



*Mayor Antonio Lopez • Mayor Pro Tem Sylvia Ballin
Councilmember Jesse H. Avila • Councilmember Joel Fajardo • Councilmember Robert C. Gonzales
Interim City Manager Fred Ramirez*

SAN FERNANDO CITY COUNCIL
SPECIAL MEETING NOTICE & AGENDA
TUESDAY, FEBRUARY 18, 2014 – 4:30 PM
COMMUNITY MEETING ROOM
117 MACNEIL STREET
SAN FERNANDO, CA 91340

NOTICE IS HEREBY GIVEN that the San Fernando City Council will hold a Special Meeting on **Tuesday, February 18, 2014, at 4:30 p.m.**, in the Community Meeting Room, located at 117 Macneil Street, San Fernando, California.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

Mayor Antonio Lopez

APPROVAL OF AGENDA

PUBLIC STATEMENTS – WRITTEN/ORAL

There will be a three (3) minute limitation per each member of the audience who wishes to make comments in order to provide a full opportunity to every person who desires to address the City Council. Only matters contained in this notice may be considered.

STUDY SESSION

1) CONSIDERATION TO APPROVE SAN FERNANDO REGIONAL POOL FACILITY PARKING LOT PROJECT DESIGN AND ASSOCIATED CITY ACTIONS TO FACILITATE PROJECT BID PROPOSALS FOR CONSTRUCTION

Recommend that the City Council:

- a. Approve the San Fernando Regional Pool Facility Parking Lot Design for development of the undeveloped portion of the Recreation Park site at the southeast corner of Fourth Street and Park Avenue; and



SAN FERNANDO CITY COUNCIL
SPECIAL MEETING NOTICE & AGENDA – TUESDAY, FEBRUARY 18, 2014
PAGE 2

- b. Authorize City staff to prepare the associated bid documents and issue a Notice Inviting Bids for the project.

RECESS TO CLOSED SESSION

- A) CONFERENCE WITH LEGAL COUNSEL TO DISCUSS MATTER INVOLVING ANTICIPATED LITIGATION AND/OR EXPOSURE TO LITIGATION
G.C. §54956.9(d) and 54956.1(e)(1)
One (1) matter
- B) CONFERENCE WITH LEGAL COUNSEL TO DISCUSS MATTER INVOLVING ANTICIPATED LITIGATION AND/OR EXPOSURE TO LITIGATION
G.C. §54956.9(d)(2) and 54956.9(e)(3)
One (1) matter

RECONVENE/REPORT OUT FROM CLOSED SESSION

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 24 hours prior to the meeting.

Elena G. Chávez, City Clerk

Signed and Posted: February 13, 2014 (2:00 p.m.)

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). 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. 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.

San Fernando City Council Special Meeting

*This Page
Intentionally
Left Blank*

*This Page
Intentionally
Left Blank*

PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor Antonio Lopez and Councilmembers

FROM: Fred Ramirez, Interim City Manager
By: Marlene M. Miyoshi, Interim Public Works Director
Manuel Fabian, Civil Engineering Assistant II

DATE: February 18, 2014

SUBJECT: Consideration to Approve San Fernando Regional Pool Facility Parking Lot Project Design and Associated City Actions to Facilitate Project Bid Proposals for Construction

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve the San Fernando Regional Pool Facility Parking Lot Design (Attachment "A") for development of the undeveloped portion of the Recreation Park site at the southeast corner of Fourth Street and Park Avenue; and
- b. Authorize City staff to prepare the associated bid documents and issue a Notice Inviting Bids for the project.

