AUDITOR**

The County Auditor shall enter on the County Assessment Roll the amount of the assessments and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the City Treasurer of the City for purposes of paying for the costs and expenses of said District.

**Section 8: SPECIAL FUND**

That the City Treasurer shall place all monies collected by the Tax Collector as soon as said monies have been received by said City Treasurer in the special fund known as the "CITY OF SAN FERNANDO LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FUND." Payment shall be made out of said fund only for the purposes provided for in this Resolution.

**Section 9: BOUNDARIES OF DISTRICT**

That said contemplated improvements are, in the opinion of the City Council, of direct and special benefit to the properties within the boundaries of the District, as set forth below, and the City Council makes the costs and expenses of said improvements chargeable upon the District, which district said City Council hereby declares to be the District specially benefited by said improvements and to be further assessed to pay the costs and expenses thereof. Except for those parcels referred to in Section 9 of this Resolution, said District shall include each and every parcel of land within the boundaries of said District as said District is shown on a map as approved by the City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

**Section 10: PUBLIC PROPERTY**

Public property owned by any public agency and in use in the performance of a public function which is included within the boundaries of the District, shall be omitted and exempt from any assessment to be made under these proceedings to cover any of the costs and expenses of said improvements.

**Section 11: PUBLIC HEARING**

Notice is hereby given that August 3, 2015, at the hour of 6:00 p.m., in the Council Chambers of the City Council of the City of San Fernando, 117 Macneil Street, San Fernando, California, being the regular meeting place of said City Council is the time and place fixed by this City Council for the hearing of protests, comments or objections in reference to the extent of the improvements and to the levy of the proposed assessments. Any interested person who wishes to object to the levy and collection of the proposed assessments may file a written protest with the City Clerk prior to the conclusion of the public hearing, or, having previously filed a protest, may file a written withdrawal of that protest. A written protest shall state all grounds of objection, and a protest by a property owner shall contain a description sufficient to identify the property owned by the property owner. At the hearing, all interested persons shall be afforded the opportunity to hear and be heard, and the City Council shall consider all oral statements and all written protests made or filed by any interested person.

**Section 12: PUBLICATION OF NOTICE**

The City Clerk is hereby authorized and directed to publish a copy of this Resolution in The San Fernando Valley Sun newspaper, a newspaper of general circulation in said City; said publication shall not be less than ten (10) days before the date of said Public Hearing.

**Section 13: PROCEEDINGS INQUIRIES**

For any and all information relating to the procedures, protest procedure, documentation, and/or information of a procedural or technical nature, your attention is directed to the office listed below as designated:

## DEPARTMENT OF PUBLIC WORKS

(818) 898-1222

**PASSED, APPROVED, AND ADOPTED** this 20<sup>th</sup> day of July, 2015.

---

Joel Fajardo, Mayor**ATTEST:**

---

Elena G. Chávez, City Clerk**APPROVED AS TO FORM:**

---

Rick R. Olivarez, City Attorney

**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 20<sup>th</sup> day of July, 2015, by the following vote to wit:

**AYES:****NOES:****ABSENT:**

---

Elena G. Chávez, City Clerk

**ATTACHMENT "B"****RESOLUTION NO. 7677**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS WITHIN THE CITY OF SAN FERNANDO LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FOR FISCAL YEAR 2015-2016 PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA AND SETTING A TIME AND PLACE FOR A PUBLIC HEARING**

**WHEREAS**, the City Council has previously ordered the Engineer to prepare and file a Report pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California being the "Landscaping and Lighting Act of 1972," for an assessment district known and designated as the CITY OF SAN FERNANDO LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT (hereinafter referred to as "DISTRICT"); and

**WHEREAS**, there has been presented to and approved by the City Council the Engineer's Report as required by law; and

**WHEREAS**, the City Council is desirous of proceeding with the ordering of the annual levy of assessments in accordance with the requirements of the California Constitution; and

**WHEREAS**, the City Council has determined that in order to maintain a satisfactory level of maintenance, service and benefit to properties within the District, an increase assessment will be necessary, and that said increase must be approved by the property owners in accordance with the requirements of the California Constitution, Articles XIID.

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

**Section 1: GENERAL**

That the above recitals are all true and correct.

**Section 2: PUBLIC INTEREST**

That it is the intention of the City Council, consistent with the public interest and convenience, to levy and collect annual assessments for Fiscal Year 2015-2016 for the continued maintenance and operation of streets within the City of San Fernando Landscaping and Lighting Assessment District generally including all parcels within the City, all to serve and benefit said District as said area is shown and delineated on a map, previously approved by the City Council and on file in the Office of the City Clerk, open for public inspection, and herein so referenced and made a part hereof.

**Section 3: REPORT**

That the Engineer's Report, previously approved regarding the Fiscal Year 2015-2016 Assessment, which Report sets forth a full and detailed description of the improvements, the boundaries of the District and the zones therein, and the proposed assessments upon assessable lots and parcels of land within the District, is on file with the Clerk of the City of San Fernando and open for public inspection.

**Section 4: ASSESSMENT**

That the public interest and convenience requires, and it is the intention of the City Council to order the annual levy of the assessments as set forth and described in said Engineer's Report. The City Council hereby declares its intention to seek the annual levy and collection of the assessments within the Landscaping and Lighting Assessment District to pay the annual costs and expenses of the improvements and services described in the Engineer's Report, for Fiscal Year 2015-2016.

**Section 5: DESCRIPTION OF IMPROVEMENTS**

That the proposed improvements for Fiscal Year 2015-2016 may be generally described as the continued maintenance and operation of streets and sidewalks within the District including the maintenance and servicing of public lighting facilities and appurtenant facilities that are located in and along such streets and sidewalks. The proposed improvements shall no longer include the maintenance or servicing of public lighting facilities that are not located in and along streets and sidewalks within the District.

**Section 6: EXEMPTION FROM REQUIREMENTS OF ARTICLE XIIID,  
SECTION 4 OF THE CALIFORNIA CONSTITUTION**

That the City Council hereby determines and declares that the proposed assessments constitute a continuation of assessments existing on the effective date of Article XIIID, that the assessments are imposed exclusively to finance the maintenance and operation expenses for sidewalks and streets, and that the assessments are exempt from the requirements of Article XIIID, Section 4 of the California Constitution.

**Section 7: COUNTY AUDITOR**

The County Auditor shall enter on the County Assessment Roll the amount of the assessments and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the City Treasurer of the City for purposes of paying for the costs and expenses of said District.

**Section 8: SPECIAL FUND**

That the City Treasurer shall place all monies collected by the Tax Collector as soon as said monies have been received by said City Treasurer in the special fund known as the "CITY OF SAN FERNANDO LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT FUND." Payment shall be made out of said fund only for the purposes provided for in this Resolution.

**Section 9: BOUNDARIES OF DISTRICT**

That said contemplated improvements are, in the opinion of the City Council, of direct and special benefit to the properties within the boundaries of the District, as set forth below, and the City Council makes the costs and expenses of said improvements chargeable upon the District, which district said City Council hereby declares to be the District specially benefited by said improvements and to be further assessed to pay the costs and expenses thereof. Except for those parcels referred to in Section 9 of this Resolution, said District shall include each and every parcel of land within the boundaries of said District as said District is shown on a map as approved by the City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

**Section 10: PUBLIC PROPERTY**

Public property owned by any public agency and in use in the performance of a public function which is included within the boundaries of the District, shall be omitted and exempt from any assessment to be made under these proceedings to cover any of the costs and expenses of said improvements.

**Section 11: PUBLIC HEARING**

Notice is hereby given that July 6, 2015, at the hour of 6:00 p.m., in the Council Chambers of the City Council of the City of San Fernando, 117 Macneil Street, San Fernando, California, being the regular meeting place of said City Council is the time and place fixed by this City Council for the hearing of protests, comments or objections in reference to the extent of the improvements and to the levy of the proposed assessments. Any interested person who wishes to object to the levy and collection of the proposed assessments may file a written protest with the City Clerk prior to the conclusion of the public hearing, or, having previously filed a protest, may file a written withdrawal of that protest. A written protest shall state all grounds of objection, and a protest by a property owner shall contain a description sufficient to identify the property owned by the property owner. At the hearing, all interested persons shall be afforded the opportunity to hear and be heard, and the City Council shall consider all oral statements and all written protests made or filed by any interested person.

**Section 12: PUBLICATION OF NOTICE**

The City Clerk is hereby authorized and directed to publish a copy of this Resolution in The San Fernando Valley Sun newspaper, a newspaper of general circulation in said City; said publication shall not be less than ten (10) days before the date of said Public Hearing.

**Section 13: PROCEEDINGS INQUIRIES**


For any and all information relating to the procedures, protest procedure, documentation, and/or information of a procedural or technical nature, your attention is directed to the office listed below as designated:

DEPARTMENT OF PUBLIC WORKS  
(818) 898-1222

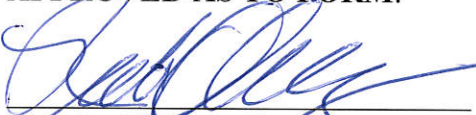
**PASSED, APPROVED, AND ADOPTED** this 18<sup>th</sup> day of May, 2015.

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Rick R. Olivarez, City Attorney

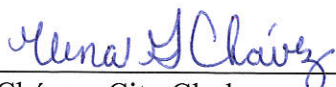
STATE OF CALIFORNIA           )  
COUNTY OF LOS ANGELES    ) ss  
CITY OF SAN FERNANDO        )

I HEREBY CERTIFY that the foregoing resolution was approved and adopted at a regular meeting of the City Council held on the 18<sup>th</sup> day of May, 2015, by the following vote to wit:

**AYES:**           Fajardo, Ballin, Gonzales, Lopez, Soto – 5

**NOES:**           None

**ABSENT:**       None

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





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## AGENDA REPORT

**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brian Saeki, City Manager

**Date:** July 20, 2015

**Subject:** Consideration to Approve a Four-year Memorandum of Understanding with the San Fernando Management Group and Adoption of Resolutions Establishing Salary and Benefits for Department Heads and Implementing the Employer Paid Member Contribution Provisions of the Proposed MOU

### RECOMMENDATION:

It is recommended that the City Council:

- a. Approve the proposed four-year Memorandum of Understanding (Attachment "A" – Contract No. 1793) with the San Fernando Management Group;
- b. Adopt Resolution No. 7692 (Attachment "B") establishing annual salary and benefits for Department Heads;
- c. Adopt Resolution No. 7689 (Attachment "C") implementing cost sharing for Employer Paid Member Contributions with the San Fernando Management Group; and
- d. Authorize the City Manager to make non-substantive corrections and execute all related documents.

### BACKGROUND:

1. In December 2009, the City and San Fernando Management Group (SFMG) executed a three-year Memorandum of Understanding (MOU) for the term of July 1, 2009 through June 30, 2012 (Contract No. 1631), which included all Department Head classifications.
2. In October 2011, the City and SFMG executed a Side Letter Agreement (Contract No. 1631a) to amend the existing MOU to increase unit employee's contribution toward their retirement benefits to 50% of the employee contribution and eliminate tuition reimbursement for the Fiscal Year 2011-2012.

**Consideration to Approve a Four-year Memorandum of Understanding with the San Fernando Management Group and Adoption of Resolutions Establishing Salary and Benefits for Department Heads and Implementing the Employer Paid Member Contribution Provisions of the Proposed MOU**

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3. In September 2012, the City and SFMG executed Side Letter Agreement (Contract No. 1631b) extending the terms of the existing MOU through June 30, 2014 and capping the City's contribution for medical insurance for active employees and retirees at the cost of the highest HMO plan for the Los Angeles Area Region.
4. In September 2012, the City and SFMG executed a Side Letter Agreement (Contract No. 1631c) to memorialize both parties' intent to neither abrogate nor otherwise modify any current retiree's vested health insurance benefits under the existing MOU.
5. In June 2013, the City and SFMG executed a Side Letter Agreement (Contract No. 1631d) agreeing to eighteen (18) furlough days between July 1, 2014 and March 31, 2014.
6. In July 2013, the City adopted Ordinance 1627 which change the City's form of government from a City Administrator form of government to the City Manager form of government. Included in that Ordinance is a definition of "Department Heads" that identifies department heads as not being members of a bargaining unit.
7. In June 2014, the City and SFMG executed a Side Letter Agreement (Contract No. 1631e) extending the terms of the existing MOU through June 30, 2015.
8. In March 2015, the City and SFMG met to begin negotiations for a new MOU.

**ANALYSIS:**

Management and Department Heads

The SFPOA, San Fernando Management Group, San Fernando Police Civilians Association, and San Fernando Part-time Employees Association all have MOUs that expire on June 30, 2015. During the negotiations for these groups, two of the City's primary objectives have been reducing the City's overall exposure to health care premiums for existing employees, either by introducing some level of cost sharing or limiting the exposure through a cafeteria style health care benefit, and limiting the growing future liability exposure for retiree health benefits.

As previously mentioned, the MOU with SFMG has been in effect since July 2009. With the expiration of the current MOU, and in accordance with Ordinance 1627 adopted in July 2013, the Department Heads are being removed from the MOU with SFMG and the salary and benefit package for Department Heads is being adopted by Resolution (Attachment "B") rather than through a negotiated MOU.

After a number of meetings, the City and SFPMG have tentatively agreed to a new MOU (Attachment "A") that address some of the City's long-term issues (i.e. introduces a cafeteria

**Consideration to Approve a Four-year Memorandum of Understanding with the San Fernando Management Group and Adoption of Resolutions Establishing Salary and Benefits for Department Heads and Implementing the Employer Paid Member Contribution Provisions of the Proposed MOU**  
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style health insurance system for existing employees and converts the retiree health program for employees hired after July 1, 2015 from a defined benefit plan to a defined contribution plan) while providing modest compensation to employees.

Although Department Heads are being excluded from the proposed MOU with SFMG, the salary and benefit package mirrors the salary and benefits negotiated with SFMG, with a few exceptions. The most significant terms are highlighted below and are organized by “All Management Employees” and “Department Heads Only:”

*All Management Employees (in proposed MOU and Resolution):*

1. Four-year MOU covering the period July 1, 2015 through June 30, 2019;
2. Cost of Living Adjustments;
  - Year 1: 0.0%
  - Year 2: 1.0%
  - Year 3: 1.5%
  - Year 4: 2.0%
3. Increase City’s Employer Paid Member Contribution for CalPERS retirement benefits;
  - Year 1: Increase by 2.0%
  - Year 2: Increase by 1.0%
  - Year 3: Increase by 0.5%
  - Year 4: No increase
4. Implement a full flex cafeteria plan for all active employees. Unit employees shall receive a monthly flex dollar allowance (see table below) to purchase medical, dental and vision benefits offered through the City’s insurance plans. In the event that premiums and/or costs for the selected benefits exceed the monthly flex dollar allowance, the balance will be paid by the employee through automatic pre-tax payroll deduction;

	January 1, 2016	January 1, 2017	January 1, 2018	January 1, 2019
<b>Employee only:</b>	\$750	\$765	\$780	\$795
<b>Employee + 1:</b>	\$1,300	\$1,325	\$1,350	\$1,375
<b>Family:</b>	\$1,750	\$1,785	\$1,820	\$1,855

5. Implement new Tier of retiree health care benefits for new unit employees hired after July 1, 2015. After meeting vesting requirements (i.e. 10 years), new employees will receive the minimum benefits allowed by PERS, which is currently \$122 per month;

**Consideration to Approve a Four-year Memorandum of Understanding with the San Fernando Management Group and Adoption of Resolutions Establishing Salary and Benefits for Department Heads and Implementing the Employer Paid Member Contribution Provisions of the Proposed MOU**

Page 4 of 4

6. New employees that are only eligible for the minimum retiree health benefits will receive \$100/month in a Retiree Medical Trust or Retiree Health Savings Plan, to be established in the coming fiscal year; and
7. Unit employees will receive an annual reimbursement for eligible wellness expenses up to \$600/year.

*Department Heads only (only in Resolution, not in MOU):*

1. In lieu of submitting mileage reimbursement for attendance at off-site meetings, conferences, professional development and any other business related travel, Department Heads will receive a car allowance of \$300/month;
2. In lieu of receiving a City issued cell phone, Department Heads may elect to receive a technology reimbursement of \$100/month; and
3. If a Department Head is dismissed or discharged during the term of the agreement without cause, the City will provide the employee up to three (3) months of severance pay. Severance will be calculated based on years of service with the City at a rate of one (1) month per one (1) year of service.

**BUDGET IMPACT:**

The total annual net additional cost of the proposed MOU and Department Head Resolution is outlined in the table below:

<b>Fiscal Year</b>	<b>General Fund</b>	<b>Retirement Fund</b>
2015-2016	\$23,600	\$14,225
2016-2017 Add'l Cost	\$22,125	\$7,400
2017-2018 Add'l Cost	\$12,925	\$4,900
2018-2019 Add'l Cost	\$16,780	\$2,375

The largest impact to the General Fund is in the first two years of the contract due primarily to the conversion to a cafeteria style health plan; however, due to the capped increase in health care costs to the City resulting from a cafeteria style plan, General Fund expenses decrease in the outer years. Sufficient contingency funds are included in the Fiscal Year 2015-2016 Adopted Budget to cover the first year of the MOU.

**Consideration to Approve a Four-year Memorandum of Understanding with the San Fernando Management Group and Adoption of Resolutions Establishing Salary and Benefits for Department Heads and Implementing the Employer Paid Member Contribution Provisions of the Proposed MOU**  
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**CONCLUSION:**

Staff believes the proposed MOU between the City and SFMG represents a balanced agreement that provides fair compensation to SFMG employees in exchange for concessions that will limit the City's long-term health care exposure and improve the City's long-term stability.

**ATTACHMENTS:**

- A. Proposed MOU between the City and the SFMG
- B. Resolution No. 7692 establishing annual salary and benefits for Department Heads
- C. Resolution No. 7689 implementing cost sharing for Employer Paid Member Contributions with the SFMG



# MEMORANDUM OF UNDERSTANDING (MOU)

**San Fernando  
Management Group  
(SFMG)**

**City of San Fernando  
(City)**

**MOU TERM**

July 1, 2015 – June 30, 2019

**CITY CONTRACT NO.**

**ADOPTION DATE**



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**ARTICLE 1 INTRODUCTION****1.01 PREAMBLE**

This contract (hereinafter referred to as “Memorandum of Understanding” or “MOU”) is entered into by and between employee and staff representatives of the Service Employees International Union (SEIU), Local 721, San Fernando Management Group (hereinafter referred to as “SFMG, SEIU/Local 721”) and representatives of the City Council of the City of San Fernando (hereinafter referred to as “City”). This MOU has, as its purpose, the promotion of fair and harmonious relations between the City and SFMG, SEIU/Local 721 and its members, the establishment of a fair, just, equitable, and peaceful procedure for the resolution of problems and differences, and the establishment of wages, hours and working conditions and other conditions of employment that, in any way, affect the employees within this bargaining unit.

**1.02 RECOGNITION**

The City recognizes the San Fernando Management Group as the exclusive bargaining representative of the employees in this unit, subject to the right of an employee to self-representation. The term “unit employee” or “unit employees” is used to refer to those employees in the following classifications: Administrative Analyst and Personnel Manager, and such other classifications as may, from time to time, be added to the unit by the City.

**1.03 IMPLEMENTATION OF THE MEMORANDUM OF UNDERSTANDING (MOU)**

This MOU constitutes an agreement and joint recommendation for approval by the City Council and the general membership of SFMG, SEIU/Local 721. This MOU shall be binding upon the parties, whenever the following conditions are met:

1. SFMG, SEIU/Local 721 has notified the City Council that its members have formally approved this contract in its entirety; and
2. The City Council has approved this MOU in its entirety.

Whenever any ordinance, rule, regulation, resolution or other action is required for the implementation of this MOU, such ordinance, rule, regulation, etc. will provide for an effective date the same as provided for in this MOU or make other equivalent provisions therefore.

Except as specifically provided herein, the parties (SFMG, SEIU/Local 721 and representatives of the City) to this MOU do not waive their rights to meet and confer in good faith during the term of this MOU with respect to any other matters within the scope of the meet and confer process.

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**ARTICLE 2     TERM****2.01     TERM**

This MOU shall be effective beginning 12:00 a.m. on July 1, 2015, and shall terminate at 11:59 p.m. on June 30, 2019.

Either party (SFMG, SEIU/Local 721 or Representatives of the City) to this agreement wishing to negotiate a successor MOU shall deliver to the other party by April 1, 2019, a formal proposal to reopen negotiations along with a list of negotiable working conditions proposed for meeting and conferring.

**ARTICLE 3     CITY RIGHTS****3.01     CITY RIGHTS**

The rights of the City include, but are not limited to, the exclusive right to determine the mission of its constituent departments, commissions, and boards; set standards of service; determine the procedures and standards of selection for employment and promotion; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the method, means, and personnel by which government operations are to be conducted; determine the content of job classifications; take all necessary actions to carry out its mission in emergencies; and exercise complete control and discretion over its organization and technology of performing its work, unless and only to the extent that the provisions of this MOU specifically curtail or limit such rights, powers, and authority.

**ARTICLE 4     EMPLOYEE RIGHTS****4.01     EMPLOYEE RIGHTS**

Employees of the City shall have the right to form, join, and participate in the activities of the employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations including but not limited to wages, hours, and other terms and conditions of employment. Employees of the City also shall have the right to refuse to join or participate in the activities of employee organizations and shall have the right to represent themselves individually in their employment relations with the City. No employee shall be interfered with, intimidated, restrained, coerced, or discriminated against by the City or by any employee organization because of the exercise of these rights.

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**ARTICLE 5     SALARY****5.01     COST OF LIVING ADJUSTMENT/EQUITY ADJUSTMENTS**

The base salary for each represented unit classification shall be adjusted as follows:

- No adjustment to base salary for fiscal year 2015-2016.
- Effective on the first day of the first pay period beginning after July 1, 2016, the base salary for each represented unit classification shall be increased by one percent (1.0%).
- Effective on the first day of the first pay period beginning after July 1, 2017, the base salary for each represented unit classification shall be increased by one and one-half percent (1.5%).
- Effective on the first day of the first pay period beginning after July 1, 2018, the base salary for each represented unit classification shall be increased by two percent (2.0%).

**5.02     DEFINITIONS**

As used in this MOU, "Base Salary" means the salary classification, range, and step to which an employee is assigned. It excludes any additional allowances, special pays and non-cash benefits. As used in this MOU, "Regular Rate of Pay" shall be as defined in the Fair Labor Standards Act.

**5.03     CALCULATION OF BENEFITS**

If applicable, benefits that are percentage of base salary will be applied to the employee's base salary only. If an employee is entitled to multiple percentage based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

**ARTICLE 6     LONGEVITY PAY****6.01     LONGEVITY**

1. The City shall continue to pay longevity to unit employees that have completed 10 years of service from date of hire, an additional 3% above the base salary step for each employee.
2. The City shall continue to pay longevity to unit employees that have completed 20 years of service from date of hire, a total of 4% over and above the base salary.

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3. The City shall continue to pay longevity to unit employees that have completed 30 years of service from date of hire, a total of 5% over and above the base salary.

Any unit employee on leave of absence without pay with the exception of Family & Medical Leave (FMLA), shall not have such leave time credited as service time for purposes of calculating the years of service.

**ARTICLE 7 BILINGUAL PAY****7.01 BILINGUAL**

The City shall provide Bilingual Pay in the amount of \$100 per month to employees that satisfy the following conditions:

1. The employee has satisfactorily demonstrated to the City his/her fluency in the Spanish language, based on written and/or oral testing procedures as selected by the City; and
2. The employee is required, in the normal course of his/her duties, to communicate in Spanish with members of the public, as determined by the Department Head and approved in writing by the City Manager.

**ARTICLE 8 EMPLOYEE AND RETIREE INSURANCE BENEFITS****8.01 MEDICAL, DENTAL, AND VISION INSURANCE FOR ACTIVE EMPLOYEES**

The City contracts with the California Public Employees' Retirement System (PERS) for medical insurance coverage. Eligible new hires are covered under the program on the first day of the month following enrollment. The City will contribute the Public Employee's Medical and Hospital Care Act (PEMHCA) statutory minimum on behalf of each participant in the program. A participant is defined as:

1. An enrolled employee and eligible dependents;
2. An enrolled retiree and eligible dependents; and
3. A surviving annuitant.

The City shall implement a full flex cafeteria plan in accordance with IRS Code Section 125 for all active employees. Unit employees shall receive a monthly flex dollar allowance to purchase medical, dental and vision benefits offered through the City's insurance plans.

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The monthly flex dollar allowance, inclusive of the statutory PEMHCA minimum, shall be:

	January 1, 2016	January 1, 2017	January 1, 2018	January 1, 2019
<b>Employee only:</b>	\$750	\$765	\$780	\$795
<b>Employee + 1:</b>	\$1,300	\$1,325	\$1,350	\$1,375
<b>Family:</b>	\$1,750	\$1,785	\$1,820	\$1,855

The monthly flex dollar allowance may be used in accordance with the terms of the cafeteria plan to purchase benefits offered under the cafeteria plan and other supplementary products. After enrolling in a mandatory medical insurance plan, or opting out under the "Opt Out" provision below, the employee has the option to waive the other benefits and have the excess flex dollars converted to taxable income or purchase other supplementary products.

In the event that premiums and/or costs for the selected benefits exceed the monthly flex dollar allowance, the balance will be paid by the employee through automatic pre-tax payroll deduction, as permitted under IRS Code Section 125.

If any other bargaining unit negotiates a flex dollar allowance that exceeds the amounts identified above, the City will adjust the flex dollar allowance for SFMG to match the higher flex dollar amount.

**Opt Out**

Unit employees may elect to discontinue participation in the PERS Health Plan medical insurance coverage ("Opt Out"). The intent of this provision is to share premium savings that the City will incur as a result of a unit employee canceling City coverage.

Unit employees electing to waive City medical insurance coverage for themselves and all eligible family members must provide proof of coverage through another (non-City) benefit plan (e.g., spouse's coverage through another employer), and must waive any liability to the City for their decision to cease coverage under the City's medical insurance plan.

Upon proof of other coverage, unit employees may elect to waive the City's medical insurance and use the above allotted single-party (Employee only) flex dollars toward other items in the full flex cafeteria plan or convert it to taxable income.

After electing to Opt Out, a unit employee who later requests to re-enroll under the City plan can only do so during the open enrollment period or after a qualifying event as permitted by the insurance carrier and Cafeteria Plan regulations.

For medical insurance plans, when a unit employee is the spouse of another benefited City employee, the affected employees shall have the option of:



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- a. Each employee may elect a flex dollar amount of a single employee;
- b. One (1) employee may select a plan and list the spouse as a dependent under the two-party or family coverage, as applicable and the remaining employee may opt-out as outlined above.

**8.02 MEDICAL INSURANCE FOR RETIREES**

Effective upon approval of the necessary Resolution(s) by CalPERS, the City will create a three (3) tier structure for retiree medical insurance. The City will adopt a Resolution to implement a ten (10) year retiree medical insurance vesting schedule, pursuant to the provisions of California Government Code Section 22893.

1. Retiree Medical Tier I: Employees retired on or before June 30, 2015:
  - a. If retired on or before December 31, 2012, 100% paid medical insurance benefits for employee and eligible dependents.
  - b. If retired on or after January 1, 2013, 100% paid medical insurance for employee and eligible dependents, excluding PERS Care plan, if the most expensive.
2. Retiree Medical Tier II: Employees hired on or before June 30, 2015 and retire on or after July 1, 2015:
  - a. If the employee meets the vesting schedule set forth in California Government Code Section 22893, 100% paid medical insurance benefits for whatever plan is selected by the employee for himself and eligible dependents, except PERS Care, if the most expensive.
3. Retiree Medical Tier III: Employees hired on or after July 1, 2015:
  - a. If the employee meets the vesting schedule set forth in California Government Code Section 22893, PEMHCA minimum (currently \$122 per month for 2015).

**8.03 RETIREE HEALTH SAVINGS ACCOUNT**

Unit employees that are in Retiree Medical Tier III as described above will receive a contribution from the City of \$100 per month into a Retiree Medical Trust (RMT) or Retiree Health Savings (RHS) Plan, whichever is designated by the City. Any unit member may elect to contribute an additional amount to the RMT or RHS, at its option. The City will work to implement a RMT or RHS prior to June 30, 2016.

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**8.04 LIFE INSURANCE**

The City shall continue to provide all unit employees with a \$50,000 Basic Life and AD&D insurance policy at no cost to the employee.

**ARTICLE 9 RETIREMENT BENEFITS****9.01 RETIREMENT BENEFITS**

The City shall provide retirement benefits to eligible unit employees through the California Public Employees' Retirement System (CalPERS) as follows: The definition of "new" member and "classic" member are set forth in the Public Employee Pension Reform Act of 2013 (PEPRA).

First Tier: "Classic" members hired prior to November 12, 2005 will receive the 3% at 60, single highest year compensation retirement calculation.

Second Tier: "Classic" members hired on or after November 12, 2005 will receive the 2% at 55, final 36-month average compensation retirement calculation.

Third Tier: "New" members hired on or after January 1, 2013 will receive the 2% at 62, final 36-month average compensation retirement calculation.

In accordance with the existing contracts with CalPERS, the City shall continue to provide the following retirement benefits to unit employees:

- a. Fourth Level of 1959 Survivor Benefits for unit employees (Government Code Section 21574).
- b. 5% Cost of Living Allowance (COLA) for unit employees hired on or before November 12, 2005; and 3% COLA for unit employees hired after November 12, 2005 (Government Code Section 21335).
- c. Credit for unused sick leave for unit employees as per CalPERS guidelines (Government Code Section 20965).

**9.02 EMPLOYER PAID MEMBER CONTRIBUTIONS**

Effective upon CalPERS' approval of the necessary Resolutions, but not before the payroll period containing July 1, 2015, the City shall pay 6.0% for First Tier CalPERS members and 5.5% for Second Tier CalPERS members toward the employee's required CalPERS contribution.

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Effective on the first day of the payroll period containing July 1, 2016, the City shall pay 7.0% for First Tier CalPERS members and 6.5% for Second Tier CalPERS members toward the employee's required CalPERS contribution.

Effective on the first day of the payroll period containing July 1, 2017, and thereafter, the City shall pay 7.5% for First Tier CalPERS members and 7.0% for Second Tier CalPERS members toward the employee's required CalPERS contribution.

The City's payments, above, 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 each employee, pursuant to California Government Code Section 20636(c)(4).

In accordance with PEPR, "New" CalPERS members shall pay, by pre-tax payroll deduction, the full employee contribution of 50% of the total normal cost.

## **ARTICLE 10      MANAGEMENT LEAVE**

### **10.01   MANAGEMENT LEAVE**

Management leave provides a means of compensation for hours worked by exempt employees beyond their normal work schedule. The City shall provide one hundred twenty (120) hours Management Leave per year credited each January 1. Management Leave must be used in the year earned and cannot be carried over from one calendar year to the next. Unused management leave hours will be cashed out in December of each year at the employee's current rate of pay. At the time of separation, any unused management leave hours will be paid at the employee's current rate of pay.

## **ARTICLE 11      ANNUAL LEAVE**

### **11.01   ANNUAL LEAVE**

Unit employees earn Annual Leave in lieu of vacation and sick leave. Annual Leave is intended to provide time for an employee to be away from the work environment and to enable such employee to return to work mentally and physically refreshed.

The City shall provide for Annual Leave to accrue on a payroll to payroll basis prorated in accordance with the following rates.

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- 0 – 4 years of City service: 6.15 hours per pay period (160/year)
- 5 – 9 years of City service: 7.69 hours per pay period (200/year)
- 10 or more years of City service: 9.23 hours per pay period (240/year)

Unit employees who have pre-existing sick leave and/or vacation accrual balance shall convert sick leave to annual leave at the rate of one hour of sick leave to 0.5 hours of annual leave; and convert vacation to annual leave at the rate of one hour of vacation to one hour of annual leave.

Unit members may, at the employee's discretion, accrue up to eight hundred (800) hours of Annual Leave. Upon the employee's separation from City service, the employee shall be compensated for any unused Annual Leave at his or her regular rate of pay.

## **ARTICLE 12      HOLIDAY LEAVE**

### **12.01 HOLIDAY LEAVE**

Each unit employee shall be entitled to the following holidays with pay (8 hours per holiday):

- |                                      |                             |
|--------------------------------------|-----------------------------|
| (1) New Year's Day                   | (7) Labor Day               |
| (2) Martin Luther King, Jr. Birthday | (8) Veteran's Day           |
| (3) President's Day                  | (9) Thanksgiving Day        |
| (4) Cesar Chavez's Birthday          | (10) Day after Thanksgiving |
| (5) Memorial Day                     | (11) Christmas Day          |
| (6) Independence Day                 | (12) Floating Holiday       |

Floating holiday hours are credited each January 1 and must be used before December 30. Unused floating holiday hours are not carried forward.

## **ARTICLE 13      MODIFIED WORK SCHEDULE**

### **13.01 MODIFIED WORK SCHEDULE**

Unit employees shall operate on a work schedule that allows an employee to work at least eight or nine hours in each work day, depending on their chosen work schedule, with various starting and ending times based upon the needs of the City. Unit employees shall not be required to charge their accrued leave time hours for payroll computation, provided at least eight or nine hours, depending on their chosen work schedule, have been worked in that day.

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**ARTICLE 14 TUITION REIMBURSEMENT****14.01 TUITION REIMBURSEMENT**

The City shall reimburse unit employees for pre-approved courses to a maximum of \$3,000 per fiscal year. Approval must be obtained from the City Manager prior to enrolling in the course. Requests for reimbursement and approval must be in accordance with the City's policy on tuition reimbursement.

Tuition reimbursement shall be contingent upon employee satisfactorily completing course(s) with a minimum of a "B" grade and commit to continued service (employment) to the City of San Fernando for the equivalent of the school units, not to exceed two (2) years.

**ARTICLE 15 WELLNESS REIMBURSEMENT****15.01 WELLNESS REIMBURSEMENT**

To encourage the health and well-being of unit employees, the City shall reimburse certain wellness expenses in an amount not to exceed \$600 each fiscal year. Employees must request reimbursement using a City approved form and supply valid receipts at time of reimbursement. Unused funds will not be carried over to the following fiscal year.

The following are reimbursable items under this section:

- Medical examination by the health provider of the employee's choice.
- Membership in a health club or fitness center.
- Other formal wellness programs provided by professionals (e.g. smoking cessation, weight control, nutrition, or similar programs.)
- Reimbursement for employee or eligible dependent medical expenses (deductibles or co-payments) not covered by the employee's health, dental, or vision insurance.
- Reimbursement for medical, vision, and dental insurance premiums in excess of the monthly flex dollar allowance, if applicable.
- Additional contact lenses, prescription glasses, or prescription sunglasses not covered by medical or vision insurance.
- Dental work (included orthodontia) for employee or eligible dependents not covered by medical or dental insurance.
- Registration fees for health classes (e.g. yoga, cross fit, etc.).
- Entrance fees for competitive sporting events (e.g. bicycle or running race, mud run competition, et cetera).

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**ARTICLE 16 MILEAGE REIMBURSEMENT****16.01 MILEAGE REIMBURSEMENT**

Unit employees who are required by the City to use their private vehicles for City business shall be reimbursed for mileage at the prevailing IRS rate.

**ARTICLE 17 ACTING PAY****17.01 ACTING PAY**

Unit employees who, by written assignment, perform the duties of a position with a higher salary classification than that in which they are regularly employed shall receive the compensation specified for the position to which assigned, if performing the duties thereof for a period of fifteen (15) or more consecutive work days. The increased compensation shall be retroactive to the first day of said assignment, and at the step within the higher classification as will accord the employee an increase of at least 5% of his or her current regular compensation.

**ARTICLE 18 DISCIPLINARY PROCEDURES****18.01 DISCIPLINARY PROCEDURES**

Those unit employees who are a part of the competitive service can only be disciplined under the disciplinary procedures set forth in Rule XV of the City of San Fernando Personnel Rules and Regulations. Unit employees who serve in the position of department director are at-will employees, and can be terminated at any time without cause or right of appeal.

**ARTICLE 19 LAYOFFS****19.01 LAYOFFS**

Layoff of unit employees shall be done in compliance with City of San Fernando Personnel Rules and Regulations, Rule XIII. Rule XIII, 1.4 shall not apply to department directors hired after the effective date of this Agreement. The new directors do not have the right to bump back into positions previously held.

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**ARTICLE 20      BEREAVEMENT LEAVE****20.01 BEREAVEMENT LEAVE**

Employees shall be permitted to use up to five (5) days paid days of bereavement leave following the death of an immediate family member and one (1) paid day following the death of an extended family member.

For the purposes of implementing this benefit, "Immediate Family" shall mean grandparent, parent, child, spouse, or registered domestic partner as permitted by California law, or any person living in the household. Proof of residence may be required. "Parent" shall mean biological, foster, or adoptive parent, stepparent, legal guardian or person who has parental rights to employee. "Child" shall mean a biological, adopted, or foster child, stepchild, legal ward or a child of a person who has parent's rights.

For the purpose of implementing this benefit, "Extended Family" shall mean: Aunts, Uncles, and Cousins, god-parents or god-parent equivalent.

The City Manager may authorize additional days of leave for bereavement purposes on an as-needed basis.

**ARTICLE 21      OTHER PROVISIONS****21.01 OTHER PROVISIONS**

The City will complete a Classification and Compensation study by June 30, 2016. Survey cities will be selected based on a number of criteria, including, but not limited to, population, types of service provided by staff, and relative size of budget. SFMG may submit a written request to re-open the MOU to discuss salary adjustments after the Classification and Compensation study is complete.

**ARTICLE 22      DEDUCTIONS****22.01 DEDUCTIONS**

The City agrees that if individual members of the bargaining unit authorize in writing the deduction from their pay checks of dues to SEIU Local 721, the monies deducted will be remitted to SEIU Local 721.

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**ARTICLE 23      PROVISIONS OF LAW AND SEVERABILITY****23.01 PROVISIONS OF LAW AND SEVERABILITY**

The parties agree that this MOU is subject to all current and future applicable federal, state, and local laws.

If any article, part, or provision of this MOU is in conflict with or inconsistent with applicable provisions of federal, state or local law or is otherwise held to be invalid or unenforceable by a court of competent jurisdiction, such article, part, or provision thereof shall be suspended or superseded by such applicable law or regulation, and the remainder of the MOU shall not be affected thereby.

**ARTICLE 24      GRIEVANCE PROCEDURES****24.01 GRIEVANCE PROCEDURES**

The City will process grievances in accordance with the City's established Personnel Rules.

**ARTICLE 25      SIGNATURE PAGE**

**(SIGNATURE PAGE TO FOLLOW)**



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**CITY OF SAN FERNANDO****SAN FERNANDO MANAGEMENT GROUP  
(SFMG)**

---

Joel Fajardo	Date
Mayor	

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Michael Okafor	Date
SFMG Member	

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Brian Saeki	Date
City Manager	

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Kenneth Jones	Date
SFMG Member	

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Renee Anderson	Date
SEIU Local 721	

**ATTACHMENT "B"****RESOLUTION NO. 7692****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, ESTABLISHING THE SALARY AND BENEFITS PAYABLE TO EMPLOYEES IN CLASSIFICATIONS DESIGNATED AS DEPARTMENT HEADS**

**WHEREAS**, under California State law, the City Council is vested with the authority to designate classifications as being Department Heads; and

**WHEREAS**, the following classifications in Department Head service of the City of San Fernando are critical to the efficient and effective operations of the City, the City Council recognizes the management nature and responsibilities of the positions; and

**WHEREAS**, the City Council desires to provide competitive benefits to its employees; and

**WHEREAS**, the City Council has determined that it is appropriate to provide the same economic adjustments to employees in Department Head classifications that are consistent with negotiated provisions in other recognized bargaining units in the City; and

**WHEREAS**, the City shall provide adjustments as follows, effective the first day of the first pay period beginning after July 1, 2015 to Department Head classifications listed in Section 1; and

**WHEREAS**, the City Council desires to delineate the benefits payable to employees in Department Head service to the City.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA:**

**SECTION 1. DEPARTMENT HEADS:**

- A. The following classifications shall be designated as part of the management service and shall be considered Department Heads:

Deputy City Manager/Director of Public Works

Director of Community Development

Director of Finance

Director of Recreation and Community Services

B. At any time during the term of this Resolution, the City may add such other classification(s) to the Department Head designation as it deems appropriate.

C. Exclusions. Department Head employees are specifically excluded from overtime compensation of any type.

**SECTION 2. TERM:**

This Resolution shall be effective beginning 12:00 a.m. on July 1, 2015, and shall terminate at 11:59 p.m. on June 30, 2019.

**SECTION 3. EMPLOYEE RIGHTS:**

No employee shall be interfered with, intimidated, restrained, coerced, or discriminated against by the City or by any employee organization within the City.

**SECTION 4. SALARY:**

The base salary for each Department Head shall be adjusted as follows:

- No adjustment to base salary for fiscal year 2015-2016.
- Effective on the first day of the first pay period beginning after July 1, 2016, the base salary for each Department Head shall be increased by one percent (1.0%).
- Effective on the first day of the first pay period beginning after July 1, 2017, the base salary for each Department Head shall be increased by one and one-half percent (1.5%).
- Effective on the first day of the first pay period beginning after July 1, 2018, the base salary for each Department Head shall be increased by two percent (2.0%).

As used in this Resolution, “Base Salary” means the salary classification, range, and step to which an employee is assigned. It excludes any additional allowances, special pays and non-cash benefits. As used in this Resolution, “Regular Rate of Pay” shall be as defined in the Fair Labor Standards Act.