BACKGROUND:

1. On October 25, 2008, the San Fernando Regional Pool Facility opened to the public.
2. In September 2009, City staff was directed by the City Administrator to develop plans for the temporary improvement of the area at Fourth Street and Park Avenue for dust control measures and greening of the site.
3. On April 19, 2010, the City Council directed City staff to finalize a low-cost plan to improve the City-owned property at the corner of Fourth Street and Park Avenue.
4. On April 2, 2013, the City Council held a Special Meeting to set priorities for Fiscal Year (FY) 2013-14. A new San Fernando Regional Pool Facility Parking Lot (at the corner of Fourth Street and Park Avenue) was identified as a priority.
5. On November 18, 2013, the City Council formally approved the FY 2013-2014 City Priorities which included the use of Quimby Act Funds as the source of funding for the

Consideration to Approve San Fernando Regional Pool Facility Parking Lot Project Design and Associated City Actions to Facilitate Project Bid Proposals for Construction

Page 2

parking lot project. (The California State Quimby Act authorizes the legislative body of a city to impose fees for park or recreational purposes as a condition to the approval of a tentative or parcel subdivision map, if specified requirements are met.)

6. On February 5, 2014, the City's Tree Commission met to review the proposed parking lot design that included the removal and replacement of nine trees on the project site. The Commission concurred with the tree removals and replacement with eight Chinese Pistache trees.

ANALYSIS:

There is no on-site parking for the City's San Fernando Regional Pool Facility. As such, parking in the immediate area is very difficult during peak use periods, exhausting all available street parking. The undeveloped portion of the Recreation Park site located at the southeast corner of Fourth Street and Park Avenue is an ideal site for a parking lot (Attachment "B") in support of Recreation Park and the San Fernando Regional Pool Facility. It should be noted that the identified Quimby Act Funds for the project are subject to expiration on June 30, 2014. The Parking Lot Project's anticipated completion date is in line with the need to use the Quimby Act Funds before the end of this fiscal year.

Project Cost Breakdown - Staff has had the parking lot design (Attachment "A") prepared with an engineer's estimate. All estimated project costs are identified in the table below:

Construction	\$ 244,405
Construction Contingency	16,645
Design, CEQA Review/Clearance & National Pollutant Discharge Elimination System (NPDES) Services (Willdan Engineering)	22,950
<u>Staff Mgmt./Inspection</u>	<u>15,000</u>
Total Project Cost	\$ 299,000
 Alternate Bid Item – Irrigation System	 \$ 5,980

Scope of Work - The proposed parking lot will include the following:

- Asphalt paved surface
- 77 regular parking stalls and four Americans with Disabilities Act (ADA) parking stalls
- Two-way vehicular path of travel
- Median with light-emitting diode (LED) lighting
- Pedestrian access to Park Avenue
- Mitigation for NPDES requirements
- Eight Chinese Pistache Trees (Attachment "C")
- Irrigation System (Alternate Bid Item)

Project Schedule - Willdan Engineering has prepared the plans and specifications, and submitted the documents for City approval. Upon City Council approval of the design, staff will advertise

Consideration to Approve San Fernando Regional Pool Facility Parking Lot Project Design and Associated City Actions to Facilitate Project Bid Proposals for Construction

Page 3

the project from mid-February through mid-March 2014. The Public Works Department will seek award of the construction contract in April 2014, with construction occurring from mid-April to June of 2014, subject to weather conditions.

February 18, 2014	Project Design Presentation to City Council
February 20, 2014	Issue Notice of Inviting Bids
March 20, 2014	Bid Opening
April 7, 2014	Award of Construction Contract
April 21, 2014	Start Construction
June 21, 2014	Construction Completed

BUDGET IMPACT:

The estimated cost of this project is \$299,000, totally funded by the City's Quimby Act Funds.

As a part of the budget preparation process for FY 2013-14, staff contemplated two Quimby Act Fund projects: a Heating, Ventilation, and Air Conditioning (HVAC) Replacement Project at Recreation Park for the Recreation and Community Services (RCS) Department, and the San Fernando Regional Pool Facility Parking Lot Project in the Public Works Department. Each project was approved for a budget of \$120,000 each.