If applicable, benefits that are percentage of base salary will be applied to the employee’s base salary only. If an employee is entitled to multiple percentage based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

**SECTION 5. SPECIAL PAY:**

**LONGEVITY**

The City shall continue to pay longevity to Department Heads that have completed 10 years of service from date of hire, an additional 3% above the base salary step for each employee.

The City shall continue to pay longevity to Department Heads that have completed 20 years of service from date of hire, a total of 4% over and above the base salary.

The City shall continue to pay longevity to Department Heads that have completed 30 years of service from date of hire, a total of 5% over and above the base salary.

Any Department Head on leave of absence without pay with the exception of Family & Medical Leave (FMLA), shall not have such leave time credited as service time for purposes of calculating the years of service.

#### **BILINGUAL PAY**

The City shall provide Bilingual Pay in the amount of \$100 per month to Department Heads that satisfy the following conditions:

1. The employee has satisfactorily demonstrated to the City his/her fluency in the Spanish language, based on written and/or oral testing procedures as selected by the City; and
2. The employee is required, in the normal course of his/her duties, to communicate in Spanish with members of the public. For purposes of this provision, all Department Heads satisfy this criteria.

#### **ACTING PAY**

Department Heads who, by written assignment, perform the duties of a position with a higher salary classification than that in which they are regularly employed shall receive the compensation specified for the position to which assigned, if performing the duties thereof for a period of fifteen (15) or more consecutive work days. The increased compensation shall be retroactive to the first day of said assignment, and at the step within the higher classification as will accord the employee an increase of at least 5% of his or her current regular compensation.

### **SECTION 6. EMPLOYEE AND RETIREE INSURANCE BENEFITS:**

#### **MEDICAL, DENTAL, AND VISION INSURANCE FOR ACTIVE EMPLOYEES**

The City contracts with the California Public Employees' Retirement System (PERS) for medical insurance coverage. Eligible new hires are covered under the program on the first day of the month following enrollment. The City will contribute the Public Employee's Medical and Hospital Care Act (PEMHCA) statutory minimum on behalf of each participant in the program. A participant is defined as:

1. An enrolled employee and eligible dependents;
2. An enrolled retiree and eligible dependents; and
3. A surviving annuitant.

The City shall implement a full flex cafeteria plan in accordance with IRS Code Section 125 for all active employees. Unit employees shall receive a monthly flex dollar allowance to purchase medical, dental and vision benefits offered through the City's insurance plans.

The monthly flex dollar allowance, inclusive of the statutory PEMHCA minimum, shall be:

	January 1, 2016	January 1, 2017	January 1, 2018	January 1, 2019
<b>Employee only:</b>	\$750	\$765	\$780	\$795
<b>Employee + 1:</b>	\$1,300	\$1,325	\$1,350	\$1,375
<b>Family:</b>	\$1,750	\$1,785	\$1,820	\$1,855

The monthly flex dollar allowance may be used in accordance with the terms of the cafeteria plan to purchase benefits offered under the cafeteria plan and other supplementary products. After enrolling in a mandatory medical insurance plan, or opting out under the “Opt Out” provision below, the employee has the option to waive the other benefits and have the excess flex dollars converted to taxable income or purchase other supplementary products.

In the event that premiums and/or costs for the selected benefits exceed the monthly flex dollar allowance, the balance will be paid by the employee through automatic pre-tax payroll deduction, as permitted under IRS Code Section 125.

If any other bargaining unit negotiates a flex dollar allowance that exceeds the amounts identified above, the City will adjust the flex dollar allowance for SFMG to match the higher flex dollar amount.

#### Opt Out

Department Heads may elect to discontinue participation in the PERS Health Plan medical insurance coverage (“Opt Out”). The intent of this provision is to share premium savings that the City will incur as a result of a Department Head canceling City coverage.

Department Heads electing to waive City medical insurance coverage for themselves and all eligible family members must provide proof of coverage through another (non-City) benefit plan (e.g., spouse's coverage through another employer), and must waive any liability to the City for their decision to cease coverage under the City’s medical insurance plan.

Upon proof of other coverage, Department Heads may elect to waive the City’s medical insurance and use the above allotted single-party (Employee only) flex dollars toward other items in the full flex cafeteria plan or convert it to taxable income.

After electing to Opt Out, a Department Head who later requests to re-enroll under the City plan can only do so during the open enrollment period or after a qualifying event as permitted by the insurance carrier and Cafeteria Plan regulations.

For medical insurance plans, when a unit employee is the spouse of another benefited City employee, the affected employees shall have the option of:

- a. Each employee may elect a flex dollar amount of a single employee;

- b. One (1) employee may select a plan and list the spouse as a dependent under the two-party or family coverage, as applicable and the remaining employee may opt-out as outlined above.

#### MEDICAL INSURANCE FOR RETIREES

Effective upon approval of the necessary Resolution(s) by CalPERS, the City will create a three (3) tier structure for retiree medical insurance. The City will adopt a Resolution to implement a ten (10) year retiree medical insurance vesting schedule, pursuant to the provisions of California Government Code Section 22893.

1. Retiree Medical Tier I: Employees retired on or before June 30, 2015:
  - a. If retired on or before December 31, 2012, 100% paid medical insurance benefits for employee and eligible dependents.
  - b. If retired on or after January 1, 2013, 100% paid medical insurance for employee and eligible dependents, excluding PERS Care plan, if the most expensive.
2. Retiree Medical Tier II: Employees hired on or before June 30, 2015 and retire on or after July 1, 2015:
  - a. If the employee meets the vesting schedule set forth in California Government Code Section 22893, 100% paid medical insurance benefits for whatever plan is selected by the employee for himself and eligible dependents, except PERS Care, if the most expensive.
3. Retiree Medical Tier III: Employees hired on or after July 1, 2015:
  - a. If the employee meets the vesting schedule set forth in California Government Code Section 22893, PEMHCA minimum (currently \$122 per month for 2015).

#### RETIREE HEALTH SAVINGS ACCOUNT

Unit employees that are in Retiree Medical Tier III as described above will receive a contribution from the City of \$100 per month into a Retiree Medical Trust (RMT) or Retiree Health Savings (RHS) Plan, whichever is designated by the City. Any unit member may elect to contribute an additional amount to the RMT or RHS, at its option. The City will work to implement a RMT or RHS prior to June 30, 2016.

#### LIFE INSURANCE

The City shall continue to provide all Department Heads with a \$50,000 Basic Life and AD&D insurance policy at no cost to the employee.

**SECTION 7. RETIREMENT:**

The City shall provide retirement benefits to eligible Department Heads through the California Public Employees' Retirement System (CalPERS) as follows: The definition of "new" member and "classic" member are set forth in the Public Employee Pension Reform Act of 2013 (PEPRA).

First Tier: "Classic" members hired prior to November 12, 2005 will receive the 3% at 60, single highest year compensation retirement calculation.

Second Tier: "Classic" members hired on or after November 12, 2005 will receive the 2% at 55, final 36-month average compensation retirement calculation.

Third Tier: "New" members hired on or after January 1, 2013 will receive the 2% at 62, final 36-month average compensation retirement calculation.

In accordance with the existing contracts with CalPERS, the City shall continue to provide the following retirement benefits to unit employees:

- a. Fourth Level of 1959 Survivor Benefits for unit employees (Government Code Section 21574).
- b. 5% Cost of Living Allowance (COLA) for unit employees hired on or before November 12, 2005; and 3% COLA for unit employees hired after November 12, 2005 (Government Code Section 21335).
- c. Credit for unused sick leave for unit employees as per CalPERS guidelines (Government Code Section 20965).

**EMPLOYER PAID MEMBER CONTRIBUTIONS**

Effective upon CalPERS' approval of the necessary Resolutions, but not before the payroll period containing July 1, 2015, the City shall pay 6.0% for First Tier CalPERS members and 5.5% for Second Tier CalPERS members toward the employee's required CalPERS contribution.

Effective on the first day of the payroll period containing July 1, 2016, the City shall pay 7.0% for First Tier CalPERS members and 6.5% for Second Tier CalPERS members toward the employee's required CalPERS contribution.

Effective on the first day of the payroll period containing July 1, 2017, and thereafter, the City shall pay 7.5% for First Tier CalPERS members and 7.0% for Second Tier CalPERS members toward the employee's required CalPERS contribution.

The City's payments, above, 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 each employee, pursuant to California Government Code Section 20636(c)(4).

In accordance with PEPRA, "New" CalPERS members shall pay, by pre-tax payroll deduction, the full employee contribution of 50% of the total normal cost.

## **SECTION 8. LEAVE BENEFITS:**

### **MANAGEMENT LEAVE**

Management leave provides a means of compensation for hours worked by exempt employees beyond their normal work schedule. The City shall provide one hundred twenty (120) hours Management Leave per year credited each January 1. Management Leave must be used in the year earned and cannot be carried over from one calendar year to the next. Unused management leave hours will be cashed out in December of each year at the employee's current rate of pay. At the time of separation, any unused management leave hours will be paid at the employee's current rate of pay.

### **ANNUAL LEAVE**

Unit employees earn Annual Leave in lieu of vacation and sick leave. Annual Leave is intended to provide time for an employee to be away from the work environment and to enable such employee to return to work mentally and physically refreshed.

The City shall provide for Annual Leave to accrue on a payroll to payroll basis prorated in accordance with the following rates.

- 0 – 4 years of City service: 6.15 hours per pay period (160/year)
- 5 – 9 years of City service: 7.69 hours per pay period (200/year)
- 10 or more years of City service: 9.23 hours per pay period (240/year)

Unit employees who have pre-existing sick leave and/or vacation accrual balance shall convert sick leave to annual leave at the rate of one hour of sick leave to 0.5 hours of annual leave; and convert vacation to annual leave at the rate of one hour of vacation to one hour of annual leave.

Unit members may, at the employee's discretion, accrue up to eight hundred (800) hours of Annual Leave. Upon the employee's separation from City service, the employee shall be compensated for any unused Annual Leave at his or her regular rate of pay.



### HOLIDAY LEAVE

Each unit employee shall be entitled to the following holidays with pay (8 hours per holiday):

- |                                      |                             |
|--------------------------------------|-----------------------------|
| (1) New Year's Day                   | (7) Labor Day               |
| (2) Martin Luther King, Jr. Birthday | (8) Veteran's Day           |
| (3) President's Day                  | (9) Thanksgiving Day        |
| (4) Cesar Chavez's Birthday          | (10) Day after Thanksgiving |
| (5) Memorial Day                     | (11) Christmas Day          |
| (6) Independence Day                 | (12) Floating Holiday       |

Floating holiday hours are credited each January 1 and must be used before December 30. Unused floating holiday hours are not carried forward.

### BEREAVEMENT LEAVE

Department Heads shall be permitted to use up to five (5) days paid days of bereavement leave following the death of an immediate family member and one (1) paid day following the death of an extended family member.

For the purposes of implementing this benefit, "Immediate Family" shall mean grandparent, parent, child, spouse, or registered domestic partner as permitted by California law, or any person living in the household. Proof of residence may be required. "Parent" shall mean biological, foster, or adoptive parent, stepparent, legal guardian or person who has parental rights to employee. "Child" shall mean a biological, adopted, or foster child, stepchild, legal ward or a child of a person who has parent's rights.

For the purpose of implementing this benefit, "Extended Family" shall mean: Aunts, Uncles, and Cousins, god-parents or god-parent equivalent.

The City Manager may authorize additional days of leave for bereavement purposes on an as-needed basis.

### **SECTION 9. MODIFIED WORK SCHEDULE:**

Unit employees shall operate on a work schedule that allows an employee to work at least eight or nine hours in each work day, depending on their chosen work schedule, with various starting and ending times based upon the needs of the City. Unit employees shall not be required to charge their accrued leave time hours for payroll computation, provided at least eight or nine hours, depending on their chosen work schedule, have been worked in that day.

### **SECTION 10. REIMBURSEMENTS:**

#### TUITION REIMBURSEMENT

The City shall reimburse Department Heads for pre-approved courses to a maximum of \$3,000 per fiscal year. Approval must be obtained from the City Manager prior to enrolling in the

course. Requests for reimbursement and approval must be in accordance with the City's policy on tuition reimbursement.

Tuition reimbursement shall be contingent upon employee satisfactorily completing course(s) with a minimum of a "B" grade and commit to continued service (employment) to the City of San Fernando for the equivalent of the school units, not to exceed two (2) years.

#### WELLNESS REIMBURSEMENT

To encourage the health and well-being of unit employees, the City shall reimburse certain wellness expenses in an amount not to exceed \$600 each fiscal year. Employees must request reimbursement using a City approved form and supply valid receipts at time of reimbursement. Unused funds will not be carried over to the following fiscal year.

The following are reimbursable items under this section:

- Medical examination by the health provider of the employee's choice.
- Membership in a health club or fitness center.
- Other formal wellness programs provided by professionals (e.g. smoking cessation, weight control, nutrition, or similar programs.)
- Reimbursement for employee or eligible dependent medical expenses (deductibles or co-payments) not covered by the employee's health, dental, or vision insurance.
- Reimbursement for medical, vision, and dental insurance premiums in excess of the monthly flex dollar allowance, if applicable.
- Additional contact lenses, prescription glasses, or prescription sunglasses not covered by medical or vision insurance.
- Dental work (included orthodontia) for employee or eligible dependents not covered by medical or dental insurance.
- Registration fees for health classes (e.g. yoga, cross fit, etc.).
- Entrance fees for competitive sporting events (e.g. bicycle or running race, mud run competition, et cetera).

#### TECHNOLOGY REIMBURSEMENT

Department directors Heads may elect to receive a technology reimbursement of \$100/month in lieu of a City issued cell phone. Department Heads that continue to receive a City issued cell phone will not receive the reimbursement.

#### **SECTION 11. CAR ALLOWANCE:**

Department Heads will receive a City-provided vehicle or car allowance of \$300/month as compensation for attendance at off-site meetings, conferences, professional development, and any other business related travel. Department Heads receiving a City-provided vehicle or car allowance will not be reimbursed for mileage.

**SECTION 12. SEVERANCE PAY:**

Department Heads are considered at-will employees and serve at the pleasure of the City Manager. If a Department Head is dismissed or discharged during the term of the agreement without cause, the City will provide the employee up to three (3) months' severance pay. Severance pay shall be calculated based on years of service with the City at a rate of one (1) month per one (1) year of service.

All Department Heads hired before July 1, 2015 will earn one month severance pay upon execution of this agreement and will earn another month each July 1<sup>st</sup> thereafter, up to three total months. Department Heads hired on or after July 1, 2015 will earn one month severance pay upon the one-year anniversary of their hire date, and each anniversary thereafter, up to three total months.

After receiving written notice of dismissal from the City, Department Heads may elect to be placed on administrative leave for an amount of time equal to their earned severance pay (i.e. up to three months) instead of receiving a lump-sum payout. The employee must notify the City of their election within three (3) business days of receiving written notice of dismissal.

**SECTION 13. PROVISIONS OF LAW AND SEVERABILITY:**

The parties agree that this Resolution is subject to all current and future applicable federal, state, and local laws.

If any article, part, or provision of this Resolution is in conflict with or inconsistent with applicable provisions of federal, state or local law or is otherwise held to be invalid or unenforceable by a court of competent jurisdiction, such article, part, or provision thereof shall be suspended or superseded by such applicable law or regulation, and the remainder of the Resolution shall not be affected thereby.

**PASSED, APPROVED, AND ADOPTED** this 20<sup>th</sup> day of July, 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 20<sup>th</sup> day of July, 2015, by the following vote to wit:

AYES:

NOES:

ABSENT:

---

Elena G. Chávez, City Clerk

## ATTACHMENT "C"

## RESOLUTION NO. 7689

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
OF SAN FERNANDO FOR EMPLOYER PAID MEMBER  
CONTRIBUTIONS**

**WHEREAS**, the governing body of the City of San Fernando has the authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the City of San Fernando has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the City of San Fernando of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the City of San Fernando has identified the following conditions for the purpose of its election to pay EPMC;

- This benefit shall apply to all employees of the San Fernando Management Group (SFMG), SEIU Local 721, all non-sworn department heads, and the City Manager (also referred to as "classic" miscellaneous members) that are under the 3% @ 60 and 2% @ 55 retirement formula. It does not apply to "new" members hired on or after January 1, 2013 that are under the 2% @ 62 retirement formula.
- This benefit shall consist of paying, as scheduled below, the following specified normal member contributions as EPMC:

For SFMG classic miscellaneous members, non-sworn department heads, and City Manager under 3% @ 60, the City shall pay as follows:

Effective July 11, 2015: 6.0% of normal member contributions  
Effective July 9, 2016: 7.0% of normal member contributions  
Effective July 8, 2017: 7.5% of normal member contributions

For SFMG classic miscellaneous members, non-sworn department heads, and City Manager under 2% @ 55 retirement formula, the City shall pay as follows:

Effective July 11, 2015: 5.5% of normal member contributions  
Effective July 9, 2016: 6.5% of normal member contributions  
Effective July 8, 2017: 7.0% of normal member contributions

- The effective date of this Resolution shall be July 11, 2015.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the City of San Fernando elects to pay EPMC, as set forth above.

**PASSED, APPROVED, AND ADOPTED** this 20<sup>th</sup> day of July, 2015.

---

Joel Fajardo, Mayor

**ATTEST:**

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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 20<sup>th</sup> day of July, 2015, 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:** Brian Saeki, City Manager

By: Chris Marcarello, Deputy City Manager/Public Works Director

**Date:** July 20, 2015

**Subject:** Consideration of a Request by the Los Angeles Unified School District to Review Traffic Conditions Adjacent to Vista del Valle Dual Language Academy

### RECOMMENDATION:

It is recommended that the City Council review and provide direction on the Transportation and Safety Commission's recommendation to implement a pilot program for creation of a pick-up/drop-off zone on Eighth Street (from Macneil Street to Brand Boulevard) for a period of one hundred twenty (120) days, starting in the Fall 2015-2016 school year.

### BACKGROUND:

The Vista del Valle Dual Language Academy ("School") opened in September 2010. The entrance of the school is located at 12441 Bromont Avenue in the City of Los Angeles (in between Maclay Avenue and Brand Boulevard). The southern portion of the school is located in the City of San Fernando, adjacent to Eighth Street (in between Macneil Street and Brand Boulevard).

#### School Location



**Consideration of a Request by the Los Angeles Unified School District to Review Traffic Conditions Adjacent to the Vista del Valle Dual Language Academy**Page 2 of 4

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As part of the school's environmental review process prior to construction, the City provided comments on the proposed project's environmental impact report (EIR) regarding potential traffic and safety impacts in the City of San Fernando. The City's concerns were deemed of no consequence and no mitigation measures were implemented to address the concerns (Attachment "A"). In the Final EIR for the school project, the executive summary stated:

"The main access (entrance) for the proposed project would be located off Bromont Avenue. The student drop-off and pick-up loading and unloading zone for passenger cars and buses would be located off Bromont Avenue. Parking would be provided for faculty and visitors. Access to the parking area would be provided off Bromont Avenue. Additionally, a pedestrian and emergency access gate will be provided off Eighth Street."

In October 2013, the City was contacted by the Los Angeles Unified School District (LAUSD) requesting the use of Eighth Street (from Macneil Street to Brand Boulevard) as a drop-off/pick-up zone for the school (Attachment "B"). In late November 2013, the City's Transportation and Safety Commission ("the Commission") reviewed the request and recommended that the City Council approve the request, subject to several conditions. These conditions included the completion of a traffic study in the school's vicinity and a commitment to fund the construction of several improvements along Eighth Street, including a new cul-de-sac radius at its easterly terminus, slurry sealing, speed humps, and street signage/markings. In February 2014, the City Council considered these conditions and asked that a traffic study be conducted prior to the implementation of any improvements.

After completing the traffic study, the Commission reviewed a presentation reviewing the traffic study's findings in January 2015. The Commission asked that this item be brought back for further deliberation at its March 2015 meeting (Attachment "C"). In March 2015, the Commission voted to approve a pilot program to install a drop-off/pick-up zone on Eighth Street between Macneil Street and Brand Boulevard. In reviewing this issue, the Commission received public testimony from eight (8) members of the public in favor of the removal of the red curb (7 emails and 1 attendee) and received two (2) comments (1 email and 1 phone call) in opposition.

**ANALYSIS:**

Upon the request of the City, LAUSD was asked to prepare a traffic study for a proposed pick-up/drop-off zone along Eighth Street (between Macneil Street and Brand Boulevard) in the City of San Fernando. The traffic study was designed to evaluate potential impacts on traffic circulation and safety with converting an existing "No Parking" zone into a secondary drop-off/pick-up zone along Eighth Street. The study included the review of traffic volumes at four

**Consideration of a Request by the Los Angeles Unified School District to Review Traffic Conditions Adjacent to the Vista del Valle Dual Language Academy**Page 3 of 4

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intersections, including Eighth Street/Brand Boulevard, Eighth Street/Macneil Avenue, Eighth Street/Maclay Avenue, and Bromont Avenue/Maclay Avenue. The study evaluated the following traffic conditions:

- The evaluation of existing traffic counts;
- The review of future traffic conditions;
- The identification of any improvements that may be needed to mitigate traffic impacts; and
- The determination of any “fair share” costs that LAUSD would be responsible for if the drop-off/pick-up zone was added.

Based on the results of the traffic study, it was determined that the addition of a drop-off/pick-up zone would not significantly impact adjacent key traffic intersections. Further, the study noted that all intersections evaluated would remain at an acceptable level of service (comparison of traffic volumes to traffic capacity) during both morning and evening peak travel hours. A full copy of the traffic study is included with this report (Attachment “D”).

**Transportation and Safety Commission Review**

The Transportation and Safety Commission reviewed the results of this traffic study and received a presentation by LAUSD representatives regarding the request to install a drop-off/pick-up zone. Notices were distributed to properties within a 500 foot radius of the school’s location prior to the Commission’s review. After reviewing the issue and public input, the Commission decided to defer a final decision to its March 2015 meeting. At the March 2015 meeting, the Commission voted to recommend the following to the City Council:

- Initiating a pilot program to install a drop-off/pick-up zone on Eighth Street (between Macneil Street and Brand Boulevard);
- Pilot program shall consist of a period of approximately one hundred twenty (120) days in order to gauge its effectiveness and evaluate traffic impacts;
- Drop-off/pick-ups would only be allowed one hour before or after school starting or stopping times and only on school days (Monday through Friday);
- The installation of additional signage to notify the public of allowed stopping times;
- If approved, outreach to the neighborhood explaining the pilot program and explaining that the program would be re-evaluated following the trial period;
- Following 120 days, a report would be made indicating the effectiveness or problems associated with the drop-off/pick-up zone; and
- LAUSD shall work with the City of Los Angeles to make improvements to the main entrance location on Bromont Avenue.

Based on these recommendations from the Transportation and Safety Commission, it is requested that the City Council take additional public input and provide further direction

**Consideration of a Request by the Los Angeles Unified School District to Review Traffic Conditions Adjacent to the Vista del Valle Dual Language Academy**Page 4 of 4

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regarding this traffic request. Notifications have been distributed to City of San Fernando properties within a 500 foot radius of the school's location (Attachment "E").

If approved, staff would work with LAUSD to implement a pilot program drop-off/pick-up zone for a period of 120 days (from August 2015 to December 2015). Following this time, field observations would be compiled and reviewed with the Transportation and Safety Commission and then the City Council in January 2016.

**BUDGET IMPACT:**

There is no fiscal impact to the current fiscal year budget.

**CONCLUSION:**

It is recommended that the City Council review the Transportation and Safety Commission's recommendation and provide further direction to staff regarding the implementation of a pilot program drop-off/pick-up zone along Eighth Street.

**ATTACHMENTS:**

- A. Notice of Exemption
- B. Location Map
- C. January 2015 and March 2015 Transportation and Safety Commission Meeting Minutes
- D. Traffic Study
- E. Public Notices – Commission/City Council

Notice of Exemption  
California Environmental Quality Act

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## NOTICE OF CEQA EXEMPTION FOR THE 8TH STREET DROP-OFF/PICK-UP ZONE FOR VISTA DEL VALLE DUAL LANGUAGE ACADEMY

### INTRODUCTION TO THE NOTICE OF EXEMPTION

According to the California Environmental Quality Act (CEQA) Guidelines, a Notice of Exemption (NOE) may be filed if a lead agency (for this action, the lead agency is the City of San Fernando or the "City") determines that a proposed action or project is exempt from the environmental review requirements of CEQA. According to the CEQA Guidelines, a NOE must contain the following:

- A brief description of the proposed action or project;
- A finding that the proposed action or project is exempt, including a citation to the State CEQA Guidelines section or statute under which the project is found to be exempt; and,
- A brief statement in support of the finding.<sup>1</sup>

This NOE provides a description of the proposed project, indicates the applicable sections of CEQA that support the findings for a CEQA exemption, and discusses the lead agency's findings that are applicable to the proposed project.

### DESCRIPTION OF THE PROPOSED PROJECT

The City of San Fernando is reviewing a proposed project to establish an 8<sup>th</sup> Street drop-off/pick-up zone for the Vista del Valle Dual Language Academy, located at 12441 Bromont Avenue, San Fernando, CA 91340. The school is operated by the Los Angeles Unified School District and serves approximately 430 K-5 students from the cities of San Fernando and Los Angeles.

The project is designed to improve student safety by providing a second drop-off/pick-up zone for the school. The primary drop-off/pick-up zone for the school is along Bromont Avenue. Bromont Avenue will continue as the primary drop-off/pick-up zone and remain the only option for buses that serve the school. Los Angeles Unified School District staff are also investigating other potential improvements to the Bromont Avenue drop-off/pick-up zone to relieve vehicular congestion and enhance student safety.

The proposed drop-off/pick-up zone would be located on the north side of 8th Street, between Macneil Street and North Brand Boulevard. This segment is approximately 150-feet in length. The zone would be designated for drop-off/pick-up activities between 7:30-8:30 AM and 2:30-3:30 PM on school days.

Construction elements consist of the installation of appropriate signage and curb painting.

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<sup>1</sup> State of California. *Guidelines for the Implementation of the California Environmental Quality Act*, Article 5. §15352.

Notice of Exemption  
California Environmental Quality Act

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The proposed project would not cause an increase in student capacity and would not result in an increase in the intensity of school use. The beneficiaries of this project include the students and parents of the school.

The project applicant is the Los Angeles Unified School District which operates the Vista del Valle Dual Language Academy. A site map of the project location and street-level photo is provided in Attachment 1.

### APPLICABLE CEQA EXEMPTION(S)

The City of San Fernando has determined that the proposed project is an exempt project and it qualifies for a Class 1 exemption (Existing Facilities).<sup>2</sup> The Class 1 exemption consists of projects characterized as modifications to existing facilities that meet the conditions described below:

- The project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features,
- The project involves negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

### FINDINGS SUPPORTING THE APPLICABLE CEQA EXEMPTION(S)

The City of San Fernando, determined following a preliminary evaluation of the proposed project and review of the findings of a *Traffic Impact Study*,<sup>3</sup> that the proposed project would not result in any significant effects on the environment. This determination is based on the following:

- The proposed project consists of the minor alteration of existing public structures. 8<sup>th</sup> Street is an existing paved street with adjacent curbed sidewalk within the City of San Fernando and subject to regulation and improvement by the City's Public Works Department. The minor alterations are comprised of the installation of parking restriction signage and curb painting.
- The proposed project would not cause an increase in student capacity and would not result in an increase in the intensity of school use. The exemption allows for the minor alteration of existing public structures that involve no expansion of use.
- A *Traffic Impact Study* was prepared to analyze the potential traffic impacts of an 8th Street drop-off/pick-up zone. The analysis was prepared following the traffic study guidelines set forth by the City of San Fernando Public Works Department. The report provided data regarding existing operational characteristics of traffic in the project area, and an analysis of the proposed project's impacts to these existing and anticipated traffic conditions. The results

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<sup>2</sup> State of California. *Guidelines for the Implementation of the California Environmental Quality Act*, Article 5. §15301.

<sup>3</sup> *Traffic Impact Study, School Drop-off/Pick-up Zone, 8th Street between Macneil Street and North Brand Boulevard, San Fernando, California*, Crown City Engineers Inc., September 29, 2014.

Notice of Exemption  
California Environmental Quality Act

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of the traffic impact analysis indicated that the proposed drop-off/pick-up zone would not significantly impact any of the key intersections or the surrounding roadway system in proximity to the project. All intersections analyzed in the Study would operate at an acceptable level of service. The *Study* also concluded that no off-site traffic mitigation would be necessary for the development of the project.

Furthermore, the City of San Fernando makes the following additional findings in support of a CEQA exemption for the proposed project.<sup>4</sup>

- The proposed project would be located on a fully developed site that is situated within a highly urbanized community. The project site has not been designated as a biologically sensitive site or location.
- Currently, there are no other successive projects of the same type planned for the project site or the Vista Del Valle Dual Language Academy. Therefore, no cumulative impacts would result.
- There are no known unusual circumstances that would have a significant effect on the environment.
- The closest designated scenic highway is the State Route 2 (SR2) which is located approximately 15 miles east of the project site.<sup>5</sup> The scenic highway corridor is not visible from the project site. Therefore, the proposed project would not result in damage to scenic resources or similar resources within a highway officially designated as a scenic highway.
- The proposed project site is not located within an area, nor does it include a site, the Department of Toxic Substances Control (DTSC) and the Secretary for Environmental Protection has identified as being affected by hazardous wastes.<sup>6</sup> The project does not include the removal of soils. Therefore, the proposed project would have no impacts related to being located on a hazardous waste site.
- The proposed project would not make any permanent improvements to any buildings that meet the criteria for listing in the California Register of Historical Resources or National Register of Historic Places. Therefore the proposed projects would have no impacts related to historic resources.
- The proposed project will not require any review by a State trustee or responsible agency.

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<sup>4</sup> State of California. *Guidelines for the Implementation of the California Environmental Quality Act*, Article 5. §15300.2 (1-6).

<sup>5</sup>[http://www.dot.ca.gov/hq/LandArch/scenic\\_highways/index.htm](http://www.dot.ca.gov/hq/LandArch/scenic_highways/index.htm), December 18, 2014.

<sup>6</sup>[http://www.dtsc.ca.gov/database/Calsites/Coretese\\_List.cfm](http://www.dtsc.ca.gov/database/Calsites/Coretese_List.cfm), December 18, 2014.

Notice of Exemption  
California Environmental Quality Act

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### DISCUSSION OF LEAD AGENCY'S FINDINGS

The City of San Fernando may make the following findings with regard to the proposed project's exemption from the environmental review requirements outlined in CEQA:

- The proposed project will not require any special entitlements. The improvements will be confined to the project site and no dislocation of off-site uses will occur.
- The proposed project does not have a possibility of involving any significant environmental effects. The basis for this determination was discussed in the preceding section.
- The proposed project will not result in any impacts to sensitive resources.
- The proposed project will not result in any impacts on sensitive resources; result in any cumulative impacts; have the potential for damaging scenic resources; involve the placement of a project over a site the Department of Toxic Substances Control (DTSC) and the Secretary for Environmental Protection has identified as being affected by hazardous wastes; or result in any impacts on historic resources.
- The lead agency, based on a rule of common sense, "has determined that there is no possibility" that the proposed project will result in significant effects.

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City of San Fernando

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Date



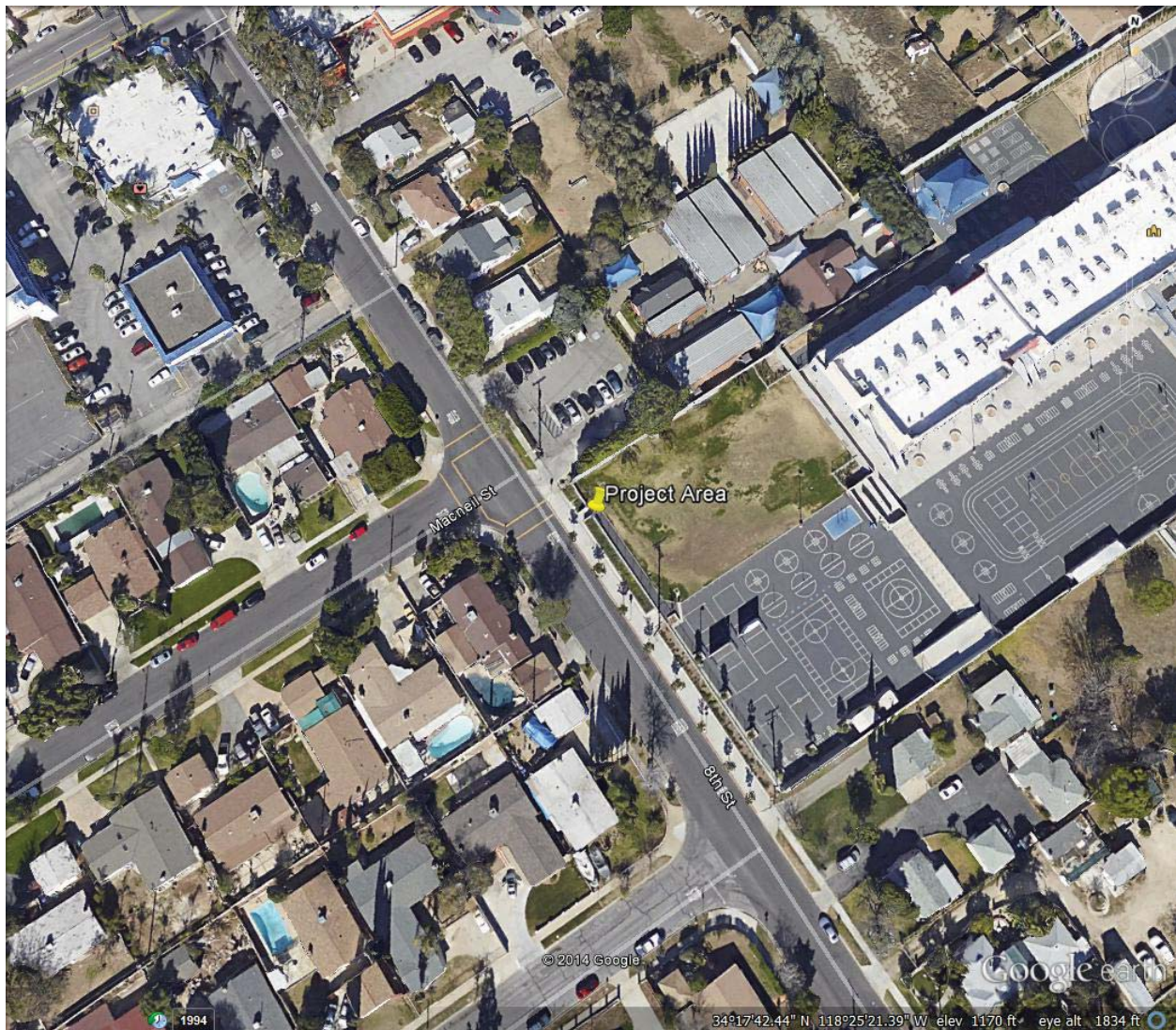
Notice of Exemption  
California Environmental Quality Act

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ATTACHMENT 1  
PROJECT SITE PLAN

Notice of Exemption  
California Environmental Quality Act

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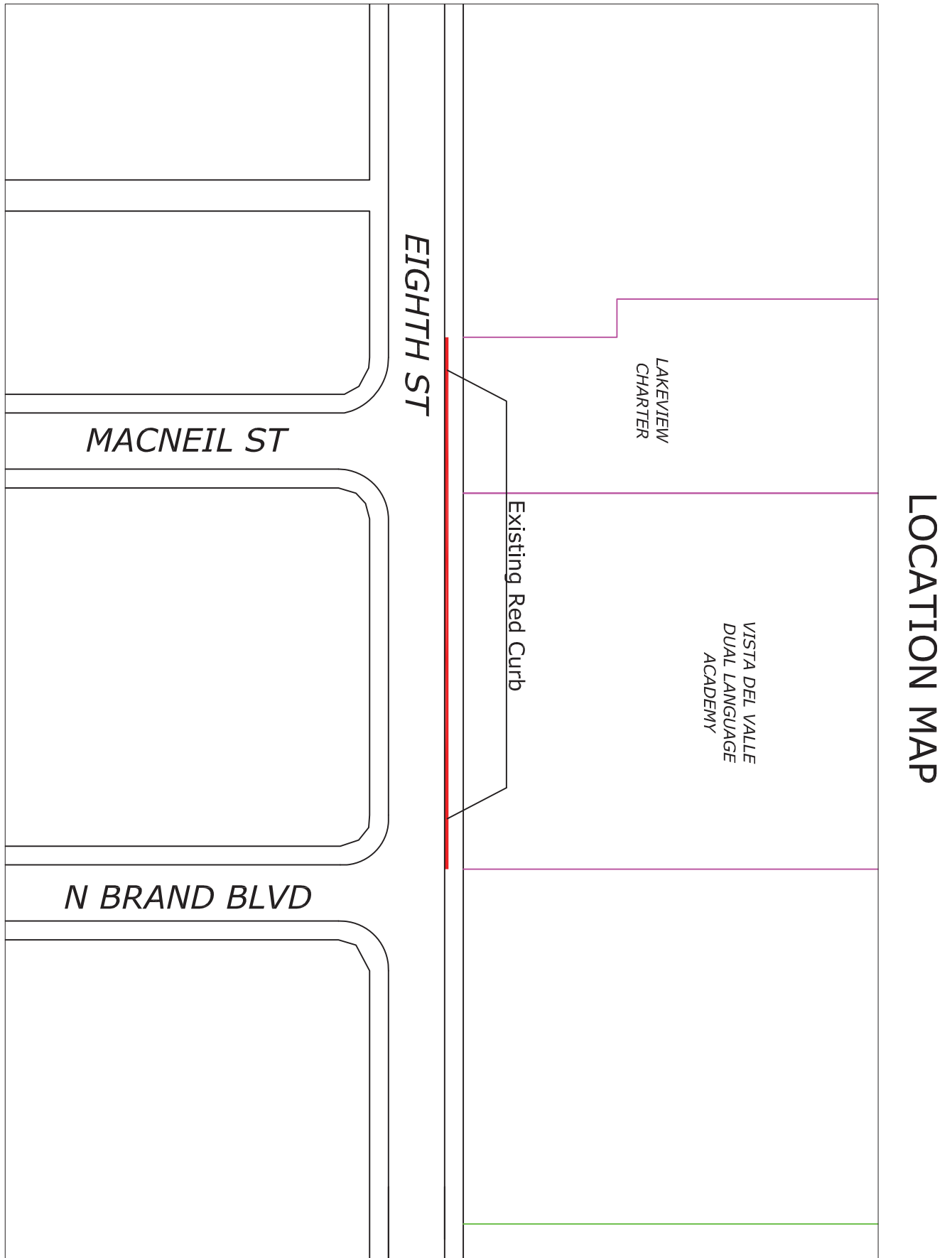
Aerial Map - 8<sup>th</sup> Street Project Area



Notice of Exemption  
California Environmental Quality Act



Street View - 8<sup>th</sup> Street Project Area



**CITY OF SAN FERNANDO  
TRANSPORTATION AND SAFETY COMMISSION  
REGULAR MEETING  
MINUTES**

**January 21, 2015**

\*\*\*THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE TRANSPORTATION & SAFETY COMMISSION. \*\*\*

**CALL TO ORDER/ROLL CALL**

Chair Berriozabal called the meeting to order at 7:08 p.m. Public Works Office Specialist, Maria Padilla, called the roll call.

The following persons were recorded as present:

PRESENT: Commissioner Dee Akemon (Avila)  
Commissioner Gilbert Berriozabal (Fajardo)  
Commissioner Rudy Trujillo (Gonzales)

ALSO PRESENT: Deputy City Manager/PW Director Chris Marcarello  
PW Office Specialist Maria Padilla

ABSENT: Commissioner Francisco Arrizon (Lopez)  
Commissioner Phillip Ballin (Ballin)  
(notified staff he would be unable to attend)  
Fortunato Tapia (LAUSD)  
David Gonzalez (Board Member Monica Ratliff)

**PLEDGE OF ALLEGIANCE**

Commissioner Akemon led the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

Commissioner Akemon motioned to approve the Transportation & Safety Commission agenda for January 21, 2015. The motion was seconded by Commissioner Trujillo. The motion carried unanimously.

**TRANSPORTATION & SAFETY COMMISSION – REGULAR MEETING****January 21, 2015****Page 2****PUBLIC STATEMENTS**

1. Robert Reynoso (328 Jessie Street) – Mr. Reynoso spoke regarding visibility issue on Fourth and Jessie. Mr. Reynoso thanked Deputy City Manager/Public Works Director Chris Marcarello for visiting the site.
2. Mary Mendoza (Vista Del Valle Principal) – Thanked the Commission for the serious and thorough of their investigation and consideration. Ms. Mendoza spoke in favor of the removal of the red curb.
3. Maribel Moreno ( 800 Eighth Street) – Spoke in favor of removing red curb and having a drop off zone on Eighth Street.
4. Patricia Ramirez and Armando Barragan (Read by Chair Berriozabal) – Ms. Ramirez is against removal of red curb.
5. Stella Lopez – (Read by Chair Berriozabal) Spoke in favor of removing red curb.
6. Dolores Lomeli – (Read by Chair Berriozabal) Spoke in favor of a pick-up/drop off zone.

**NEW BUSINESS**

1. **TRAFFIC CONDITIONS ON FOURTH AND JESSIE** – Staff was contacted concerning visibility issue turning onto Jessie from Fourth Street. Mr. Marcarello recommended red curbing be added at each corner on Fourth and Jessie. Commissioner Trujillo motioned to improve visibility by adding red curbing. The motioned was seconded by Commissioner Akemon. The motion carried unanimously.
2. **VISTA DEL VALLE DUAL LANGUAGE ACADEMY – REMOVAL OF RED CURB ON EIGHTH STREET** – PW Director/Deputy City Manager Chris Marcarello provided a brief overview on schools request to have red curb removed on Eighth Street. Next steps would be to take public input, discuss issue, and continue to next meeting and take additional input. Timothy Popejoy with LAUSD gave a presentation. The Commission requested additional information/clarification on issues/improvements to be addressed by LAUSD and City of Los Angeles.
3. **REVIEW AND CONSIDERATION ENGINEERING AND TRAFFIC SURVEY REPORT FOR SPEED LIMITS, 2015** – Traffic Engineer Tom Brohard (Brohard and Associates) presented the Engineering and Traffic Survey Report for Speed Limits, 2015. Mr. Brohard informed the Commission that 25 segments were surveyed. Only 2 segments required change: 1) Brand Blvd. between First and Truman would be increased to 35 MPH and 2) San Fernando Mall area would be increased to 20 MPH. Commissioner Trujillo motioned to recommend to City Council to move forward with traffic survey recommendations. The motion was seconded by Commissioner Akemon. The motion carried unanimously.

**COMMISSION DISCUSSION**

Commissioner Trujillo requested follow up to sidewalk uplift reported by resident.

**TRANSPORTATION & SAFETY COMMISSION – REGULAR MEETING****January 21, 2015****Page 3**

Commissioner Akemon stated she likes the direction the City is taking.

**STAFF COMMUNICATION**

None.

**ADJOURNMENT**

Chair Berriozabal motioned to adjourn the meeting at 8:36 p.m. The motion was seconded by Commissioner Trujillo. The motion carried unanimously.

**CITY OF SAN FERNANDO  
TRANSPORTATION AND SAFETY COMMISSION  
REGULAR MEETING  
MINUTES**

**March 18, 2015**

\*\*\*THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE TRANSPORTATION & SAFETY COMMISSION. \*\*\*

**CALL TO ORDER/ROLL CALL**

Chair Berriozabal called the meeting to order at 7:17 p.m. Public Works Office Specialist, Maria Padilla, called the roll call.

The following persons were recorded as present:

PRESENT: Commissioner Francisco Arrizon (Lopez)  
Commissioner Gilbert Berriozabal (Fajardo)  
Commissioner Phillip Ballin (Ballin)

ALSO PRESENT: Deputy City Manager/PW Director Chris Marcarello  
PW Office Specialist Maria Padilla

ABSENT: Commissioner Dee Akemon (Avila)  
Commissioner Rudy Trujillo (Gonzales)  
(notified staff he would be unable to attend)

**PLEDGE OF ALLEGIANCE**

Chair Berriozabal led the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

Commissioner Arrizon motioned to approve the Transportation & Safety Commission agenda for March 18, 2015. The motion was seconded by Commissioner Ballin. The motion carried unanimously.



**TRANSPORTATION & SAFETY COMMISSION – REGULAR MEETING****March 18, 2015****Page 2****PUBLIC STATEMENTS**

1. Jesse Avila (319 Workman Street) thanked the Commissioners for their service.
2. Mary Mendoza (Vista Del Valle Principal) – Thanked the Commissioners for their consideration to Vista del Valle's request. She is hopeful that a resolution can be reached tonight.
3. Kristin Ingram-Worthman sent an email in support of removing the red curb on Eighth Street.
4. Judy Woodworth sent an email in opposing the removal of red curb on Eighth Street.
5. Ana Calderon – (phone call 1/27/15) against removal of red curb on Eighth Street.
6. Jennifer Orona sent email in support of removing red curb on Eighth Street.
7. Hermes Avila sent email in support of removing red curb on Eighth Street.
8. Alys Garcia sent email in support of removing red curb on Eighth Street.
9. Gladys Ayala sent email in favor of removing red curb on Eighth Street.

**APPROVAL OF MINUTES**

Commissioner Arrizon motioned to approve the meeting minutes for the January 21, 2015 and November 19, 2014 Transportation & Safety Commission meetings. The motion was seconded by Vice-Chair Ballin. The motion carried unanimously.

**NEW BUSINESS**

1. **DISCUSSION OF HOUSE ADDRESS/CURB NUMBER DISPLAY AND MARKINGS** – Chair Berriozabal would like to see what the Commission can do to make sure that all properties have house address/curb number displayed. Deputy City Manager/Public Works Director stated that this can be done when streets are repaved. Non-profit organizations can also be contacted to provide the service.

**CONTINUED BUSINESS**

1. **VISTA DEL VALLE DUAL LANGUAGE ACADEMY – REMOVAL OF RED CURB ON EIGHTH STREET** – Timothy Popejoy provided responses to questions that were raised at a previous meeting. Mr. Popejoy answered questions from the Commission. After further discussion, Commissioner Arrizon motioned to recommend to City Council to remove the red curb on Eighth Street to allow for a pilot program to end on June 4. Chair Berriozabal seconded the motion.

The motion carried with the following votes:

AYES: Arrizon, Ballin, Berriozabal, – 3

NOES:

ABSENT: Akemon, Trujillo - 2

**TRANSPORTATION & SAFETY COMMISSION – REGULAR MEETING****March 18, 2015****Page 3****COMMISSION DISCUSSION**

None.

**STAFF COMMUNICATION**

Deputy City Manager/Public Works Director Chris Marcarello informed the Commission of the following:

1. City Council approved the Speed Limit Survey
2. Skin patching on Workman was completed
3. 600 block of Fifth Street - Sidewalk curb and gutter repair
4. Credit Union will be housed in City Hall (former Treasures office)

**ADJOURNMENT**

Chair Berriozabal motioned to adjourn the meeting at 8:40 p.m. The motion was seconded by Commissioner Arrizon. The motion carried unanimously.

**TRAFFIC IMPACT STUDY  
SCHOOL DROP-OFF/PICK-UP ZONE  
8<sup>TH</sup> STREET BETWEEN MACNEIL STREET  
AND BRAND BOULEVARD  
SAN FERNANDO, CALIFORNIA**



**Prepared for**

**City of San Fernando**

117 MacNeil Street  
San Fernando, CA 91340  
Tel: 818-898-1200  
Attn.: Mr. Fred Ramirez  
Interim City Manager



**Prepared by**

**Crown City Engineers, Inc.**

1475 Glen Oaks Boulevard  
Pasadena, CA 91105  
Tel: 818-730-1970

Under the Supervision of:  
Patrick B. Lang, P.E  
Registered Traffic Engineer

**September 8, 2014**

CCE2014-21/YR

# TRAFFIC IMPACT STUDY

## SCHOOL DROP-OFF/PICK-UP ZONE

### 8<sup>TH</sup> STREET BETWEEN MACNEIL STREET AND BRAND BOULEVARD SAN FERNANDO, CALIFORNIA

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**PREPARER'S CERTIFICATION**

**TRAFFIC IMPACT STUDY  
SCHOOL DROP-OFF/PICK-UP ZONE  
8<sup>TH</sup> STREET BETWEEN MACNEIL STREET  
AND BRAND BOULEVARD  
SAN FERNANDO, CALIFORNIA**

This is to certify that the above titled traffic study has been prepared under the supervision of Patrick B. Lang, P.E, a Professional Traffic Engineer, registered in the State of California.

\_\_\_\_\_  
Patrick B. Lang, P.E,  
Registration #: TR-875

\_\_\_\_\_  
09-08-2014  
Date

\_\_\_\_\_  
Professional Engineer's Stamp

# **TRAFFIC IMPACT STUDY**

## **SCHOOL DROP-OFF/PICK UP ZONE**

### **8<sup>TH</sup> STREET BETWEEN MACNEIL STREET**

### **AND BRAND BOULEVARD**

### **SAN FERNANDO, CALIFORNIA**

#### **EXECUTIVE SUMMARY**

The purpose of this traffic impact analysis is to evaluate the impacts on traffic circulation system due to the proposed modification of an existing “no-parking” zone into a second drop-off/pick-up zone for Vista del Valle Dual Language Academy. The proposed drop-off/pick-up zone will be located along north curb of 8<sup>th</sup> Street between MacNeil Avenue and Brand Boulevard in the City of San Fernando, California.

The following are the key objectives of the study:

- Analyze existing 2014 traffic conditions in the vicinity of the site.
- Determine future 2016 traffic conditions and level of service (LOS) at key intersections with and without the project.
- Identify mitigation measures and percent of project’s fair-share contribution at at any impacted intersections and the vicinity, if necessary.

The study included evaluation of four key intersections in the vicinity of the project site. These are:

- 8<sup>th</sup> Street and Brand Boulevard (Unsignalized)
- 8<sup>th</sup> Street and MacNeil Street (Unsignalized)
- 8<sup>th</sup> Street and Maclay Avenue (Signalized)
- Bromont Avenue and Maclay Avenue (Signalized)

The results of the traffic impact analysis indicate that the proposed drop-off/pick-up zone will not significantly impact any of the key intersections or the surrounding roadway system by the project opening year 2016. All the study intersections are expected to operate at an acceptable level of service (LOS) A or B during the AM and PM peak hours for the future 2016 conditions with the project. Therefore, no off-site traffic mitigation would be necessary for the development of the project.

# **TRAFFIC IMPACT STUDY**

## **1140 SAN FERNANDO ROAD MIXED-USE DEVELOPMENT**

### **SAN FERNANDO, CALIFORNIA**

## **INTRODUCTION**

The purpose of this traffic impact analysis is to evaluate the impacts on traffic circulation system due to the proposed modification of an existing “no-parking” zone into a second drop-off/pick-up zone for Vista del Valle Dual Language Academy. The proposed drop-off/pick-up zone will be located along north curb of 8<sup>th</sup> Street between MacNeil Avenue and Brand Boulevard in the City of San Fernando, California.

The following are the key objectives of the study:

- Analyze existing 2014 traffic conditions in the vicinity of the site.
- Determine future 2016 traffic conditions and level of service (LOS) at the key intersections with and without the project.
- Identify mitigation measures and percent of project’s fair-share contribution at any key impacted intersections and the vicinity, if necessary.

The project is required to comply with local and regional guidelines pertaining to the potential traffic and circulation system impacts. Since the project site is located within the City of San Fernando, this analysis has been prepared per traffic study guidelines as set forth by the City of San Fernando public works department.

The report provides data regarding existing operational characteristics of traffic in the project area, as well as an analysis of the proposed project’s impacts to these existing and anticipated traffic conditions. The report identifies and quantifies the impacts at key intersections and addresses the most appropriate and reasonable mitigation strategies at any impacted intersections that are identified to be operating at a deficient level of service. The following 4 key intersections are identified for intersection level of service (LOS) analysis with and without the project:

- 8<sup>th</sup> Street and Brand Boulevard (Unsignalized)
- 8<sup>th</sup> Street and MacNeil Street (Unsignalized)
- 8<sup>th</sup> Street and Maclay Avenue (Signalized)
- Bromont Avenue and Maclay Avenue (Signalized)



This report investigates existing 2014 and anticipated future opening year (2016) traffic operating conditions.

## REPORT METHODOLOGY

This report approaches the task of identifying and quantifying the anticipated impacts to the circulation system with a structured, “building block” methodology. The first step is to inventory and quantify existing conditions. Upon this foundation of fact, a travel forecast model is structured for the entire project area and calibrated to produce reliable output, verifiable with the existing data. With the project traffic calculated and distributed onto the study area, at the anticipated opening year of the project in 2014, the travel forecast model is utilized to assess the project traffic impacts at that time. The model utilizes a growth factor for traffic based upon regional guidelines, as well as the traffic anticipated to be introduced from the proposed project to produce the travel forecast and level-of-service data for the future target year.

The trip generation estimate is based on actual traffic counts conducted at the existing drop-off/pick-up area of Vista del Valle Dual Language Academy during school start and end periods. Using regional roadway characteristics, origin-destination of school related traffic, and regional traffic distribution assumptions, an estimate of inbound and outbound traffic at the proposed second drop-off/pick-up area of the school was obtained.

Project impacts are identified for the future year 2016 conditions. At those intersections operating deficiently (i. e, at LOS D or worse) and significantly impacted by the proposed project, a mitigation measure is to be identified and applied, and a before-and-after mitigation analysis conducted.

## LEVEL OF SERVICE CRITERIA

Roadway operations and the relationship between capacity and traffic volumes are generally expressed in terms of levels of service (LOS). Levels of service are defined as LOS A through F. These levels recognize that, while an absolute limit exists as to the amount of traffic traveling through a given intersection (the absolute capacity), the conditions that motorists experience rapidly deteriorate as traffic approaches the absolute capacity. Under such conditions, congestion is experienced. There is generally instability in the traffic flow, which means that relatively small incidents (e.g., momentary engine stall) can cause considerable fluctuations in speeds and delays. This near-capacity situation is labeled LOS E. Beyond LOS E, capacity is exceeded, and arriving traffic will exceed the ability of the intersection to accommodate it. An upstream queue will form and continue to expand in length until the demand volume reduces.

A complete description of the meaning of level of service can be found in the Highway

Research Board's Special Report 209: *Highway Capacity Manual* which establishes the definitions for levels of service A through F. Brief descriptions of the six levels of service, as extracted from the manual, are listed in **Table 1**.

**TABLE 1**  
**LEVEL OF SERVICE DEFINITIONS**

LOS	Description
A	No approach phase is fully utilized by traffic and no vehicle waits longer than one red indication. Typically, the approach appears quite open, turns are made easily and nearly all drivers find freedom of operation.
B	This service level represents stable operation, where an occasional approach phase is fully utilized and a substantial number are approaching full use. Many drivers begin to feel restricted within platoons of vehicles.
C	This level still represents stable operating conditions. Occasionally, drivers have to wait through more than one red signal indication, and backups may develop behind turning vehicles. Most drivers feel somewhat restricted.
D	This level encompasses a zone of increasing restriction approaching instability at the intersection. Delays to approaching vehicles may be substantial during short peaks within the peak period; however, enough cycles with lower demand occur to permit periodic clearance of developing queues, thus preventing excessive backups.
E	Capacity occurs at the upper end of this service level. It represents the most vehicles that any particular intersection can accommodate. Full utilization of every signal cycle is seldom attained no matter how great the demand.
F	This level describes forced flow operations at low speeds, where volumes exceed capacity. These conditions usually result from queues of vehicles backing up from restriction downstream. Speeds are reduced substantially and stoppages may occur for short or long periods of time due to congestion. In the extreme case, both speed and volume can drop to zero.

The thresholds of level of service for unsignalized and signalized intersections are shown in **Table 2**, as follows:

**TABLE 2**  
**LEVEL OF SERVICE CRITERIA**

Level of Service	Two-Way or All-Way Stop Controlled Intersection		Signalized Intersection	
	Average Delay per Vehicle (sec)	Volume to Capacity (V/C) Ratio	Average Delay per Vehicle (sec)	Volume to Capacity (V/C) Ratio
A	0 - 10	0 – 0.60	< or = 10	0 – 0.60
B	> 10 - 15	0.60 – 0.70	> 10 - 20	0.60 – 0.70
C	> 15 - 25	0.70 – 0.80	> 20 - 35	0.70 – 0.80
D	> 25 - 35	0.80 – 0.90	> 35 - 55	0.80 – 0.90
E	> 35 - 50	0.90 – 1.00	> 55 - 80	0.90 – 1.00
F	> 50	> 1.00	> 80 or a V/C ratio equal or greater than 1.0	> 1.00

LOS D is the minimum threshold at all key intersections in the urbanized areas. The traffic study guidelines require that traffic mitigation measures be identified to provide for operations at the minimum threshold levels.

For the study area intersections, the Intersection Capacity Utilization (ICU) procedure has been utilized to determine intersection levels of service. Levels of service are presented for the entire intersection, consistent with the local and regional agency policies.

While the level of service concept and analysis methodology provides an indication of the performance of the entire intersection, the single letter grade A through F cannot describe specific operational deficiencies at intersections. Progression, queue formation, and left-turn storage are examples of the operational issues that affect the performance of an intersection, but do not factor into the strict calculation of level of service. However, it provides a volume to capacity (V/C) ratio that is more meaningful when identifying a project's impact and developing mitigation measures. Therefore, this V/C ratio information is included in describing an intersection's operational performance under various scenarios.

## EXISTING CONDITIONS

### EXISTING CIRCULATION NETWORK

In order to assess future operating conditions both with and without the proposed project, existing traffic conditions within the study area were evaluated. **Figure 1**, Vicinity Map, illustrates the existing circulation network within the study area as well as the location of the proposed project.

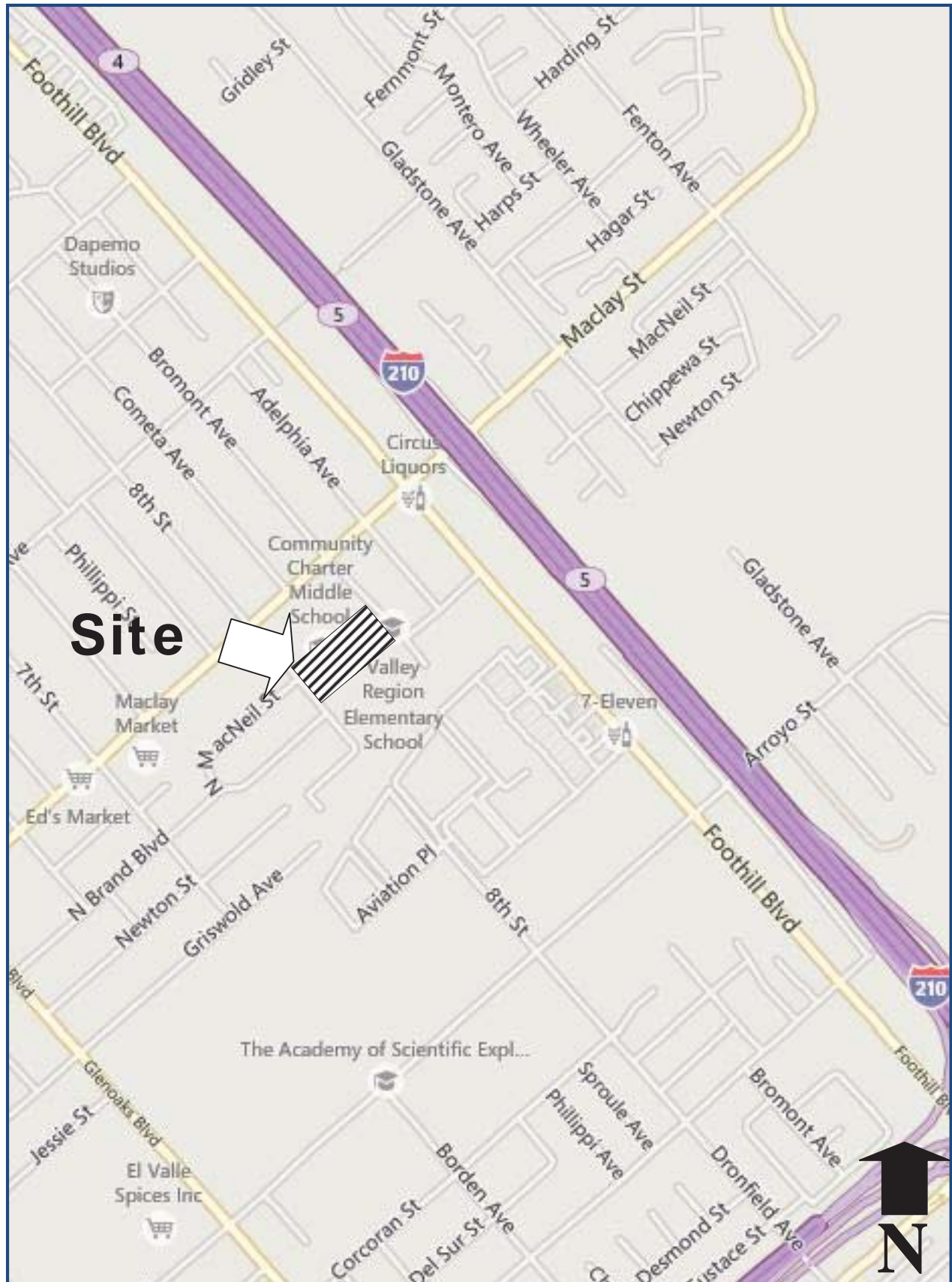
Major north-south regional access to the site is provided by Maclay Avenue and Brand Boulevard. Major regional east-west access to the site is provided by 8<sup>th</sup> Street and Bromont Avenue.

The following paragraphs provide a brief description of the characteristics of the existing roadways that comprise the circulation network of the study area, providing the majority of both regional and local access to the project.

MACLAY AVENUE. Maclay Avenue is a north-south collector street with one lane of travel in each direction. The street is posted with 25 miles per hour speed limit sign. The roadway is approximately 58' to 64' wide and directional travel is separated by yellow center lines. The intersection of Maclay Avenue and 8<sup>th</sup> Street as well as Maclay Avenue and Bromont Avenue is signalized. The intersection of Maclay Avenue and Celis Street is signalized. The average daily traffic (ADT) volume on Maclay Avenue near 8<sup>th</sup> Street is approximately 14, 582 vehicles per day (per counts obtained from automatic machine counters during the month of June, 2014).

BRAND BOULEVARD . Brand Boulevard is a north-south collector street with one lane of travel in each direction in the vicinity of project site. The roadway is approximately 34' wide near 8<sup>th</sup> Street. Directional travel is separated by painted yellow center line. The street is posted with 25 miles per hour speed limit sign. The T-intersection of Brand Boulevard and 8<sup>th</sup> Street is controlled by a Stop sign placed on Brand Boulevard. The average daily traffic (ADT) volume on Brand Boulevard near San Fernando Road is approximately 490 vehicles per day (per counts obtained from automatic machine counters during the month of June, 2014).

8<sup>TH</sup> STREET. 8<sup>th</sup> Street is a local north-south collector street providing one lane of travel in each direction in the project vicinity. The roadway is approximately 34' wide near Maclay Avenue. Directional travel is separated by painted yellow center line. The street is posted with a speed limit of 25 miles per hour. On-street parking is restricted by a red curb along the west side of 8<sup>th</sup> Street between Brand Boulevard and MacNeil Street. The intersection of 8<sup>th</sup> Street at Maclay Avenue is signalized. The average daily traffic (ADT) volume on 8<sup>th</sup> Street near Maclay Avenue is approximately 2,144 vehicles per day (per counts obtained from automatic machine counters during the month of June, 2014).

**Figure 1: VICINITY MAP**



**MACNEIL STREET.** MacNeil Street is a local north-south collector street providing one lane of travel in each direction in the project vicinity. The roadway is approximately 32' wide near 8<sup>th</sup> Street. Directional travel is separated by painted yellow center line. The street is posted with a speed limit of 25 miles per hour. The T-intersection of MacNeil Street and 8<sup>th</sup> Street is controlled by 3-Way Stop signs. The average daily traffic (ADT) volume on MacNeil Street near 8<sup>th</sup> Street is approximately 610 vehicles per day (per counts obtained from automatic machine counters during the month of June, 2014).

**BROMONT AVENUE.** Bromont Avenue is a local east-west collector street with one lane of travel in each direction. The roadway is approximately 34' wide near Maclay Avenue. Directional travel is separated by painted yellow center line. The street is posted with 25 miles per hour speed limit sign. The intersection of Bromont Avenue and Maclay Avenue is signalized. The average daily traffic (ADT) volume on Bromont Avenue near Maclay Avenue is approximately 1,180 vehicles per day (per traffic counts of turning movement conducted during the month of June, 2014, and assuming that PM peak hour volume represents 10% of daily traffic volume).

## EXISTING TRAFFIC VOLUMES

For the purpose of evaluating existing operating conditions as well as future operating conditions with and without the proposed project, the study area was carefully selected in accordance with local traffic study guidelines. Manual turning movement counts for the selected intersections were collected in the field for the morning and evening peak periods during the month of June, 2014. The intersections were counted during the peak hours of 7:00 to 9:00 AM and 4:00 to 6:00 PM. It was determined that the following four key intersections would be analyzed in the study:

- 8<sup>th</sup> Street and Brand Boulevard (Unsignalized)
- 8<sup>th</sup> Street and MacNeil Street (Unsignalized)
- 8<sup>th</sup> Street and Maclay Avenue (Signalized)
- Bromont Avenue and Maclay Avenue (Signalized)

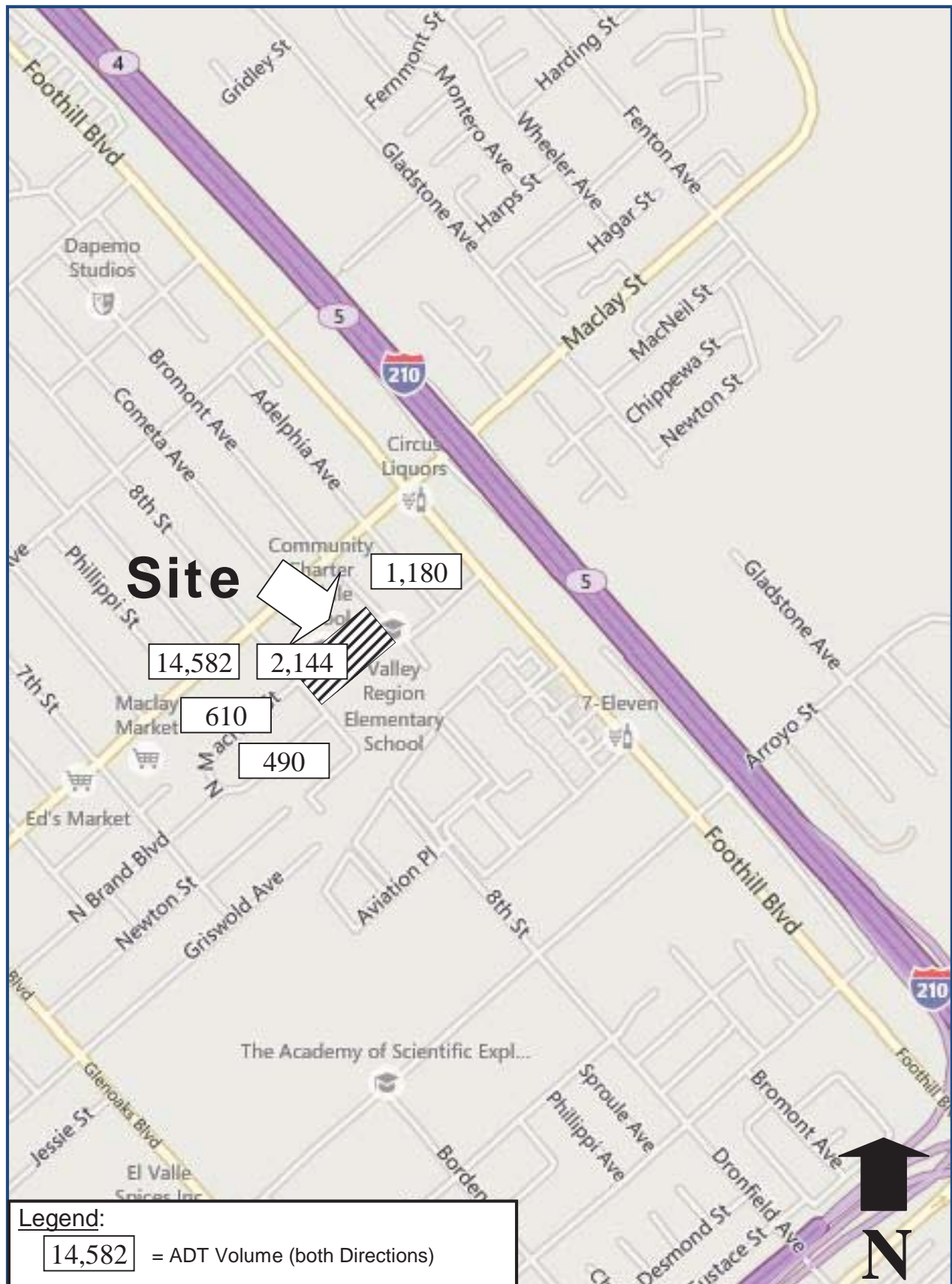
Existing intersection lane configurations are shown on **Figure 2**.

In addition, daily 24 hour traffic count data for Maclay Avenue, MacNeil Street, Brand Boulevard and 8<sup>th</sup> Street, collected by the City using automatic machine counters during the month of June, 2014 were used in this study. Details of these count data are included in the Technical Appendix of this report.

Existing average daily traffic volumes (ADT) on the streets are shown on **Figure 3**.

Existing turning movement counts for AM and PM peak hour conditions are shown on **Figure 4**. Detailed turning movement counts are included in the Technical Appendix of this report.

**Figure 2: EXISTING INTERSECTION LANE CONFIGURATION**

**Figure 3: EXISTING 2014 AVERAGE DAILY TRAFFIC (ADT) VOLUMES**



**Figure 4: EXISTING 2014 PEAK HOUR TRAFFIC VOLUMES**

## EXISTING TRAFFIC CONDITIONS ANALYSIS

Year 2014 existing traffic conditions were evaluated using the Intersection Capacity Utilization (ICU) procedure of level of service (LOS) analysis. **Table 3** presents the existing condition intersection level of service (LOS) analysis summary. Detailed calculations relating to the study intersections are included in the Technical Appendix of this report.

Based on the results of this analysis, all of the study intersections are operating at acceptable LOS A. during the AM and PM peak hours under 2014 existing conditions.

**TABLE 3**

### EXISTING 2014 CONDITIONS LEVEL OF SERVICE SUMMARY

Intersection	Peak Hour	Existing 2014 Conditions	
		LOS	V/C
1. 8 <sup>th</sup> Street and Brand Boulevard (Unsignalized)	AM	A	0.138
	PM	A	0.138
2. 8 <sup>th</sup> Street and MacMeil Street (Unsignalized)	AM	A	0.184
	PM	A	0.144
3. 8 <sup>th</sup> Street and Maclay Avenue (Signalized)	AM	A	0.558
	PM	A	0.558
4. Bromont Avenue and Maclay Avenue (Signalized)	AM	A	0.428
	PM	A	0.348

## OPENING YEAR 2016 BASE TRAFFIC CONDITIONS

### 2016 Base Conditions

A two percent per year traffic growth rate was applied to existing traffic volumes to obtain 2016 base traffic volumes without the project (i.e., a volume expansion factor of 1.04 was applied to 2014 volumes). This traffic growth rate is assumed to account for the typical growth in ambient traffic volumes within the study area and any new projects that will be implemented prior to this project in the vicinity of this project. **Figure 5** shows these base pre-project volumes. Note that these volumes also reflect expansion due to peak hour factor and heavy vehicle factor applied to existing counted volumes.

Year 2016 base (pre-project) conditions were evaluated using the Intersection Capacity Utilization (ICU) procedure of level of service (LOS) analysis. **Table 4** presents the 2016 base (pre-project) condition intersection level of service (LOS) analysis summary. Detailed calculations relating to the study intersections are included in the Technical Appendix of this report.

Based on the results of this analysis, all of the study intersections are operating at acceptable LOS A. during the AM and PM peak hours under 2016 base (pre-project) conditions.

**Figure 5: FUTURE 2016 BASE (PRE-PROJECT) PEAK HOUR TRAFFIC VOLUMES**

**TABLE 4****FUTURE 2016 PRE-PROJECT CONDITIONS LEVEL OF SERVICE SUMMARY**

Intersection	Peak Hour	Future 2016 Pre-Project Conditions	
		LOS	V/C
1. 8 <sup>th</sup> Street and Brand Boulevard (Unsignalized)	AM PM	A A	0.140 0.139
2. 8 <sup>th</sup> Street and MacMeil Street (Unsignalized)	AM PM	A A	0.188 0.146
3. 8 <sup>th</sup> Street and Maclay Avenue (Signalized)	AM PM	A A	0.576 0.576
4. Bromont Avenue and Maclay Avenue (Signalized)	AM PM	A A	0.441 0.358



## PROPOSED PROJECT

### Project Description

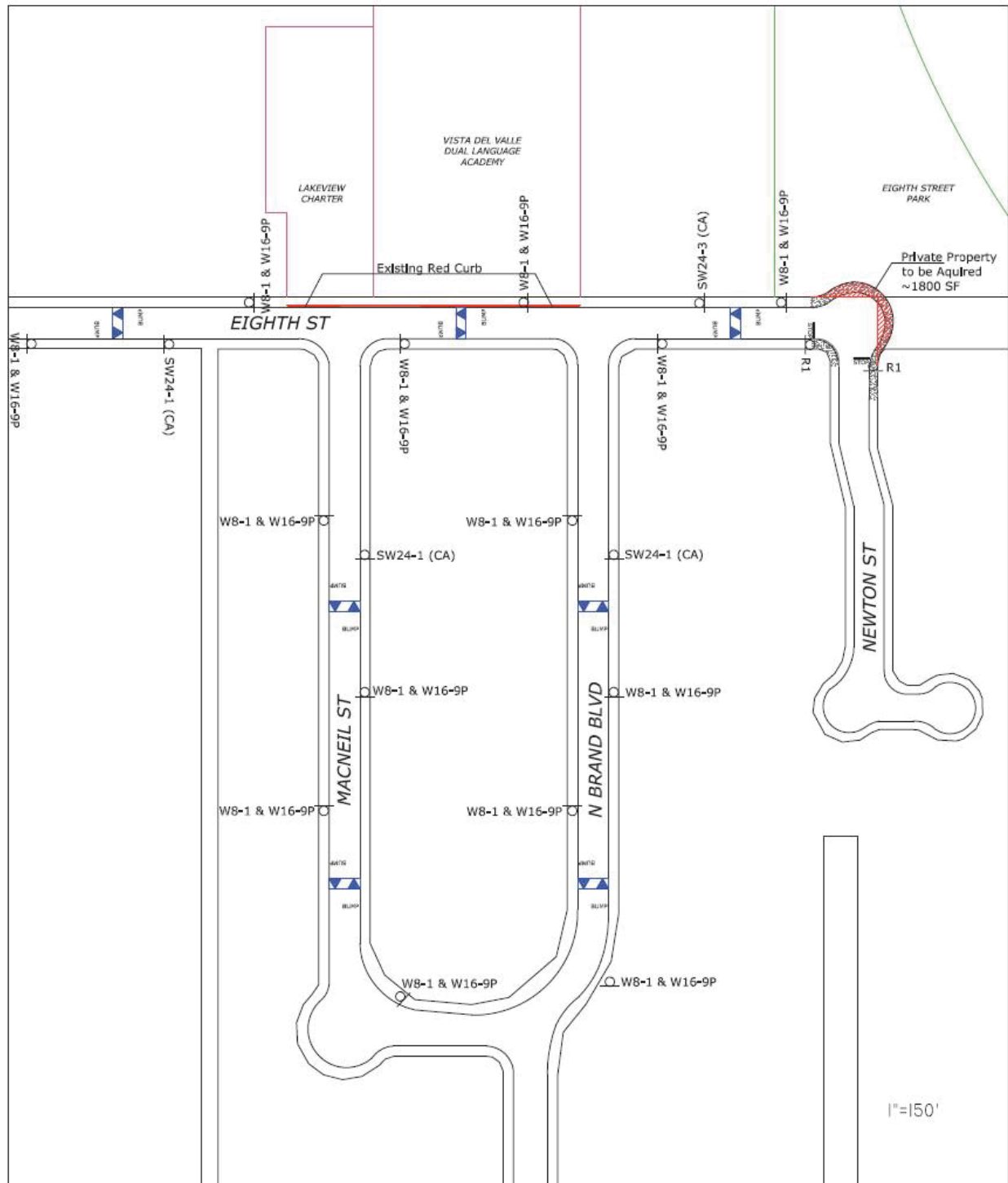
The project plan calls for removal of an existing red-curb “no-parking” zone along the north side of 8<sup>th</sup> Street between Brand Boulevard and MacNeil Street and construction of a second drop-off/pick-up zone along the same curb side for Vista del Valle Dual Language Academy, an elementary school in the Valley region of Los Angeles Unified School District (LAUSD).

The primary access to this drop-off/pick-up zone will be from 8<sup>th</sup> Street, MacNeil Street and Brand Boulevard. The eastern end of 8<sup>th</sup> Street will be cul-de-sac'd by constructing a turn-around at Newton Avenue. Several mid-block speed bumps and school zone signage will be installed on 8<sup>th</sup> Street, MacNeil Street and Brand Boulevard.

**Figure 6** shows the proposed site plan for the project.

### Project Trip Generation

In order to accurately assess future traffic conditions with the proposed project, trip generation estimates were developed for the project. Traffic counts were conducted during school hours at the existing Bromont Avenue pick-up/drop-off area in the month of June, 2014 to obtain inbound and outbound school traffic for morning school start hour and afternoon school end hour when parents drop-off and pick-up their students. It was estimated that during the school start hour of 7:30 to 8:30 AM, 185 vehicles arrived (the same number departed) due to drop-off activities, and that during the school end hour of 2:30 to 3:30 PM, 23 vehicles arrived (the same number departed) due to pick-up activities. Therefore, these counts were taken as trip generation estimates for both drop-off/pick-up areas of the school when the proposed 8<sup>th</sup> Street drop-off/pick-up zone will be in place.

**Figure 6: PROJECT SITE PLAN**

## Trip Distribution and Assignment

Arrival and departure distribution patterns for project-generated traffic were estimated based upon a review of circulation patterns within the study area network and regional traffic generation and attraction characteristics.

**Figure 7** depicts the regional trip distribution percentages to and from the existing drop-off/pick-up area on Bromont Avenue as well as the proposed new drop-off/pick-up area on 8<sup>th</sup> Street.

**Figure 8** shows project related traffic volumes at key circulation locations during the AM and PM peak hours.

## 2016 CUMULATIVE TRAFFIC CONDITIONS WITH PROJECT

### 2016 Cumulative Traffic Conditions

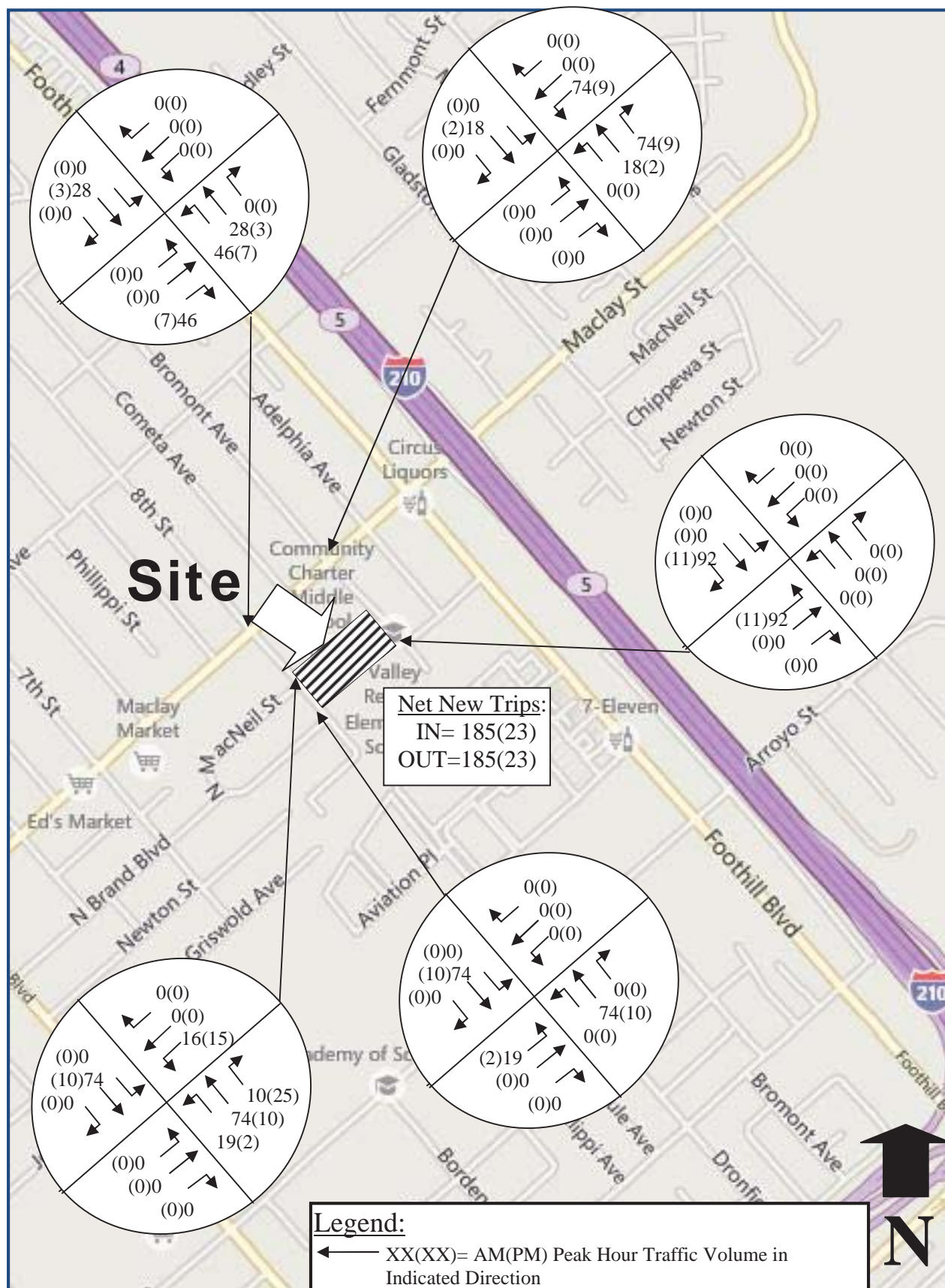
The 2016 cumulative (with project) traffic volumes were estimated by adding project related traffic volumes to the 2014 base (pre-project) traffic volumes with 2% per year ambient growth. **Figure 9** shows Year 2016 cumulative (i.e., base pre-project plus project traffic) volumes for AM and PM peak hours.

Year 2016 cumulative (i.e., existing plus ambient traffic plus project traffic) conditions were evaluated using the Intersection Capacity Utilization (ICU) procedure of level of service (LOS) analysis. **Table 5** presents the 2016 cumulative conditions (with project) intersection level of service (LOS) analysis summary. Detailed calculations relating to the study intersections are included in the Technical Appendix of this report.

Based on the results of this analysis, all of the study intersections are operating at acceptable LOS A or B. during the AM and PM peak hours under 2016 cumulative conditions (with project).



**Figure 7: DISTRIBUTION PERCENTAGES OF PROJECT RELATED TRAFFIC**

**Figure 8: PROJECT RELATED PEAK HOUR TRAFFIC VOLUMES**



**Figure 9: FUTURE 2016 PEAK HOUR CUMULATIVE TRAFFIC VOLUMES**

**TABLE 5****FUTURE 2016 POST-PROJECT CONDITIONS LEVEL OF SERVICE SUMMARY**

Intersection	Peak Hour	Future 2016 Post-Project Conditions	
		LOS	V/C
1. 8 <sup>th</sup> Street and Brand Boulevard (Unsignalized)	AM PM	A A	0.198 0.147
2. 8 <sup>th</sup> Street and MacMeil Street (Unsignalized)	AM PM	A A	0.234 0.152
3. 8 <sup>th</sup> Street and Maclay Avenue (Signalized)	AM PM	B A	0.645 0.582
4. Bromont Avenue and Maclay Avenue (Signalized)	AM PM	A A	0.498 0.365

## PROJECT TRAFFIC IMPACT AND MITIGATION MEASURES

A project's impact on the circulation system is determined by comparing the level of service (LOS) and V/C ratios at key intersections under the future pre-project conditions and future post-project conditions. A LOS level D or better is acceptable for urban area intersections. A level of service worse than D (i.e., LOS E or F) is unacceptable, and a project's impact is considered significant if project traffic volume increases the V/C ratio by 0.01 or more at these levels.

The LOS, V/C ratio (or ICU) for the study intersections under 2016 cumulative conditions (with project as well as without project) are summarized in **Table 6**. As the results indicate, all of the study intersections are expected to operate at acceptable LOS A or B during the AM and PM peak hours under 2016 cumulative conditions (with project). Therefore, the project is not expected to significantly impact traffic conditions at the key intersections in the vicinity. Since the project will not significantly impact traffic conditions, no off-site traffic mitigation measures will be necessary for development of the project.

**TABLE 6**

### FUTURE 2016 LEVEL OF SERVICE SUMMARY WITH AND WITHOUT PROJECT

Intersection	Peak Hour	2016 Base Conditions W/O Project		2016 Cumulative Conditions W/ Project	
		LOS	V/C	LOS	V/C
1. 8 <sup>th</sup> Street and Brand Boulevard (Unsignalized)	AM	A	0.140	A	0.198
	PM	A	0.139	A	0.147
2. 8 <sup>th</sup> Street and MacMeil Street (Unsignalized)	AM	A	0.188	A	0.234
	PM	A	0.146	A	0.152
3. 8 <sup>th</sup> Street and Maclay Avenue (Signalized)	AM	A	0.576	B	0.645
	PM	A	0.576	A	0.582
4. Bromont Avenue and Maclay Avenue (Signalized)	AM	A	0.441	A	0.498
	PM	A	0.358	A	0.365

## CONCLUSION

The results of the traffic impact analysis indicate that the proposed new drop-off/pick-up zone on 8<sup>th</sup> Street between Brand Boulevard and MacNeil Street will not significantly impact the key intersections or the surrounding roadway system by the project opening year 2016. All the study intersections are expected to operate at Levels of service (LOS) A or B during the AM and PM peak hours for the future 2016 conditions with the project. Therefore, no off-site traffic mitigation would be necessary for the development of the project.

## ***Technical Appendix***

***Existing 2014 Traffic Counts  
of Turning Movements***



**Intersection of 8<sup>th</sup> Street and Brand Boulevard**



**CITY TRAFFIC COUNTERS**

626.991.7522

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File Name : Brand\_8th

Site Code : 00000000

Start Date : 6/4/2014

Page No : 1

**Groups Printed- Unshifted**

	<b>8th St Southbound</b>			<b>Brand Blvd Westbound</b>			<b>8th St Northbound</b>			<b>Brand Blvd Eastbound</b>			<b>Int. Total</b>
<b>Start Time</b>	<b>Left</b>	<b>Thru</b>	<b>Right</b>	<b>Left</b>	<b>Thru</b>	<b>Right</b>	<b>Left</b>	<b>Thru</b>	<b>Right</b>	<b>Left</b>	<b>Thru</b>	<b>Right</b>	
07:00 AM	0	0	0	1	0	0	1	4	0	1	0	1	8
07:15 AM	0	2	0	0	0	0	4	6	0	5	0	0	17
07:30 AM	0	2	2	0	0	0	0	3	0	2	0	0	9
07:45 AM	0	2	3	0	0	0	0	2	0	7	0	0	14
<b>Total</b>	<b>0</b>	<b>6</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>15</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>1</b>	<b>48</b>
08:00 AM	0	2	9	0	0	0	2	5	0	12	1	2	33
08:15 AM	0	3	4	0	0	0	0	5	0	8	0	0	20
08:30 AM	0	0	2	0	0	0	3	4	0	4	0	2	15
08:45 AM	0	0	2	0	0	0	2	1	0	1	0	1	7
<b>Total</b>	<b>0</b>	<b>5</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>15</b>	<b>0</b>	<b>25</b>	<b>1</b>	<b>5</b>	<b>75</b>
04:00 PM	0	2	4	0	0	0	2	2	0	4	0	3	17
04:15 PM	0	3	4	0	0	0	4	4	0	3	0	4	22
04:30 PM	0	4	4	0	0	0	1	3	0	3	0	1	16
04:45 PM	0	3	6	0	0	0	0	5	0	2	0	4	20
<b>Total</b>	<b>0</b>	<b>12</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>14</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>12</b>	<b>75</b>
05:00 PM	1	4	2	0	0	0	1	3	0	4	0	0	15
05:15 PM	0	5	7	0	0	0	3	5	0	7	0	3	30
05:30 PM	0	6	3	0	0	0	0	2	0	1	0	1	13
05:45 PM	0	3	0	0	0	0	0	2	0	7	1	0	13
<b>Total</b>	<b>1</b>	<b>18</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>12</b>	<b>0</b>	<b>19</b>	<b>1</b>	<b>4</b>	<b>71</b>
<b>Grand Total</b>	<b>1</b>	<b>41</b>	<b>52</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>23</b>	<b>56</b>	<b>0</b>	<b>71</b>	<b>2</b>	<b>22</b>	<b>269</b>
<b>Approch %</b>	<b>1.1</b>	<b>43.6</b>	<b>55.3</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>29.1</b>	<b>70.9</b>	<b>0</b>	<b>74.7</b>	<b>2.1</b>	<b>23.2</b>	
<b>Total %</b>	<b>0.4</b>	<b>15.2</b>	<b>19.3</b>	<b>0.4</b>	<b>0</b>	<b>0</b>	<b>8.6</b>	<b>20.8</b>	<b>0</b>	<b>26.4</b>	<b>0.7</b>	<b>8.2</b>	

**CITY TRAFFIC COUNTERS**

626.991.7522

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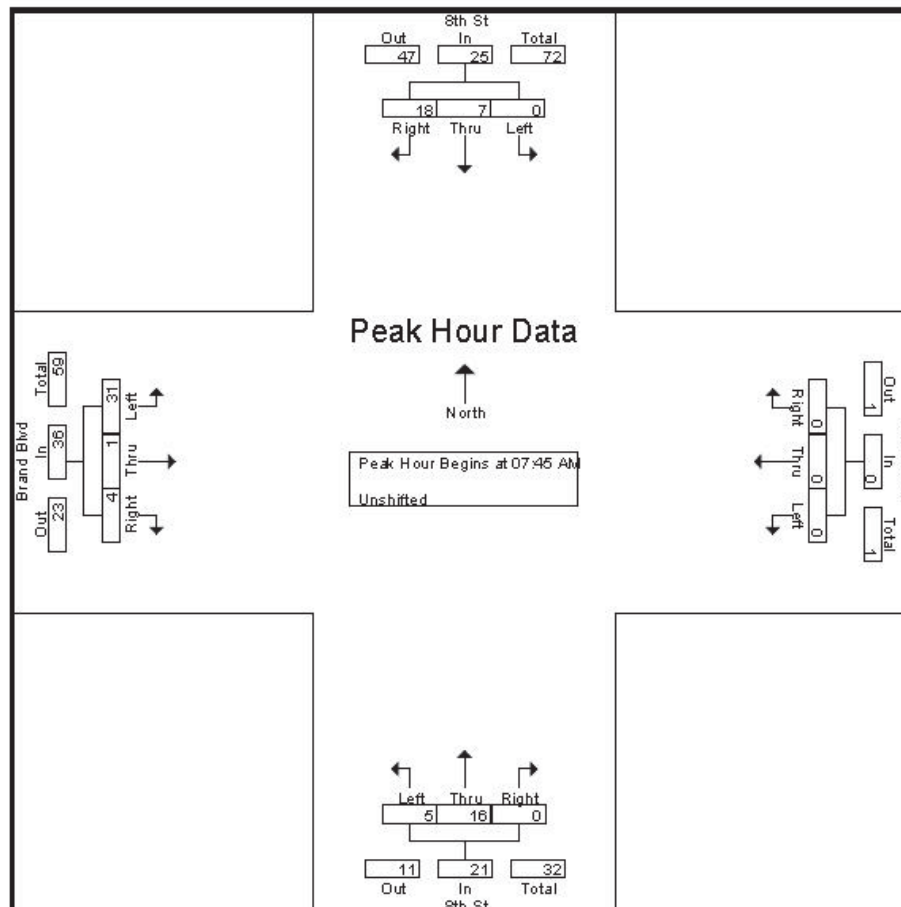
File Name : Brand\_8th

Site Code : 00000000

Start Date : 6/4/2014

Page No : 2

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Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:45 AM																	
07:45 AM	0	2	3	5	0	0	0	0	0	2	0	2	7	0	0	7	14
08:00 AM	0	2	9	11	0	0	0	0	2	5	0	7	12	1	2	15	33
08:15 AM	0	3	4	7	0	0	0	0	0	5	0	5	8	0	0	8	20
08:30 AM	0	0	2	2	0	0	0	0	3	4	0	7	4	0	2	6	15
Total Volume	0	7	18	25	0	0	0	0	5	16	0	21	31	1	4	36	82
% App. Total	0	28	72		0	0	0		23.8	76.2	0		86.1	2.8	11.1		
PHF	.000	.583	.500	.568	.000	.000	.000	.000	.417	.800	.000	.750	.646	.250	.500	.600	.621



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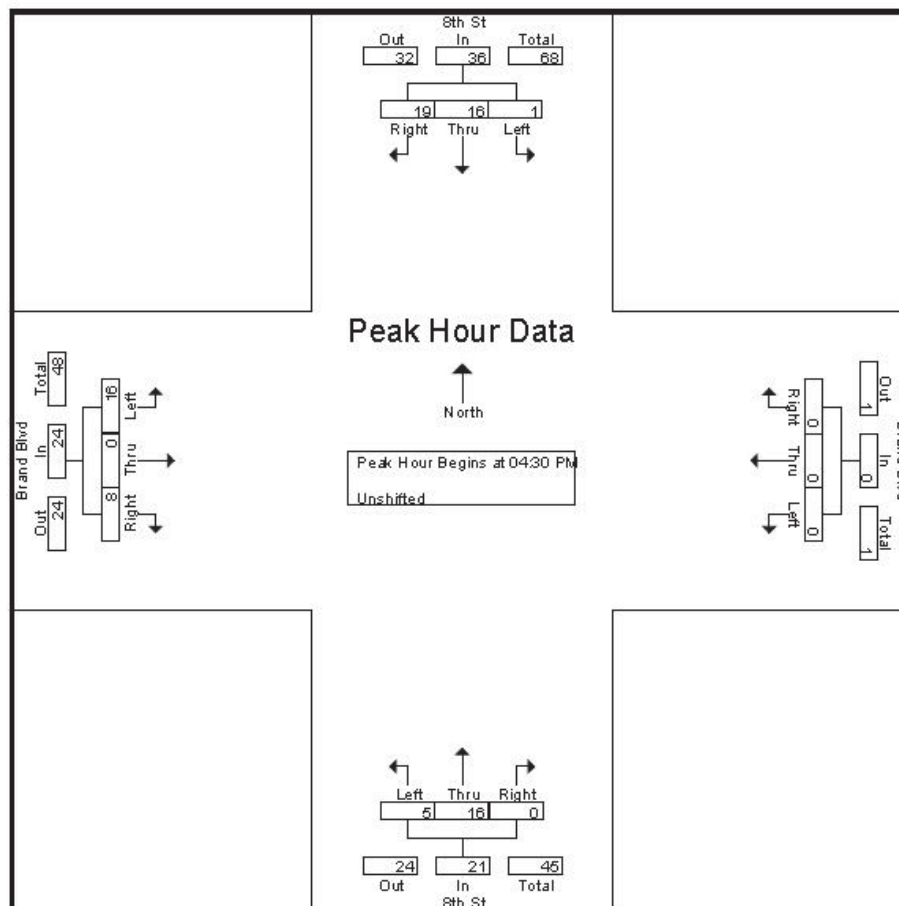
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Start Date : 6/4/2014

Page No : 3

	8th St Southbound				Brand Blvd Westbound				8th St Northbound				Brand Blvd Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 12:00 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	0	4	4	8	0	0	0	0	1	3	0	4	3	0	1	4	16
04:45 PM	0	3	6	9	0	0	0	0	0	5	0	5	2	0	4	6	20
05:00 PM	1	4	2	7	0	0	0	0	1	3	0	4	4	0	0	4	15
05:15 PM	0	5	7	12	0	0	0	0	3	5	0	8	7	0	3	10	30
Total Volume	1	16	19	36	0	0	0	0	5	16	0	21	16	0	8	24	81
% App. Total	2.8	44.4	52.8		0	0	0	0	23.8	76.2	0		66.7	0	33.3		
PHF	.250	.800	.679	.750	.000	.000	.000	.000	.417	.800	.000	.656	.571	.000	.500	.600	.675





**Intersection of 8<sup>th</sup> Street and MacNeil Street**



**CITY TRAFFIC COUNTERS**

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Start Time	8th St Southbound			MacNeil St Westbound			8th St Northbound			MacNeil St Eastbound			Int. Total
	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	
07:00 AM	0	0	1	0	0	0	1	4	0	5	0	0	11
07:15 AM	3	2	10	0	0	1	0	11	0	8	0	0	35
07:30 AM	11	3	4	0	0	1	0	5	0	2	1	1	28
07:45 AM	17	3	6	0	0	0	0	7	2	12	1	2	50
Total	31	8	21	0	0	2	1	27	2	27	2	3	124
08:00 AM	19	7	9	0	0	0	4	11	2	3	1	4	60
08:15 AM	8	6	5	0	0	0	0	13	0	8	1	1	42
08:30 AM	2	2	1	0	0	0	0	7	1	3	0	0	16
08:45 AM	1	1	1	0	0	0	0	2	0	2	0	1	8
Total	30	16	16	0	0	0	4	33	3	16	2	6	126
04:00 PM	2	6	6	0	0	0	0	4	2	3	0	0	23
04:15 PM	1	7	2	0	0	0	3	4	0	3	0	0	20
04:30 PM	1	8	2	0	0	0	0	5	1	2	0	0	19
04:45 PM	1	8	0	0	0	0	0	7	0	2	0	1	19
Total	5	29	10	0	0	0	3	20	3	10	0	1	81
05:00 PM	2	6	6	0	0	0	0	7	0	3	0	1	25
05:15 PM	0	12	3	0	0	0	0	10	0	3	0	0	28
05:30 PM	1	9	3	0	0	0	0	5	0	4	0	0	22
05:45 PM	0	3	1	0	0	0	0	9	0	14	0	0	27
Total	3	30	13	0	0	0	0	31	0	24	0	1	102
Grand Total	69	83	60	0	0	2	8	111	8	77	4	11	433
Apprch%	32.5	39.2	28.3	0	0	100	6.3	87.4	6.3	83.7	4.3	12	
Total %	15.9	19.2	13.9	0	0	0.5	1.8	25.6	1.8	17.8	0.9	2.5	

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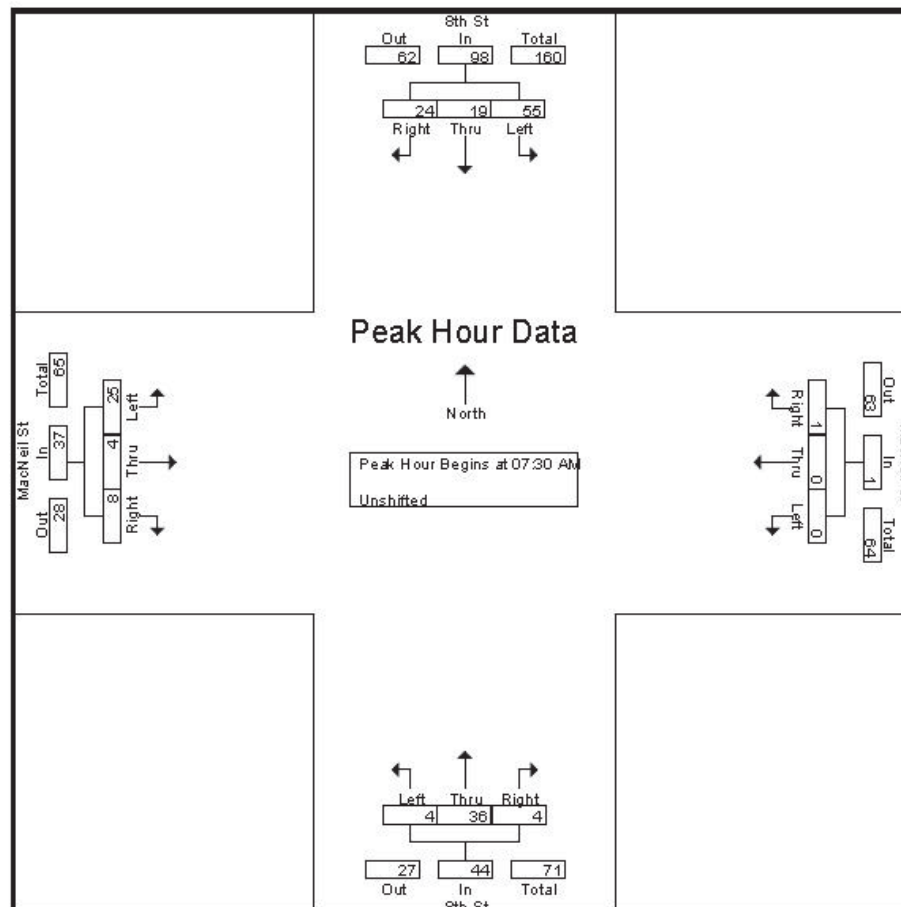
File Name : MacNeil\_8th

Site Code : 00000000

Start Date : 6/4/2014

Page No : 2

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Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:30 AM																	
07:30 AM	11	3	4	18	0	0	1	1	0	5	0	5	2	1	1	4	28
07:45 AM	17	3	6	26	0	0	0	0	0	7	2	9	12	1	2	15	50
08:00 AM	19	7	9	35	0	0	0	0	4	11	2	17	3	1	4	8	60
08:15 AM	8	6	5	19	0	0	0	0	0	13	0	13	8	1	1	10	42
Total Volume	55	19	24	98	0	0	1	1	4	36	4	44	25	4	8	37	180
% App. Total	56.1	19.4	24.5		0	0	100		9.1	81.8	9.1		67.6	10.8	21.6		
PHF	.724	.679	.667	.700	.000	.000	.250	.250	.250	.692	.500	.647	.521	1.00	.500	.617	.750



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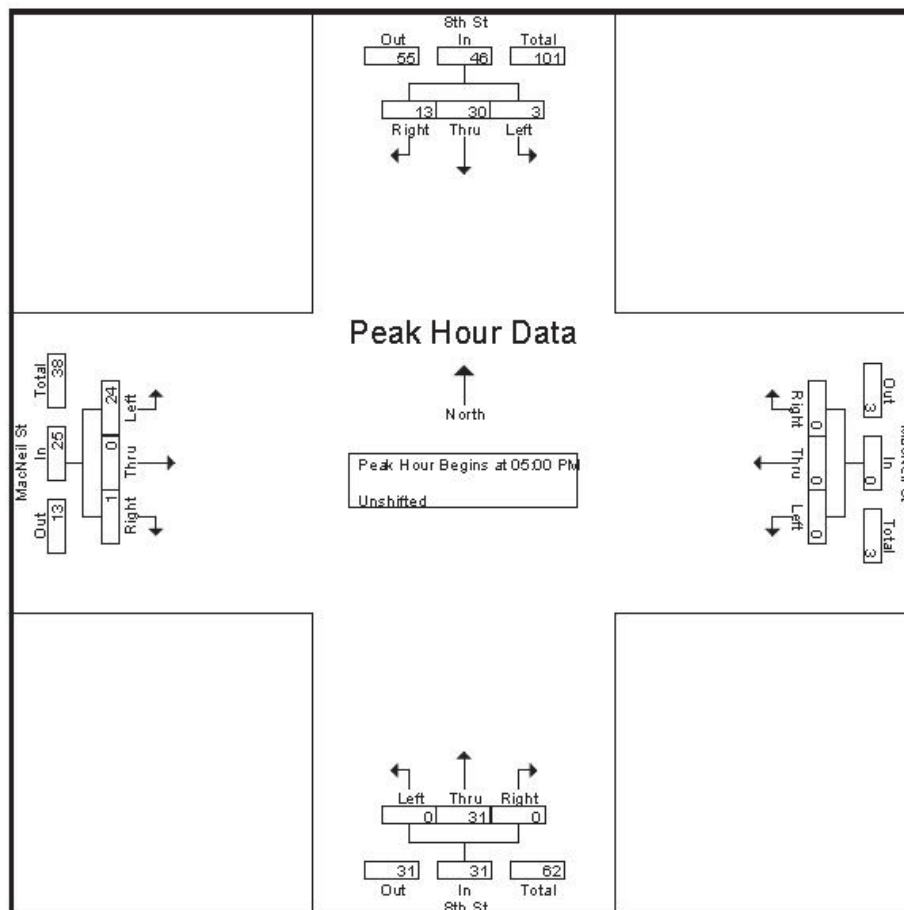
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Site Code : 00000000

Start Date : 6/4/2014

Page No : 3

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Peak Hour Analysis From 12:00 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 05:00 PM																	
05:00 PM	2	6	6	14	0	0	0	0	0	7	0	7	3	0	1	4	25
05:15 PM	0	12	3	15	0	0	0	0	0	10	0	10	3	0	0	3	28
05:30 PM	1	9	3	13	0	0	0	0	0	5	0	5	4	0	0	4	22
05:45 PM	0	3	1	4	0	0	0	0	0	9	0	9	14	0	0	14	27
Total Volume	3	30	13	46	0	0	0	0	0	31	0	31	24	0	1	25	102
% App. Total	6.5	65.2	28.3		0	0	0	0	0	100	0		96	0	4		
PHF	.375	.625	.542	.767	.000	.000	.000	.000	.000	.775	.000	.775	.429	.000	.250	.446	.911





**Intersection of 8<sup>th</sup> Street and Maclay Avenue**



**CITY TRAFFIC COUNTERS**

626.991.7522

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File Name : 8th\_maclay

Site Code : 00000000

Start Date : 6/4/2014

Page No : 1

**Groups Printed- Unshifted**

	<b>8th St Southbound</b>			<b>Maclay Ave Westbound</b>			<b>8th St Northbound</b>			<b>Maclay Ave Eastbound</b>			
Start Time	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Int. Total
07:00 AM	4	1	5	1	92	2	5	1	3	1	69	0	184
07:15 AM	3	3	5	11	129	4	9	2	11	2	95	2	276
07:30 AM	3	8	4	9	134	3	3	2	6	2	144	2	320
07:45 AM	2	14	8	11	181	2	11	4	7	3	165	5	413
Total	12	26	22	32	536	11	28	9	27	8	473	9	1193
08:00 AM	2	15	6	17	166	3	7	5	5	4	155	7	392
08:15 AM	0	11	4	7	140	3	7	7	6	6	124	9	324
08:30 AM	1	3	2	2	116	2	4	2	3	4	90	1	230
08:45 AM	3	2	3	1	111	2	3	1	2	3	91	1	223
Total	6	31	15	27	533	10	21	15	16	17	460	18	1169
04:00 PM	4	4	7	5	117	5	3	2	4	6	136	3	296
04:15 PM	3	3	8	4	136	5	2	2	4	5	147	5	324
04:30 PM	4	3	9	5	140	6	4	0	3	8	175	5	362
04:45 PM	6	4	5	2	133	9	4	1	5	7	159	5	340
Total	17	14	29	16	526	25	13	5	16	26	617	18	1322
05:00 PM	5	5	8	4	129	10	5	4	4	4	169	7	354
05:15 PM	6	4	11	6	149	5	8	4	3	5	129	6	336
05:30 PM	3	2	5	7	127	9	7	2	2	5	152	4	325
05:45 PM	2	2	4	2	120	7	17	4	1	4	168	2	333
Total	16	13	28	19	525	31	37	14	10	18	618	19	1348
Grand Total	51	84	94	94	2120	77	99	43	69	69	2168	64	5032
Apprch %	22.3	36.7	41	4.1	92.5	3.4	46.9	20.4	32.7	3	94.2	2.8	
Total %	1	1.7	1.9	1.9	42.1	1.5	2	0.9	1.4	1.4	43.1	1.3	

# CITY TRAFFIC COUNTERS

626.991.7522

www.ctcounters.com

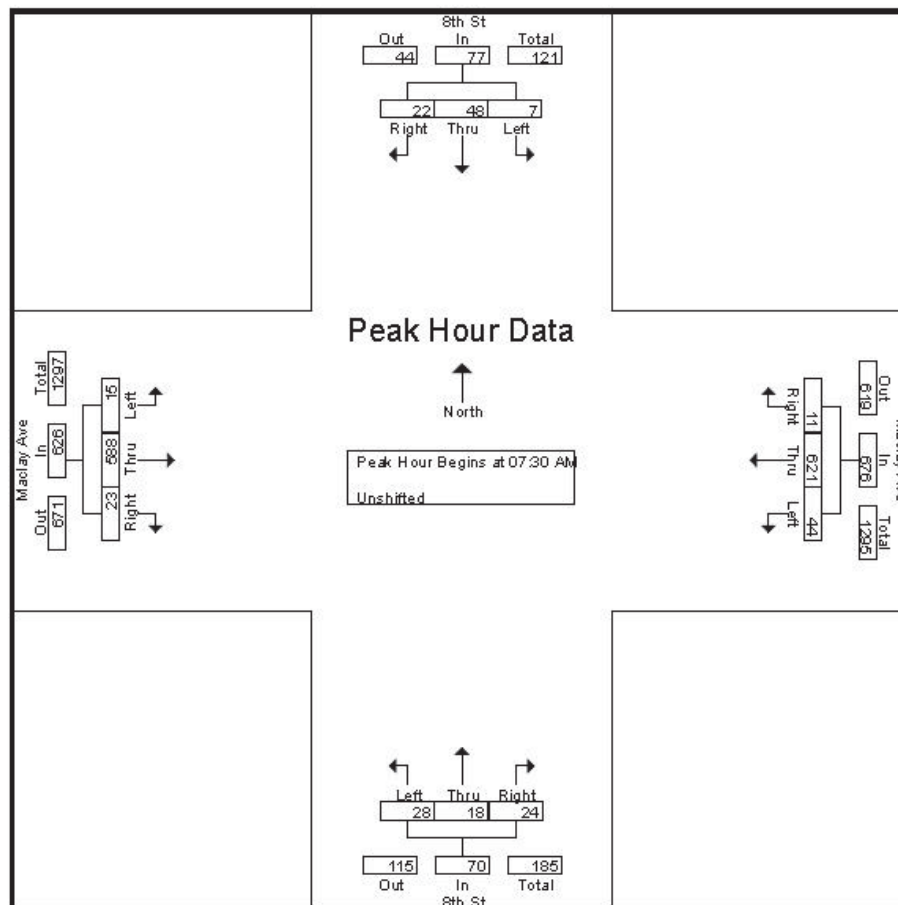
File Name : 8th\_maclay

Site Code : 00000000

Start Date : 6/4/2014

Page No : 2

	8th St Southbound				Maclay Ave Westbound				8th St Northbound				Maclay Ave Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:30 AM																	
07:30 AM	3	8	4	15	9	134	3	146	3	2	6	11	2	144	2	148	320
07:45 AM	2	14	8	24	11	181	2	194	11	4	7	22	3	165	5	173	413
08:00 AM	2	15	6	23	17	166	3	186	7	5	5	17	4	155	7	166	392
08:15 AM	0	11	4	15	7	140	3	150	7	7	6	20	6	124	9	139	324
Total Volume	7	48	22	77	44	621	11	676	28	18	24	70	15	588	23	626	1449
% App. Total	9.1	62.3	28.6		6.5	91.9	1.6		40	25.7	34.3		2.4	93.9	3.7		
PHF	.583	.800	.688	.802	.647	.858	.917	.871	.636	.643	.857	.795	.625	.891	.639	.905	.877



# CITY TRAFFIC COUNTERS

626.991.7522

www.ctcounters.com

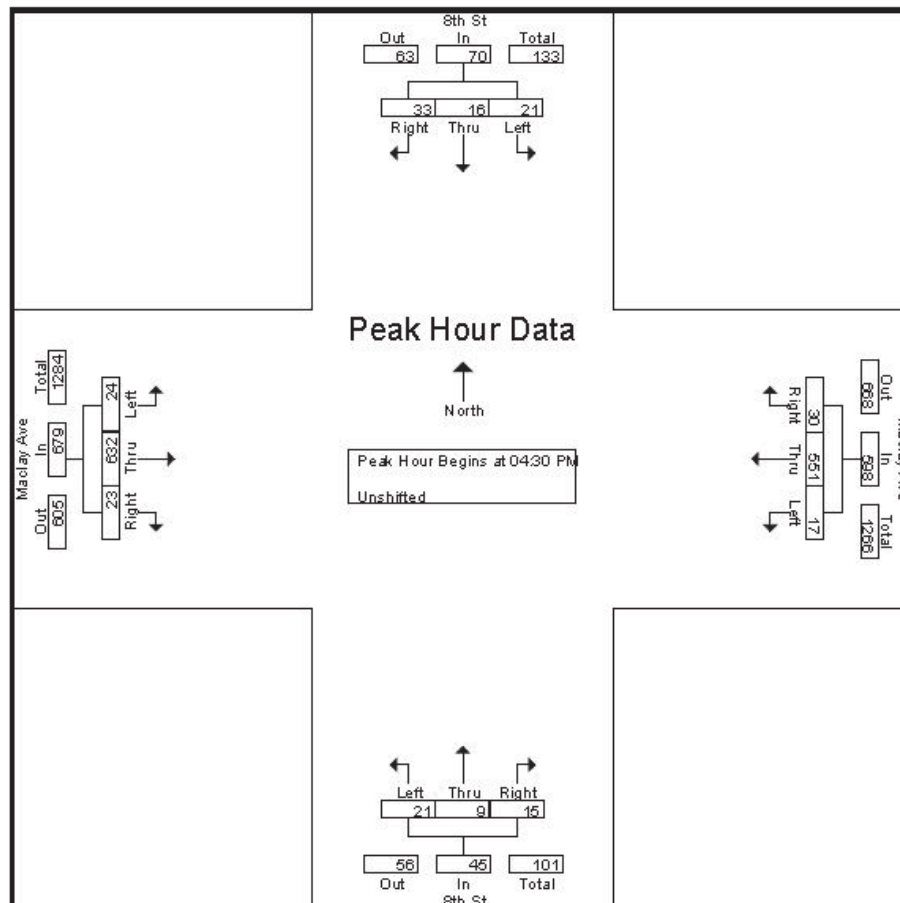
File Name : 8th\_maclay

Site Code : 00000000

Start Date : 6/4/2014

Page No : 3

	8th St Southbound				Maclay Ave Westbound					8th St Northbound				Maclay Ave Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total		Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 12:00 PM to 05:45 PM - Peak 1 of 1																		
Peak Hour for Entire Intersection Begins at 04:30 PM																		
04:30 PM	4	3	9	16	5	140	6	151		4	0	3	7	8	175	5	188	362
04:45 PM	6	4	5	15	2	133	9	144		4	1	5	10	7	159	5	171	340
05:00 PM	5	5	8	18	4	129	10	143		5	4	4	13	4	169	7	180	354
05:15 PM	6	4	11	21	6	149	5	160		8	4	3	15	5	129	6	140	336
Total Volume	21	16	33	70	17	551	30	598		21	9	15	45	24	632	23	679	1392
% App. Total	30	22.9	47.1		2.8	92.1	5			46.7	20	33.3		3.5	93.1	3.4		
PHF	.875	.800	.750	.833	.708	.924	.750	.934		.656	.563	.750	.750	.750	.903	.821	.903	.961





**Intersection of Bromont and Maclay Avenue**



**CITY TRAFFIC COUNTERS**

626.991.7522

www.ctcounters.com

File Name : Mac\_Bromont

Site Code : 00000000

Start Date : 6/4/2014

Page No : 1

**Groups Printed- Unshifted**

	<b>Bromont Ave Southbound</b>			<b>Maclay Ave Westbound</b>			<b>Bromont Ave Northbound</b>			<b>Maclay Ave Eastbound</b>			Int. Total
Start Time	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	Left	Thru	Right	
07:00 AM	5	3	5	1	84	4	3	0	4	2	76	0	187
07:15 AM	6	4	4	15	117	1	4	2	8	3	98	10	272
07:30 AM	1	6	10	9	128	3	12	4	11	2	139	18	343
07:45 AM	3	20	3	20	171	2	25	9	17	3	144	37	464
Total	15	33	22	55	500	10	44	15	40	10	457	65	1266
08:00 AM	1	12	5	19	136	1	41	6	22	3	123	34	403
08:15 AM	1	1	1	7	131	3	10	0	12	2	110	9	287
08:30 AM	0	0	0	10	103	2	4	0	3	2	86	10	220
08:45 AM	1	3	4	11	95	4	3	3	4	1	83	8	220
Total	3	16	10	47	465	10	58	9	41	8	402	61	1130
04:00 PM	3	1	4	3	125	6	6	1	5	4	129	4	291
04:15 PM	5	2	5	3	126	3	5	0	5	5	139	2	300
04:30 PM	0	0	4	6	152	4	5	3	8	2	167	4	355
04:45 PM	6	1	9	3	146	10	6	1	5	6	144	7	344
Total	14	4	22	15	549	23	22	5	23	17	579	17	1290
05:00 PM	3	3	1	4	138	7	12	3	1	5	147	10	334
05:15 PM	3	2	4	4	136	7	14	3	9	6	133	3	324
05:30 PM	4	1	6	10	134	8	10	1	6	2	145	14	341
05:45 PM	1	1	4	7	130	2	19	5	8	5	158	13	353
Total	11	7	15	25	538	24	55	12	24	18	583	40	1352
Grand Total	43	60	69	142	2052	67	179	41	128	53	2021	183	5038
Apprch %	25	34.9	40.1	6.3	90.8	3	51.4	11.8	36.8	2.3	89.5	8.1	
Total %	0.9	1.2	1.4	2.8	40.7	1.3	3.6	0.8	2.5	1.1	40.1	3.6	

**CITY TRAFFIC COUNTERS**

626.991.7522

www.ctcounters.com

File Name : Mac\_Bromont

Site Code : 00000000

Start Date : 6/4/2014

Page No : 2

	Bromont Ave Southbound				Maclay Ave Westbound				Bromont Ave Northbound				Maclay Ave Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 07:30 AM																	
07:30 AM	1	6	10	17	9	128	3	140	12	4	11	27	2	139	18	159	343
07:45 AM	3	20	3	26	30	171	2	203	25	9	17	51	3	144	37	184	464
08:00 AM	1	12	5	18	19	136	1	156	41	6	22	69	3	123	34	160	403
08:15 AM	1	1	1	3	7	131	3	141	10	0	12	22	2	110	9	121	287
Total Volume	6	39	19	64	65	566	9	640	88	19	62	169	10	516	98	624	1497
% App. Total	9.4	60.9	29.7		10.2	88.4	1.4		52.1	11.2	36.7		1.6	82.7	15.7		
PHF	.500	.488	.475	.615	.542	.827	.750	.788	.537	.528	.705	.612	.833	.896	.662	.848	.807

**CITY TRAFFIC COUNTERS**

626.991.7522

www.ctcounters.com

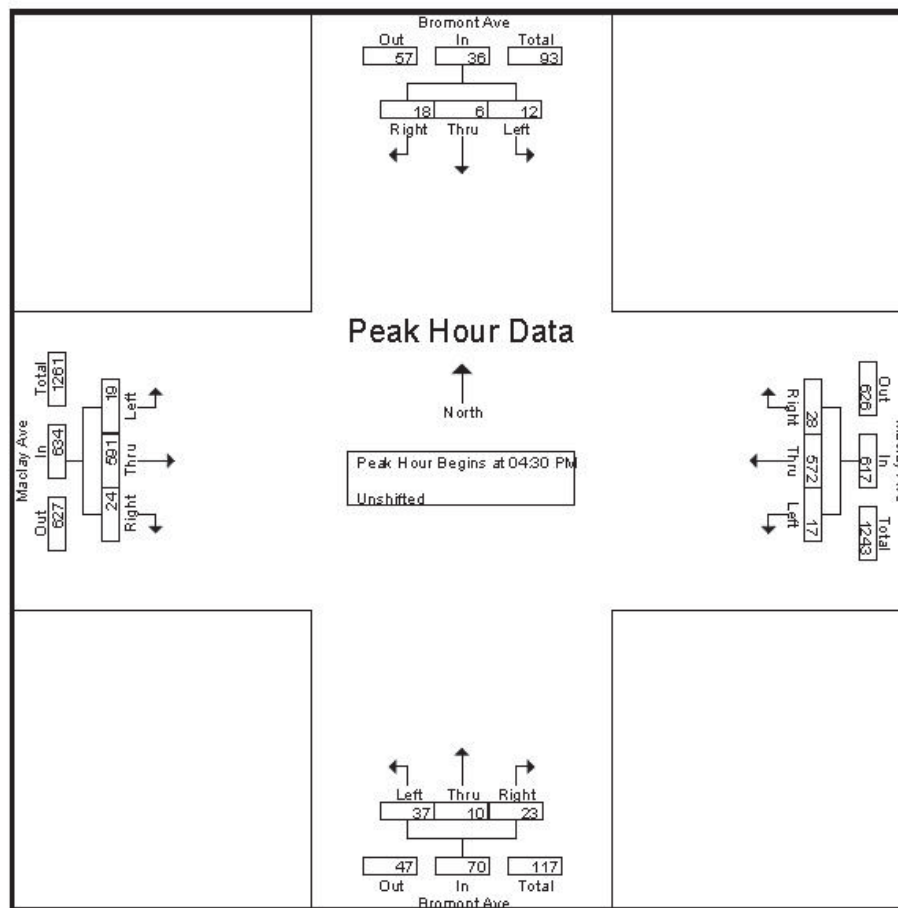
File Name : Mac\_Bromont

Site Code : 00000000

Start Date : 6/4/2014

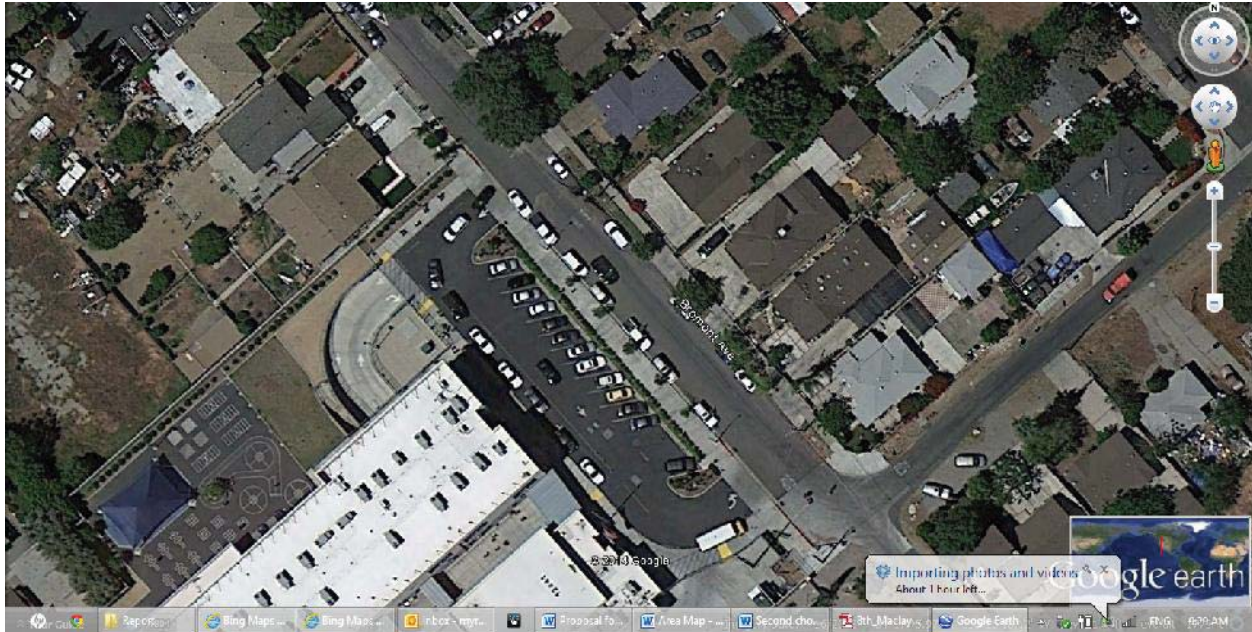
Page No : 3

	Bromont Ave Southbound				Maclay Ave Westbound				Bromont Ave Northbound				Maclay Ave Eastbound				
Start Time	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Int. Total
Peak Hour Analysis From 12:00 PM to 05:45 PM - Peak 1 of 1																	
Peak Hour for Entire Intersection Begins at 04:30 PM																	
04:30 PM	0	0	4	4	6	152	4	162	5	3	8	16	2	167	4	173	355
04:45 PM	6	1	9	16	3	146	10	159	6	1	5	12	6	144	7	157	344
05:00 PM	3	3	1	7	4	138	7	149	12	3	1	16	5	147	10	162	334
05:15 PM	3	2	4	9	4	136	7	147	14	3	9	26	6	133	3	142	324
Total Volume	12	6	18	36	17	572	28	617	37	10	23	70	19	591	24	634	1357
% App. Total	33.3	16.7	50		2.8	92.7	4.5		52.9	14.3	32.9		3	93.2	3.8		
PHF	.500	.500	.500	.563	.708	.941	.700	.952	.661	.833	.639	.673	.792	.885	.600	.916	.956





**Existing Bromont Avenue Drop-off/Pick-up area**



**CITY TRAFFIC COUNTERS**

626.991.7522

www.ctcounters.com

File Name : SF\_School

Site Code : 00000000

Start Date : 6/4/2014

Page No : 1

**Groups Printed- Unshifted**

	Westbound	Eastbound	
Start Time	Pick up	Drop off	Int. Total
07:00 AM	0	2	2
07:15 AM	1	11	12
07:30 AM	0	28	28
07:45 AM	0	63	63
Total	1	104	105
08:00 AM	0	70	70
08:15 AM	0	24	24
Total	0	94	94
02:30 PM	11	0	11
02:45 PM	9	0	9
Total	20	0	20
03:00 PM	3	0	3
Grand Total	24	198	222
Apprch %	100	100	
Total %	10.8	89.2	

**CITY TRAFFIC COUNTERS**

626.991.7522

www.ctcounters.com

File Name : SF\_School

Site Code : 00000000

Start Date : 6/4/2014

Page No : 2

	Southbound	Westbound		Northbound	Eastbound		
Start Time	App. Total	Pick up	App. Total	App. Total	Drop off	App. Total	Int. Total
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1							
Peak Hour for Entire Intersection Begins at 07:30 AM							
07:30 AM	0	0	0	0	28	28	28
07:45 AM	0	0	0	0	63	63	63
08:00 AM	0	0	0	0	<b>70</b>	<b>70</b>	<b>70</b>
08:15 AM	0	0	0	0	24	24	24
Total Volume	0	0	0	0	185	185	185
% App. Total		0			100		
PHF	.000	.000	.000	.000	.661	.661	.661

**CITY TRAFFIC COUNTERS**

626.991.7522

www.ctcounters.com

File Name : SF\_School

Site Code : 00000000

Start Date : 6/4/2014

Page No : 3

	Southbound	Westbound		Northbound	Eastbound		
Start Time	App. Total	Pick up	App. Total	App. Total	Drop off	App. Total	Int. Total
Peak Hour Analysis From 12:00 PM to 03:15 PM - Peak 1 of 1							
Peak Hour for Entire Intersection Begins at 02:15 PM							
02:15 PM	0	0	0	0	0	0	0
02:30 PM	0	11	11	0	0	0	11
02:45 PM	0	9	9	0	0	0	9
03:00 PM	0	3	3	0	0	0	3
Total Volume	0	23	23	0	0	0	23
% App. Total		100			0		
PHF	.000	.523	.523	.000	.000	.000	.523

***Mid-Block ADT Counts  
Existing 2014 Conditions***

City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: Brand Blvd  
Description 2: Eighth  
Description 3: Macneil

Site: 000000000000

Weekly Volume

Interval Begin	Mon 6/2/2014		Tue 6/3/2014		Wed 6/4/2014		Thu 6/5/2014		Fri 6/6/2014		Sat 6/7/2014		Sun 6/8/2014		Mon - Fri Average		Week Average	
	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB
12:00 AM	-	-	-	-	-	-	-	-	0	1	5	4	3	2	0.0	1.0	2.7	2.3
1:00 AM	-	-	-	-	-	-	-	-	1	7	3	2	3	3	1.0	7.0	2.3	4.0
2:00 AM	-	-	-	-	-	-	-	-	1	0	0	0	2	0	1.0	0.0	1.0	0.0
3:00 AM	-	-	-	-	-	-	-	-	0	0	2	0	1	0	0.0	0.0	1.0	0.0
4:00 AM	-	-	-	-	-	-	-	-	1	1	1	0	0	0	1.0	1.0	0.7	0.3
5:00 AM	-	-	-	-	-	-	-	-	2	6	1	3	2	1	2.0	6.0	1.7	3.3
6:00 AM	-	-	-	-	-	-	-	-	9	6	3	3	3	2	9.0	6.0	5.0	3.7
7:00 AM	-	-	-	-	-	-	-	-	11	21	9	13	1	8	11.0	21.0	7.0	14.0
8:00 AM	-	-	-	-	-	-	-	-	15	14	6	8	7	1	15.0	14.0	9.3	7.7
9:00 AM	-	-	-	-	-	-	-	-	11	10	16	12	5	10	11.0	10.0	10.7	10.7
10:00 AM	-	-	-	-	-	-	-	-	13	13	7	19	11	12	13.0	13.0	10.3	14.7
11:00 AM	-	-	-	-	-	-	4	2	12	8	15	15	13	17	10.7	6.7	12.6	12.0
12:00 PM	-	-	-	-	-	-	9	20	12	21	17	24	19	15	10.5	20.5	14.3	20.0
1:00 PM	-	-	-	-	-	-	18	31	18	19	25	27	11	19	18.0	25.0	18.0	24.0
2:00 PM	-	-	-	-	-	-	29	21	11	18	11	22	13	10	20.0	19.5	16.0	17.8
3:00 PM	-	-	-	-	-	-	12	11	11	15	13	24	12	28	11.5	13.0	12.0	19.5
4:00 PM	-	-	-	-	-	-	12	23	15	23	15	17	10	9	13.5	23.0	13.0	18.0
5:00 PM	-	-	-	-	-	-	8	24	17	16	12	20	13	11	12.5	20.0	12.5	17.8
6:00 PM	-	-	-	-	-	-	11	17	6	23	11	13	7	9	8.5	20.0	8.8	15.5
7:00 PM	-	-	-	-	-	-	15	18	13	17	13	20	14	10	14.0	17.5	13.8	16.3
8:00 PM	-	-	-	-	-	-	14	13	5	14	10	13	18	12	9.5	13.5	11.8	13.0
9:00 PM	-	-	-	-	-	-	5	8	11	7	8	8	9	9	8.0	7.5	8.3	8.0
10:00 PM	-	-	-	-	-	-	6	3	10	6	14	7	6	7	8.0	4.5	9.0	5.8
11:00 PM	-	-	-	-	-	-	4	1	9	11	7	5	3	3	6.5	6.0	5.8	5.0
Totals	-	-	-	-	-	-	147	192	214	277	224	279	186	198	215.2	275.7	207.2	253.2
Combined Split (%)	-	-	-	-	-	-	339	434	491	564	503	44.5	55.5	48.4	43.8	56.2	45.0	55.0
Peak Hours	-	-	-	-	-	-	-	-	7:45 AM	7:30 AM	8:45 AM	10:15 AM	10:30 AM	11:00 AM	7:45 AM	7:30 AM	11:00 AM	7:15 AM
12:00 PM -	-	-	-	-	-	-	-	-	19	28	19	20	15	17	19.0	28.0	12.3	16.3
Volume	-	-	-	-	-	-	-	-	0.79	0.58	0.53	0.63	0.94	0.71	0.79	0.58	0.69	0.64
Factor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12:00 PM -	-	-	-	-	-	-	1:30 PM	12:45 PM	1:00 PM	12:30 PM	12:45 PM	12:30 PM	12:00 PM	3:00 PM	1:30 PM	12:30 PM	1:30 PM	12:30 PM
12:30 AM	-	-	-	-	-	-	29	35	18	27	26	30	19	28	21.5	29.5	20.5	26.0
Volume	-	-	-	-	-	-	0.73	0.67	0.75	0.75	0.59	0.83	0.43	0.70	0.83	0.70	0.93	0.87
Factor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: Brand Blvd  
Description 2: Eighth  
Description 3: Macneil

Site: 000000000000

Weekly Volume

Interval	Mon 6/9/2014		Tue 6/10/2014		Wed 6/11/2014		Thu 6/12/2014		Fri 6/13/2014		Sat 6/14/2014		Sun 6/15/2014		Mon - Fri Average		Week Average	
Direction	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB
12:00 AM	0	3	1	1	0	4	-	-	-	-	-	-	-	-	0.3	2.7	0.3	2.7
1:00 AM	1	0	0	5	0	0	-	-	-	-	-	-	-	-	0.3	1.7	0.3	1.7
2:00 AM	1	2	1	0	1	-	-	-	-	-	-	-	-	-	1.0	1.0	1.0	1.0
3:00 AM	1	0	0	0	0	0	-	-	-	-	-	-	-	-	0.3	0.0	0.3	0.0
4:00 AM	0	3	2	1	2	4	-	-	-	-	-	-	-	-	1.3	2.7	1.3	2.7
5:00 AM	6	3	4	5	5	3	-	-	-	-	-	-	-	-	5.0	3.7	5.0	3.7
6:00 AM	8	7	8	3	6	9	-	-	-	-	-	-	-	-	7.3	6.3	7.3	6.3
7:00 AM	14	10	9	10	14	13	-	-	-	-	-	-	-	-	12.3	11.0	12.3	11.0
8:00 AM	10	21	15	20	12	11	-	-	-	-	-	-	-	-	12.3	17.3	12.3	17.3
9:00 AM	8	7	4	4	13	14	-	-	-	-	-	-	-	-	8.3	8.3	8.3	8.3
10:00 AM	12	10	11	12	12	9	-	-	-	-	-	-	-	-	11.7	10.3	11.7	10.3
11:00 AM	11	8	11	10	12	16	-	-	-	-	-	-	-	-	11.3	11.3	11.3	11.3
12:00 PM	17	9	9	14	15	19	-	-	-	-	-	-	-	-	13.7	14.0	13.7	14.0
1:00 PM	21	29	14	27	10	15	-	-	-	-	-	-	-	-	15.0	23.7	15.0	23.7
2:00 PM	11	13	12	16	13	10	-	-	-	-	-	-	-	-	12.0	13.0	12.0	13.0
3:00 PM	11	15	16	13	7	16	-	-	-	-	-	-	-	-	11.3	14.7	11.3	14.7
4:00 PM	17	13	17	16	6	9	-	-	-	-	-	-	-	-	16.0	15.2	16.0	15.2
5:00 PM	16	21	20	25	-	-	-	-	-	-	-	-	-	-	18.0	23.0	18.0	23.0
6:00 PM	11	14	8	18	-	-	-	-	-	-	-	-	-	-	9.5	16.0	9.5	16.0
7:00 PM	16	14	11	14	-	-	-	-	-	-	-	-	-	-	13.5	14.0	13.5	14.0
8:00 PM	10	13	10	15	-	-	-	-	-	-	-	-	-	-	10.0	14.0	10.0	14.0
9:00 PM	11	12	9	8	-	-	-	-	-	-	-	-	-	-	10.0	10.0	10.0	10.0
10:00 PM	3	5	6	5	-	-	-	-	-	-	-	-	-	-	4.5	5.0	4.5	5.0
11:00 PM	1	0	4	2	-	-	-	-	-	-	-	-	-	-	2.5	1.0	2.5	1.0
Totals	217	232	202	244	128	153	-	-	-	-	-	-	-	-	207.7	239.9	207.7	239.9
Combined Split (%)	44.9	51.7	44.6	54.7	28.1	54.4	-	-	-	-	-	-	-	-	44.75	53.6	44.75	53.6
Peak Hours																		
12:00 AM - 12:00 PM	10:30 AM	7:45 AM	7:45 AM	3:00 AM	7:30 AM	7:15 AM	-	-	-	-	-	-	-	-	7:30 AM	7:45 AM	7:30 AM	7:45 AM
Volume	15	24	17	20	16	17	-	-	-	-	-	-	-	-	14.7	19.0	14.7	19.0
Factor	0.63	0.75	0.85	0.71	0.90	0.71	-	-	-	-	-	-	-	-	0.85	0.79	0.85	0.79
12:00 PM - 12:00 AM	12:15 PM	12:45 PM	4:45 PM	12:45 PM	12:00 PM	12:15 PM	-	-	-	-	-	-	-	-	5:00 PM	12:45 PM	5:00 PM	12:45 PM
Volume	24	31	21	28	15	22	-	-	-	-	-	-	-	-	18.0	24.7	18.0	24.7
Factor	0.67	0.70	0.75	0.64	0.75	0.61	-	-	-	-	-	-	-	-	0.65	0.60	0.69	0.60



City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: Eighth  
Description 2: MacLay  
Description 3: Macneil

Site: 0000000C00

Weekly Volume

Interval	Mon 6/2/2014		Tue 6/3/2014		Wed 6/4/2014		Thu 6/5/2014		Fri 6/6/2014		Sat 6/7/2014		Sun 6/8/2014		Mon - Fri Average		Week Average	
Begin	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB
12:00 AM	-	-	-	-	-	-	12	5	10	3	15	7	16	11	11.0	4.0	13.3	6.5
1:00 AM	-	-	-	-	-	-	3	2	6	5	3	5	5	4	4.5	3.5	4.3	4.0
2:00 AM	-	-	-	-	-	-	1	2	3	4	4	2	4	2	2.0	3.0	3.0	2.5
3:00 AM	-	-	-	-	-	-	1	4	7	3	1	1	1	1	4.0	3.5	2.5	2.3
4:00 AM	-	-	-	-	-	-	3	5	3	5	3	1	3	1	3.0	5.0	3.0	3.0
5:00 AM	-	-	-	-	-	-	11	18	9	23	2	8	3	8	10.0	20.5	6.3	14.3
6:00 AM	-	-	-	-	-	-	22	36	18	32	4	17	3	12	20.0	34.0	11.8	24.3
7:00 AM	-	-	-	-	-	-	89	85	86	76	11	25	2	13	87.5	82.5	47.0	50.8
8:00 AM	-	-	-	-	-	-	140	147	135	112	18	26	9	13	137.5	129.5	75.5	74.5
9:00 AM	-	-	-	-	-	-	34	36	32	38	27	27	16	26	33.0	37.0	27.3	31.8
10:00 AM	-	-	-	-	-	-	34	35	32	31	29	31	28	20	33.0	35.0	30.8	30.3
11:00 AM	-	-	-	-	-	-	52	35	36	46	25	42	33	47	44.0	40.5	36.5	42.5
12:00 PM	-	-	-	-	-	-	48	71	49	63	37	42	31	37	48.5	67.0	41.3	53.3
1:00 PM	-	-	-	-	-	-	109	102	99	88	37	34	28	49	104.0	95.0	68.3	68.3
2:00 PM	-	-	-	-	-	-	76	66	34	56	27	43	35	26	56.0	61.0	43.5	47.6
3:00 PM	-	-	-	-	-	-	53	55	80	63	31	40	40	39	66.5	61.0	51.0	50.3
4:00 PM	-	-	-	-	64	69	72	95	73	93	38	32	33	23	69.7	85.0	56.0	62.0
5:00 PM	-	-	-	-	84	102	76	100	67	85	49	39	24	23	75.7	95.7	60.0	69.8
6:00 PM	-	-	-	-	48	72	53	61	57	66	53	36	33	29	52.7	66.3	48.8	52.8
7:00 PM	-	-	-	-	34	40	46	41	60	50	41	32	31	24	46.7	43.7	42.4	37.4
8:00 PM	-	-	-	-	35	35	31	32	38	44	33	28	37	31	34.7	37.0	34.8	34.0
9:00 PM	-	-	-	-	40	34	33	28	33	22	24	29	30	19	35.3	28.0	32.0	26.4
10:00 PM	-	-	-	-	22	11	28	18	44	29	25	42	24	23	31.3	19.3	28.6	24.6
11:00 PM	-	-	-	-	15	8	12	15	24	34	26	19	13	13	17.0	19.0	18.0	17.8
Totals	-	-	-	-	312	371	1041	1104	1035	1071	563	608	482	494	1027.5	1076.0	785.6	830.8
Combined Split (%)	-	-	-	-	71.3		2145		2106		1171		975		2103.5		1616.4	
	-	-	-	-	48.0	52.0	48.5	51.5	49.1	50.9	48.1	51.9	49.4	50.6	48.8	51.2	48.6	51.4
Peak Hours	-	-	-	-	-	-	7:45 AM	7:45 AM	7:45 AM	7:30 AM	8:45 AM	11:00 AM	10:45 AM	11:00 AM	7:45 AM	7:45 AM	7:45 AM	7:45 AM
12:00 AM -	-	-	-	-	-	-												
12:00 PM	-	-	-	-	-	-	155	160	145	125	32	42	39	47	150.0	142.0	80.3	81.3
Volume	-	-	-	-	-	-	0.70	0.74	0.81	0.65	0.89	0.70	0.89	0.69	0.79	0.70	0.79	0.73
Factor	-	-	-	-	-	-												
12:00 PM -	-	-	-	-	4:45 PM	4:45 PM	1:00 PM	4:30 PM	1:00 PM	4:45 PM	5:30 PM	12:30 PM	2:45 PM	12:45 PM	1:00 PM	4:45 PM	1:00 PM	4:45 PM
12:00 AM	-	-	-	-														
Volume	-	-	-	-	98	108	109	106	99	94	63	47	42	54	104.0	102.0	68.3	74.0
Factor	-	-	-	-	0.88	0.87	0.66	0.76	0.77	0.87	0.79	0.50	0.75	0.79	0.80	0.86	0.83	0.89



City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: Eighth  
Description 2: MacLay  
Description 3: Macneil

Site: 0000000000

Weekly Volume

Interval begin	Mon 6/9/2014		Tue 6/10/2014		Wed 6/11/2014		Thu 5/12/2014		Fri 6/13/2014		Sat 6/14/2014		Sun 6/15/2014		Mon - Fri Average		Week Average	
	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB
12:00 AM	3	4	5	4	6	5	-	-	-	-	-	-	-	-	6.0	4.3	6.0	4.3
1:00 AM	2	3	5	2	4	1	-	-	-	-	-	-	-	-	3.7	2.0	3.7	2.0
2:00 AM	2	2	1	0	3	2	-	-	-	-	-	-	-	-	2.0	1.3	2.0	1.3
3:00 AM	4	2	3	1	2	1	-	-	-	-	-	-	-	-	3.0	1.3	3.0	1.3
4:00 AM	1	10	0	7	2	8	-	-	-	-	-	-	-	-	1.0	6.3	1.0	8.3
5:00 AM	8	20	3	12	5	16	-	-	-	-	-	-	-	-	5.3	16.0	5.3	16.0
6:00 AM	16	22	15	21	14	25	-	-	-	-	-	-	-	-	16.3	22.7	16.3	22.7
7:00 AM	91	72	76	71	71	78	-	-	-	-	-	-	-	-	79.3	75.7	79.3	73.7
8:00 AM	140	110	140	114	112	104	-	-	-	-	-	-	-	-	130.7	110.7	130.7	110.7
9:00 AM	35	39	36	37	47	46	-	-	-	-	-	-	-	-	39.3	40.7	39.3	40.7
10:00 AM	29	37	35	50	35	33	-	-	-	-	-	-	-	-	37.5	45.6	37.5	43.6
11:00 AM	38	38	46	34	-	-	-	-	-	-	-	-	-	-	42.0	36.0	42.0	36.0
12:00 PM	49	46	52	56	-	-	-	-	-	-	-	-	-	-	50.5	51.0	50.5	51.0
1:00 PM	83	108	92	110	-	-	-	-	-	-	-	-	-	-	87.5	105.0	87.5	109.0
2:00 PM	49	43	42	56	-	-	-	-	-	-	-	-	-	-	45.5	45.5	45.5	49.5
3:00 PM	60	63	57	59	-	-	-	-	-	-	-	-	-	-	58.5	61.0	58.5	61.0
4:00 PM	75	71	66	73	-	-	-	-	-	-	-	-	-	-	71.5	72.0	71.5	72.0
5:00 PM	68	90	71	67	-	-	-	-	-	-	-	-	-	-	69.0	86.5	69.0	88.5
6:00 PM	51	47	53	57	-	-	-	-	-	-	-	-	-	-	52.0	52.0	52.0	52.0
7:00 PM	47	31	45	31	-	-	-	-	-	-	-	-	-	-	46.0	31.0	46.0	31.0
8:00 PM	33	39	35	31	-	-	-	-	-	-	-	-	-	-	36.0	35.0	36.0	35.0
9:00 PM	20	23	34	26	-	-	-	-	-	-	-	-	-	-	31.0	24.5	31.0	24.5
10:00 PM	15	12	15	18	-	-	-	-	-	-	-	-	-	-	15.0	15.0	15.0	15.0
11:00 PM	14	3	12	6	-	-	-	-	-	-	-	-	-	-	13.0	4.5	13.0	4.5
<b>Total</b>	<b>941</b>	<b>943</b>	<b>956</b>	<b>983</b>	<b>301</b>	<b>319</b>	-	-	-	-	-	-	-	-	<b>941.6</b>	<b>961.6</b>	<b>941.6</b>	<b>961.6</b>
<b>Combined Split (%)</b>	<b>1884</b>		<b>1939</b>		<b>620</b>		-	-	-	-	-	-	-	-	<b>1903.3</b>		<b>1903.3</b>	
	49.9	50.1	49.3	50.7	48.5	51.5	-	-	-	-	-	-	-	-	49.5	50.5	49.5	50.5
<b>Peak Hours</b>																		
12:00 AM - 12:00 PM	7:45 AM	7:45 AM	7:45 AM	7:45 AM	7:45 AM	7:45 AM	-	-	-	-	-	-	-	-	7:45 AM	7:45 AM	7:45 AM	7:45 AM
<b>Volume</b>	157	126	164	144	125	122	-	-	-	-	-	-	-	-	148.7	130.7	148.7	130.7
<b>Factor</b>	0.74	0.75	0.72	0.60	0.92	0.02	-	-	-	-	-	-	-	-	0.79	0.74	0.79	0.74
<b>12:00 PM - 12:00 AM</b>	<b>1:00 PM</b>	<b>1:00 PM</b>	<b>12:45 PM</b>	<b>12:45 PM</b>	-	-	-	-	-	-	-	-	-	-	<b>12:45 PM</b>	<b>1:00 PM</b>	<b>12:45 PM</b>	<b>1:00 PM</b>
<b>Volume</b>	83	108	96	113	-	-	-	-	-	-	-	-	-	-	89.0	105.0	89.0	109.0
<b>Factor</b>	0.90	0.77	0.77	0.78	-	-	-	-	-	-	-	-	-	-	0.86	0.78	0.86	0.78

City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: N MacLay Ave  
Description 2: Eighth  
Description 3: NCL

Site: 00000000000

Weekly Volume, per Channel  
Channel: SB

Interval Begin	Mon 6/2/2014	Tue 6/3/2014	Wed 6/4/2014	Thu 6/5/2014	Fri 6/6/2014	Sat 6/7/2014	Sun 6/8/2014	Mon - Fri Average	Week Average
12:00 AM	-	-	-	53	56	101	159	54.5	92.3
1:00 AM	-	-	-	33	36	66	96	34.5	57.8
2:00 AM	-	-	-	17	30	50	65	23.5	40.5
3:00 AM	-	-	-	24	31	28	41	27.5	31.0
4:00 AM	-	-	-	29	33	25	22	31.0	27.3
5:00 AM	-	-	-	83	81	41	31	82.0	59.0
6:00 AM	-	-	-	218	186	104	68	202.0	144.0
7:00 AM	-	-	-	444	364	176	122	404.0	276.5
8:00 AM	-	-	-	470	399	308	213	434.5	347.5
9:00 AM	-	-	-	364	333	421	322	348.5	360.0
10:00 AM	-	-	-	364	380	462	489	382.0	428.8
11:00 AM	-	-	-	448	431	491	454	439.5	456.0
12:00 PM	-	-	-	423	394	527	473	413.5	456.8
1:00 PM	-	-	-	437	468	530	458	452.5	473.3
2:00 PM	-	-	-	507	457	480	455	482.0	474.8
3:00 PM	-	-	-	450	508	478	393	499.0	467.3
4:00 PM	-	-	402	548	518	422	345	489.3	447.0
5:00 PM	-	-	527	551	528	460	347	535.3	482.6
6:00 PM	-	-	478	521	503	423	375	500.7	460.0
7:00 PM	-	-	441	427	502	386	330	456.7	417.2
8:00 PM	-	-	391	357	406	339	334	384.7	365.4
9:00 PM	-	-	342	303	331	287	205	325.3	305.0
10:00 PM	-	-	198	202	245	238	187	215.0	214.0
11:00 PM	-	-	116	112	160	216	103	129.3	141.4
Totals	-	-	2895	7455	7380	7059	6147	7346.8	7025.7
Peak Hours									
12:00 AM -	-	-	-	7:30 AM	11:00 AM	10:30 AM	10:15 AM	7:30 AM	10:15 AM
12:00 PM									
Volume	-	-	-	525	431	502	510	469.5	457.5
Factor	-	-	-	0.89	0.97	0.91	0.92	0.90	0.90
12:00 PM -	-	-	5:15 PM	4:45 PM	5:45 PM	12:30 PM	1:15 PM	5:15 PM	5:30 PM
12:00 AM									
Volume	-	-	550	572	529	545	487	542.7	485.6
Factor	-	-	0.95	0.92	0.93	0.97	0.92	0.97	0.98

City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: N Maclay Ave  
Description 2: Eighth  
Description 3: NCL

Site: 0000000000

Weekly Volume, per Channel  
Channel: SB

Interval Begin	Mon 6/9/2014	Tue 6/10/2014	Wed 6/11/2014	Thu 6/12/2014	Fri 6/13/2014	Sat 6/14/2014	Sun 6/15/2014	Mon - Fri Average	Week Average
12:00 AM	42	50	52	-	-	-	-	48.0	48.0
1:00 AM	35	24	26	-	-	-	-	28.3	28.3
2:00 AM	16	13	18	-	-	-	-	15.7	15.7
3:00 AM	19	18	21	-	-	-	-	19.3	19.3
4:00 AM	21	23	20	-	-	-	-	21.3	21.3
5:00 AM	67	83	70	-	-	-	-	73.3	73.3
6:00 AM	183	185	182	-	-	-	-	183.3	183.3
7:00 AM	322	347	319	-	-	-	-	329.3	329.3
8:00 AM	471	446	421	-	-	-	-	446.0	446.0
9:00 AM	341	343	309	-	-	-	-	331.0	331.0
10:00 AM	339	369	257	-	-	-	-	350.9	350.9
11:00 AM	388	375	-	-	-	-	-	381.5	381.5
12:00 PM	426	399	-	-	-	-	-	412.5	412.5
1:00 PM	473	430	-	-	-	-	-	451.5	451.5
2:00 PM	439	434	-	-	-	-	-	436.5	436.5
3:00 PM	434	438	-	-	-	-	-	436.0	436.0
4:00 PM	523	495	-	-	-	-	-	509.0	509.0
5:00 PM	521	546	-	-	-	-	-	533.5	533.5
6:00 PM	177	176	-	-	-	-	-	176.5	176.5
7:00 PM	427	494	-	-	-	-	-	460.5	460.5
8:00 PM	358	347	-	-	-	-	-	352.5	352.5
9:00 PM	263	247	-	-	-	-	-	255.0	255.0
10:00 PM	192	186	-	-	-	-	-	189.0	189.0
11:00 PM	96	109	-	-	-	-	-	102.5	102.5
Totals	6873	6877	1695	-	-	-	-	6843.1	6843.1
Peak Hours									
12:00 AM -	7:45 AM	7:45 AM	7:45 AM	-	-	-	-	7:45 AM	7:45 AM
12:00 PM									
Volume	479	469	428	-	-	-	-	458.7	458.7
Factor	0.89	0.91	0.91	-	-	-	-	0.96	0.96
12:00 PM -	5:15 PM	5:15 PM	-	-	-	-	-	5:15 PM	5:15 PM
12:00 AM									
Volume	535	573	-	-	-	-	-	554.0	554.0
Factor	0.92	0.96	-	-	-	-	-	0.96	0.96

City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: Macneil  
Description 2: Brand  
Description 3: Eighth

Sits: UUUUUUUUUUUU

Weekly Volume

Interval	Mon 6/2/2014		Tue 6/3/2014		Wed 6/4/2014		Thu 6/5/2014		Fri 6/6/2014		Sat 6/7/2014		Sun 6/8/2014		Mon - Fri Average		Week Average	
Begin	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB
12:00 AM	-	-	-	-	-	-	2	5	0	0	0	0	0	0	1.0	2.5	0.5	1.3
1:00 AM	-	-	-	-	-	-	1	1	0	0	0	0	0	0	0.5	0.5	0.3	0.3
2:00 AM	-	-	-	-	-	-	1	0	0	0	0	0	0	0	0.5	0.0	0.3	0.0
3:00 AM	-	-	-	-	-	-	0	0	0	0	0	0	0	0	0.0	0.0	0.0	0.0
4:00 AM	-	-	-	-	-	-	2	2	0	0	0	0	0	0	1.0	1.0	0.5	0.5
5:00 AM	-	-	-	-	-	-	1	2	0	0	0	0	0	0	0.5	1.0	0.3	0.5
6:00 AM	-	-	-	-	-	-	8	8	0	0	0	0	0	0	4.0	4.0	2.0	2.0
7:00 AM	-	-	-	-	-	-	31	28	0	0	0	0	0	0	15.5	14.0	7.8	7.0
8:00 AM	-	-	-	-	-	-	39	37	0	0	0	0	0	0	19.5	18.5	9.8	9.3
9:00 AM	-	-	-	-	-	-	12	11	0	0	0	0	0	0	6.0	5.5	3.0	2.8
10:00 AM	-	-	-	-	-	-	15	11	0	0	0	0	0	0	7.5	5.5	3.8	2.8
11:00 AM	-	-	-	-	-	-	14	15	0	0	0	0	0	0	7.0	7.5	3.5	3.8
12:00 PM	-	-	-	-	-	-	11	11	0	0	0	0	0	0	5.5	5.5	2.8	2.8
1:00 PM	-	-	-	-	-	-	34	31	0	0	0	0	0	0	17.0	15.5	8.5	7.8
2:00 PM	-	-	-	-	-	-	18	21	0	0	0	0	0	0	9.0	10.5	4.5	5.3
3:00 PM	-	-	-	-	-	-	17	17	0	0	0	0	0	0	8.5	8.5	4.3	4.3
4:00 PM	-	-	-	-	13	16	4	2	0	0	0	0	0	0	5.7	6.0	3.4	3.6
5:00 PM	-	-	-	-	18	23	0	0	0	0	0	0	0	0	6.0	7.7	3.6	4.6
6:00 PM	-	-	-	-	21	17	0	0	0	0	0	0	0	0	7.0	5.7	4.2	3.4
7:00 PM	-	-	-	-	11	12	0	0	0	0	0	0	0	0	3.7	4.0	2.2	2.4
8:00 PM	-	-	-	-	15	11	0	0	0	0	0	0	0	0	5.0	3.7	3.0	2.2
9:00 PM	-	-	-	-	7	13	0	0	0	0	0	0	0	0	2.3	4.3	1.4	2.6
10:00 PM	-	-	-	-	1	9	0	0	0	0	0	0	0	0	0.3	3.0	0.2	1.8
11:00 PM	-	-	-	-	3	7	0	0	0	0	0	0	0	0	1.0	2.3	0.6	1.4
Totals	-	-	-	-	09	100	210	202	0	0	0	0	0	0	134.0	136.7	70.1	72.0
Combined Split (%)	-	-	-	-	45.2	54.8	51.0	49.0	-	-	-	-	-	-	49.5	50.5	49.3	50.7
Peak Hours	-	-	-	-	-	-	7:45 AM	7:45 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	7:45 AM	7:45 AM	7:45 AM	7:45 AM
12:00 AM - 12:00 PM	-	-	-	-	-	-	54	43	0	0	0	0	0	0	27.0	21.5	13.5	10.8
Volume Factor	-	-	-	-	-	-	0.79	0.83	-	-	-	-	-	-	0.79	0.83	0.79	0.83
12:00 PM - 12:00 AM	-	-	-	-	5:45 PM	4:15 PM	1:00 PM	12:45 PM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	1:00 PM	12:45 PM	1:00 PM	12:45 PM
Volume Factor	-	-	-	-	0.88	0.67	0.61	0.50	-	-	-	-	-	-	0.61	0.50	0.61	0.50

City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: Macreil  
Description 2: Brand  
Description 3: Eighth

Site: 000000000000

Weekly Volume

Interval	Mon 6/9/2014		Tue 6/10/2014		Wed 6/11/2014		Thu 6/12/2014		Fri 6/13/2014		Sat 6/14/2014		Sun 6/15/2014		Mon - Fri Average		Week Average	
Begin	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB	NB	SB
12:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
1:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
2:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
3:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
4:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
5:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
6:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
7:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
8:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
9:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
10:00 AM	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
11:00 AM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
12:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
1:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
2:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
3:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
4:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
5:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
6:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
7:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
8:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
9:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
10:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
11:00 PM	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
Totals	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
Combined Split (%)	0	-	0	-	0	-	-	-	-	-	-	-	-	-	0.0	-	0.0	-
Peak Hours	12:00 AM - 12:00 AM		12:00 AM - 12:00 AM		12:00 AM - 12:00 AM		-		-		-		-		12:00 AM - 12:00 AM		12:00 AM - 12:00 AM	
Volume	0	0	0	0	0	0	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
Factor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12:00 PM - 12:00 AM	12:00 AM - 12:00 AM		12:00 AM - 12:00 AM		-		-		-		-		-		12:00 AM - 12:00 AM		12:00 AM - 12:00 AM	
Volume	0	0	0	0	-	-	-	-	-	-	-	-	-	-	0.0	0.0	0.0	0.0
Factor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: N Macay Ave  
Description 2: Eighth  
Description 3: Knox

Site: 000000000000

Weekly Volume, per Channel  
Channel: NB

Interval Begin	Mon 5/2/2014	Tue 6/3/2014	Wed 6/4/2014	Thu 6/5/2014	Fri 6/6/2014	Sat 6/7/2014	Sun 6/8/2014	Mon - Fri Average	Week Average
12:00 AM	-	-	-	-	45	70	119	45.0	78.0
1:00 AM	-	-	-	-	22	39	66	22.0	42.0
2:00 AM	-	-	-	-	18	31	49	18.0	32.7
3:00 AM	-	-	-	-	25	25	29	25.0	26.3
4:00 AM	-	-	-	-	52	43	28	52.0	41.0
5:00 AM	-	-	-	-	148	70	32	148.0	83.3
6:00 AM	-	-	-	-	203	136	59	203.0	132.7
7:00 AM	-	-	-	-	325	186	108	325.0	206.3
8:00 AM	-	-	-	-	322	275	171	322.0	256.0
9:00 AM	-	-	-	-	321	324	321	321.0	322.0
10:00 AM	-	-	-	-	362	428	385	362.0	391.7
11:00 AM	-	-	-	200	375	506	464	363.3	441.4
12:00 PM	-	-	-	163	137	188	168	160.0	161.0
1:00 PM	-	-	-	452	435	521	477	443.5	471.3
2:00 PM	-	-	-	452	430	491	453	441.0	456.5
3:00 PM	-	-	-	486	459	499	445	472.5	472.3
4:00 PM	-	-	-	506	560	375	0	533.0	360.3
5:00 PM	-	-	-	586	581	476	0	563.5	410.8
6:00 PM	-	-	-	477	495	394	0	466.0	341.5
7:00 PM	-	-	-	446	448	320	0	447.0	303.5
8:00 PM	-	-	-	402	381	305	0	361.5	272.0
9:00 PM	-	-	-	343	311	299	0	327.0	238.3
10:00 PM	-	-	-	176	284	239	0	230.0	174.8
11:00 PM	-	-	-	05	150	100	0	119.0	104.5
Totals	-	-	-	5074	7192	6719	3674	7150.3	6122.9
Peak Hours	-	-	-	-	10:45 AM	11:00 AM	11:00 AM	11:00 AM	11:00 AM
12:00 AM -	-	-	-	-	382	506	464	365.0	442.0
12:00 PM	-	-	-	-	0.95	0.96	0.89	0.95	0.95
Volume	-	-	-	-	586	584	531	563.5	483.3
Factor	-	-	-	-	0.94	0.95	0.93	0.96	0.99
12:00 PM -	-	-	-	5:00 PM	4:30 PM	1:15 PM	2:45 PM	5:00 PM	2:45 PM
12:00 AM	-	-	-	586	584	531	519	563.5	483.3
Volume	-	-	-	0.94	0.95	0.93	0.93	0.96	0.99
Factor	-	-	-	-	-	-	-	-	-



City Of San Fernando - Public Works Department  
117 Macneil Street  
San Fernando, CA 91340

Description 1: N Maday Ave  
Description 2: Eighth  
Description 3: Knox

Site: 000000000000

Weekly Volume, per Channel  
Channel: NB

Interval Begin	Mon 6/9/2014	Tue 6/10/2014	Wed 6/11/2014	Thu 6/12/2014	Fri 6/13/2014	Sat 6/14/2014	Sun 6/15/2014	Mon - Fri Average	Week Average
12:00 AM	0	0	30	-	-	-	-	10.0	10.0
1:00 AM	0	0	22	-	-	-	-	7.3	7.3
2:00 AM	0	0	17	-	-	-	-	5.7	5.7
3:00 AM	0	0	10	-	-	-	-	6.0	6.0
4:00 AM	0	0	43	-	-	-	-	14.3	14.3
5:00 AM	0	0	145	-	-	-	-	48.3	48.3
6:00 AM	0	0	193	-	-	-	-	64.3	64.3
7:00 AM	0	0	288	-	-	-	-	96.0	96.0
8:00 AM	0	0	298	-	-	-	-	99.3	99.3
9:00 AM	0	0	286	-	-	-	-	95.3	95.3
10:00 AM	0	201	172	-	-	-	-	135.6	135.6
11:00 AM	0	389	-	-	-	-	-	194.5	194.5
12:00 PM	0	432	-	-	-	-	-	216.0	216.0
1:00 PM	0	394	-	-	-	-	-	197.0	197.0
2:00 PM	0	410	-	-	-	-	-	205.0	205.0
3:00 PM	0	444	-	-	-	-	-	222.0	222.0
4:00 PM	0	532	-	-	-	-	-	266.0	266.0
5:00 PM	0	525	-	-	-	-	-	262.5	262.5
6:00 PM	0	178	-	-	-	-	-	230.0	230.0
7:00 PM	0	406	-	-	-	-	-	203.0	203.0
8:00 PM	0	358	-	-	-	-	-	179.0	179.0
9:00 PM	0	242	-	-	-	-	-	121.0	121.0
10:00 PM	0	133	-	-	-	-	-	66.5	66.5
11:00 PM	0	68	-	-	-	-	-	34.0	34.0
Totals	0	5012	1512	-	-	-	-	2987.8	2987.8
Peak Hours									
12:00 AM -	12:00 AM	10:45 AM	7:45 AM	-	-	-	-	10:45 AM	10:45 AM
12:00 PM									
Volume	0	393	334	-	-	-	-	196.5	196.5
Factor	-	0.85	0.86	-	-	-	-	0.85	0.85
12:00 PM -	12:00 AM	4:30 PM	-	-	-	-	-	4:30 PM	4:30 PM
12:00 AM									
Volume	0	568	-	-	-	-	-	284.0	284.0
Factor	-	0.92	-	-	-	-	-	0.92	0.92

***Level of Service Analysis  
Existing 2014 Conditions***



# INTERSECTION CAPACITY UTILIZATION ANALYSIS

Location: Eight Street and Brand BoulevardCity: San FernandoProject No.: CCE2014-21 Analyzed By: MYRFile Name: 2014-21-01 1Problem Condition: Existing 2014 Traffic Conditions (Count Date: 6-4-14)Existing Geometric Configuration

Movement	Available		Peak		Hour		Volumes				Movement V/C		Critical	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	0.0	0	5	5	0	0	0	0	5	5	0.000	0.000	0.000	0.000
N/B Thru	1.0	1600	16	16	0	0	0	0	16	16	0.013	0.013		
N/B Right	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000		
S/B Left	0.0	0	0	1	0	0	0	0	0	1	0.000	0.000		
S/B Thru	1.0	1600	7	16	0	0	0	0	7	16	0.016	0.023	0.016	0.023
S/B Right	0.0	0	18	19	0	0	0	0	18	19	0.000	0.000		
E/B Left	0.0	0	31	16	0	0	0	0	31	16	0.000	0.000		
E/B Thru	1.0	1600	1	0	0	0	0	0	1	0	0.023	0.015	0.023	0.015
E/B Right	0.0	0	4	8	0	0	0	0	4	8	0.000	0.000		
W/B Left	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000	0.000	0.000
W/B Thru	1.0	1600	0	0	0	0	0	0	0	0	0.000	0.000		
W/B Right	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000		
	ANALYSIS RESULTS :								Sum Of Critical V/C:				0.038	0.038
									Lost Time:				0.100	0.100
									Total V/C:				0.138	0.138
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2014  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

CROWN CITY ENGINEERS, PASADENA, CALIFORNIA

# INTERSECTION CAPACITY UTILIZATION ANALYSIS

Location: Eight Street and MacNeil StreetCity: San FernandoProject No.: CCE2014-21 Analyzed By: MYRFile Name: 2014-21-02 1Problem Condition: Existing 2014 Traffic Conditions (Count Date: 6-4-14)Existing Geometric Configuration

Movement	Available		Peak		Hour		Volumes				Movement V/C		Critical	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	0.0	0	4	0	0	0	0	0	4	0	0.000	0.000	0.000	0.000
N/B Thru	1.0	1600	36	31	0	0	0	0	36	31	0.028	0.019		
N/B Right	0.0	0	4	0	0	0	0	0	4	0	0.000	0.000		
S/B Left	0.0	0	55	3	0	0	0	0	55	3	0.000	0.000		
S/B Thru	1.0	1600	19	30	0	0	0	0	19	30	0.061	0.029	0.061	0.029
S/B Right	0.0	0	24	13	0	0	0	0	24	13	0.000	0.000		
E/B Left	0.0	0	25	24	0	0	0	0	25	24	0.000	0.000		
E/B Thru	1.0	1600	4	0	0	0	0	0	4	0	0.023	0.016	0.023	0.016
E/B Right	0.0	0	8	1	0	0	0	0	8	1	0.000	0.000		
W/B Left	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000	0.000	0.000
W/B Thru	1.0	1600	0	0	0	0	0	0	0	0	0.001	0.000		
W/B Right	0.0	0	1	0	0	0	0	0	1	0	0.000	0.000		
	ANALYSIS RESULTS :								Sum Of Critical V/C:				0.084	0.044
									Lost Time:				0.100	0.100
									Total V/C:				0.184	0.144
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2014  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

CROWN CITY ENGINEERS, PASADENA, CALIFORNIA



# INTERSECTION CAPACITY UTILIZATION ANALYSIS

Location: Eight Street and Maclay AvenueCity: San FernandoProject No.: CCE2014-21 Analyzed By: MYRFile Name: 2014-21-03 1Problem Condition: Existing 2014 Traffic Conditions (Count Date: 6-4-14)Existing Geometric Configuration

Movement	Available		Peak		Hour		Volumes				Movement V/C		Critical	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	0.0	0	28	21	0	0	0	0	28	21	0.000	0.000	0.000	0.000
N/B Thru	1.0	1600	16	9	0	0	0	0	16	9	0.043	0.028		
N/B Right	0.0	0	24	15	0	0	0	0	24	15	0.000	0.000		
S/B Left	0.0	0	7	21	0	0	0	0	7	21	0.000	0.000		
S/B Thru	1.0	1600	48	16	0	0	0	0	48	16	0.048	0.044	0.048	0.044
S/B Right	0.0	0	22	33	0	0	0	0	22	33	0.000	0.000		
E/B Left	1.0	1600	15	24	0	0	0	0	15	24	0.009	0.015		
E/B Thru	1.0	1600	588	632	0	0	0	0	588	632	0.382	0.409	0.382	0.409
E/B Right	0.0	0	23	23	0	0	0	0	23	23	0.000	0.000		
W/B Left	1.0	1600	44	7	0	0	0	0	44	7	0.028	0.004	0.028	0.004
W/B Thru	2.0	3200	621	551	0	0	0	0	621	551	0.198	0.182		
W/B Right	0.0	0	11	30	0	0	0	0	11	30	0.000	0.000		
	ANALYSIS RESULTS :								Sum Of Critical V/C:				0.458	0.458
									Lost Time:				0.100	0.100
									Total V/C:				0.558	0.558
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2014  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES: \_\_\_\_\_

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**

# INTERSECTION CAPACITY UTILIZATION ANALYSIS

**Location:** Bromont Avenue and Maclay Avenue **City:** San Fernando  
**Project No.:** CCE2014-21 **Analyzed By:** MYR **File Name:** 2014-21-04 1

**Problem Condition:** Existing 2014 Traffic Conditions (Count Date: 6-4-14)  
Existing Geometric Configuration

Movement	Available		Peak		Hour		Volumes				Movement V/C		Critical	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	1.0	1600	88	37	0	0	0	0	88	37	0.055	0.023	0.055	0.023
N/B Thru	1.0	1600	19	10	0	0	0	0	19	10	0.051	0.021		
N/B Right	0.0	0	62	23	0	0	0	0	62	23	0.000	0.000		
S/B Left	0.0	0	6	12	0	0	0	0	6	12	0.000	0.000		
S/B Thru	1.0	1600	39	6	0	0	0	0	39	6	0.040	0.023	0.040	0.023
S/B Right	0.0	0	19	18	0	0	0	0	19	18	0.000	0.000		
E/B Left	1.0	1600	10	19	0	0	0	0	10	19	0.006	0.012		
E/B Thru	2.0	3200	516	591	0	0	0	0	516	591	0.192	0.192	0.192	0.192
E/B Right	0.0	0	98	24	0	0	0	0	98	24	0.000	0.000		
W/B Left	1.0	1600	65	17	0	0	0	0	65	17	0.041	0.011	0.041	0.011
W/B Thru	2.0	3200	566	572	0	0	0	0	566	572	0.180	0.188		
W/B Right	0.0	0	9	28	0	0	0	0	9	28	0.000	0.000		
	ANALYSIS RESULTS :								Sum Of Critical V/C:				0.328	0.248
									Lost Time:				0.100	0.100
									Total V/C:				0.428	0.348
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2014  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**

***Level of Service Analysis  
2016 Base Conditions***



# INTERSECTION CAPACITY UTILIZATION ANALYSIS

**Location:** Eight Street and Brand Boulevard
**City:** San Fernando
**Project No.:** CCE2014-21 **Analyzed By:** MYR
**File Name:** 2014-21-01 3
**Problem Condition:** Future 2016 Traffic Volumes with Ambient Growth
Existing Geometric Configuration

Movement	Available Lanes		Peak Hour Volumes								Movement V/C		Critical V/C	
	No.	Cap.	Existing		Other Proj.		Project		Study Vol.		Per Lane		AM	PM
			AM	PM	AM	PM	AM	PM	AM	PM	AM	PM		
N/B Left	0.0	0	5	5	0	0	0	0	5	5	0.000	0.000	0.000	0.000
N/B Thru	1.0	1600	16	16	0	0	0	0	17	17	0.014	0.014		
N/B Right	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000		
S/B Left	0.0	0	0	1	0	0	0	0	0	1	0.000	0.000		
S/B Thru	1.0	1600	7	16	0	0	0	0	7	17	0.016	0.023	0.016	0.023
S/B Right	0.0	0	18	19	0	0	0	0	19	20	0.000	0.000		
E/B Left	0.0	0	31	16	0	0	0	0	32	17	0.000	0.000		
E/B Thru	1.0	1600	1	0	0	0	0	0	1	0	0.023	0.016	0.023	0.016
E/B Right	0.0	0	4	8	0	0	0	0	4	8	0.000	0.000		
W/B Left	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000	0.000	0.000
W/B Thru	1.0	1600	0	0	0	0	0	0	0	0	0.000	0.000		
W/B Right	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000		
ANALYSIS RESULTS :										Sum Of Critical V/C:			0.040	0.039
										Lost Time:			0.100	0.100
										Total V/C:			0.140	0.139
										Level Of Service:			A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2016  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**

# INTERSECTION CAPACITY UTILIZATION ANALYSIS

**Location:** San Fernando Mission Boulevard and San Fernando Road **City:** San Fernando  
**Project No.:** CCE2014-21 **Analyzed By:** MYR **File Name:** 2014-21-02 3

**Problem Condition:** Future 2016 Traffic Volumes with Ambient Growth  
Existing Geometric Configuration

Movement	Available Lanes		Peak Hour Volumes								Movement V/C		Critical V/C	
	Existing		Other Proj.		Project		Study Vol.		AM	PM	Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM			AM	PM	AM	PM
N/B Left	0.0	0	4	0	0	0	0	0	4	0	0.000	0.000	0.000	0.000
N/B Thru	1.0	1600	36	31	0	0	0	0	37	32	0.029	0.020		
N/B Right	0.0	0	4	0	0	0	0	0	4	0	0.000	0.000		
S/B Left	0.0	0	55	3	0	0	0	0	57	3	0.000	0.000		
S/B Thru	1.0	1600	19	30	0	0	0	0	20	31	0.064	0.030	0.064	0.030
S/B Right	0.0	0	24	13	0	0	0	0	25	14	0.000	0.000		
E/B Left	0.0	0	25	24	0	0	0	0	26	25	0.000	0.000		
E/B Thru	1.0	1600	4	0	0	0	0	0	4	0	0.024	0.016	0.024	0.016
E/B Right	0.0	0	8	1	0	0	0	0	8	1	0.000	0.000		
W/B Left	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000	0.000	0.000
W/B Thru	1.0	1600	0	0	0	0	0	0	0	0	0.001	0.000		
W/B Right	0.0	0	1	0	0	0	0	0	1	0	0.000	0.000		
ANALYSIS RESULTS :									Sum Of Critical V/C:				0.088	0.046
									Lost Time:				0.100	0.100
									Total V/C:				0.188	0.146
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2016  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**



# INTERSECTION CAPACITY UTILIZATION ANALYSIS

**Location:** San Fernando Mission Boulevard and San Fernando Road **City:** San Fernando  
**Project No.:** CCE2014-21 **Analyzed By:** MYR **File Name:** 2014-21-03 3

**Problem Condition:** Future 2016 Traffic Volumes with Ambient Growth  
Existing Geometric Configuration

Movement	Available Lanes		Peak Hour		Volumes		Movement V/C		Critical V/C					
	No.	Cap.	Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
			AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	0.0	0	28	21	0	0	0	0	29	22	0.000	0.000	0.000	0.000
N/B Thru	1.0	1600	16	9	0	0	0	0	17	9	0.044	0.029		
N/B Right	0.0	0	24	15	0	0	0	0	25	16	0.000	0.000		
S/B Left	0.0	0	7	21	0	0	0	0	7	22	0.000	0.000		
S/B Thru	1.0	1600	48	16	0	0	0	0	50	17	0.050	0.046	0.050	0.046
S/B Right	0.0	0	22	33	0	0	0	0	23	34	0.000	0.000		
E/B Left	1.0	1600	15	24	0	0	0	0	16	25	0.010	0.016		
E/B Thru	1.0	1600	588	632	0	0	0	0	612	658	0.397	0.426	0.397	0.426
E/B Right	0.0	0	23	23	0	0	0	0	24	24	0.000	0.000		
W/B Left	1.0	1600	44	7	0	0	0	0	46	7	0.029	0.005	0.029	0.005
W/B Thru	2.0	3200	621	551	0	0	0	0	646	573	0.205	0.189		
W/B Right	0.0	0	11	30	0	0	0	0	11	31	0.000	0.000		
	ANALYSIS RESULTS :								Sum Of Critical V/C:				0.476	0.476
									Lost Time:				0.100	0.100
									Total V/C:				0.576	0.576
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
Study Volume Year: 2016  
Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
Single Turn Lane = 1600 Vehicles Per Hour  
Dual Turn Lane = 2880 Vehicles Per Hour

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**



# INTERSECTION CAPACITY UTILIZATION ANALYSIS

**Location:** Bromont Avenue and Maclay Avenue **City:** San Fernando  
**Project No.:** CCE2014-21 **Analyzed By:** MYR **File Name:** 2014-21-04 3

**Problem Condition:** Future 2016 Traffic Volumes with Ambient Growth  
Existing Geometric Configuration

Movement	Available		Peak		Hour		Volumes				Movement V/C		Critical	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	1.0	1600	88	37	0	0	0	0	92	38	0.057	0.024	0.057	0.024
N/B Thru	1.0	1600	19	10	0	0	0	0	20	10	0.053	0.021		
N/B Right	0.0	0	62	23	0	0	0	0	65	24	0.000	0.000		
S/B Left	0.0	0	6	12	0	0	0	0	6	12	0.000	0.000		
S/B Thru	1.0	1600	39	6	0	0	0	0	41	6	0.042	0.023	0.042	0.023
S/B Right	0.0	0	19	18	0	0	0	0	20	19	0.000	0.000		
E/B Left	1.0	1600	10	19	0	0	0	0	10	20	0.007	0.012		
E/B Thru	2.0	3200	516	591	0	0	0	0	537	615	0.200	0.200	0.200	0.200
E/B Right	0.0	0	98	24	0	0	0	0	102	25	0.000	0.000		
W/B Left	1.0	1600	65	17	0	0	0	0	68	18	0.042	0.011	0.042	0.011
W/B Thru	2.0	3200	566	572	0	0	0	0	589	595	0.187	0.195		
W/B Right	0.0	0	9	28	0	0	0	0	9	29	0.000	0.000		
	ANALYSIS RESULTS :								Sum Of Critical V/C:				0.341	0.258
									Lost Time:				0.100	0.100
									Total V/C:				0.441	0.358
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
Study Volume Year: 2016  
Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
Single Turn Lane = 1600 Vehicles Per Hour  
Dual Turn Lane = 2880 Vehicles Per Hour

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**

***Level of Service Analysis  
2016 Base + Project Conditions***

# INTERSECTION CAPACITY UTILIZATION ANALYSIS

Location: Eight Street and Brand BoulevardCity: San FernandoProject No.: CCE2014-21 Analyzed By: MYRFile Name: 2014-21-01 4

Problem Condition: Future 2016 Cumulative Traffic Volumes With Project  
Existing Geometric Configuration

Movement	Available		Peak		Hour		Volumes				Movement V/C		Critical	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	0.0	0	5	5	0	0	0	0	5	5	0.000	0.000	0.000	0.000
N/B Thru	1.0	1600	16	16	0	0	74	10	91	27	0.060	0.020		
N/B Right	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000		
S/B Left	0.0	0	0	1	0	0	0	0	0	1	0.000	0.000		
S/B Thru	1.0	1600	7	16	0	0	74	10	81	27	0.063	0.030	0.063	0.030
S/B Right	0.0	0	18	19	0	0	0	0	19	20	0.000	0.000		
E/B Left	0.0	0	31	16	0	0	19	2	51	19	0.000	0.000		
E/B Thru	1.0	1600	1	0	0	0	0	0	1	0	0.035	0.017	0.035	0.017
E/B Right	0.0	0	4	8	0	0	0	0	4	8	0.000	0.000		
W/B Left	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000	0.000	0.000
W/B Thru	1.0	1600	0	0	0	0	0	0	0	0	0.000	0.000		
W/B Right	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000		
	ANALYSIS RESULTS :								Sum Of Critical V/C:				0.098	0.047
									Lost Time:				0.100	0.100
									Total V/C:				0.198	0.147
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2016  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**



# INTERSECTION CAPACITY UTILIZATION ANALYSIS

Location: Eight Street and MacNeil StreetCity: San FernandoProject No.: CCE2014-21 Analyzed By: MYRFile Name: 2014-21-02 4

Problem Condition: Future 2016 Cumulative Traffic Volumes With Project  
Existing Geometric Configuration

Movement	Available		Peak		Hour		Volumes				Movement V/C		Critical	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	0.0	0	4	0	0	0	0	0	4	0	0.000	0.000	0.000	0.000
N/B Thru	1.0	1600	36	31	0	0	74	10	111	42	0.087	0.028		
N/B Right	0.0	0	4	0	0	0	19	2	23	2	0.000	0.000		
S/B Left	0.0	0	55	3	0	0	0	0	57	3	0.000	0.000		
S/B Thru	1.0	1600	19	30	0	0	74	10	94	41	0.110	0.036	0.110	0.036
S/B Right	0.0	0	24	13	0	0	0	0	25	14	0.000	0.000		
E/B Left	0.0	0	25	24	0	0	0	0	26	25	0.000	0.000		
E/B Thru	1.0	1600	4	0	0	0	0	0	4	0	0.024	0.016	0.024	0.016
E/B Right	0.0	0	8	1	0	0	0	0	8	1	0.000	0.000		
W/B Left	0.0	0	0	0	0	0	0	0	0	0	0.000	0.000	0.000	0.000
W/B Thru	1.0	1600	0	0	0	0	0	0	0	0	0.001	0.000		
W/B Right	0.0	0	1	0	0	0	0	0	1	0	0.000	0.000		
	ANALYSIS RESULTS :									Sum Of Critical V/C:		0.134	0.052	
										Lost Time:		0.100	0.100	
										Total V/C:		0.234	0.152	
										Level Of Service:		A	A	

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2016  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES: \_\_\_\_\_

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**

# INTERSECTION CAPACITY UTILIZATION ANALYSIS

Location: Eight Street and Maclay AvenueCity: San FernandoProject No.: CCE2014-21 Analyzed By: MYRFile Name: 2014-21-03 4

Problem Condition: Future 2016 Cumulative Traffic Volumes With Project  
Existing Geometric Configuration

Movement	Available		Peak		Hour		Volumes				Movement V/C		Critical	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	0.0	0	28	21	0	0	46	7	75	29	0.000	0.000	0.090	0.000
N/B Thru	1.0	1600	16	9	0	0	28	3	45	12	0.090	0.036		
N/B Right	0.0	0	24	15	0	0	0	0	25	16	0.000	0.000		
S/B Left	0.0	0	7	21	0	0	0	0	7	22	0.000	0.000	0.000	0.047
S/B Thru	1.0	1600	48	16	0	0	28	3	78	20	0.068	0.047		
S/B Right	0.0	0	22	33	0	0	0	0	23	34	0.000	0.000		
E/B Left	1.0	1600	15	24	0	0	0	0	16	25	0.010	0.016	0.426	0.430
E/B Thru	1.0	1600	588	632	0	0	0	0	612	658	0.426	0.430		
E/B Right	0.0	0	23	23	0	0	46	7	70	31	0.000	0.000		
W/B Left	1.0	1600	44	7	0	0	0	0	46	7	0.029	0.005	0.029	0.005
W/B Thru	2.0	3200	621	551	0	0	0	0	646	573	0.205	0.189		
W/B Right	0.0	0	11	30	0	0	0	0	11	31	0.000	0.000		
	ANALYSIS RESULTS :								Sum Of Critical V/C:				0.545	0.482
									Lost Time:				0.100	0.100
									Total V/C:				0.645	0.582
									Level Of Service:				B	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2016  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

#### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES:

**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**



# INTERSECTION CAPACITY UTILIZATION ANALYSIS

**Location:** Bromont Avenue and Maclay Avenue **City:** San Fernando  
**Project No.:** CCE2014-21 **Analyzed By:** MYR **File Name:** 2014-21-04 4

**Problem Condition:** Future 2016 Cumulative Traffic Volumes With Project  
Existing Geometric Configuration

Movement	Available		Peak Hour				Volumes				Movement V/C		Critical V/C	
	Lanes		Existing		Other Proj.		Project		Study Vol.		Per Lane		V/C	
	No.	Cap.	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
N/B Left	1.0	1600	88	37	0	0	0	0	92	38	0.057	0.024	0.110	0.024
N/B Thru	1.0	1600	19	10	0	0	18	2	38	12	0.110	0.028		
N/B Right	0.0	0	62	23	0	0	74	9	139	33	0.000	0.000	0.000	0.025
S/B Left	0.0	0	6	12	0	0	0	0	6	12	0.000	0.000		
S/B Thru	1.0	1600	39	6	0	0	18	2	59	8	0.053	0.025	0.000	0.025
S/B Right	0.0	0	19	18	0	0	0	0	20	19	0.000	0.000		
E/B Left	1.0	1600	10	19	0	0	0	0	10	20	0.007	0.012	0.200	0.200
E/B Thru	2.0	3200	516	591	0	0	0	0	537	615	0.200	0.200		
E/B Right	0.0	0	98	24	0	0	0	0	102	25	0.000	0.000	0.089	0.017
W/B Left	1.0	1600	65	17	0	0	74	9	142	27	0.089	0.017		
W/B Thru	2.0	3200	566	572	0	0	0	0	589	595	0.187	0.195	0.000	0.000
W/B Right	0.0	0	9	28	0	0	0	0	9	29	0.000	0.000		
ANALYSIS RESULTS :									Sum Of Critical V/C:				0.398	0.265
									Lost Time:				0.100	0.100
									Total V/C:				0.498	0.365
									Level Of Service:				A	A

## ASSUMPTIONS AND METHODOLOGY

Existing Counts Year: 2014  
 Study Volume Year: 2016  
 Annual Growth Factor: 2.00 Percent

### Level Of Service Definition

### Lane Capacity

Single Through Lane = 1600 Vehicles Per Hour  
 Single Turn Lane = 1600 Vehicles Per Hour  
 Dual Turn Lane = 2880 Vehicles Per Hour

Total V/C	LOS
Under 0.605	A
0.605 - 0.704	B
0.705 - 0.804	C
0.805 - 0.904	D
0.905 - 1.004	E
Over 1.005	F

Lost time for signal Yellow and All red intervals: 0.10 of V/C Ratio

NOTES: \_\_\_\_\_  
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**CROWN CITY ENGINEERS, PASADENA, CALIFORNIA**

# THE CITY OF SAN FERNANDO

## CITY COUNCIL

MAYOR  
JOEL FAJARDO

July 15, 2015

VICE MAYOR  
SYLVIA BALLIN

COUNCILMEMBER  
ANTONIO LOPEZ

### **Subject: Proposed Removal of Red Curb**

Dear Resident:

COUNCILMEMBER  
ROBERT C. GONZALES

COUNCILMEMBER  
JAIME SOTO

The San Fernando City Council will be reviewing a request for the removal of approximately 150 feet of red curbing (approximately 7 car lengths) along the north side of Eighth Street, just east of the intersection at MacNeil Street. This request was made by representatives from the Vista Del Valle Dual Language Academy. If approved, this location would be designated as a drop off/pick-up zone.

You are being notified because your property is in close proximity to this location. We encourage your comments regarding traffic safety in this area. If you wish to comment on this issue, you are invited to attend the City Council's next meeting on **Monday, July 20, 2015 at 6 p.m.** at the San Fernando City Hall City Council Chambers.

If you are unable to attend the meeting, you may send a letter with your comments directly to City Hall, attention Maria Padilla at [mpadilla@sfcity.org](mailto:mpadilla@sfcity.org). You may also fax your letter to City Hall at (818) 361-6728.

We appreciate your concern for traffic safety in the City of San Fernando. Should you have any questions regarding this notice, please contact us at (818) 898-1222.

### **PROPOSED REMOVAL OF RED CURB**



PUBLIC WORKS  
DEPARTMENT

117 MACNEIL STREET  
SAN FERNANDO  
CALIFORNIA  
91340

(818) 898-1222

WWW.SFCITY.ORG

# THE CITY OF SAN FERNANDO

## CITY COUNCIL

MAYOR  
JOEL FAJARDO

15 de Julio de 2015

VICE MAYOR  
SYLVIA BALLIN

COUNCILMEMBER  
ANTONIO LOPEZ

COUNCILMEMBER  
ROBERT C. GONZALES

COUNCILMEMBER  
JAIME SOTO

### **Asunto: Propuesto Retiro del Bordillo Rojo**

Estimado Residente:

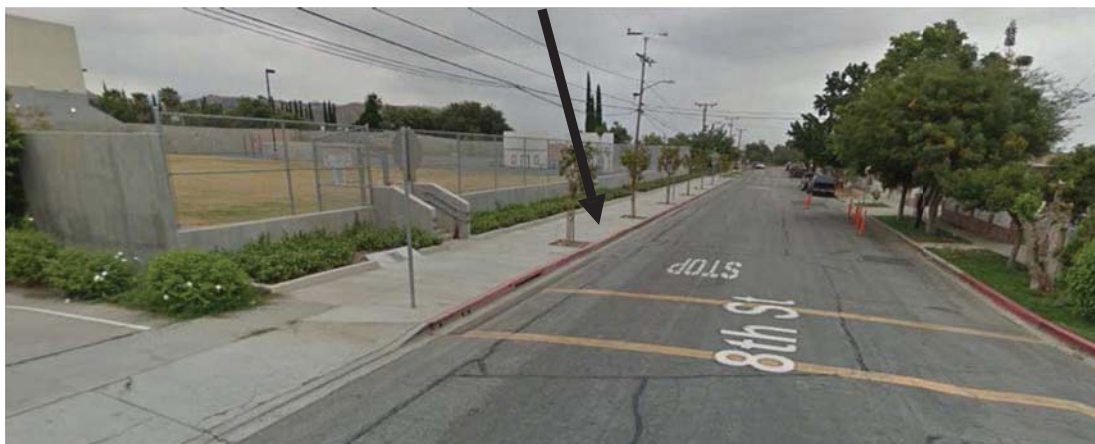
El Concejo Municipal de la Ciudad de San Fernando considerará una solicitud para la remoción de aproximadamente 150 pies del bordillo rojo (aproximadamente el espacio para 7 autos) a lo largo del lado norte de la Calle Ocho, justo al este del cruce con la Calle MacNeil. Esta solicitud fue hecha por representantes de Vista Del Valle Dual Language Academy. De ser aprobada, esta ubicación sería designada como zona para dejar/recoger pasajeros.

Está siendo notificado porque su propiedad está en la proximidad cercana de dicho lugar. Atenderemos sus comentarios con respecto a la seguridad del tráfico en esta área. Si desea hacer un comentario sobre este tema, se le invita a asistir a la próxima reunión del Concejo Municipal el **lunes, 20 de julio de 2015 a las 6 p.m.** en la Sala del Ayuntamiento de la Ciudad de San Fernando.

Si usted no puede asistir a la reunión, puede enviar una carta con sus comentarios directamente al Concilio, dirigida a María Padilla al buzón electrónico [mpadilla@sfcity.org](mailto:mpadilla@sfcity.org). También puede enviar su carta por fax al Concilio al (818) 361-6728.

Agradecemos su interés en cuanto a la seguridad del tráfico en la Ciudad de San Fernando. Para más información o si tiene alguna pregunta acerca de este aviso, por favor comuníquese con nosotros al (818) 898-1222.

### **PROPUESTO RETIRO DE BORDILLO ROJO**



PUBLIC WORKS  
DEPARTMENT

117 MACNEIL STREET  
SAN FERNANDO  
CALIFORNIA  
91340

(818) 898-1222

WWW.SFCITY.ORG





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## AGENDA REPORT

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brian Saeki, City Manager  
By: Nick Kimball, Finance Director

**Date:** July 20, 2015

**Subject:** Consideration to Approve a Professional Services Agreement with HdL Software, LLC to Provide Full Service Administration of the Business License Program

### RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a professional services agreement (Attachment "A" – Contract No. 1792) with HdL Software, LLC to provide full service administration of the business license program for a term of five years with two optional one-year extensions; and
- b. Authorize the City Manager to prepare and execute the contract.

### BACKGROUND:

1. Section 22 of San Fernando's City Code authorizes the collection of a business license as a means of raising revenue for municipal purposes (NOTE: Issuance of a business license is only intended to evidence that a business has paid its required fee in compliance with the City's Business Ordinance. It is not intended to evidence compliance with regulatory requirements).
2. A business license fee is collected from all businesses, trades, professions, callings and occupations transacting and carrying on business in the City. Although there are various fees for certain business types, in general, the license fee is \$0.96 per \$1,000 in gross receipts for wholesale operations, \$1.20 per \$1,000 in gross receipts for retail operations, or \$2.40 per \$1,000 in gross receipts for professional service operations. The fees are reduced by 50% for gross receipts in excess of \$1 million. The fees are imposed on gross receipts in the immediate prior calendar year.
3. Business license fees are the City's fifth largest revenue source as they generate approximately \$1 million per year, which represents approximately 6% of General Fund revenues.

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4. Business license renewal applications are sent out each year in December and must be received prior to the last day in February. Approximately 3,000 renewals are mailed annually, with approximately 1,000 of those being businesses physically located in the City.
5. Business license applications are currently processed by the Finance Department and require a significant amount of staff time. Initial applications must be reviewed for accuracy and often require at least one correspondence with the applicant to clarify information on the application. Once the application is approved and payment is processed (NOTE: Currently, payment is only accepted by cash, check, or debit card), a new account must be set up in the City's business license software.
6. Subsequent to the initial business license application, businesses must file a renewal application annually if they continue to conduct business in the City. Processing annual renewals also requires a significant amount of staff time as applications must be reviewed for completeness, payments must be recorded and applied to the appropriate account, and staff must follow up on delinquent applications that are not returned prior to March 1<sup>st</sup>.
7. Outside of the renewal season (i.e. March through December), staff should spend a significant amount of time on enforcement, including, but not limited to, referencing various filings and databases (e.g. fictitious business name filings, sales tax records, etc.) to ensure all entities transacting business in the City have paid the proper business license fees and conducting random field inspections to ensure licenses are properly displayed and the information on the license is correct.

**ANALYSIS:**

Prior to the economic downturn, the Finance Department had one full-time position dedicated to the business license program. In addition to processing all initial and renewal applications, the position spent a significant amount of time on enforcement and worked closely with Code Enforcement to bring non-compliant businesses into compliance.

Due to cutbacks, two positions in Finance have been eliminated over the last five years; a Cashier and a Senior Account Clerk. Despite the cutbacks, there was no corresponding reduction in service expectations or workload; therefore, all duties were reallocated to remaining staff and added to their existing job duties, which required additional compensation per the City's Memorandum of Understanding.

Although the reductions presented the Finance Department with a number of operational challenges, one of the more costly consequences was a significant reduction in resources available to adequately enforce the City's business license ordinance.

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In Calendar Year 2014, the City sent out approximately 1,000 renewals to businesses physically located in the City. Approximately 20% of those were not returned to the City. Prior to the cutbacks, only about 5% of in-City renewals were not returned. However, the lack of resources to follow up on delinquent applications has made enforcement a challenge. Therefore, the City is almost certainly losing revenue.

Staff has been evaluating current operations and exploring opportunities to improve efficiency, especially when the opportunity has a potential to generate net revenue. The business license program, in particular, has been identified as a high priority opportunity due to the current lack of resources and high potential for generating revenue through increased compliance.

Staff explored two options to address the lack of resources in the business license program: 1) hire an additional dedicated full-time staff member, and 2) partnering with a private company that provides full service business license administration. Staff conducted an analysis of these two options to determine the recommended course of action based on total cost, operational efficiency, and customer service impact.

Option 1: Hire an additional full-time Senior Account Clerk dedicated to running the business license program. Staff's analysis resulted in the following advantages/disadvantages of this option:

*Advantage(s):*

- On-site accessibility of staff for business license customers;
- Ability to easily liaison with other City departments (Community Development) to enforce compliance;
- Additional staff resources to assist with general finance duties (e.g. payroll, accounts payable, billing, etc.) when business license duties are slow.

*Disadvantage(s):*

- Regardless of the size of the program (i.e. number of licenses issued), an additional staff member creates a fixed annual cost and ongoing retirement liabilities that extend beyond the life of the position.
- Difficulty recruiting staff with prior business license experience and the need to provide ongoing industry specific training once staff is in place.
- Increased in-house business license enforcement activities will impact Code Enforcement's workload and availability to address other enforcement issues.

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Option 2: Partner with a firm that provides full service business license administration. Staff's analysis resulted in the following advantages/disadvantages of this option:

*Advantage(s):*

- Scalable – The City pays based on the number of business license processed; therefore, costs are flexible and change based on the size of the program. If the number of renewals in any given year decreases, the cost to administer the program will experience a corresponding decrease.
- Specialization and consistency – Partnering with a firm that specializes in administering business license programs will give the City access to best practices, policies and procedures that are consistent with similar jurisdictions in California.
- Ability to fill out and submit initial and renewal applications online using a form that automatically calculates the business license fee (a simpler process encourages compliance).
- All taxpayer communications, including general questions, account inquiries, application questions and issue resolution are handled by the firm rather than taking staff time.
- Ability to accept credit cards as a form of payment.
- Increased enforcement activity to bring delinquent accounts current and generate additional revenue.
- Additional discovery and audit work can be done in a few years.

*Disadvantage(s):*

- Staff time to manage contract and communicate with firm regarding business license activity and issues (staff time expected to be minimal).
- Taxpayer communications are addressed through the vendor's call center rather than by City staff, which may result in a slight reduction in San Fernando specific service.

After weighing the advantages and disadvantages of both options, staff decided to release a request for proposal (RFP) to firms interested in providing turnkey business license administration services to the City. The RFP was released on the City's website on March 5, 2015 and a Notice Inviting Bids was published in the San Fernando Sun and posted on the California Society of Municipal Finance Officers website. Three responses were received prior to the March 26, 2015 deadline.

Following a thorough review of each response and phone interviews with each firm, it was determined that two firms, HdL Software, LLC and MuniServices, LLC, met the City's minimum qualifications for experience providing full business tax administration services. Both firms were then asked to provide a brief demonstration of their online renewal software and given the opportunity to respond to additional questions.

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Subsequent to the interviews and demonstrations, staff contacted references for both firms. Reference for both firms had positive references; however, HdL stood out as the firm with the best understanding of the City's business community and business tax structure and can tailor their services to best meet the unique needs of the City.

**HdL Companies**

HdL has been providing tax management services, beginning with sales tax and then moving into property tax, for more than 30 years. They have been providing sales tax, property tax, documentary transfer tax, business licensing, transient occupancy tax and operations management auditing and consulting services for more than 20 years. HdL also develops software systems for animal license, business license, cashiering, code enforcement, false alarm billing, and permit tracking systems.

The City currently utilizes HdL's business license management software and auditing services for local sales and property taxes. Consequently, HdL has direct experience working with City staff and has a unique understanding of the City's current processes and procedures. Many of HdL's employees are former city or county employees that understand the unique challenges, regulatory requirements and fiduciary responsibility incumbent in running business license program.

In addition to HdL's knowledge and experience, other factors that set them apart from the other qualified responder, include: 1) HdL serves primarily California clients and has an in-depth knowledge of California's unique laws and regulations, 2) HdL's business license call center is located in California rather than on the East Coast and they have local Spanish speakers on staff, 3) HdL is the developer of their software, which makes it very flexible and customizable – the online renewal portal will be designed so the customer will have the same experience as if they are on the City's website, and 4) since the City already uses HdL's business license software, the implementation and transition will be much less impactful to staff.

**BUDGET IMPACT:**

Option 1: The cost of a fully burdened Senior Account Clerk is approximately \$75,000 per year.

Option 2: HdL will provide business license administration services for a flat fee of \$11 per application and will waive the one-time set up fees since the City is an existing customer. As previously noted, the City processes approximately 3,000 applications per year for a total estimated contract cost of \$33,000 per year. This amount will be partially offset by savings of approximately \$6,500 per year in software licensing and maintenance fees that will no longer be necessary. Additionally, as part of the contract and at the City's request, HdL will provide Business License Discovery Services and Tax Audit Services for a fee of 35% of revenues recovered.

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Staff estimates an additional 10%, or \$100,000, in business license revenue will be generated by increasing the resources available to enforce, educate, and follow up in a timely manner.

Assuming both Options would result in an additional \$100,000 in revenue, the net benefit of Option 1 is \$25,000 per year while the net benefit of Option 2 is \$73,500 per year.

**CONCLUSION:**

Based on staff's cost benefit analysis of providing business license administration services in-house versus partnering with a specialized firm, staff is recommending awarding a contract to HdL Software, LLC to provide business license administration services and optional Business License Discovery, Tax Audit, and Professional Consulting for a term of five years with two optional one-year extensions.

**ATTACHMENT:**

A. Contract No. 1792





**ATTACHMENT "A"**  
**CONTRACT NO. 1792**

2015  
PROFESSIONAL SERVICES AGREEMENT  
 Business License Administration Services  
 HdL Software, LLC

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2015 (hereinafter, the "Effective Date"), by and between the CITY OF SAN FERNANDO, a municipal corporation and general law city ("CITY") and HdL Software, LLC (hereinafter, "CONSULTANT"). The capitalized term "Parties" shall be a collective reference to both CITY and CONSULTANT. The capitalized term "Party" shall refer to either CITY or CONSULTANT interchangeably as appropriate.

RECITALS

THIS AGREEMENT is made and entered into with respect to the following facts:

WHEREAS, CITY, pursuant to California Government Code Sections 37103 and 53060, is authorized and empowered to contract with any specially trained and experienced firm or corporation for special services and advice on financial, economic, accounting, engineering, legal or administrative matters; and

WHEREAS, CITY's in-house personnel are not able to provide the types of specialized consulting services required under this engagement; and

WHEREAS, CITY require the performance of Business License Administration Services services in connection with the City's Business License program; and

WHEREAS, CONSULTANT represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals, employees and subcontractors; and

WHEREAS, the execution of this Agreement was approved by the City Council in accordance with the CITY's procurement and purchasing procedures at the City Council's meeting of July 20, 2015 under Agenda Item \_\_\_\_\_; and

WHEREAS, CONSULTANT further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

**NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS HEREIN CONTAINED, CITY AND CONSULTANT AGREE AS FOLLOWS:**

I.

SCOPE AND PROSECUTION OF WORK; COMPENSATION

- 1.1 SCOPE OF WORK: Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONSULTANT agrees to perform the services and tasks set forth in that certain proposal entitled "Request for Proposal Turnkey Business License Administrative Services - REVISED" and dated as of July 1, 2015 which is attached and incorporated hereto **Exhibit "A"** (hereinafter the "Scope of Work"). CONSULTANT further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Work. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Work shall hereinafter be referred to generally by the capitalized term "Work." The Work is inclusive of

those tasks that may be identified as being optional under the Scope of Work and such optional work shall not constitute Extra Work under Section 1.5 of this Agreement, below. Neither CONSULTANT nor anyone acting on CONSULTANT's behalf shall commence with the performance of the Work or any other related tasks until CITY issues a written notice to proceed (hereinafter, the "Notice to Proceed").

#### 1.2 TERM:

- A. This Agreement shall have a term of five (5) years commencing from July 20, 2015 (hereinafter, the "Initial Term").
- B. This Agreement may be extended subject to the same terms and conditions set forth herein for a maximum of two (2) one (1) year extension terms, in the sole and absolute discretion of CITY, provided CITY issues written notice of its intent to so extend the Agreement no less than thirty (30) calendar days prior to the expiration of the Initial Term or any subsequent extension term. Nothing in this subsection shall operate to prohibit or otherwise restrict CITY right to terminate this Agreement at any time for convenience or for cause as provided herein.
- C. Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause.

#### 1.3 COMPENSATION AND COMPENSATION CONTROLS:

- A. CONSULTANT shall perform and complete all of the services and tasks set forth under the Scope of Work at the rates of compensation set forth in that certain compensation schedule set forth under page 17 of the Scope of Work under the heading "F. COST PROPOSAL" (hereinafter, the "Compensation Schedule"). CONSULTANT shall also receive reimbursement for those pass-through costs and expenses specifically identified in the Compensation Schedule as being reimbursable pass-through costs, except that any such costs which are anticipated to be in excess of \$500.00 shall require the prior written approval of the General Manager or designee before they are incurred. For purposes of this Agreement, those pass-through costs or expenses identified as being reimbursable under the Compensation Schedule may hereinafter be referred to as "Reimbursable Costs". CONSULTANT shall provide copies of receipts and invoices corroborating all costs or expenses, including Reimbursable Costs, indicated in CONSULTANT's monthly invoice or statement. CITY shall be under no obligation to reimburse CONSULTANT for unsubstantiated costs or expenses.
- B. Subsection (A) of this Section notwithstanding, in no event may CONSULTANT's total compensation for the performance and completion of the Work under "Operations Management Services" exceed the aggregate sum of Fifty Thousand Dollars (\$50,000) during any single fiscal year (hereinafter, the "Annual Not-to-Exceed Sum"). In so far as CONSULTANT seeks reimbursement for costs and expenses other than those that qualify as Reimbursable Expenses, such costs or expenses shall be deducted against the Annual Not-to-Exceed Sum.
- C. At the CITY's request, CONSULTANT will provide services for performance and completion of Work under "Business License Discovery Services" and "Business License Tax Audit Services" for 35% of revenues recovered. As this service is a percent of revenues recovered, compensation will not be deducted against the Annual Not-to-Exceed Sum.

#### 1.4 PAYMENT OF COMPENSATION:

- A. CITY shall compensate CONSULTANT on a monthly basis as tasks are performed and the Work is completed to the reasonable satisfaction of CITY. Following the conclusion of each month during the Initial Term of this Agreement or any extension term, CONSULTANT shall submit to CITY a monthly itemized invoice or statement identifying the tasks performed, hours of service

rendered and reimbursable pass-through costs incurred by CONSULTANT and its various employees during the recently concluded month.

- B. Within thirty (30) calendar days of receipt of each invoice, CITY shall notify CONSULTANT in writing of any disputed charges, costs or expenses included in the invoice. Within forty-five (45) calendar days of receipt of each invoice, CITY shall pay all undisputed charges, costs and expenses indicated in CONSULTANT's monthly invoice.
- C. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.

1.5 EXTRA WORK; COMPENSATION FOR EXTRA WORK:

- A. At any time during the term of this Agreement, CITY may request that CONSULTANT perform Extra Work. For the purposes of this Agreement, the term "Extra Work" means any additional work, services or tasks not set forth in the Scope of Work but later determined by CITY to be necessary. CONSULTANT shall not undertake nor shall CONSULTANT be entitled to compensation for Extra Work without the prior written authorization of the CITY. Extra Work does not include any labor, materials, tools, supplies, equipment, services, tasks or incidental and customary work undertaken to competently perform and timely complete the Work and related tasks set forth in the Scope of Work.
- B. Payments for any Extra Work shall be made to CONSULTANT on a time-and-materials basis using CONSULTANT's standard fee schedule.

1.6 ACCOUNTING RECORDS: CONSULTANT shall maintain complete and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the right to access and examine such records, without charge, during normal business hours. CITY shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

1.7 ABANDONMENT BY CONSULTANT: In the event CONSULTANT ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Work, CONSULTANT shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONSULTANT in the performance of this Agreement. Furthermore, CONSULTANT shall only be compensated for the reasonable value of the services, tasks and other work performed up to the time of cessation or abandonment, less a deduction for any damages, costs or additional expenses which CITY may incur as a result of CONSULTANT's cessation or abandonment.

II.

PERFORMANCE OF AGREEMENT

2.1 CITY'S REPRESENTATIVES: The CITY hereby designates Nick Kimball, Finance Director (hereinafter, the "CITY Representatives") to act as its representatives for the performance of this Agreement. The CITY Representatives or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONSULTANT shall not accept directions or orders from any person other than the CITY Representatives or their designee.

2.2 CONSULTANT'S REPRESENTATIVE: CONSULTANT hereby designates Joshua Davis, Professional Services Director to act as its representative for the performance of this Agreement (hereinafter, "Consultant's Representative"). CONSULTANT's Representative shall have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement.

Consultant's Representative or his designee shall supervise and direct the performance of the Work, using his/her best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Agreement. Notice to the Consultant's Representative shall constitute notice to CONSULTANT.

2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS: CONSULTANT agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONSULTANT shall be subject to inspection and approval by CITY Representatives or their designees.

2.4 STANDARD OF CARE; PERFORMANCE OF EMPLOYEES: CONSULTANT represents, acknowledges and agrees to the following:

- A. CONSULTANT shall perform all work skillfully, competently and to the highest standards applicable to the CONSULTANT's profession;
- B. CONSULTANT shall perform all work in a manner reasonably satisfactory to the CITY;
- C. CONSULTANT shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*);
- D. CONSULTANT understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;
- E. All of CONSULTANT's employees and agents (including but not limited to CONSULTANT's subcontractors and subconsultants) possess sufficient skill, knowledge, training and experience to perform those services and tasks assigned to them by CONSULTANT; and
- F. All of CONSULTANT's employees and agents (including but not limited to CONSULTANT's subcontractors and subconsultants) possess all licenses, permits, certificates, qualifications and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such licenses, permits, certificates, qualifications and approvals shall be maintained throughout the term of this Agreement.

The Parties acknowledge and agree that CONSULTANT shall perform, at CONSULTANT's own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONSULTANT's failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONSULTANT's employees, agents, contractors, subcontractors and subconsultants. Such effort by CONSULTANT to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendars days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing and absolute discretion. The Parties acknowledge and agree that CITY's acceptance of any work performed by CONSULTANT or on CONSULTANT's behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONSULTANT, including but not limited to the representation that CONSULTANT possesses the skills, training, knowledge and experience necessary to perform the Work in a skillful and competent manner equivalent to, the standard of performance generally recognized as being employed by professionals performing the same type of work and services in the State of California.

2.5 ASSIGNMENT: The skills, training, knowledge and experience of CONSULTANT are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONSULTANT or on behalf of CONSULTANT in the performance of this Agreement.

In recognition of this interest, CONSULTANT agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONSULTANT's duties or obligations under this Agreement without the prior written consent of the CITY. In the absence of CITY's prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.

- 2.6 CONTROL AND PAYMENT OF SUBORDINATES: The Work shall be performed by CONSULTANT or under CONSULTANT's strict supervision. CONSULTANT will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONSULTANT on an independent contractor basis and not as an employee. CONSULTANT reserves the right to perform similar or different services for others during the term of this Agreement, provided such work does not unduly interfere with CONSULTANT's competent performance under this Agreement or result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONSULTANT are not employees of CITY and shall at all times be under CONSULTANT's exclusive direction and control. CONSULTANT shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, social security and Medicare payments and the like. CONSULTANT shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.
- 2.7 REMOVAL OF EMPLOYEE OR AGENTS: If any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONSULTANT, a threat to persons or property, or if any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants fail or refuse to perform the work in a manner acceptable to the CITY such officer, employee, agent, contractor, subcontractor or subconsultant shall be promptly removed by CONSULTANT and shall not be re-assigned to perform any of the work.
- 2.8 COMPLIANCE WITH LAWS: CONSULTANT shall keep itself fully informed of and in compliance with all applicable laws, statutes, codes, rules, regulations and ordinances of the federal government of the United States of America, the State of California, the County of Los Angeles, and any other local governmental entity to the extent such laws, statutes, codes, rules, regulations or ordinances governing or affecting the performance of the Work.
- 2.9 SAFETY: CONSULTANT shall perform its work so as to avoid injury or damage to any person or property. In performing the Work, CONSULTANT shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the Work and the conditions under which any work is to be performed.
- 2.10 NON-DISCRIMINATION: In the performance of this Agreement, CONSULTANT shall not discriminate against any employee, subcontractor, subconsultant, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.11 INDEPENDENT CONTRACTOR: The Parties acknowledge, understand and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and shall at all times remain, wholly independent contractors and are not officials, officers, employees, departments or subdivisions of CITY. CONSULTANT shall be solely responsible for the supervision of its employees, agents, contractors, subcontractors and subconsultants and for the negligent acts and/or omissions of the same. All persons retained or employed by CONSULTANT shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf

of, or against, CITY, whether by contract or otherwise, unless such authority is expressly conferred to CONSULTANT under this Agreement or is otherwise expressly conferred by CITY in writing.

### III. INSURANCE

- 3.1 DUTY TO PROCURE AND MAINTAIN INSURANCE: As more specifically set forth below under this Article, CONSULTANT agrees that it shall procure and maintain throughout the Initial Term of this Agreement and any extension term (or for such extended period of time as may be required under this Article) insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with CONSULTANT's performance of this Agreement. CONSULTANT shall also procure and maintain such other types of insurance as may be required under this Article, below. CITY shall not, and shall be under no obligation to, issue a Notice to Proceed until CONSULTANT has provided evidence satisfactory to CITY that it has procured all insurance required under this Article.
- 3.2 REQUIRED COVERAGES: CONSULTANT agrees that it shall procure and maintain the following insurance coverage, at its own expense, for the duration for this Agreement or any extended period set forth herein:
- A. Commercial General Liability Insurance: CONSULTANT shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001 or equivalent). Such CGL Coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence for bodily injury, personal injury, property damage, operations, products and completed operations, and contractual liability and Two Million Dollars (\$2,000,000.00) in the aggregate.
  - B. Automobile Liability Insurance: CONSULTANT shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage.
  - C. Workers' Compensation Insurance/ Employer's Liability Insurance: CONSULTANT shall procure and maintain Workers' Compensation Insurance affording coverage at least as broad as that required by the State of California with Employer's Liability Insurance with minimum limits of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. The Workers' Compensation insurer shall also agree to waive all rights of subrogation against CITY, the City Council and CITY's elected and appointed officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy.
  - D. Professional Liability Insurance: For the full term of this Agreement and for a period of three (3) years thereafter, CONSULTANT shall procure and maintain Errors and Omissions Liability Insurance appropriate to CONSULTANT's profession. Such coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per claim and shall be endorsed to include contractual liability.
- 3.3 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY, the City Council and CITY's elected and appointed officials, officers, employees, agents and volunteers as additional insureds.
- 3.4 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement shall be procured from insurers licensed in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers, who according to the latest edition of the Best's Insurance Guide have an A.M. Best's rating of no less than A:VII. CITY may also accept policies procured by

insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.

- 3.5 PRIMACY OF CONSULTANT'S INSURANCE: All policies of insurance provided by CONSULTANT shall be primary to any coverage available to CITY, the City Council and CITY's elected and appointed officials, officers, employees, agents and volunteers. Any insurance or self-insurance maintained by CITY, the City Council and CITY's elected and appointed officials, officers, employees, agents and volunteers shall be in excess of CONSULTANT's insurance and shall not contribute with it.
- 3.6 WAIVER OF SUBROGATION: All insurance coverage provided pursuant to this Agreement shall not prohibit CONSULTANT or CONSULTANT's officers, employees, agents, subcontractors or subconsultants from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY.
- 3.7 VERIFICATION OF COVERAGE: CONSULTANT acknowledges, understands and agrees that CITY's ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding the CITY's financial well-being. Accordingly, CONSULTANT warrants, represents and agrees that it shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. **The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the CITY if requested.** All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONSULTANT's commencement of any work or any of the Work. Upon CITY's written request, CONSULTANT shall also provide CITY with certified copies of all required insurance policies as a condition precedent to the commencement of any work or any of the Work. CITY shall not, and shall be under no obligation to, issue a Notice to Proceed until CONSULTANT fully complies with this Section. The requirements of this Section cannot be waived and any attempted waiver shall be void, invalid and non-binding upon CITY.
- 3.8 FAILURE TO ADHERE TO INSURANCE PROVISIONS: In addition to any other remedies CITY may have under this Agreement or at law or in equity, if CONSULTANT fails to comply with any of the requirements set forth in this Article, CITY may, but shall not be obligated to: (i) Order CONSULTANT to stop any and all work under this Agreement or withhold any payment, which becomes due to CONSULTANT hereunder, or both stop work and withhold any payment, until CONSULTANT demonstrates compliance with the requirements hereof; or (ii) terminate this Agreement. CITY's exercise of any of the foregoing remedies, shall be in addition to any other remedies CITY may have and is not the exclusive remedy for CONSULTANT's failure to comply with the insurance requirements set forth under this Article.
- 3.9 SUBCONTRACTORS INSURANCE COVERAGE: CONSULTANT shall include all persons and entities performing work on its behalf as insureds (including all contractors, subcontractors and subconsultants) or, in the alternative, shall furnish separate certificates of insurance and endorsements for each such persons or entities evidencing their independent procurement of insurance. All coverages for such persons or entities shall be identical to the requirements imposed upon CONSULTANT under this Article.
- 3.10 NO LIMITATION ON LIABILITY: CONSULTANT's procurement of insurance shall not be construed as a limitation of CONSULTANT's liability or as full performance of CONSULTANT's indemnification duties set forth under Article V of this Agreement.

IV.  
INDEMNIFICATION

- 4.1 The Parties agree that City and City's engineer, elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "City Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the City Indemnitees with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify, defend and protect the City as set forth herein.
- 4.2 To the fullest extent permitted by law, the Consultant shall (i) immediately defend and (ii) indemnify and hold harmless the City and its engineer, elected and appointed officials, officers, agents, employees, attorneys, servants, volunteers, successors and assigns from and against any and all liabilities, regardless of nature or type that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, or its officers, employees, servants, agents, subcontractors, volunteers or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. The parties understand and agree that the duty of Consultant to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Liabilities subject to the duties to defend and indemnify include, without limitation, all claims, losses, damages, penalties, fines, and judgments; associated investigation and administrative expenses; defense costs, including but not limited to reasonable attorneys' fees incurred by legal counsel of City's choosing; court costs; and costs of alternative dispute resolution. The Consultant's obligation to indemnify applies unless it is finally adjudicated that the liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of an indemnified party, then Consultant's indemnification obligation shall be reduced in proportion to the established comparative liability.
- 4.3 The duty to defend is a separate and distinct obligation from Consultant's duty to indemnify. Consultant shall be obligated to defend, in all legal, equitable, administrative, or special proceedings, with counsel approved by the City, City and its engineer, elected and appointed officials, officers, agents, employees, attorneys, servants, volunteers, successors and assigns, immediately upon tender to City of the claim in any form or at any stage of an action or proceeding, whether or not liability is established. An allegation or determination that persons other than Consultant are responsible for the claim does not relieve Consultant from its separate and distinct obligation to defend under this section. The obligation to defend extends through final judgment, including exhaustion of any appeals. The defense obligation includes an obligation to provide independent defense counsel if Consultant asserts that liability is caused in whole or in part by the negligence or willful misconduct of the indemnified party. If it is finally adjudicated that liability was caused by the comparative active negligence or willful misconduct of an indemnified party, Consultant may submit a claim to the City for reimbursement of reasonable attorneys' fees and defense costs in proportion to the established comparative liability of the indemnified party.
- 4.4 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Article and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.5 The obligations of Consultant under this Article will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City and City's engineer, elected and appointed officials, officers, employees, agents and volunteers.



- 4.6 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City and City's engineer, elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 4.7 The City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by the City, or the deposit with the City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.8 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the City may have at law or in equity.

#### V.

#### TERMINATION

- 5.1 TERMINATION WITHOUT CAUSE: CITY may terminate this Agreement at any time for convenience and without cause by giving written notice to CONSULTANT at least five (5) calendar days prior to the effective date of such termination for convenience. Upon termination for convenience, CONSULTANT shall be compensated only for the Work which has been adequately rendered to CITY up to the effective date of the termination, and CONSULTANT shall be entitled to no further compensation. CONSULTANT may not terminate this Agreement except for breach of this Agreement. If this Agreement is terminated as provided herein, CITY may require CONSULTANT to provide all finished or unfinished Documents and Data, as defined in Section 7.1 below, and other information of any kind prepared by CONSULTANT in connection with the performance of the Work. CONSULTANT shall be required to provide such documents and other information within fifteen (15) calendar days of the request. In the event this Agreement is terminated in whole or in part as provided herein, CITY may procure, upon such terms and in such manner as it may determine appropriate, Work similar to those terminated.
- 5.2 DEFAULT, BREACH AND TERMINATION IN THE EVENT OF BREACH: In the event either Party fails to perform, or adhere to, any applicable duty, obligation or standard of conduct set forth under this Agreement (or fails to perform or adhere to any such duty, obligation or standard of conduct at the time, place or manner set forth in this Agreement), an event of default (hereinafter, "Event of Default") shall have occurred. Except as otherwise provided in this Agreement, if an Event of Default remains uncured by the defaulting Party for a period in excess of fourteen (14) calendar days from the date upon which the non-defaulting Party issues notice of default (hereinafter, a "Default Notice") to the defaulting Party, then the default shall constitute a breach of this Agreement. If a Party is in breach of this Agreement, the non-breaching Party may pursue any and all remedies available to it at law or in equity. If CONSULTANT is in breach (whether or not such breach is caused by CONSULTANT or CONSULTANT's officials, officers, employees, agents, contractors, subcontractors or subconsultants, CITY may, in its sole and absolute discretion (and without obligation), terminate this Agreement immediately upon the issuance written notice of termination on the grounds of breach (a "Breach-Termination Notice") which notice shall specify the effective date of such termination for cause. CITY's ability to terminate this Agreement as provided in this Section shall be in addition to any other remedies CITY may have at law or in equity in the event of breach and shall not be in lieu of such other remedies.

- 5.3 **SCOPE OF WAIVER:** No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- 5.4 **SURVIVING ARTICLES, SECTIONS AND PROVISIONS:** The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

VI.  
**MISCELLANEOUS PROVISIONS**

- 6.1 **DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY:** All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, studies, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONSULTANT in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored on paper, digitally, magnetically and/or electronically. CONSULTANT shall require all subcontractors and subconsultants working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any subcontractor or subconsultant as applies to Documents and Data prepared by CONSULTANT in the performance of this Agreement.
- 6.2 **CONFIDENTIALITY:** All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input recorded data, written information, and other like information either created by or provided to CONSULTANT in connection with the performance of this Agreement shall be held confidentially by CONSULTANT. Such materials shall not, without the prior written consent of CITY, be used by CONSULTANT for any purposes other than the performance of the Work. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Work. Nothing furnished to CONSULTANT which is otherwise known to CONSULTANT or is generally known, or has become known, to the related industry shall be deemed confidential. CONSULTANT shall not use CITY's name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.
- 6.3 **NOTICES:** All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

**CONSULTANT:**

HdL Software LLC  
Attn: Joshua Davis  
1340 Valley Vista Drive, Suite 200  
Diamond Bar, CA 91765-3910  
[jdavis@hdlcompanies.com](mailto:jdavis@hdlcompanies.com)  
Tel: (909) 861-4335  
Fax: (909) 861-7726

**CITY:**

City of San Fernando  
Finance Department  
Attn: Nick Kimball  
117 Macneil Street  
San Fernando, CA 91340  
[nkimball@sfcity.org](mailto:nkimball@sfcity.org)  
Tel: (818) 898-7307  
Fax: (818) 365-8090

Such notices shall be deemed effective when (i) personally delivered; (ii) successfully transmitted by facsimile as evidenced by a fax confirmation slip; (iii) when successfully transmitted and received via electronic mail at any of the e-mail addresses listed above; or (iv) when mailed, forty-eight (48) hours after deposit with the United States Postal Service, first class postage prepared and addressed to the Party at its applicable address.

- 6.4 COOPERATION; FURTHER ACTS: The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.5 SUBCONTRACTING: CONSULTANT shall not subcontract any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. Subcontracts (including without limitation subcontracts with subconsultants), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.6 CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS: CITY reserves the right to employ other consultants in connection with the various projects worked upon by CONSULTANT.
- 6.7 PROHIBITED INTERESTS: CONSULTANT warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONSULTANT, to solicit or secure this Agreement. Further, CONSULTANT warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONSULTANT, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- 6.8 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.
- 6.9 FORCE MAJEURE: Any prevention, delay, nonperformance or stoppage due to any of the following causes shall excuse nonperformance for a period equal to such obligations imposed by this Agreement. The causes referred to above are strikes, walkouts, labor disputes, failure of power, irresistible superhuman cause, acts of public enemies of the State or United States, riots, insurrections, civil commotion, inability to obtain labor or material or reasonable substitutes for either, governmental restrictions or regulations or controls (except those reasonably foreseeable in connection with the uses contemplated by this Agreement), casualties not contemplated by insurance provisions of this agreement, or other causes beyond the reasonable control of the party obligated to perform.
- 6.10 GOVERNING LAW; VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- 6.11 ATTORNEY'S FEES: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorney's fees and all other costs of such action.

- 6.12 SUCCESSORS AND ASSIGNS: This Agreement shall be binding on the successors and assigns of the Parties.
- 6.13 NO THIRD PARTY BENEFIT: There are no intended third party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.
- 6.14 CONSTRUCTION OF AGREEMENT: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.15 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- 6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.
- 6.18 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 ENTIRE AGREEMENT: This Agreement including all attached exhibits is 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 CONSULTANT prior to the execution of this Agreement. 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 this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.16, above.
- 6.20 COUNTERPARTS: This Agreement shall be executed in two (2) original counterparts each of which shall be of equal force and effect. One counterpart shall be delivered to CONSULTANT and the other shall be retained by CITY. No handwritten or typewritten amendment, modification or supplement to any one counterparts shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above.

**[SIGNATURE PAGE TO FOLLOW]**

**AS OF THE DATE FIRST WRITTEN ABOVE**, the Parties evidence their agreement to the terms of this Agreement by signing below:

**CITY:**

City of San Fernando

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**CONSULTANT:**  
**HdL Software LLC**

By: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

**EXHIBIT "A"**  
**[SCOPE OF WORK]**

EXHIBIT "A"

# CITY OF SAN FERNANDO

## REQUEST FOR PROPOSAL

## TURNKEY BUSINESS LICENSE

## ADMINISTRATIVE SERVICES

July 1, 2015

**REVISED**

Submitted by:

HdL Software, LLC

1340 Valley Vista Dr., Suite 200

Diamond Bar, CA 91765

[www.hdlcompanies.com](http://www.hdlcompanies.com)

Contact:

George Bonnin

909.861.4335

[gbonnin@hdlcompanies.com](mailto:gbonnin@hdlcompanies.com)



Turnkey Business License Administrative Services  
City of San Fernando, CA

July 1, 2015

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## COVER LETTER

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Firm Name **HdL Software, LLC**

Firm Address: **1340 Valley Vista Dr., Suite 200**

**Diamond Bar, California 91765-3910**

Firm Telephone Number: **909-861-4335**

Firm Fax Number: **909-861-7726**

Management person responsible for direct contact with the City of San Fernando, CA  
required for this Request for Proposal (RFP):

Name: **George Bonnin** Title: **Marketing and Accounts Manager**

Telephone Number: **909-861-4335** Fax: **909-861-7726**

Email: [gbonnin@hdlcompanies.com](mailto:gbonnin@hdlcompanies.com)

Person responsible for day-to-day servicing of the account:

Name: **Joshua Davis** Title: **Professional Services Director**

Telephone Number: **909-861-4335** Fax: **909-861-7726**

Email: [jdavis@hdlcompanies.com](mailto:jdavis@hdlcompanies.com)

There are no pending lawsuits related to any public projects undertaken by HdL Software  
and Professional Services within the last 5 years.



*Turnkey Business License Administrative Services  
City of San Fernando, CA*

*July 1, 2015*

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## COVER LETTER

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July 1, 2015

Nick Kimball  
Finance Director  
City of San Fernando  
117 McNeill Street  
San Fernando, CA 91340

**Re: RFP - City of San Fernando Turnkey Business License Administrative Services**

Dear Nick,

Thank you for the opportunity to respond to your solicitation for "Request for Proposals: City of San Fernando Turnkey Business License Administrative Services dated March 5, 2015. Enclosed is an updated response to your RFP which constitutes a firm and irrevocable offer for a period of 90 days following July 1, 2015.

The HdL Operations Management Program provides a turnkey approach for local governments that need assistance with administering local taxes. Our team of experts can manage all or parts of the business tax operations conducted by the City. When combined with the Compliance Management services, the City receives the benefit of increased revenues and superior customer service, while reducing internal costs and gaining efficiencies.

We have carefully reviewed the City of San Fernando's required scope of services located on page 4 of the above mentioned RFP and feel confident that we can meet and exceed the City's business license operational needs.

I will serve as the key contact on matters relating to this proposal. Please feel free to call if you have questions or need additional information. I can be reached at 909.861.4335 or by email at [rgray@hdlcompanies.com](mailto:rgray@hdlcompanies.com).



Robert Gray  
President  
HdL Software LLC & Professional Services

*Turnkey Business License Administrative Services  
City of San Fernando, CA*

*July 1, 2015*

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## **A. FIRM'S QUALIFICATIONS**

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HdL was founded in 1983 and developed California's first computerized sales tax management program. It was also responsible for securing the legislation that allows independent verification of state allocations. In 1990, HdL Coren and Cone was established to provide property and documentary transfer tax services. In 1995, HdL Software was formed to provide software solutions for local governments. Together, the companies serve over 338 local agencies in eight states including 39 counties. Their audit and consulting services include sales tax, property tax, documentary transfer tax, business licensing, transient occupancy tax and operations management services. Software systems include animal license, business (tax) license, cashiering, code enforcement, false alarm billing, and permit tracking systems. All of HdL's systems are integrated with each other and the software applications may be interfaced with the applications of other vendors.

HdL Software provides software applications and professional services which automate and control the processing of licenses, permits, code cases, false alarm incidents and cashiering transactions. Our configurable processes and systems allow municipalities to continue their current business practices or to consider *best* practices which can provide greater control and save time and expense. HdL's streamlined processes help generate additional revenue, reduce costs and provide greater efficiency and productivity. HdL enables municipalities to become increasingly responsive to internal management and the public community they serve.

HdL's Professional Services, including Compliance Management, Operations Management, as well as Compliance and Operations Support, provide discovery, audits, analytical and management services that allow City and Counties to expand the effectiveness of related internal operations.

As the current provider of the City's Business License processing system, HdL is uniquely positioned to assist the City of San Fernando with their goal of attaining a turn-key approach to Business License Services. In addition to the experience garnered from hundreds of California agencies, our project management team and staff have direct experience working with the City of San Fernando and have a strong background in the City's current processes and procedures. This experience coupled with the unparalleled technology available in HdL's Prime Software Suite, provides the city with the assurance that their constituents will be receiving the high level of service they have come to expect from the City.

From technology to customer service, our people are our greatest asset. They understand the unique needs of local government. As former County or City employees, they have had prior careers as managers of the government departments we automate. An established government "partner" for over 20 years, HdL Software can truly provide the expert analysis, guidance, training, and customer service that government departments require.

### **Affiliations**

The companies also work extensively with California Society of Municipal Finance Officers, California City Management Foundation, California Municipal Revenue and Tax Association, League of California Cities, NBBLO and County Auditor's Association of California on anticipation and planning of programs to strengthen local government revenues and many other organizations.

## B. EXPERIENCE AND REFERENCES

Client Name and Address	Dates	Description
<b>Town of Ross</b> 31 Sir Francis Drake Blvd Town of Ross, CA 90280  Rob Braulick, Town Manager Phone: (415) 453-1453 ext. 107 <a href="mailto:rbraulik@townofross.org">rbraulik@townofross.org</a>	June, 2013	<p><b>Project Team:</b> Josh Davis – Lead Manager, Robert Gray, Tony Unger, Stephen Scrambler, Darlyne Demeduk</p> <p>Complete department administration, revenue discovery and audit. Complete review of City processes and methods to assist City gain additional revenue, gain efficiency and reduce costs among other savings.</p>
<b>City of Upland</b> 460 North Euclid Ave Upland, CA 91786  Christa Buhagiar, Revenue Mgr <a href="mailto:cbuhagiar@ci.upland.ca.us">cbuhagiar@ci.upland.ca.us</a> (909) 931-4172	April, 2014	<p><b>Project Team:</b> Joshua Davis – Lead Manager, Tony Unger, Stephen Scrambler, Darlyne Demeduk.</p> <p>Business License department administration, revenue discovery and audit. Complete review of City processes and methods to assist City gain additional revenue, gain efficiency and reduce costs among other savings. Business Tax Rate Analysis &amp; Ordinance Review Study.</p>
<b>City of Beverly Hills</b> 455 North Rexford Blvd Beverly Hills, CA 90210  Mark Brower Revenue Manager <a href="mailto:mbrower@beverlyhills.org">mbrower@beverlyhills.org</a>	November, 2013	<p><b>Project Team:</b> Josh Davis – Lead Manager, Tony Unger, Stephen Scrambler, Darlyne Demeduk, Cathy Yu.</p> <p>Business license department administration with revenue discovery, audit and collections. It also includes Prime business license software with online web modules.</p>
<b>City of Roseville</b> 311 Vernon Street Roseville, CA 95678  Andrea Bloomquist Billing Services Mgr <a href="mailto:abloomquist@roseville.ca.us">abloomquist@roseville.ca.us</a> (916) 774-5317	September 2014	<p><b>Project Team:</b> Josh Davis – Lead Manager, Stephen Scrambler, Robert Gray, Marta Bonnin:</p> <p>Business License department administration, revenue discovery and audit. Complete review of City processes and methods to assist City gain additional revenue, gain efficiency and reduce costs among other savings. Other consulting services</p>

## **C. QUALIFICATIONS OF TEAM**

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### **Robert Gray – President**

Robert joined the firm in January 1996 and has extensive experience in the design, development, implementation and support of software systems for local government. He has played a key role in the design of 8 software systems and has successfully implemented over 200 of those systems.

Robert previously performed system support for the Computer Science division of Azusa Pacific University. Robert earned a Bachelor of Science degree in Computer Science in 1998 and a Master's Degree in Business Administration in 2007 from Azusa Pacific University.

### **Joshua Davis –Professional Services Director**

Joshua became the head of the Professional Services Division in 2013. In this capacity, he oversees the Compliance and Operations management services including Discovery, Audit, Collection, and administration of local licensing and taxes as they relate to business license and transient occupancy taxes. He has 17years of experience helping governments with all aspects of administering local taxes and increasing revenues through implementation of revenue enhancement and consulting services.

### **Tony Unger - Project Manager**

Tony has over 20 years of experience serving local government. As a project manager, he is responsible for the development and implementation of business license products and services. Working in partnership with Cities for the last two decades, Tony has become very familiar with the business license requirements and procedures that are unique to each jurisdiction and business community. Tony has assisted in multiple areas of business license including; local tax compliance, licensing software, customer service, collections, enforcement, administration, and special projects. Mr. Unger has been an associate member of the California Municipal Revenue & Tax Association (CMRTA) since 1993 and received his BA in Business Administration from California State University, Fresno.

### **Stephen Scambler – Operations Manager**

Stephen is a member of our Professional Services division. He provides customer support to client municipalities, specifically in regards to business license tax administration, business licensing, discovery and collections. He assists in communications between HdL and clients to ensure that all operating procedures and protocols are aligned with the client's expectations. Additionally he specializes in the development of support processes such as creating forms, developing documentation, organizing databases and arranging HdL Software's programs to fit the department's needs."

### **Darlyne Demeduk – Customer Service Manager**

Darlyne serves as Customer Service Manager and client liaison providing guidance and customer support during implementation of new projects. Ms. Demeduk has over 23 years of experience in Finance and Business Licensing and previously administered the business license tax of the City of Pleasanton for over 20 years. She has also earned the Certification of Certified Revenue Officer from both the CMRTA and NBBLO.

### **Alex Huang - Director of Software Development**

Alex Huang joined HdL Software in February of 2009. He earned a Master's degree in Computer Engineering from the University of Southern California in 1995, and has over 20 years of broad software development experience.

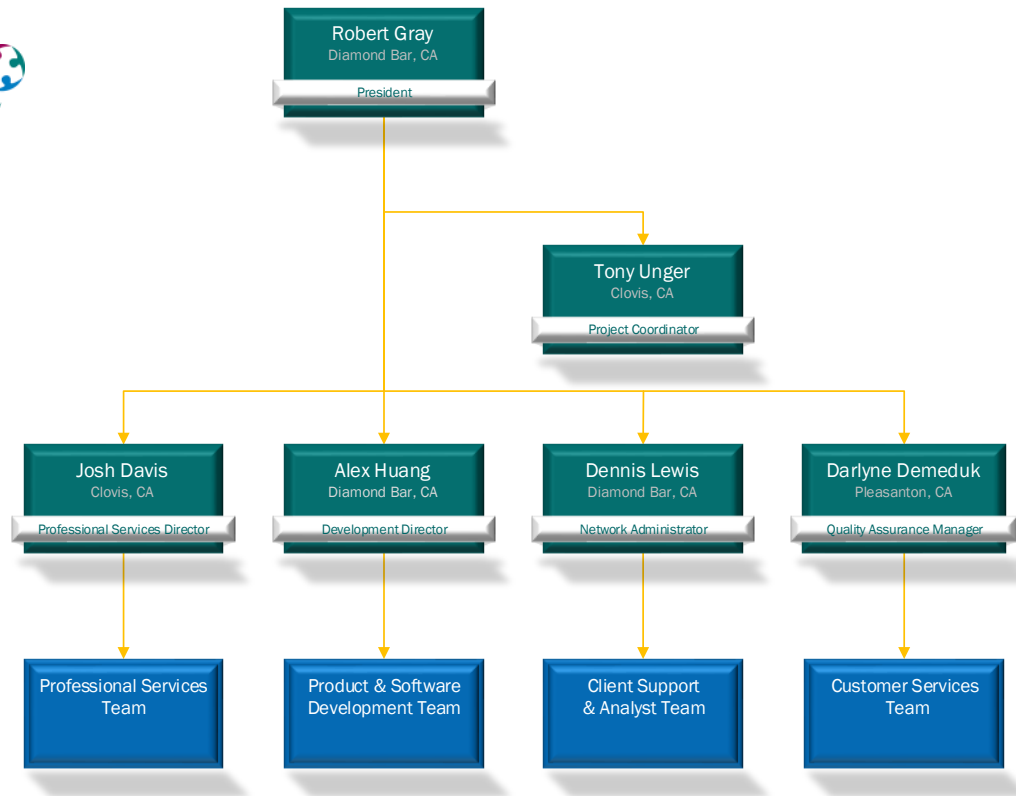
### **Dennis Lewis - Client Support Analyst/Network Administrator**

Dennis Lewis joined HdL Software in December of 2008. He is a member of the IT and Customer Support teams. With over 10 years of IT and server management experience, he provides expert technical guidance during installations and manages the rollout of system updates. Mr. Lewis serves as the main IT contact for all technical related inquiries as they pertain to HdL software systems.

### **Cathy Yu – Programmer**

Cathy Yu joined HdL Software in 2008. She is a member of the software development team. Cathy assists with client support and specializes in data conversion, crystal report programming and modifications. She earned a Master's Degree from Michigan State University in Computer Science and Engineering.

## Project Organization



## **D. PROJECT UNDERSTANDING**

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HdL offers the most robust solutions for managing the operations and compliance of municipal Business Licenses and its related functions. HdL is ever mindful of the important role that customer service plays in the successful implementation of a management, compliance and revenue collection program. Therefore, HdL will make every effort to ensure that all communications with the City's business community is kept at a professional level maintaining a careful balance between compliance, revenue collection, tactfulness, sensitivity and taxpayer education.

The Operations Management Program provides a turnkey approach for local governments that need assistance with administering local taxes. HdL's team will manage all components of the business license operations conducted by the City. Combined with the Compliance Management services, the City receives the benefit of increased revenues and superior customer service, while reducing internal costs and gaining efficiencies.

Having performed business license process reforms and software installations for over 200 City business license tax departments in California, HdL has the unique experience of working intimately with business license staff across multiple jurisdictions and specifically with the staff of the San Fernando. HdL is therefore able to extrapolate the best practices from these experiences and provide innovative solutions to our clients which are unique to the HdL Compliance and Operations Management Programs. Cultivated innovations, such as our online Business Support Center, allow HdL to provide industry leading support options for our clients and the taxpayers they administer.

Each component of the HdL Compliance & Operations Management Programs is a custom crafted solution for improving revenues and efficiencies while maintaining the high level of customer service taxpayers have come to expect from the staff and technological competencies of the City. The modular approach of these programs is designed to further enhance the City's capabilities with regard to administering and collecting taxes.

General overview of the advantages of HdL's Compliance and Operations Management Programs is as follows:

**Project Planning, Transition and Implementation** – HdL's project management team will work in partnership with the City to develop a detailed outline of the scope of work, transition period and specific services/options deployed. During the project planning period and throughout the duration of the contract, the City will have the opportunity to review and approve general scope of services, timelines and milestones for the project as well as project details such as language for taxpayer correspondence and other operational items. Project plans are flexible so as to evolve with the program, allowing HdL and the City to quickly make course corrections along the way to address needs or concerns that may arise. Typical transition time is less than 45 days from contract execution.

**Communication** – HdL understands that the key to any partnership is communication. HdL ensures the free flow of information between the City and the HdL Compliance Management team by establishing clear guidelines during project planning. HdL provides dedicated points of contact for City personnel and provides scheduled progress meetings via teleconference, webinars, and in person meetings.



**Consulting and Support** – In addition to the services delivered under the HdL Programs, the City benefits from a team of experts that include Certified Revenue Officers(CRO), former Finance Directors and City Managers and other team members with decades of experience in servicing local government. These resources are available to the City to provide support on complicated tax nexus issues, best practice approaches, sample documents and forms, ordinance reviews and other tax compliance and management related issues.

**Continuity of Service** – HdL takes pride in representing its clients, and takes a variety of steps to ensure protection of data, continuity of service, and timely recovery in the unlikely event of a service failure. Our service continuity plan assures the City and its business community that access to the services provided by HdL are reliable with 99.5% uptime. Key features of our continuity plan including disaster recovery and service redundancy include:

- Virtual production server environments support live migrations
- Multiple back-ups daily offloaded to off-site disaster recovery center
- Multiple HdL offices providing redundant phone, internet, and connectivity support.
- 2-hour recovery plan from catastrophic failure

**Reporting** – The City is currently utilizing HdL's Classic Business License Software which consists of over 20+ Standard Reports that provide a wide range of reporting options. Each of these reports already being utilized by the City will be upgraded utilizing City input and imported into HdL's latest version of the business license software application, HdL Prime, which contains much more robust reporting capabilities than the "Classic" HdL Business License software. HdL will also deliver a suite of reporting options that capture a summary of activities such as standard weekly, monthly, quarterly and annual reports as well as the option to customize and develop unique reporting solutions to meet the City's ad-hoc requests.

**Online Services** – The City and its business community will both benefit from the online functionality unique to the HdL Program. The City will benefit from a variety of services such as real-time reporting and account lookups while the business community will have access to file their applications, update information, make payments, correspond with tax specialists and receive assistance for their Business License Tax questions all online, 24 hours a day, 7 days a week.

**Dispute Resolution** – Whether a dispute arises from a newly registered business or from a deficiency determination on an existing business, HdL will facilitate the resolution of disputes arising from the business community. The HdL dispute resolution process can assist the City in resolving taxpayer issues by providing ordinance reviews and interpretation, best practices, case law updates, expertise on nexus issues, refund defense, and other services tailored to minimize the impact on the City.

**City Reinstatement Guarantee** – HdL understands that over time, City leadership and priorities are subject to change. Should the City choose to convert the program back to the City personnel, HdL offers assurances of services through its City Reinstatement program, allowing for a smooth transition from an HdL administered program to a City managed program with little or no transition costs for the City. Upon reinstatement, the City will have all of the tools, processes, and documentation used by HdL including the HdL Prime Software Suite, the premier business tax software solution for California municipalities.

## **OPERATIONS MANAGEMENT SERVICES IN DETAIL**

**Business License Registration Database Management** – HdL will transfer the City's existing databases as they relate to business license into HdL's internal administration tools. HdL will maintain the data and provide access to or copies of data or reports at the City's request. While access to online systems will be available for the City to use at their discretion, the City will not be required to use or maintain any software in house for managing the business license registry.

**Renewal Processing** – Send active business license accounts a renewal notice within 45 days of the renewal period ending. Accounts will receive all applicable forms necessary to complete the renewal process.

**New Account Processing** – HdL will process any new business license applications and complete the new account registration process in a timely fashion. HdL will also facilitate intra-city departmental approvals such as zoning, code compliance, fire inspection, and other regulatory related functions.

**Delinquent Account Processing** – HdL will endeavor to collect delinquent accounts through a series of City approved processing methods. This will include at minimum two follow up delinquent notice and up to two telephone calls. Delinquent accounts will be collected with full penalties as allowed by the Municipal code or through current City practices. Accounts that remain delinquent will be processed through the City approved processes established in HdL's collections component of the Compliance Management Program.

**On-Line Filing & Payment Processing** – HdL registers a City approved domain name which will serve as the starting point for all web based activities. This City specific site is designed to look and feel like the City's own web pages and ensures a level of continuity between the business community, the City, and HdL.

With *HdL Flex File*, businesses can choose to file their new business registration as well as renew their license and make payments via our on-line filing portal. In addition to filing and paying for taxes, businesses can obtain copies of applications, general support and FAQs, schedule appointments and request copies of their tax registration all with the click of a button. Our on-line services underscore HdL's commitment to excellence in customer service and education by continually improving the registration and payment experience for the business community..

**Payment Posting / Processing** – HdL will process all payments received in an expedited manner. License accounts will be updated daily with payment information and revenues to be disbursed to the City net applicable fees at an interval to be agreed to during the project planning phase. Disbursements typically occur monthly but can be remitted as often as weekly depending on volumes and City needs. HdL's payment acceptance process accepts the following payment types:

- ✓ Check / Money Order /Cashier's Check
- ✓ E-Check
- ✓ Debit Cards
- ✓ Credit Cards (Visa, Mastercard, Discover, & American Express)
- ✓ Check by Phone

HdL currently utilizes multiple payment gateway providers for on-line payment acceptance. HdL will work with the City to determine which provider, rate structures, and card types meet the City's needs. HdL can also utilize the same provider and process used by the City's current on-line functionality.

**Business Support Center** – HdL will provide businesses with multiple support options for registering, renewing, making payments and for general inquiries. A toll free number will be provided to businesses in order to access one of our license specialists Monday-Friday 8:00am to 5:00pm Pacific. Businesses will also have access to support via, e-mail, fax, and via the Business Support Center On-Line. HdL constantly monitors quality control points to ensure courteous customer service, minimal hold times under 2 minutes, and the return of voice messages the same business day.

**Optional Services** – HdL can provide additional services designed to ensure smooth transition and implementation of the operations management program for both the City staff and the business community. Options such as remote system access, taxpayer support station installation at City Hall, and other related items can be designed and implemented upon City request.

## **COMPLIANCE MANAGEMENT SERVICES IN DETAIL**

### **BUSINESS LICENSE TAX DISCOVERY SERVICES**

**Enriched Data Portfolio / Lead Identification** – Utilizing data provided by the City, as well as the HdL Enriched Data Portfolio (EDP), HdL's team builds an enhanced listing of entities subjected to taxation in the City. These entities are electronically matched to the existing files of the City using advanced data matching algorithms, allowing HdL staff to identify which entities are compliant and which entities require follow up.

**Field Surveys** – Experienced field crews, equipped with the most advanced tools available (mobile mapping/GPS systems, tablet computers pre-loaded with various City and state-wide databases, etc.) may canvass commercial areas of the City to develop and enhance the leads identified in the EDP. Field Surveys provide additional inventories of active businesses as well as to provide on-site verifications of data culled from other sources.

**Exception Resolution** – Records are reviewed by our skilled team members, filtering out records that may lead to erroneous contacts. This extra step allows staff to find additional revenues not otherwise identifiable through electronic means and assists in reducing potential complaints levied at City staff and management from pursuit of false positives.

**Compliance Communication and Outreach** – Upon exception resolution, HdL staff initiates contact with the identified entities through a series of City approved communication methods. HdL makes every effort to simplify the process for taxpayers and utilizes a variety of mediums for communication including mail, telephone, email and web-site access. Potential non-compliant entities are notified of their options to comply or dispute their non-compliant status. Initial notification packets include everything a business needs to become compliant and multiple methods of resolving their accounts.

**Business Support Center** – HdL operates a business support and service center where the business community can access expert staff during normal business hours. Businesses calling our toll free line can expect minimal hold times along with access to a variety of options which include filing support, payment options, resolution of specific tax issues and other services designed to reduce the burden of registering and filing taxes. Our team of experts, including our resident Certified Revenue Officers (CRO), implements a business friendly and education centric approach to supporting the business community in all aspects of the management and compliance process.

**Business Support Center ~Online** – Businesses are encouraged to take advantage of the range of services available on-line, 24 hours a day, seven days a week. With *HdL Flex File*, businesses can choose to file their new business registration as well as make payments via our on-line filing portal. In addition to filing and paying for taxes, businesses can obtain copies of applications, general support and FAQs, schedule appointments and request copies of their tax registration all with the click of a button. Our on-line services underscore HdL's commitment to excellence in customer service and education by continually improving the registration and payment experience for the business community.

**Document Submission / Processing** – Whether the taxpayer chooses to respond by mail, email or our online filing website, each application submission is reviewed for completion and accuracy prior to processing. Any additional documentation needed to complete the approval of a submission, such as a home occupation permit, can also be requested or forwarded to other City departments either as a pre-requisite or as a courtesy to the business. All submissions are filed and stored electronically and made available to the City via standard reporting processes or upon request.

**Invoicing** – Once an application is approved, invoices are forwarded to the taxpayer indicating detailed tax calculations and balances owed. Taxpayers are provided the opportunity to pay their balances via mail, online, or over the phone services. Taxpayers will also have continued access to our Business Support Center for any questions or disputes arising from the invoice process.

**Registry Update** – Upon collection of all requirements which may include the payment, application and/or other documentation, HdL will prepare a Registry Update package to include payment as well as copies of all taxpayer correspondence and other relevant information. Data in the City registry file stored in the HdL Prime Software Suite is updated daily with packages from the Compliance Management Services. Once completed, the business will be processed through the standard processes approved through the HdL Operations Management Component.

### **Business License Tax Audit Services**

The Business Tax Audit program confirms that registered businesses are compliant with City reporting requirements and educates the business community in proper reporting procedures. Bridging the gaps between enforcement and customer service oriented educational components; our program reduces the woes businesses normally associate with audits. Our Audit program provides a level playing field for businesses that are reporting accurately while making certain the City is receiving the revenues to which it is entitled.

The Business License Tax Audit Program includes:

**Analysis & Selection-** Audit candidates are selected using a variety of selection methodologies developed by our audit team using decades of business license tax audit experience. Preliminary analysis reports on each business selected are shared with the City prior to moving through the audit phases.

**Audit Notification & Scheduling** – Businesses selected by HdL and approved by the City are sent a letter notifying them of a scheduled Compliance Analysis Audit. Every effort is made to promote a positive experience for the taxpayer. A detailed description of the requirements and relevant documentation required for the audit is provided to the business 2 weeks in advance of the proposed audit date. If the business is unable meet the audit date selected by the City all efforts to reschedule the audit to a more accommodating date will be made. Businesses are also afforded the opportunity to schedule flexible appointment times by contacting the Business Support Center or visiting our online support center.

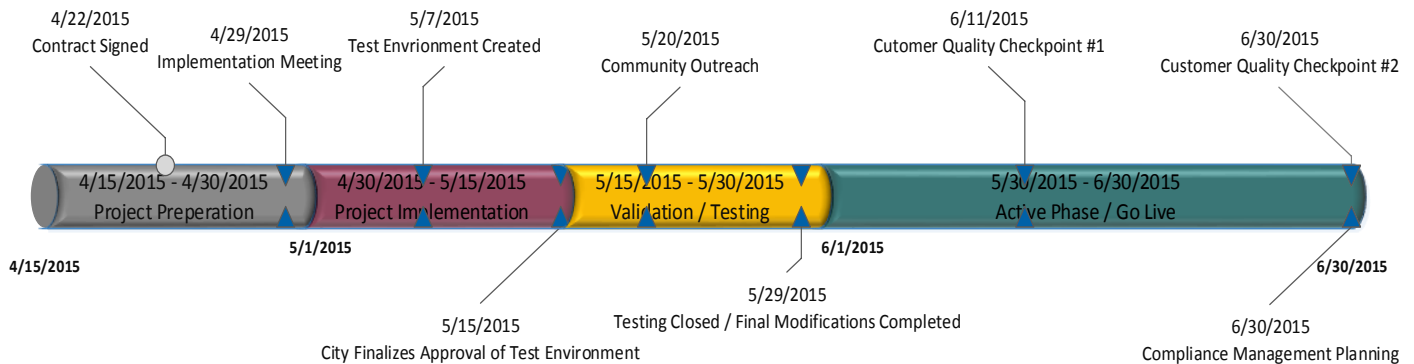
**Compliance Analysis & Audit** - The HdL audit team will audit the financial records of the business to determine compliance with business tax regulations. HdL validates taxing variables such as gross receipts and other relevant information for determining compliance. In addition to identifying underreporting issues, the HdL Audit Program will also focus on other compliance related issues such as assuring correct classifications, multiple location allocation, apportionment issues, and identifying business to business relationships that may create tax liability for 3<sup>rd</sup> parties.

**Audit & Compliance Report** – Upon completion of the audit and analysis, and prior to additional actions, a compliance report will be generated and reviewed with the City. The report will indicate specific results of the review and recommended future actions. Documentation that substantiates the findings in the report will be included with the report to assist the City and HdL in determining next step of the process.

**Deficiency and Commendation Notification** – Upon final review of the audit and analysis report businesses that are found to have deficiencies will be notified of the findings as well as the payment and appeal processes. HdL will also work with businesses found to be deficient to explain the current findings and educate taxpayers on proper future filing procedures so as to prevent future errors and deficiencies. Businesses found to be in compliance, will be sent a commendation letter thanking them for their compliance.

**Invoicing & Collections** – Business found to be underreporting are invoiced through the standard City approved collections process. Balances are collected and remitted along with supporting documentation to the City through the approved remittance processes.

## E. PROJECT PLAN



### OVERVIEW

HdL's Operations & Compliance Management Programs are implemented as a joint venture between the City and HdL. HdL understands the key to successful implementation is a partnership built on strong communication and effective execution. Working in concert with the City, HdL will develop a plan that ensures an effective on-time transition that builds confidence between HdL, the City, and its business community.

Due to HdL's current relationship with the City as the provider of business license administration software, HdL project transition plans and timing are greatly reduced, resulting in minimal impact on City personnel and the business community during project planning and implementation.

With this efficiency in mind, HdL can seamlessly convert the existing City processes, forms, and even the web renewal portal over to an HdL managed process. This allows for expedited implementation as well as little to no impact on the business community. With this migration process, HdL is able to implement a process that mirrors the City's existing program, greatly reducing the time it takes to retrain and familiarize the City and its business community with new processes or procedures forced on them by a new vendor.

Time savings obtained from project planning and development stages are reinvested into process enhancements designed to expand services for the City and its business community. Examples include expanding web functionality to include new application acceptance, additional payment options, and accepting taxpayer driven information updates as well as enhancing reporting or other processes identified for modification.

## PROJECT IMPLEMENTATION MEETING

HdL begins each of its implementations with a project planning meeting on-site at the City that brings together the key individuals responsible for the transition. During this meeting, the project team reviews project plan goals and milestones providing assurances that the City has input not only over the deliverables, but in how and when those objectives are met. Once the project plan is finalized, key individuals are assigned tasks and a clear communication chain is established, providing dedicated points of contact for the City during each phase of the implementation.

Implementation goals / tasks are addressed in three categories, technology, City/HdL dependencies, and community interface. The table below indicates examples of the items addressed during the implementation meeting.

Key: **DL** = Darlyne Demeduk, **AH** = Alex Huang, **TU** = Tony Unger, **JD** = Josh Davis

Task Name	Description	HdL Resource
<b>Technology</b>		
HdL Classic Transfer	Transfer and convert City data	DL/AH/TU
Web Site Links	Identify web links and sites effected	DL/TU
Telephony	Identify existing and new phone #'s used	DL/TU
<b>City/HdL Process Dependencies</b>		
Current Process Review	Current process analysis and timing	TU/DD/JD
Process Innovations	Brainstorm City and HdL recommended changes to processes	TU/DD/JD
Ordinance / Fee Review	Validate current fee structures and ordinance compliances	TU/DD/JD
Form Acceptance / Modification	Identify current system reports, renewal forms, etc. and enhance or accept as needed	TU/DD
Intra-City Dependencies	Follow up on any requirements or enhancements that can provide benefit to other City departments.	TU/DD/JD
Financial Controls	Establish revenue disbursement procedures as well as City GL/financial package update	TU/DD/DL/AH
Testing Timeline	Identify testing parameters and timeframe for test environment implementation	TU/DD/DL/AH
Process Review & Training	Establish timings for process finalization and familiarize City personnel with new procedures	TU/DD/JD
<b>Community Interface</b>		
Community Outreach Letter	Develop notification to business community regarding changes and benefits of program	TU/JD
Web-Site	Approval of web content, format, and access	TU/JD/AH
Mailing Address	Identify address used for public correspondence	TU/JD
Phone Number	Identify phone access for public inquiry	TU/JD
Dispute Process	Develop dispute resolution process and issue escalation procedures.	TU/JD

## **F. COST PROPOSAL**

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### **Operations Management Services**

HdL's fees for Operations Management Services are based on flat fee of \$11 per processed business license account.

### **Business License Discovery Services**

35% of all revenue received by the City as a result of discovery work performed by HdL. This fee applies to all monies received for the current tax/license period and any prior periods collected including monies received for taxes, penalties, interest, and fees.

### **Business License Tax Audit Services**

HdL's fees for Audit Services rendered for accounts that are mutually agreeable to the City and HdL shall be 35% of the revenues recovered as a result of the Audit work.

### **Professional Consulting Services**

HdL Professional Consulting Service fees related to the work listed on page 10 (Additional Consulting Services) of this response is \$10,000.00.





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## AGENDA REPORT

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**To:** Mayor Joel Fajardo and Councilmembers

**From:** Brian Saeki, City Manager

**Date:** July 20, 2015

**Subject:** Consideration to Designate a Voting Delegate and Alternates for the 2015 League of California Cities Annual Conference

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Designate a voting Delegate for the League of California Cities (the League) Annual Conference;
- b. Designate two Alternate Voting Delegates, one of whom may vote in the event that the designated Delegate is unable to serve in that capacity; and
- c. Authorize the City Clerk to execute and submit the 2015 Annual Conference Voting Delegate/Alternate Form (Attachment "A").

### **BACKGROUND:**

1. On August 4, 2014, the City Council designated Councilmember Lopez as the Voting Delegate for the League and Councilmembers Fajardo and Avila as the Alternate Delegates.
2. The League 2015 Annual Conference is scheduled for September 30, 2015 through October 2, 2015, in San Jose, California. An important part of the Annual Conference is the Annual Business Meeting; at this meeting, the League membership considers and takes action on resolutions that establish League policy.
3. On April 6, 2015, the City Council approved Mayor Fajardo's recommended appointments to the City Council Liaison Assignments 2015-2016, which included appointing Mayor Fajardo as the City Council Liaison to the League and Vice Mayor Ballin as the Alternate.

**Consideration to Designate a Voting Delegate and Alternatives for the 2015 League of California Cities Annual Conference**Page 2 of 2

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**ANALYSIS:**

Each member city has a right to cast one vote on matters pertaining to League policy. In order to vote at the Annual Business Meeting, the City Council must designate a Voting Delegate, and may also appoint up to two alternate Voting Delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Consistent with League bylaws, the City's Voting Delegate (and up to two Alternate Voting Delegates) must be designated by the City Council via either resolution or by City Council action; Voting Delegates may not be appointed by individual action of the Mayor or City Manager/Administrator alone (Attachment "B").

The Voting Delegate and Alternates must be registered to attend the Conference; they do not need to register for the entire conference, they may register for Friday only. A Voting Delegate Card will be issued and may be transferred freely between the Voting Delegate and the Alternates; however, it may not be transferred to another City official.

**CONCLUSION:**

Staff recommends that the City Council appoint a Voting Delegate and Alternates so that the City may participate in and benefit from the development of League policy.

**BUDGET IMPACT:**

There will be no impact to the General Fund for Fiscal Year 2015-2016. The act of designating a Voting Delegate and Alternates will not impact the budget and expenses for attendance at the 2015 League Annual Conference been allocated during the Fiscal Year 2015-2016 budget process.

**ATTACHMENTS:**

- A. League of California Cities 2015 Annual Conference Voting Delegate/Alternate Form
- B. League of California Cities 2015 Annual Conference Voting Procedures


**CITY:** San Fernando

**2015 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to the League office by Friday, September 18, 2015. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

**1. VOTING DELEGATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**2. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**3. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.**

**OR**

**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

 Mayor or City Clerk \_\_\_\_\_ Phone: \_\_\_\_\_  
 (circle one) (signature)

Date: \_\_\_\_\_

**Please complete and return by Friday, September 18, 2015**

League of California Cities  
**ATTN: Kayla Gibson**  
 1400 K Street, 4<sup>th</sup> Floor  
 Sacramento, CA 95814

**FAX: (916) 658-8240**  
 E-mail: kgibson@cacities.org  
 (916) 658-8247

## **Annual Conference Voting Procedures 2015 Annual Conference**

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



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## AGENDA REPORT

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**To:** City Councilmembers

**From:** Mayor Joel Fajardo

**Date:** July 20, 2015

**Subject:** Consideration to Adopt an Ordinance Relating to Non-discrimination in City Contracts and a Request to Direct Staff to Take Certain Actions Pertaining to Lesbian, Gay, Bisexual, and Transgender (LGBT) Issues Regarding This Item

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Introduce for first reading, in title only, and waive further reading of Ordinance No. 1643 (Attachment "A"), "An Ordinance of the City Council of the City of San Fernando, California, amending Division 5 of Article III of Chapter Two relating to discrimination in the classified service, and adding a new section to Division 6 of Article VI of Chapter Two relating to non-discrimination in City contracts";
- b. Authorize the City Manager to implement the following:
  - i. Appointment of an Lesbian, Gay, Bisexual, and Transgender (LGBT) liaison in the Police Department and to the City Council and/or City Manager;
  - ii. Offer LGBT diversity training to employees; and
- c. Discuss any other LGBT issues relevant to the agenda, including June 25, 2015 LGBT Forum.

### **BACKGROUND:**

1. On March 18, 2013, I made a request at a City Council meeting that staff contact the Human Rights Campaign (HRC) organization, and complete the necessary survey to have the City evaluated and rated as part of the Municipality Equality Index (MEI) with respect to LGBT inclusion.
2. Staff completed the necessary survey, and mailed that along with the supporting documents (approximately 200 pages) to the HRC office in Washington, D.C. on August 7, 2013.

**Consideration to Adopt an Ordinance Relating to Non-discrimination in City Contracts and a Request to Direct Staff to Take Certain Actions Pertaining to Lesbian, Gay, Bisexual, and Transgender (LGBT) Issues Regarding This Item**

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3. On July 7, 2014, staff learned that HRC staff said that they did not receive the City's submission. As a result, on November 26, 2014, staff completed a new survey, and submitted that along with new supporting documents for evaluation.
4. On April 13, 2015, staff received a summary of result and scorecard from HRC.

**ANALYSIS:**

For the past three years, the HRC prepares a MEI that examines the laws, policies, and services of municipalities and rates them on the basis of their inclusivity of LGBT people who live and work there. The 2014 MEI rated a total of 353 cities from every state in the nation, which is an increase of more than 60 cities rated in 2013.

The City of San Fernando self-submitted to be rated by the MEI in 2014. The City's score is 82 out of a possible 100 points. This places San Fernando above the national average of 59 points and the State average of 73 points. A copy of the scorecard has been attached to this staff report (Attachment "B").

While our initial score is higher than the State and national averages, we have room to improve as indicated in the scorecard. The most feasible areas for improvement based upon our current budgetary constraints and staffing levels are the following:

1. Adoption of a City Contractor Non-discrimination Ordinance.
2. Implementing City staff LGBT-inclusive diversity training.
3. Appointment of a Police Officer to serve as an LGBT liaison to the Police Department and a Commissioner to serve as a liaison to the City Council and/or City Manager's Office.

**City Contractor Non-discrimination Ordinance**

Attached to this report is a City Contractor Non-Discrimination Ordinance (Attachment "A") for the City Council's consideration. The proposed Ordinance amends Section 2-253 ("Discrimination") of Division 5 ("Civil Service") of Article III ("Officers and Employees") of Chapter Two ("Administration") of the San Fernando City Code to read as follows:

"Sec. 2-253. - Discrimination.

**Consideration to Adopt an Ordinance Relating to Non-discrimination in City Contracts and a Request to Direct Staff to Take Certain Actions Pertaining to Lesbian, Gay, Bisexual, and Transgender (LGBT) Issues Regarding This Item**

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- (a) No person in the classified service or seeking admission thereto shall be employed, promoted, demoted, or discharged or in any way favored or discriminated against because of political opinions or affiliations or because of race, religious creed, color, ancestry, national origin, sex, sexual orientation, gender, gender identity, gender expression, marital status, physical handicap, medical condition or age.
- (b) Minimum or maximum age limits for any examination for a position in the classified service shall not be established, and a maximum age shall not be a qualification for any employment in the classified service. However, the city council may fix minimum and/or maximum age limits for the employment of police officers.
- (c) Except as provided in subsection (b) of this section, any person possessing all the minimum qualifications for the position is eligible to take any civil service examination, regardless of age, and the personnel manager shall not adopt any rule prohibiting the employment of any person, otherwise qualified, in any city employment solely because of age.
- (d) Definitions. The following words and phrases shall have the meanings indicated herein:
  - 1. "Gender identity" means a person's actual or perceived gender-related identity, whether or not stereotypically associated with the person's assigned sex at birth.
  - 2. "Gender expression" means a person's actual or perceived gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.
  - 3. "Sexual orientation" means actual or perceived heterosexuality, homosexuality or bisexuality."

The proposed Ordinance also adds Section 2-773 ("Discrimination") of Division 6 ("Purchasing") of Article VI ("Finance") of Chapter Two ("Administration") to the San Fernando Municipal Code to read as follows:

"Sec. 2-773. – Antidiscrimination provisions required in all contracts and agreements.

Every contract or agreement between the City of San Fernando and any independent contractor, supplier or vendor shall contain provisions substantially as follows:

**Consideration to Adopt an Ordinance Relating to Non-discrimination in City Contracts and a Request to Direct Staff to Take Certain Actions Pertaining to Lesbian, Gay, Bisexual, and Transgender (LGBT) Issues Regarding This Item**

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- (1) The contractor, supplier or vendor certifies and agrees that all persons employed by such firm, its affiliates, subsidiaries or holding companies, are and will be treated equally by the firm without regard to or because of race, religious creed, color, ancestry, national origin, sex, sexual orientation, gender, gender identity, gender expression, marital status, physical handicap, medical condition or age, and in compliance with all antidiscrimination laws of the United States of America and the state of California.
- (2) The independent contractor, supplier or vendor certifies and agrees that it will deal with its subcontractors, bidders or vendors without regard to or because of race, religious creed, color, ancestry, national origin, sex, sexual orientation, gender, gender identity, gender expression, marital status, physical handicap, medical condition or age.
- (3) The contractor or vendor shall allow the City access to its employment records during regular business hours to verify compliance with these provisions when so requested by the City.
- (4) If the City finds that any of the above provisions has been violated, the same shall constitute a material breach of contract upon which the City may determine to cancel, terminate, or suspend the contract. While the City reserves the right to determine independently that the antidiscrimination provisions of the contract have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that the vendor or contractor has violated state or federal antidiscrimination laws shall constitute a finding by the City of San Fernando that the vendor or contractor has violated the antidiscrimination provisions of the contract.
- (5) The parties agree that in the event the independent supplier, vendor or contractor violates the antidiscrimination provisions of the contract, the City shall, at its option, be entitled to a sum to be determined prior to execution of the contract pursuant to Civil Code Section 1671 as damages in lieu of cancelling, terminating or suspending the contract. Continuing the contract shall be contingent upon the independent supplier's, vendor's or contractor's compliance with the City's antidiscrimination policies.
- (6) Definitions. The following words and phrases shall have the meanings indicated herein:

**Consideration to Adopt an Ordinance Relating to Non-discrimination in City Contracts and a Request to Direct Staff to Take Certain Actions Pertaining to Lesbian, Gay, Bisexual, and Transgender (LGBT) Issues Regarding This Item**

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1. "Gender identity" means a person's actual or perceived gender-related identity, whether or not stereotypically associated with the person's assigned sex at birth.
2. "Gender expression" means a person's actual or perceived gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.
3. "Sexual orientation" means actual or perceived heterosexuality, homosexuality or bisexuality."

**LGBT Diversity Training**

I've also spoken with the City Manager and he has agreed to offer additional diversity training for employees. Currently, we contract through the Employment Relations Consortium for most employee training including diversity training. We would continue to do so but offer more in-depth training specific to LGBT issues.

**LGBT Liaisons**

In addition, our score would be increased if we appointed an LGBT liaison to the Police Department and to the City Council and/or City Manager's Office. Chief Vairo will provide his recommendations for the Police liaison. We can discuss a suitable liaison for the City Council and/or City Manager when we discuss Commissions at a subsequent meeting.

**BUDGET IMPACT:**

There would be no financial impact in introducing the "Non-Discrimination in City Contracts Ordinance". It is anticipated that the duties for the liaison positions will have very little budgetary impact. Finally, the additional training can be absorbed in the Fiscal Year 2015-2016 Budget.

**ATTACHMENTS:**

- A. Ordinance No. 1643
- B. City of San Fernando 2014 MEI Scorecard

**ATTACHMENT “A”****ORDINANCE NO. 1643****AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING DIVISION 5 OF ARTICLE III OF CHAPTER TWO RELATING TO DISCRIMINATION IN THE CLASSIFIED SERVICE, AND ADDING A NEW SECTION TO DIVISION 6 OF ARTICLE VI OF CHAPTER TWO RELATING TO NON-DISCRIMINATION IN CITY CONTRACTS****RECITALS**

**WHEREAS**, the City of San Fernando (“City”) is committed to adopting antidiscrimination policies consistent with laws the State of California, including prohibiting discrimination against individuals because of race, religious creed, color, ancestry, national origin, sex, sexual orientation, gender, gender identity, gender expression, marital status, physical handicap, medical condition or age; and

**WHEREAS**, the City has recently undergone a Municipality Equality Index (“MEI”) evaluation, the purpose of which is to examine the laws, policies, and services of municipalities and rate them on the basis of their inclusivity of Lesbian, Gay, Bisexual and Transgender (“LGBT”) members of the public who live and work in the municipality; and

**WHEREAS**, the City intends to improve its MEI rating based on recommendations made in the 2015 MEI that the city adopt ordinances to comply with the State’s antidiscrimination policies in public contracting, specifically as it relates to the inclusivity and quality of life for LGBT members of the public; and

**WHEREAS**, due to these circumstances, the City desires to amend the City Municipal Code to enforce the State’s antidiscrimination policies in its own hiring practices, and certify that agreements with independent suppliers, vendors, and contractors (including their subcontractors) also comply with the State’s antidiscrimination policies in their employment practices.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.**        Recitals. The Recitals set forth above are true and correct and incorporated into this Ordinance.

**SECTION 2.**        Section 2-253 (“Discrimination”) of Division 5 (“Civil Service”) of Article III (“Officers and Employees”) of Chapter Two (“Administration”) of the San Fernando City Code is hereby amended in its entirety to read as follows:

“Sec. 2-253. - Discrimination.

- (a) No person in the classified service or seeking admission thereto shall be employed, promoted, demoted, or discharged or in any way favored or discriminated against because of political opinions or affiliations or because of race, religious creed, color, ancestry,

national origin, sex, sexual orientation, gender, gender identity, gender expression, marital status, physical handicap, medical condition or age.

- (b) Minimum or maximum age limits for any examination for a position in the classified service shall not be established, and a maximum age shall not be a qualification for any employment in the classified service. However, the city council may fix minimum and/or maximum age limits for the employment of police officers.
- (c) Except as provided in subsection (b) of this section, any person possessing all the minimum qualifications for the position is eligible to take any civil service examination, regardless of age, and the personnel manager shall not adopt any rule prohibiting the employment of any person, otherwise qualified, in any city employment solely because of age.
- (d) Definitions. The following words and phrases shall have the meanings indicated herein:
  - 1. "Gender identity" means a person's actual or perceived gender-related identity, whether or not stereotypically associated with the person's assigned sex at birth.
  - 2. "Gender expression" means a person's actual or perceived gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.
  - 3. "Sexual orientation" means actual or perceived heterosexuality, homosexuality or bisexuality."

**SECTION 3.** Section 2-773 ("Discrimination") of Division 6 ("Purchasing") of Article VI ("Finance") of Chapter Two ("Administration") is hereby added to the San Fernando Municipal Code to read as follows:

"Sec. 2-773. – Antidiscrimination provisions required in all contracts and agreements.

Every contract or agreement between the City of San Fernando and any independent contractor, supplier or vendor shall contain provisions substantially as follows:

- (1) The contractor, supplier or vendor certifies and agrees that all persons employed by such firm, its affiliates, subsidiaries or holding companies, are and will be treated equally by the firm without regard to or because of race, religious creed, color, ancestry, national origin, sex, sexual orientation, gender, gender identity, gender expression, marital status, physical handicap, medical condition or age, and in compliance with all antidiscrimination laws of the United States of America and the state of California.
- (2) The independent contractor, supplier or vendor certifies and agrees that it will deal with its subcontractors, bidders or vendors without regard to or because of race, religious creed, color, ancestry, national origin, sex, sexual orientation, gender, gender identity, gender expression, marital status, physical handicap, medical condition or age.

- (3) The contractor or vendor shall allow the City access to its employment records during regular business hours to verify compliance with these provisions when so requested by the City.
- (4) If the City finds that any of the above provisions has been violated, the same shall constitute a material breach of contract upon which the City may determine to cancel, terminate, or suspend the contract. While the City reserves the right to determine independently that the antidiscrimination provisions of the contract have been violated, in addition, a determination by the California Fair Employment Practices Commission or the Federal Equal Employment Opportunity Commission that the vendor or contractor has violated state or federal antidiscrimination laws shall constitute a finding by the City of San Fernando that the vendor or contractor has violated the antidiscrimination provisions of the contract.
- (5) The parties agree that in the event the independent supplier, vendor or contractor violates the antidiscrimination provisions of the contract, the City shall, at its option, be entitled to a sum to be determined prior to execution of the contract pursuant to Civil Code Section 1671 as damages in lieu of cancelling, terminating or suspending the contract. Continuing the contract shall be contingent upon the independent supplier's, vendor's or contractor's compliance with the City's antidiscrimination policies.
- (6) Definitions. The following words and phrases shall have the meanings indicated herein:
  1. "Gender identity" means a person's actual or perceived gender-related identity, whether or not stereotypically associated with the person's assigned sex at birth.
  2. "Gender expression" means a person's actual or perceived gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth.
  3. "Sexual orientation" means actual or perceived heterosexuality, homosexuality or bisexuality."

**SECTION 3.**      **Severability.** If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council declares that it would have passed this Ordinance and each and every section, subsection, sentence, clause or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

**SECTION 4.**      **Inconsistencies.** Any provision of the San Fernando Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to the extent necessary to implement the provisions of this Ordinance.



**SECTION 5.** Effective Date. In accordance with Government Code section 36937, this Ordinance shall take effect and be in force thirty (30) days from passage and adoption.

**SECTION 6.** Certification. The City Clerk is hereby authorized and directed to certify to the passage of this Ordinance by the City Council and shall cause it to be published or posted as required by law.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of San Fernando a regular meeting held on \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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

**ATTEST:**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Rick R. Olivarez, City Attorney

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

I, ELENA G. CHÁVEZ, City Clerk of the City of San Fernando, do hereby certify that the foregoing Ordinance was adopted a regular meeting of the City Council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2014 and was carried by the following roll call vote:

AYES:

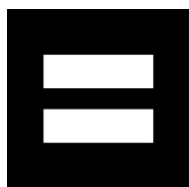
NOES:

ABSENT:

ABSTAIN:

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

## ATTACHMENT "B"

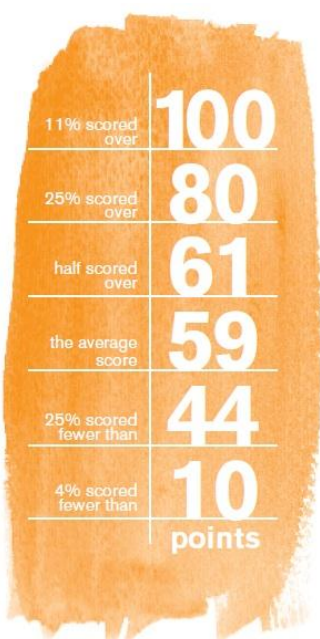


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1640 Rhode Island Ave., N.W.  
Washington, D.C. 20036  
web: [www.hrc.org](http://www.hrc.org)  
phone: 202/628-4160  
fax: 202/347-5323

## 2014 Municipal Equality Index: San Fernando, California

### Summary of Results



Even as marriage equality expands to 32 states, cities around the country continue to lead the way toward equality for lesbian, gay, bisexual and transgender (LGBT) people. The 2014 Municipal Equality Index (MEI) highlights the ways cities have acted to ensure their LGBT citizens are treated with dignity and respect, even where the state and federal government have failed to do so.

#### *Non-discrimination Laws*

Of the 84 million people living in MEI-rated municipalities, 34 million have more inclusive laws at the municipal level than they do at the state level; in an era where one third of the states with marriage equality lack critical nondiscrimination protections for the LGBT community, this is of critical importance. Further, 32 million people have explicit gender identity or expression protections at the municipal level that they do not have at the state level. Cities around the country recognize the importance of ensuring all people have the ability to live and work without fear of discrimination because of

their sexual orientation or gender identity.

And this momentum is not limited to cities in any one region of the country. Cities of all sizes, chosen for rating for any of several different reasons, from states with good LGBT laws and states without, have made municipal equality a priority in their jurisdiction.

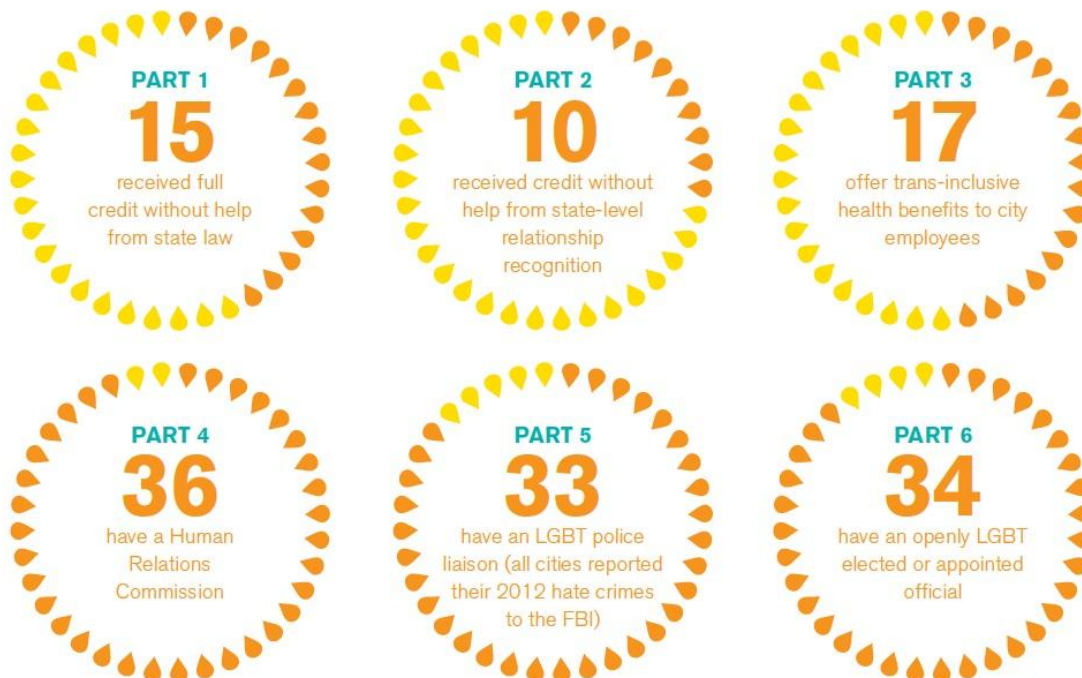
Eight of the thirty-eight cities that scored 100 points had populations of under 100,000 people, and every region of the country had at least one perfect score. Twenty-three MEI “All Stars” scored over 85 points without reliance on state law for points in the relationship recognition and nondiscrimination categories; nearly half of the perfect scores received full credit in the non-discrimination section based upon municipal law alone. Cities selected for rating due to their high proportion of same-sex couples did remarkably better than cities as a whole (they averaged 82 points in comparison to the national average of 59 points), and that

effect was magnified when the city was also one of the fifty largest in the country. Overall, however, city size did not have a significant relationship to a city's score.

One of the most striking changes is that forty-two cities – 12% of cities rated in 2014 – are offering transgender-inclusive health care options to city employees. This is an increase from 16 cities in 2013, which was up from 5 cities in 2012. Of the cities the 2012 MEI rated, there has been a fivefold increase with 25 of those cities – 18% of cities rated in that edition – now offering transgender-inclusive benefits. This edition is the MEI's first in counting transgender-inclusive health benefits as standard (not bonus) points, as recent changes have made it possible for cities who had previously been barred from offering trans-inclusive benefits to now do so. For more information about transgender inclusive benefits and the MEI, please see page 28 for the full MEI report (available at [www.hrc.org/mei](http://www.hrc.org/mei)).

Marriage is changing the landscape of equality, but this report underlines that some of the most important progress is happening not in the courts, not in the statehouses, but in city halls in every corner of America.

## OF THE 38 CITIES THAT SCORED 100 POINTS...



## San Fernando, California

San Fernando, California self-submitted to be rated by the MEI late last year. The City's current score is 82 out of a possible 100 points. This places San Fernando above the national average of 59 points and the state average of 73 points. However, as indicated in the included scorecard, there remains a number of opportunities to improve the City's score.

### **Points Earned**

San Fernando obtained full credit in **Part I: Non-discrimination Laws**, which awards credit for inclusive state, county, or city level non-discrimination protections. All points awarded in this part were based on state-level non-discrimination laws prohibiting discrimination in employment, housing, and public accommodations based on sexual orientation or gender identity (SOGI).

The City also earned full credit in **Part II: Relationship Recognition** on account of state and county relationship recognition laws for same-sex couples.

**Part III: Municipality As Employer** looks at city employment policies. Here, San Fernando gained 24 points out of 33 possible points. The City was awarded credit for its SOGI-inclusive city employment nondiscrimination policy, domestic partnership benefits, transgender-inclusive health benefits (through CalPERS), and benefits (including family leave) for partners and legal dependents of same-sex couples. San Fernando obtained half credit for a consistent practice of inserting a nondiscrimination clause in city vendor contracts.

In **Part IV: Municipal Services**, San Fernando obtained 10 out of 26 possible points. Points were awarded for the Los Angeles County's Human Relations Commission and SOGI-inclusive school district anti-bullying policies.

San Fernando earned 10 out of 18 points in **Part V: Law Enforcement**. Ten points were awarded in this section for responsible reporting of hate crimes to the FBI.

Finally, the City was granted 8 out of 13 possible points in **Part VI: Leadership on LGBT Equality**. This section rates city leadership's public position on equality and recent local legislative efforts. These points were based on the City Council's vote to participate in the MEI, as well as city leadership's efforts to attract Pride events and LGBT community centers. Furthermore, the City was awarded 3 bonus points for having openly LGBT city officials.

### **Opportunities for Improvement**

San Fernando's 2014 self-submit rating identifies a number of areas for improvement. Opportunities for additional credit are highlighted below.

- **Part III: Municipality As Employer**

- **City Contractor Non-discrimination Ordinance:** By codifying (via policy or ordinance) San Fernando's current practice of requiring contractors to have SOGI-inclusive employment nondiscrimination policies, the City can obtain full credit in this category (2 additional points).
- **Welcoming Place to Work:** 2 bonus points are available in this section for instituting all-staff LGBT-inclusive diversity training, an employee pride alliance, or a recruitment program that actively advertises to the LGBT community.
- Points in the remaining categories (**City Contractor Equal Benefits Ordinance** and **Grossing Up** bonus points) are not available due to state law and upcoming revisions to the 2015 MEI.

- **Part IV: Municipal Services**

- **LGBT Liaison to the City Executive:** 5 points are available in this section. The contact info for the city executive LGBT liaison must be publically posted on the City's website in order to qualify for credit.
- **HRC Enforcement:** 3 bonus points will be granted if the City (or County) implements a human rights/relations commission (HRC) that has the power to enforce nondiscrimination protections.
- **City Services to LGBT youth, LGBT homeless, LGBT elderly, and People Living with HIV/AIDS:** A total of 8 bonus points is available if the City either (1) directly provides services to these vulnerable groups, or (2) provides support (funds or in-kind donations) to organizations that provide these services.
  - Example: City funding to a community center that facilitates a weekly LGBT youth support group.

- **Part V: Law Enforcement:**

- **Police LGBT Liaison:** San Fernando can earn an additional 8 points for appointing an officer to serve as an LGBT liaison to the city police department. As with the city executive LGBT liaison, the police liaison's contact information and designation as LGBT liaison must be posted on the City's website for credit.

- **Part VI: Leadership on LGBT Equality**

- This section of the MEI employs a subject assessment of city leadership's actions and positions on equality. The City can possibly increase its score by 3 points if city leadership continues to take public positions in favor of equality and introduce policies or legislation that further LGBT equality.

- **Resisting Dillon's Rule** points do not apply to cities in California, since California does not have laws restricting cities' ability to pass ordinances protecting LGBT people.

In summary, the City of San Fernando can increase its raw score by **34 total points** by following the recommendations above. Final scores cannot exceed 100.



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		State			County			Municipal			
		SO	GI		SO	GI		SO	GI		
Part I. Non-Discrimination Law											
A. Employment	6	3/3	3	3	3/3	0	0	3/3	0	0	6
B. Housing	6	3/3	3	3	3/3	0	0	3/3	0	0	6
C. Public Accommodations	6	3/3	3	3	3/3	0	0	3/3	0	0	6
18		Part I. Standard Points									18
Part II. Relationship Recognition											
		ME	CU	DP	DP Registry			DP Registry			
A. Statewide RR (ME, CU, DP)	12	12	0	12							12
B. Municipal DP Registry	12				12	12		12	0		12
12		Part II. Standard Points									12
Part III. Municipality As Employer											
					SO	GI		SO	GI		
Non-Discrimination Policy for City Employees											
A. Non-Discrimination In City Employment	10				5/5	0	0	5/5	5	5	10
					---			---			
B. Domestic Partner Health Benefits	4				4	0		4	4		4
C. Trans-Inclusive Health Benefits	4				4	0		4	4		4
D. Legal Dependent Benefits	2				2	0		2	2		2
E. Equivalent Family Leave	2				2	0		2	2		2
					---			---			
F. City Contractor Non-Discrim Ordinance	4				2/2	0	0	2/2	1	1	2
G. City Contractor Equal Benefits Ordinance	3				3	0		3	0		0
BONUS: Grossing Up Employee Benefits	2				2	0		2	0		0
BONUS: Welcoming Place to Work	2				2	0		2	0		0
29		Part III. Standard Points									24
4		Part III. Bonus Points									0
Part IV. Municipality Services											
A. Human Rights Commission	4				4	4		4	0		4
B. Mayor/LGBT Liaison/Office	5				5	0		5	0		0
					SO	GI		SO	GI		
C. Anti-Bullying Policies	6	3/3	3	3	3/3	0	0	3/3	3	3	6
BONUS: Enforcement of HRC	3				3	0		3	0		0
BONUS: City provides services to LGBT youth	2				2	0		2	0		0
BONUS: City provides services to LGBT homeless	2				2	0		2	0		0
BONUS: City provides services to LGBT elderly	2				2	0		2	0		0
BONUS: City provides services to HIV/AIDS pop.	2				2	0		2	0		0
15		Part IV. Standard Points									10
11		Part IV. Bonus Points									0
Part V. Law Enforcement											
A. LGBT Liaison/Task Force in Police Dept.	8				8	0		8	0		0
B. Hate Crimes Reporting (2012)	10				10	0		10	10		10
18		Part V. Standard Points									10
Part VI. Leadership on LGBT Equality											
A. Leadership's Public Position on Equality	0-5				0-5	0		0-5	3		3
B. Recent Local Legislative Efforts	0-3				0-3	0		0-3	2		2
BONUS: LGBT Visibility	3				3	0		3	3		3
BONUS: Resisting Dillon's Rule	2				2	0		2	0		0
8		Part VI. Standard Points									5
5		Part VI. Bonus Points									3
										Standard Points Total	79
										Bonus Point Total	3
										Total Raw Score	82
										Final Score	82