The RCS Department (with the Community Development Department) has since submitted a grant application for State grant funds under the Housing Related Parks Program, for the HVAC Replacement Project. As such, in support of the San Fernando Regional Pool Facility Parking Lot Project the RCS Department has concurred with the mid-year budget re-allocation of the HVAC Replacement Project's \$120,000 in Quimby Act Funds toward the San Fernando Regional Pool Facility Parking Lot Project. Additionally during the mid-year budget review process staff requested the remaining Quimby Act Fund balance of \$59,000 be committed to this project.

CONCLUSION:

The proposed 81 spaces parking facility at the southeast corner of Fourth Street and Park Avenue is an important compliment to Recreation Park as well as the San Fernando Regional Pool Facility. Due to the time constraints on the use of available funding, it is critical to receive City Council approval of the project design as soon as possible. Staff is recommending the proposed attached design.

ATTACHMENTS:

- A. San Fernando Regional Pool Facility Parking Lot Design
- B. Aerial Map - Parking Lot Location
- C. Certified Arborist Tree Recommendation

FOURTH STREET

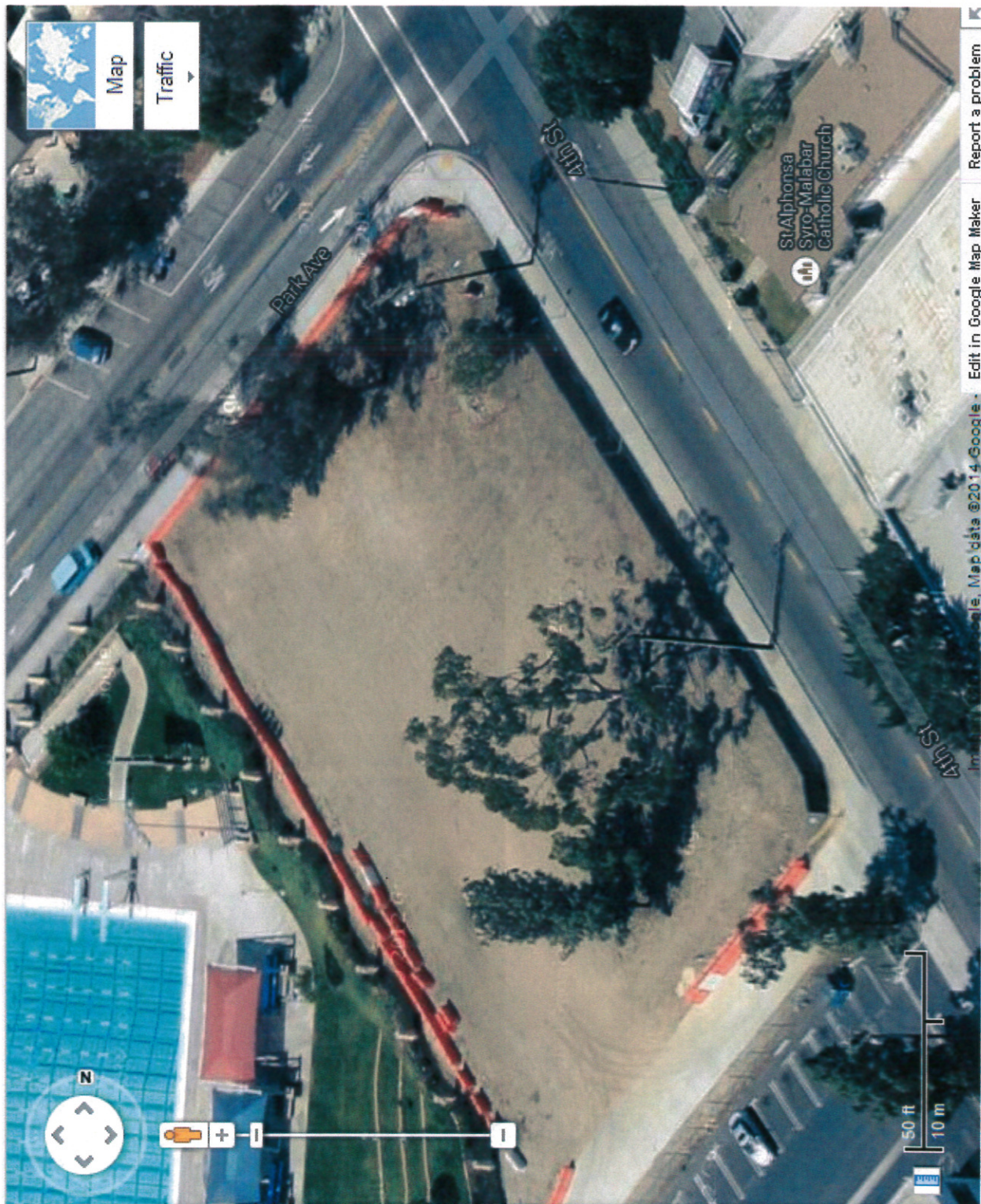


	Sheet No.
	GF X

UNDERGROUND SERVICE ALERT
CALL TOLL FREE
811
TWO WORKING DAYS BEFORE YOU DIG

ATTACHMENT "B"

Proposed Parking Lot Site



ATTACHMENT "C"

**Seven Elk Ranch
Design Inc.**

Memo

To: Marlene Miyoshi, City of San Fernando
From: Kay Greeley, President
Date: February 6, 2014
Re: Regional Pool Facility Parking Lot Project

As requested, I reviewed the site plan for the proposed San Fernando Regional Pool Facility parking lot. Specifically, I reviewed the parking lot planters to develop a recommendation for a parking lot shade tree.

After careful consideration and with the concurrence of the Tree Commission on February 5, 2014, I recommend that the City Council consider Chinese pistache (*Pistacia chinensis*) for the eight trees shown on the proposed plan. The size of the planters will allow the trees to fully mature into large shade trees. The recommendation was based on the following attributes:

- Good quality shade in the hot summer months, muting the heat island affect and allowing the parking lot to be comfortably utilized for other uses, such as health fairs, etc.
- Deciduous, allowing for more sunlight in the winter
- Striking fall color that will create a statement
- Low issues with respect to invasive roots
- Drought tolerant

These trees will take full advantage of the ten-foot wide planters. They will be somewhat unique in the city because they should be limited to larger planting spaces. The size of most parkway planters will not accommodate this species, so the trees are not likely to be used as street trees and would thus create more of a signature statement in the proposed parking lot.

Pistacia chinensis

pih-STASH-ee-uh
chin-NEN-sis

(Chinese Pistache)

Anacardiaceae (Cashew family)

Origin: China, Taiwan and The Philippines, 1897

Species characteristics:

Form - Deciduous. Rounded tree with slow growth to 40' and as wide. Young tree often has an asymmetrical limb structure, but when mature, structure is good with dense foliage and an oval to rounded shape.

Trunk - Thin platelets of light gray bark tinged with shades of light orange.

Foliage - Leaves are pinnately compound, 10" long, a shiny dark green with 10 - 16 paired green, lanceolate leaflets each 2 - 4" long by 3/4" wide. Beautiful fall coloring is scarlet, crimson, orange and sometimes yellow.

Flowers/fruit - Flowers are not showy. Fruit on female tree is bright red, turning a dark blue, flattened and round, 1/4" in diameter, in bunches of 4" long clusters. Female trees take several years to bear fruit and only then if a male tree is nearby.

Cultivars - The grafted male is recommended.

No significant pest problems are known at this time.

Site suitability:

Sunset zones - 4 - 16 and 18 - 23.

Clearances - Suitable for 5' minimum parkways, medians or cutouts.

Good for street sides, medians, parks and lawns.

Culture considerations:

Tolerant of most soil types and moderate alkalinity, as well as most water and wind conditions. Thrives in hot climate and is relatively drought tolerant once established.

Comments, notes:

