



Mayor Antonio Lopez
Mayor Pro Tem Sylvia Ballin
Councilmember Jesse H. Avila
Councilmember Joel Fajardo
Councilmember Robert C. Gonzales
Interim City Administrator
Don Penman

SAN FERNANDO CITY COUNCIL
AGENDA

JANUARY 7, 2013 – 6:00 PM

COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

Mayor Antonio Lopez

APPROVAL OF AGENDA

REPORT OUT FROM CLOSED SESSION

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.

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) **APPROVAL OF WARRANT REGISTER NO. 13-011**

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NEW BUSINESS

2) COMPLIMENTARY TICKET AND PASSES DISTRIBUTION POLICY

Recommend that the City Council adopt a Complimentary Ticket and Passes Distribution Policy, pursuant to the Fair Political Practices Commission Regulation 18944.1.

CITY COUNCIL ITEMS

3) APPOINTMENTS TO CITY COMMISSIONS

Councilmember Joel Fajardo is recommending the appointments of:

- a. Danitza Pantoja to the Parks, Wellness, and Recreation Commission; and
- b. Gilbert Berriozabal to the Transportation and Safety Commission.

STANDING COMMITTEE UPDATES

- No. 1 Budget, Personnel and Finance (BPF)
Chair Jesse H. Avila
- No. 2 Housing, Community & Economic Development and Parking (HCEP)
Chair Antonio Lopez
- No. 3 Natural Resources, Infrastructure, Water, Energy and Waste Management (NRIW)
Chair Joel Fajardo
- No. 4 Public Safety, Veteran Affairs, Technology and Transportation (PVTT)
Chair Jesse H. Avila
- No. 5 Education, Parks, Arts, Health and Aging (EPAH)
Chair Robert C. Gonzales

GENERAL COUNCIL COMMENTS

STAFF COMMUNICATION



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ADJOURNMENT

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

Julie M. Fernandez, Deputy City Clerk

Signed and Posted: January 4, 2013 (12:45 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.



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San Fernando City Council

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FINANCE DEPARTMENT**MEMORANDUM**

TO: Mayor Antonio Lopez and Councilmembers

FROM: Don Penman, Interim City Administrator/Deputy Finance Director

DATE: January 7, 2013

SUBJECT: Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt a Resolution (Attachment "A") approving the Warrant Register.

BACKGROUND:

For each City Council meeting the Finance Department prepares a Warrant Register for Council approval. The Register includes all recommended payments for the City. Checks, other than handwritten checks, generally are not released until after the Council approves the Register. The exceptions are for early releases to avoid penalties and interest, excessive delays and in all other circumstances favorable to the City to do so. 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 Deputy 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 Deputy Finance Director hereby certifies that each warrant has been reviewed for completeness and that sufficient funds are available for payment of the warrant register.

ATTACHMENT:

A. Warrant Register Resolution

ATTACHMENT "A"

RESOLUTION NO. 13-011

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO ALLOWING AND APPROVING FOR
PAYMENT DEMANDS PRESENTED ON DEMAND/
WARRANT REGISTER NO. 13-011**

**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 7th day of January, 2013.

Antonio Lopez, 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 7th day of January 2013, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

EXHIBIT "A"

vchlist Page: 1
 01/04/2013 9:35:03AM Voucher List
 CITY OF SAN FERNANDO

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100307	1/7/2013	100043 ABLE RIBBON TECHNOLOGY INC	181119		HP8100 CARTRIDGES	
					70-382-0000-4300	169.10
					72-360-0000-4300	169.10
					73-350-0000-4300	169.11
					Total :	507.31
100308	1/7/2013	100067 ADVANCE DIRECT MAIL	12072012		UTILITY BILLING MAILING SERVICE - D	
					70-382-0000-4300	64.55
					72-360-0000-4300	64.55
					73-350-0000-4300	64.54
					Total :	193.64
100309	1/7/2013	100070 ADVANCED ELECTRONICS INC.	0121277-IN		COMPUTER MAINT	
			0121860-IN		01-222-0000-4260	2,205.81
			0121861-IN		CCTV EQUIP MAINT	
					01-222-0000-4260	3,420.00
					CCTV EQUIP MAINT	
					01-222-0000-4260	3,420.00
					Total :	9,045.81
100310	1/7/2013	100074 AEGIS COMPUTERS INC.	207881		COMP MAINT - 09/03 - 09/07 (63.50HRS)	
					01-190-0241-4260	2,827.50
					01-190-0420-4260	390.00
					01-222-0000-4260	650.00
					01-190-0381-4260	260.00
			207882		COMP MAINT - 09/10 - 09/14 (66.50HRS)	
					01-190-0241-4260	2,502.50
					01-190-0420-4260	260.00
					01-222-0000-4260	1,365.00
					01-190-0310-4260	195.00
			207883		COMP MAINT - 09/17 - 09/21 (63.50HRS)	
					01-190-0241-4260	2,827.50
					01-190-0420-4260	390.00
					01-222-0000-4260	650.00
					01-190-0381-4260	260.00
			207884		COMP MAINT - 09/24 - 09/27 (64.50HRS)	

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 CITY OF SAN FERNANDO

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100310	1/7/2013	100074 AEGIS COMPUTERS INC.	(Continued)		01-190-0241-4260	2,892.50
					01-190-0420-4260	390.00
					01-222-0000-4260	650.00
					01-190-0381-4260	260.00
			207886		WEB DESIGN/SUPPORT & WEBSITE SE	
					01-190-0241-4260	930.00
					Total :	17,700.00
100311	1/7/2013	100098 AIRGAS SAFETY	9010981529		RAINSUITS (LUMINATORS)	
			9010981530		72-360-0000-4310	296.80
					RAINSUIT (LUMINATOR)	
					72-360-0000-4310	83.24
					Total :	380.04
100312	1/7/2013	100101 VERIZON WIRELESS-LA	460851202		PD CELL PHONES	
					01-222-0000-4220	109.55
					10-220-3641-4220	26.77
			870422920		PD CELL PHONES AND MDT MODEMS	
					01-222-0000-4220	966.83
					01-152-0000-4220	114.03
			970459610		VARIOUS CELL PHONES	
					01-310-0000-4220	38.23
					72-360-0000-4220	18.81
					01-105-0000-4220	3.37
					01-101-0113-4220	23.57
					01-101-0109-4220	32.81
					Total :	1,333.97
100313	1/7/2013	100222 ARROYO BUILDING MATERIALS, INC	100355		FILL SAND & AGGBASE	
					13-311-0301-4300	1,169.06
			101448		RESET MANHOLE LID & RING W/RAPID	
					13-311-0000-4300	305.81
			99599		SIDEWALK REPAIR - 1524 CORONEL	
					70-383-0000-4300	87.00
					Total :	1,561.87

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01/04/2013 9:35:03AM		CITY OF SAN FERNANDO					
Bank code : bank							
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
100314	1/7/2013	100311 BARR ELECTRIC CO.	12226		ANALOG PHONE LINE		
			12353		01-430-0000-4300	127.50	
					INSTALLATION OF NEW NETWORK JAC		
					01-150-0000-4270	351.95	
					Total :	479.45	
100315	1/7/2013	100409 BOTACH TACTICAL	91590		LITHIUM BATTERIES		
					01-222-0000-4300	259.90	
					Total :	259.90	
100316	1/7/2013	100532 STATE OF CALIFORNIA, DEPARTMENT OF JU	936721		CREDIT		
			939291		01-222-3721-4260	-49.00	
			942446		FINGERPRINTING - OCT 2012		
					01-106-0000-4270	64.00	
			944523		LIVESCAN FINGERPRINTS - NOV 2012		
					01-222-3721-4260	2,606.00	
					LIVESCAN FINGERPRINTS - NOV 2012		
					01-222-3721-4260	64.00	
					Total :	2,685.00	
100317	1/7/2013	100636 CASSELL'S MUSIC	2223		SOUND SYSTEM FOR FITNESS CLASS		
					17-420-1337-4300	616.29	
					Total :	616.29	
100318	1/7/2013	100676 R. E. CHARLES PLUMBING, INC.	16784		CLEAR URINAL STOPPAGE @ LP PARK		
					01-390-0460-4330	125.00	
					Total :	125.00	
100319	1/7/2013	100709 CITY CLERKS ASSOCIATION OF CA	2013		CITY CLERK ASSOC MEMBERSHIP DUI		
					01-115-0000-4380	120.00	
					Total :	120.00	
100320	1/7/2013	100805 COOPER HARDWARE INC.	87009		WATER COOLER REPLACEMENT		
			87017		70-383-0000-4310	40.55	
					RAINSUITS		
			87076		72-360-0000-4310	217.45	
					POLY MAINT KIT		
					Total :	268.00	

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01/04/2013 9:35:03AM		CITY OF SAN FERNANDO					
Bank code : bank							
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
100320	1/7/2013	100805 COOPER HARDWARE INC.	(Continued)				
			87246		01-346-0000-4320	6.51	
			87247		CREDIT - RETURNED RAINSUITS		
					72-360-0000-4310	-217.45	
					MEASURING TAPE		
					13-311-0000-4300	32.16	
					Total :	79.22	
100321	1/7/2013	100859 CROWN DISPOSAL	2CJ00076		HAULING FEES - 12/01/12-12/31/12		
					73-350-0000-4260	65,959.60	
					Total :	65,959.60	
100322	1/7/2013	101004 DUNN-EDWARDS CORPORATION	2030239542		PAINT FOR GRAFFITI		
			2030239908		01-152-0000-4300	24.74	
					TREE LIGHTING PAINT FOR PW TRAIN		
					17-420-1367-4300	138.89	
					Total :	163.63	
100323	1/7/2013	101032 E.H. WACHS COMPANY	INV080075		VALVE MACHINE CONTROLLER REPAIR		
					70-383-0000-4320	11.05	
					Total :	11.05	
100324	1/7/2013	101089 ESCOBAR, MARCO	122012 - 1		L P SENIOR PETTY CASH REIMB.		
			122012 - 2		04-2380	64.84	
			122012 - 3		L P SENIOR PETTY CASH REIMB.		
			122012 - 4		04-2380	62.97	
			122012 - 5		L P SENIOR PETTY CASH REIMB.		
					04-2380	96.04	
					L P SENIOR PETTY CASH REIMB.		
					04-2380	122.23	
					L P SENIOR PETTY CASH REIMB.		
					04-2380	196.81	
					Total :	542.89	
100325	1/7/2013	101140 FAR WEST CHARTERS	121212		ADDTL PASSENGERS FOR JAN TRIP		
					04-2380	184.00	
					Total :	184.00	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100326	1/7/2013	101147 FEDEX	2-105-78802		COURIER SERVICE 01-190-0000-4280	17.61
						Total :
100327	1/7/2013	101245 G.I. LAWNMOWER SHOP	03456		EQUIP MAINT 01-390-0410-4320	76.86
						Total :
100328	1/7/2013	101302 VERIZON	8181811070		POLICE PAGING	
			8181811111		01-222-0000-4220 MUSIC CHANNEL	44.97
			8181811114		01-190-0000-4220 CITY YARD AUTO DIALER	45.21
			8181811126		70-384-0000-4220 RADIO REPEATER	43.99
			8181811136		01-222-0000-4220 RADIO REPEATER	44.67
			8181811380		01-222-0000-4220 MWD METER	44.67
			8181811380		70-384-0000-4220 PARKS MAJOR PHONE LINES	48.89
			8181973209		01-420-0000-4220 PD MAJOR PHONE LINES	1,427.95
			8181973210		01-222-0000-4220 PHONE BILL	2,603.55
			8181973211		01-190-0000-4220 PAC 50 TO SHERRIFFS	2,281.98
			8181990351		01-222-0000-4220 SEWER FLOW MONITOR	504.33
			8183610901		72-360-0000-4220 CNG STATION	43.56
			8183613958		01-320-3661-4220 PD SPECIAL PROBLEMS	37.90
			8188315002		01-222-0000-4220 PD SPECIAL PROBLEMS	38.61
			8188377174		01-222-0000-4220 ENGINEERING FAX MODEM	27.39
			8188381841			

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100328	1/7/2013	101302 VERIZON	(Continued)		01-310-0000-4220	28.00
			8188981293		CITY YARD MAJOR PHONE LINES	
			8188987373		70-384-0000-4220 PD EMERGENCY	704.49
					01-222-0000-4220	110.35
						Total :
100329	1/7/2013	101302 VERIZON	818-361-7646		FINAL INSTALLMENT - HERITAGE PARK	
					01-190-0000-4220	1,756.00
						Total :
100330	1/7/2013	101428 H & H AUTO PARTS WHOLESALE	1-708554		RELAYS FOR FLEET	
					01-1215	305.57
						Total :
100331	1/7/2013	101528 THE HOME DEPOT CRC, ACCT#603532202490	2035765		GRAFFITI SUPPLIES	
			2202432		01-152-0000-4300 CREDIT FOR RETURN OF HANDLE DRI	200.33
			3031053		70-383-0000-4340 DRYWALL	-183.79
			5032038		01-430-0000-4300 ROPE & ROPE ROLL	43.90
			5035149		01-430-0000-4300 TREE LIGHTING TRAIN DISPLAY	46.68
			5082067		17-420-1367-4300 GRADE STAKES & QUICKRETE CONCF	160.10
			5094910		70-383-0000-4300 BULBS - PARKING LOT 2N	36.68
			5241706		27-344-0301-4300 WEED CONTROL & REPLACEMENT NO	86.78
			6035045		01-390-0460-4300 MAT'LS USED TO SECURE TRASH CAN	135.87
			6035047		01-390-0460-4300 MAT'LS NEEDED TO REPAIR BENCH @	64.03
			7240722		01-390-0410-4300 TOWELS, HAND SOAP & LED MAGLITE	132.22

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01/04/2013 9:35:03AM		CITY OF SAN FERNANDO						
Bank code : bank								
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
100331	1/7/2013	101528 THE HOME DEPOT CRC, ACCT#603532202490 (Continued)						
			8091363		70-383-0301-4300		86.74	
					70-384-0301-4300		86.74	
					MISC PARTS			
					01-430-0000-4300		131.78	
			8173432		PALLET FEE RETURNED			
					70-384-0301-4300		-48.94	
			8173433		PALLET FEE RETURNED			
					70-384-0301-4300		-16.31	
			8173434		PALLET FEE RETURNED			
					70-384-0301-4300		-32.63	
			8173435		PALLET FEE RETURNED			
					70-384-0301-4300		-16.31	
			8173436		PALLET FEE RETURNED			
					70-384-0301-4300		-16.31	
			8173437		PALLET FEE RETURNED			
					70-384-0301-4300		-32.63	
			8173438		PALLET FEE RETURNED			
					70-384-0301-4300		-16.31	
			8173439		PALLET FEE RETURNED			
					70-384-0301-4300		-16.31	
			8274256		SALT & PALLET FEE - WELL 2A			
					70-384-0301-4300		845.61	
			8583374		SAUCERS FOR POTS TO CATCH WATE			
					01-390-0310-4300		17.36	
					Total :		1,695.28	
100332	1/7/2013	101599 IMAGE 2000 CORPORATION	VN291604		TOSH 450 AND 4511 USAGE			
					01-420-0000-4260		534.19	
			VN291606		TOSHIBA 5500C OVERAGE USAGE -			
					10-420-1371-4260		179.80	
			VN292718		INK FOR RISO			
					01-420-0000-4260		83.91	
					Total :		797.90	
100333	1/7/2013	101607 ICE MACHINE SALES & SERVICE CO	0146701-IN		CLEANING SUPPLIES FOR PRISONER			
					01-222-0000-4300		316.96	
							Page:	7

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01/04/2013 9:35:03AM		CITY OF SAN FERNANDO						
Bank code : bank								
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
100333	1/7/2013	101607 101607 ICE MACHINE SALES & SERVICE CO (Continued)				Total :	316.96	
100334	1/7/2013	101640 INTERNATIONAL INSTITUTE OF	121312		IIMC MEMBERSHIP DUES			
					01-115-0000-4370		185.00	
					Total :		185.00	
100335	1/7/2013	101647 INTERSTATE BATTERY	30570344		BATTERIES FOR FLEET			
					01-1215		288.23	
			30570414		BATTERIES FOR FLEET			
					01-1215		410.91	
					Total :		699.14	
100336	1/7/2013	101666 DE LAGE LANDEN FINANCIAL SERVS	16150053		COPY MACHINE USAGE FOR DEC 2012			
					01-222-0000-4260		603.56	
					Total :		603.56	
100337	1/7/2013	101677 J & B ELECTRONIC DOOR SERV INC	39819		ELECTRIC GATE SERVICE @ PD			
					01-390-0222-4260		142.50	
					Total :		142.50	
100338	1/7/2013	101768 KIMBALL-MIDWEST	2743791		MISC NUTS, BOLTS & HARDWARE			
					01-1215		328.41	
					Total :		328.41	
100339	1/7/2013	101848 LANGUAGE LINE SERVICES	3054369		TRANSLATION SERVICES			
					01-222-0000-4260		9.14	
					Total :		9.14	
100340	1/7/2013	101852 LARRY & JOE'S PLUMBING	2522519-0001-02		TOILET REPAIR @ PIONEER PARK ME			
					01-390-0410-4300		29.80	
					Total :		29.80	
100341	1/7/2013	101920 LIEBERT CASSIDY WHITMORE	111412		ERC WORKSHOP ON 11/14/12 IN ALHAI			
					01-150-0000-4360		35.00	
					01-115-0000-4360		35.00	
					01-102-0000-4260		35.00	
					01-420-0000-4360		70.00	
					01-225-0000-4360		105.00	
							Page:	8

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100341	1/7/2013	101920 LIEBERT CASSIDY WHITMORE	(Continued)		70-381-0000-4360 01-310-0000-4360 01-370-0000-4360 01-320-0000-4360	35.00 35.00 35.00 35.00
			157994		LEGAL SERVICES 01-110-0000-4270	2,475.17
			157995		LEGAL SERVICES 01-110-3375-4270	291.00
			157996		LEGAL SERVICES 01-110-0000-4270	93.00
			157997		LEGAL SERVICES 01-110-0000-4270	11,934.32
			157998		LEGAL SERVICES 01-110-0000-4270	945.00
			157999		LEGAL SERVICES 01-110-0000-4270	120.00
			158000		LEGAL SERVICES 01-110-0000-4270	540.00
			159038		LEGAL SERVICES 01-110-0000-4270	1,656.50
			159039		LEGAL SERVICES 01-110-3375-4270	255.50
			159040		LEGAL SERVICES 01-110-0000-4270	91.00
			159041		LEGAL SERVICES 01-110-0000-4270	531.00
			159042		LEGAL SERVICES 01-110-0000-4270	2,265.00
			159043		LEGAL SERVICES 01-110-0000-4270	210.00
			159044		LEGAL SERVICES 01-110-0000-4270	360.00
					Total :	22,187.49
100342	1/7/2013	101971 L.A. MUNICIPAL SERVICES	121212		ELECTRIC - 13655 FOOTHILL 70-384-0000-4210	78.56

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Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
100342	1/7/2013	101971 L.A. MUNICIPAL SERVICES	(Continued) 121312		ELECTRIC - 14060 SAYRE 70-384-0000-4210	15,532.05 15,610.61
100343	1/7/2013	101974 LOS ANGELES COUNTY	NOV 2012		DEPT OF AMINAL & CONTROL FEES-N 01-222-0000-4260	4,404.82 4,404.82
100344	1/7/2013	101982 COUNTY OF LOS ANGELES	FY 12/13		SFVCOG FY2012/2013 DUES 01-190-0000-4380	10,000.00 10,000.00
100345	1/7/2013	101990 L.A. COUNTY METROPOLITAN	800053826		TAP CARDS - OCT 2012 07-440-0441-4260	1,825.80 1,825.80
100346	1/7/2013	102003 LOS ANGELES COUNTY	RE-PW-12111403665 RE-PW-12121204488		INDUSTRIAL WASTE FEE - THROUGH C 72-360-0000-4430 INDUSTRIAL WASTE FEE - NOV 2012 72-360-0000-4430	7,279.59 4,948.49 12,228.08
100347	1/7/2013	102007 L.A. COUNTY SHERIFFS DEPT.	132028WC		PRISONER MEALS - NOV 2012 01-225-0000-4350	811.25 811.25
100348	1/7/2013	102069 POWER FORD	173032		REAR DOOR LOCK KNOB - PK8704 01-320-0390-4400	16.25 16.25
100349	1/7/2013	102106 MARTIN & CHAPMAN CO.	2012476		CONSULTING FEES - SPECIAL MUNICI 01-116-0935-4270	500.00 500.00
100350	1/7/2013	102148 METROPOLITAN WATER DISTRICT	7537		CAPACITY CHARGE 70-384-0000-4450	2,528.33

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100350	1/7/2013	102148	102148 METROPOLITAN WATER DISTRICT	(Continued)			Total : 2,528.33
100351	1/7/2013	102160	MCMaster CARR SUPPLY CO	41572823	R/R HOT WATER DISPENSER @ CITY H 01-390-0310-4300	237.64	Total : 237.64
100352	1/7/2013	102201	MIERZYNSKI, IRMGARD	09/07/12 - 10/26/12 11/02/12 - 01/04/13	LINE DANCE INSTRUCTOR 17-420-1339-4260 LINE DANCE CLASS INSTRUCTOR 17-420-1339-4260	126.00 161.00	Total : 287.00
100353	1/7/2013	102226	MISSION LINEN & UNIFORM	340600168 340600856 340601923 340602647 340603697 340606120 340675717	LAUNDRY 01-225-0000-4350 LAUNDRY 01-225-0000-4350 LAUNDRY 01-225-0000-4350 LAUNDRY 01-225-0000-4350 LAUNDRY 01-225-0000-4350 LAUNDRY 01-225-0000-4350 LAUNDRY 01-225-0000-4350	177.18 187.54 122.99 132.22 128.93 143.92 164.04	Total : 1,056.82
100354	1/7/2013	102277	MOTOROLA	78211686	NOV 2012 SERVICE AGREEMENT 01-222-0000-4260	521.54	Total : 521.54
100355	1/7/2013	102387	K.R. NIDA CORPORATION	26435 26436	PROGRAMMING RADIOS TO NARROW 01-390-0410-4310 FINANCE WATER DESK BASE RADIO 70-381-0000-4500	937.25 482.67	Total : 1,419.92
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Bank code : bank							
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
100356	1/7/2013	102403	NOW IMAGE PRINTING	1505 1516	WINDOW DECALS - PARKING PERMITS 29-335-0000-4300 29-335-0301-4300 PARKING PERMIT HANGING TAGS -201 29-335-0301-4300	500.00 457.00 1,065.75	Total : 2,022.75
100357	1/7/2013	102432	OFFICE DEPOT	1526029374 1529722083 1530118314 1532337288 1532992541 1534965641 634135719001 634631279001 634631489001 634816982001 634817225001 635747985001 636705447001 636847286001 636848162001	RECEIPT BOOK, COIN WRAPPERS, HP 01-420-0000-4300 FAX MACHINE, POST IT NOTES & PEN 01-222-0000-4300 WALL CALENDAR, DRY MARKERS, HOI 01-420-0000-4300 NOTE PADS, FOLDERS, DIGITAL RECO 01-222-0000-4300 PAPER & LABELS 01-222-0000-4300 WALL CALENDAR, ETC 01-106-0000-4300 PAPER, FOLDERS, PENS, CORRECTIO 01-222-0000-4300 ENVELOPES, PENS, STORAGE FILES & 01-150-0000-4300 FLAGS 01-150-0000-4300 RIBBON 01-222-0000-4300 POWER STRIPS & BINDERS 01-222-0000-4300 PENS, DESKPADS, ENVELOPES, MONT 01-320-0000-4300 01-390-0000-4300 BINDERS, CUBICAL HOOKS, SCISSOR 01-150-0000-4300 PAPER, TONER, DIVIDERS & FOLDERS 01-222-0000-4300 ENVELOPES & VIEW BINDERS	258.38 278.83 185.30 120.22 13.25 37.66 202.75 56.17 7.49 52.07 58.11 25.00 32.10 69.46 123.64	
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100357	1/7/2013	102432 OFFICE DEPOT	(Continued)			
			637169786001		01-222-0000-4300 TONER	15.51
			637169857001		01-311-0000-4300 TONER, HI INK AND RUBBER BANDS	105.34
			637173605001		01-370-0000-4300 SUGAR, CREAMER & COFFEE	121.07
			637173619001		01-346-0000-4300 HOT CHOCOLATE	91.58
			637174765001		01-346-0000-4300 DESKPAD, & CALENDARS	9.43
			637705703001		70-383-0000-4300 BINDERS, CORRECTION TAPE, GLUE	143.92
			637876611001		01-310-0000-4300 PAPER, CD-RS & INK CARTRIDGES	87.16
					01-222-0000-4300	239.86
					Total :	2,334.30
100358	1/7/2013	102458 ON SITE LASERMEDIC CORPORATION	P-57083		HP8100 PRINTER MAINT RENEWAL	
					70-382-0000-4260	53.30
					72-360-0000-4260	53.30
					73-350-0000-4260	53.30
					Total :	159.90
100359	1/7/2013	102506 PANTOJA, DANITZA	122412		CANDIDATE'S STATEMENT - OVERPAYI	
					01-3920-0935	360.21
					Total :	360.21
100360	1/7/2013	102530 AT & T	818-270-2203		1SDN LINE/LASN NETWORK	
					01-222-0000-4220	105.05
					Total :	105.05
100361	1/7/2013	102666 PREFERRED DELIVERY SYSTEMS INC	549-48		COURIER SERVICES	
					01-222-0000-4260	103.00
					Total :	103.00
100362	1/7/2013	102683 PRO VEN INC.	1129121		CONSULT - ARROYO/BORDEN &	

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100362	1/7/2013	102683 PRO VEN INC.	(Continued)			
					13-371-0301-4260	700.00
					Total :	700.00
100363	1/7/2013	102688 PROFESSIONAL PRINTING CENTERS	21173		SWAPMEET BUS LIC APP FORMS	
			21178		01-130-0000-4300 LABELS FOR DR'S & COURTCOMMITM	270.79
			21259		01-222-0000-4300 INVITATIONS FOR JAN 17, 2013	637.82
					10-424-3614-4300	53.29
					Total :	961.90
100364	1/7/2013	102697 PROVIDENCE HOLY CROSS	M002007894		PROFESSIONAL SERVICES	
					01-225-0000-4350	75.00
					Total :	75.00
100365	1/7/2013	102779 RAMIREZ, THOMAS	DEC 2012		KARATE INSTRUCTOR	
			NOV 2012		17-420-1326-4260 KARATE INSTRUCTOR	379.20
					17-420-1328-4260	410.80
					Total :	790.00
100366	1/7/2013	102823 REPRO-GRAPHIC SUPPLY	31243		PLOTTER PAPER	
					01-310-0000-4300	177.48
					Total :	177.48
100367	1/7/2013	102848 RICHARDS, WATSON & GERSHON	186712		LEGAL SERVICES	
					01-110-0000-4270	2.74
					70-110-0000-4270	758.50
			186713		LEGAL SERVICES	
					01-110-0098-4270	457.15
					Total :	1,218.39
100368	1/7/2013	102863 AUTO CARE	15201		SMOG TEST - #4956	
			15202		01-320-0000-4260 SMOG TEST - #4534	56.00
					01-320-0000-4260	56.00

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100378	1/7/2013	103184 SMART & FINAL	(Continued)			
			140704		10-420-1371-4300	74.63
			143034		CANDY CANES FOR HOLIDAY TREE LIK	
					17-420-1367-4300	43.75
					SUPPLIES	
					72-360-0000-4300	87.73
			143882		70-384-0000-4300	87.72
					PRISONER MEAL SUPPLIES	
			144130		01-222-0000-4300	242.14
					ASCEP WEEKLY ACTIVITY SUPPLIES	
					10-420-1371-4300	134.03
					10-422-3750-4300	143.28
			145571		WINTER CAMP SUPPLIES	
					17-420-1399-4300	7.76
					04-2346	26.52
			146217		MOCHA MIX	
					01-222-0000-4300	63.88
					Total :	1,280.03
100379	1/7/2013	103202 SOUTHERN CALIFORNIA EDISON CO.	113012		ELECTRIC - VARIOUS LOCATIONS	
					01-371-0000-4210	17.49
					29-335-0000-4210	1,233.19
			120112		ELECTRIC - 200 HUBBARD	
					01-371-0000-4210	42.66
					01-390-0457-4210	82.28
					01-420-0000-4210	263.04
			120412		ELECTRIC - MOTT/BRAND	
					01-371-0000-4210	50.39
			120512		ELECTRIC - 910 FIRST	
					01-222-0000-4210	4,047.59
					29-335-0000-4210	60.36
					27-344-0000-4210	25.59
					29-335-0000-4210	51.24
					01-390-0310-4210	1,699.35
					01-390-0450-4210	582.73
			120612		ELECTRIC -1101 SEVENTH	
					27-344-0000-4210	95.61

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100379	1/7/2013	103202 SOUTHERN CALIFORNIA EDISON CO.	(Continued)			
			120712		01-420-0000-4210	1,803.60
					ELECTRIC - PICO	
					27-344-0000-4210	18,538.83
					01-420-0000-4210	2,197.82
			120812		ELECTRIC - VARIOUS LOCATIONS	
					01-371-0000-4210	1,497.05
					27-344-0000-4210	550.01
					01-320-3661-4210	1,869.51
			121112		ELECTRIC - LOT 3,5 & 8	
					29-335-0000-4210	156.66
					01-371-0000-4210	41.08
					29-335-0000-4210	39.67
					01-430-0000-4210	865.57
			121212		ELECTRIC - 900 1/2 1ST, 1041 1/2 TRUM	
					01-390-0470-4210	117.69
			121312		ELECTRIC - TRUMAN/KITTRIDGE	
					01-341-0000-4210	25.36
			121412		ELECTRIC - 120 MACNEIL	
					01-390-0450-4210	480.56
					70-381-0000-4210	245.46
					72-360-0000-4210	245.27
					70-384-0000-4210	423.69
					Total :	37,349.35
100380	1/7/2013	103205 THE GAS COMPANY	100812		GAS - 208 PARK (AQUATIC CENTER)	
					01-430-0000-4210	9,007.04
			120612		GAS - 910 FIRST	
					01-222-0000-4210	405.45
					01-430-0000-4210	5,421.09
					70-381-0000-4210	21.47
					72-360-0000-4210	21.47
					01-390-0450-4210	42.95
					01-310-0000-4210	77.77
			121012		GAS - 519 S BRAND	
					01-420-0000-4210	198.94

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100380	1/7/2013	103205 THE GAS COMPANY	(Continued)			Total :	15,196.18
100381	1/7/2013	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9753		NATURAL GAS FOR CNG STATION		5,266.95
			176-827-9753		01-320-3661-4402		5,713.85
					01-320-3661-4402	Total :	10,980.80
100382	1/7/2013	103251 STANLEY PEST CONTROL	216475		PEST CONTROL @ PD		64.00
					01-390-0222-4260	Total :	64.00
100383	1/7/2013	103318 TAG/AMS, INC.	2648966		RANDOM DRUG TEST		130.00
					01-106-0000-4270	Total :	130.00
100384	1/7/2013	103458 U.S. HEALTHWORKS MEDICAL GROUP	2196556-CA		DOT COLLECTION		128.00
					01-106-0000-4270	Total :	128.00
100385	1/7/2013	103463 U.S. POSTMASTER	DEMAND		PRESORTED FIRST CLASS POSTAGE-I		313.19
					70-382-0000-4300		313.19
					72-360-0000-4300		313.20
					73-350-0000-4300	Total :	939.58
100386	1/7/2013	103534 VALLEY LOCKSMITH	121712		RE-KEY COUNCIL OFFICE @ CITY HAL		65.00
					01-390-0310-4330	Total :	65.00
100387	1/7/2013	103538 VALLEY OCCMED CENTER, INC.	112336		DMV PHYSICAL AND TB TEST		75.00
					01-106-0000-4270	Total :	75.00
100388	1/7/2013	103574 VERDIN, FRANCISCO JAVIER	07/01/12 - 09/30/12		MEXICAN FOLKLORICO DANCE CLASS		693.00
					17-420-1362-4260	Total :	693.00

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100389	1/7/2013	103619 CARL WARREN & CO.	1434653		LEGAL SERVICES		31.98
			1434654		06-190-0000-4800		147.11
			1434655		01-110-3375-4270		115.13
			1434656		01-110-1065-4270		95.94
			1434657		06-190-0000-4800		241.07
			1434658		06-190-0000-4800		200.19
			1435810		06-190-0000-4800	Total :	1,164.01
100390	1/7/2013	103738 YOSEF AMZALAG SUPPLY	12022577		CAP SPRINKLER @ LP PARK		6.74
					01-390-0460-4300	Total :	6.74
100391	1/7/2013	103797 CALIFORNIA ASSOCIATION OF	CACEOLR13		ANNUAL MEMBERSHIP DUES		25.00
			CACEORA13		01-152-0000-4380		75.00
			CACEORG13		01-152-0000-4380	Total :	175.00
100392	1/7/2013	103851 EVERSOF, INC.	R1173308		SOFTNER - WELL 2A		65.46
			R1173309		70-384-0000-4260		129.24
					70-384-0000-4260	Total :	194.70
100393	1/7/2013	103903 TIME WARNER CABLE	8448200540010518		CABLE SERVICES 11/29/12 - 12/28/12		180.56
			8448200540010369		01-420-0000-4260		
					CABLE - 12/18/12 - 01/17/13		

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100393	1/7/2013	103903 TIME WARNER CABLE	(Continued)		01-222-0000-4260	15.79		
			8448200540028882		CABLE & INTERNET SERVICES 12/13/1:	117.40		
			8448300070189011		01-420-0000-4260			
					INTERNET SERVICES - 12/12/12-01/11/1	1,100.00		
					01-190-0000-4220			
					Total :	1,413.75		
100394	1/7/2013	887239 SYLMAR LOCK & KEY & LOCKSMITH	7641		KEYS			
					27-344-0000-4400	1.63		
					Total :	1.63		
100395	1/7/2013	887270 AMERICAN TRANSPORTATION SYSTEM	43549		TRANSPORTATION SERVICES FOR MM			
					10-424-3645-4370	566.59		
					Total :	566.59		
100396	1/7/2013	887475 DATA BUSINESS SYSTEMS, INC	91916		2012 W2'S, 1099'S & 1098'S FORMS			
					01-130-0000-4300	220.90		
					Total :	220.90		
100397	1/7/2013	887518 DURHAM, ALVIN	OCT 2012		COMMISSIONER'S REIMBURSEMENT			
					01-150-0000-4111	50.00		
					Total :	50.00		
100398	1/7/2013	887810 CALGROVE RENTALS, INC.	41079		MACLAY SPEED LEGEND REMOVAL			
					13-311-0000-4600	278.75		
					Total :	278.75		
100399	1/7/2013	887952 J. Z. LAWNMOWER SHOP	3635		EQUIP MAINT			
			3636		01-390-0410-4320	12.00		
					CHAIN, CLEAN CARBURETOR, GROME			
					01-346-0000-4320	69.14		
					Total :	81.14		
100400	1/7/2013	888042 ALTEC INDUSTRIES INC.	10000059		CONTROL CABLES & COVERS - PW46C			
					01-320-0346-4400	256.00		
					Total :	256.00		

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100401	1/7/2013	888086 BERRIOZABAL, GILBERT	122412		CANDIDATE'S STATEMENT - OVERPAYI			
					01-3920-0935	360.21		
					Total :	360.21		
100402	1/7/2013	888123 L.A. DEPARTMENT OF WTR & POWER	742182-315938		SECURITY LIGHTING - 13655 FOOHILLI			
			742182-315943		70-384-0000-4210	104.50		
			742182-315943		SECURITY LIGHTING - 12900 DRONFIE	344.25		
					70-384-0000-4210			
					SECURITY LIGHTING - 12900 DRONFIE	334.25		
					70-384-0000-4210			
					Total :	783.00		
100403	1/7/2013	888241 UNITED SITE SERVICES OF CA INC	114-909789		PORTABLE TOILET RENTAL @ LAYNE F			
			114-960402		01-390-0410-4260	322.24		
			114-981332		PORTABLE TOILET RENTAL @ LAYNE F	322.24		
					01-390-0410-4260			
					PORTABLE TOILET RENTAL @ REC PAI	131.72		
					01-420-0000-4210			
					Total :	776.20		
100404	1/7/2013	888356 ADVANCED AUTO REPAIR BODY &	1016		REPLACE L/F CONTROL ARM - PD3029			
			1017		01-320-0225-4400	214.44		
					REPLACE R/F, L/F UPPER CONTROL AF			
					01-320-0225-4400	418.87		
					Total :	633.31		
100405	1/7/2013	888420 ACCURATE BACKFLOW TESTING	97877		FIRE SERVICE @ REC PARK			
					70-383-0000-4260	385.00		
					Total :	385.00		
100406	1/7/2013	888442 WESTERN EXTERMINATOR COMPANY	06010710-9		PEST CONTROL @ REC PARK			
			06010718-2		01-390-0410-4260	69.00		
			06010722-4		PEST CONTROL @ LP PARK	47.00		
					01-390-0460-4260			
					PEST CONTROL @ CITY HALL	73.50		
					01-390-0310-4260			
			12045512-6		PEST CONTROL @ ORTEGA PARK			

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100406	1/7/2013	888442 WESTERN EXTERMINATOR COMPANY	(Continued)		01-390-7500-4260			
					Total :		236.50	
100407	1/7/2013	888468 MAJOR METROPOLITAN SECURITY	1055912		ALARM MONITORING - JAN 2013			
			1055913		70-381-0450-4260	15.00		
			1055914		ALARM MONITORING - JAN 2013			
			1055915		01-390-0410-4260	15.00		
			1055916		ALARM MONITORING - JAN 2013			
			1055917		01-390-0460-4260	15.00		
			1055918		ALARM MONITORING - JAN 2013			
			1055919		01-390-0410-4260	15.00		
			1055920		ALARM MONITORING - JAN 2013			
			1055921		70-381-0450-4260	15.00		
			1055922		ALARM MONITORING - JAN 2013			
			1055923		01-390-0310-4260	15.00		
			1055924		ALARM MONITORING - JAN 2013			
			1585		01-390-0410-4260	15.00		
					REPLACED TWO BATTERIES ON ALARI			
					01-390-0410-4330	135.00		
					Total :		330.00	
100408	1/7/2013	888556 KEY EQUIPMENT FINANCE	590158242 - 3212		PW COPIER LEASE PAYMENT - DEC 20			
			591214947 - 1212		01-390-0000-4290	234.54		
					DEC LEASE PAYMENT - TOSHIBA 5500.			
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100408	1/7/2013	888556 KEY EQUIPMENT FINANCE	(Continued)		10-420-1371-4260			
					Total :		1,195.17	
100409	1/7/2013	888615 WOOD AUTO SUPPLY INC	784627		SPARK PLUGS - GRINDER			
			784631		01-320-0311-4400	4.02		
			784865		DIESEL TREATMENT			
			784904		01-320-0371-4400	18.24		
			785033		WIPER BLADES			
			785161		01-1215	180.70		
			785211		BRAKE PEDAL PAD - PK8230			
			785873		01-320-0390-4400	6.19		
			786444		SOLENOID			
					01-1215	62.35		
					FUEL FILTER - ME8615			
					01-320-0320-4400	21.50		
					FUEL FILTER & TANK REPAIR - WA0246			
					70-383-0000-4400	19.17		
					OIL FILTERS			
					01-1215	108.05		
					BATTERY CHARGER FOR REPEATER			
					01-390-0410-4310	28.81		
					Total :		449.03	
100410	1/7/2013	888629 SPARKLETTES	5927274111712		SPARKLETTES			
					01-422-0000-4300	133.12		
					Total :		133.12	
100411	1/7/2013	888633 VALLEY TRAVEL CLUB, INC	LAUGHLIN TRIP		DEPOSIT FOR SENIOR CLUB TRIP TO			
					04-2380	300.00		
					Total :		300.00	
100412	1/7/2013	888646 HD SUPPLY WATER WORKS, LTD	5793215		WATER SUPPLIES			
					70-383-0301-4300	2,111.99		
					Total :		2,111.99	
100413	1/7/2013	888647 HDL SOFTWARE, LLC	0009017-IN		B/L SOFTWARE ANNUAL MAINTENANC			
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100413	1/7/2013	888647 HDL SOFTWARE, LLC	(Continued)		01-130-0000-4320		3,573.18
						Total :	3,573.18
100414	1/7/2013	888728 GALLEGOS, ROBERT	REIMB.		REPLACEMENT UNIFORM 01-222-0000-4300		170.01
						Total :	170.01
100415	1/7/2013	888800 BUSINESS CARD	113012		MISC CHARGES 01-190-0000-4435		78.81
			120612		WINTER CAMP TRIP - EL CAPITAN 17-420-1399-4300		442.50
			121312		ANNOUNCEMENT OF RFP 01-150-0000-4230		99.95
						Total :	621.26
100416	1/7/2013	888869 MUNITEMPS STAFFING	123554		TEMP STAFFING - ADMIN ANALYST - W 01-310-0000-4112		157.68
					01-311-0000-4112		39.42
					27-344-0000-4112		98.55
					70-381-0000-4112		394.20
					70-382-0000-4112		689.85
					70-383-0000-4112		197.10
					70-384-0000-4112		197.10
			123574		72-360-0000-4112		197.10
					TEMP STAFFING - ADMIN ANALYST - W 01-310-0000-4112		163.52
					01-311-0000-4112		40.88
					27-344-0000-4112		102.20
					70-381-0000-4112		408.80
					70-382-0000-4112		715.40
					70-383-0000-4112		204.40
					70-384-0000-4112		204.40
					72-360-0000-4112		204.40
						Total :	4,015.00
100417	1/7/2013	888921 REGISTRAR-RECORDER/COUNTY CLER	13-3003		PRINTING COSTS FOR SIX CANDIDATE		

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100417	1/7/2013	888921 REGISTRAR-RECORDER/COUNTY CLER	(Continued)		01-3920-0935		2,338.74
						Total :	2,338.74
100418	1/7/2013	889043 ALADIN JUMPERS	120612		CHAIR RENTAL & BALLOONS - HOLIDAY 17-420-1367-4300		320.00
						Total :	320.00
100419	1/7/2013	889077 FUEL CREATIVE GROUP INC.	02114-3	10957	NEW TROLLEY ROUTE SIGNS BROCHURE 07-313-0000-4270		2,750.00
			02114-4	10957	NEW TROLLEY ROUTE SIGNS BROCHURE 07-313-0000-4270		1,375.00
						Total :	4,125.00
100420	1/7/2013	889114 SEVEN ELK RANCH DESIGN, INC	2012		CONSULTING FEES - 11/01/12-11/30/12 01-310-0000-4270		100.00
						Total :	100.00
100421	1/7/2013	889118 LDI COLOR TOOLBOX	177918		COPIES AND PRINTERS 01-222-0000-4260		336.88
			178391		COPIES AND PRINTERS 01-222-0000-4260		246.96
						Total :	583.84
100422	1/7/2013	889139 WS PAVE, INC	1690		PARKING STALL STRIPING - SR HOUSING 13-311-0000-4600		250.00
						Total :	250.00
100423	1/7/2013	889187 USA MOBILITY WIRELESS, INC	V7954833L		PAGERS 01-190-0000-4220		61.25
						Total :	61.25
100424	1/7/2013	889299 ISI SHOOTISTS	7619		RANGE USE FOR TRAINING 01-222-0000-4260		198.00
						Total :	198.00
100425	1/7/2013	889328 FIRST TRANSIT, INC.	10753377		MCT - NOV 2012 07-440-0442-4260		38,525.45

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100425	1/7/2013	889328 889328 FIRST TRANSIT, INC.	(Continued)				Total : 38,525.45
100426	1/7/2013	889345 BSN SPORTS INC	95020526		ULTIMATE PLAYGROUND GOAL, SPEE	562.06	
			95069903		YOUTH BASKETBALL EQUIPMENT	219.02	
					17-420-1328-4300		Total : 781.08
100427	1/7/2013	889457 NATIONAL METER & AUTOMATION	S1042271.001	10951	WATER METER PURCHASE	10,840.00	
					70-383-0700-4600	948.50	
			S1042613.001	10951	WATER METER PURCHASE	2,800.00	
					70-383-0700-4600	245.00	Total : 14,833.50
100428	1/7/2013	889532 GILMORE, REVA.A.	11/17/12 - 11/30/12		FOOD SERVICE MANAGER	533.00	
					10-422-3750-4270	91.00	
			12/01/12 - 12/14/12		FOOD SERVICE MANAGER	611.00	
					10-422-3752-4270	78.00	
			12/15/12 - 12/28/12		FOOD SERVICE MANAGER	572.00	
					10-422-3750-4270	84.50	Total : 1,969.50
100429	1/7/2013	889533 MARTINEZ, ANITA	11/17/12 - 11/30/12		ASSISTANT FOOD MANAGER	141.60	
					10-422-3750-4270	177.00	
			12/01/12 - 12/14/12		ASSISTANT FOOD MANAGER	159.30	
					01-422-0000-4260		Total : 477.90
			12/15/12 - 12/28/12		ASSISTANT FOOD MANAGER		
					10-422-3750-4270		
100430	1/7/2013	889534 RAMIREZ, FRANCISCO	11/17/12 - 11/30/12		HDM DRIVER	141.60	
					10-422-3752-4270		

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100430	1/7/2013	889534 RAMIREZ, FRANCISCO	(Continued)				
			12/01/12 - 12/14/12		HDM DRIVER	41.60	
					10-422-3752-4270	177.00	
			12/15/12 - 12/28/12		HDM DRIVER	52.00	
					10-422-3752-4390	159.30	
					10-422-3752-4270	46.80	Total : 618.30
100431	1/7/2013	889535 GOMEZ, GILBERT	11/17/12 - 11/30/12		HDM DRIVER	141.60	
					10-422-3752-4270	45.76	
			12/01/12 - 12/14/12		HDM DRIVER	185.85	
					10-422-3752-4270	57.20	
			12/15/12 - 12/28/12		HDM DRIVER	159.30	
					10-422-3752-4270	51.48	Total : 641.19
100432	1/7/2013	889602 RESPOND SYSTEMS	293656		RESPIRATORS & GLOVES	123.49	
					70-384-0000-4310		Total : 123.49
100433	1/7/2013	889611 MORRISON MANAGEMENT SPECIALIST	188452012113001		LP SENIOR MEALS - NOV 2012	3,825.00	
					10-422-3750-4260	3,055.50	
			18845201293101		LP SENIOR MEALS - OCT 2012	4,882.50	
					10-422-3752-4260	3,712.50	
					10-422-3750-4260		Total : 15,475.50
100434	1/7/2013	889644 VERIZON BUSINESS	61340404		CITY HALL LONG DISTANCE	51.64	
					01-190-0000-4220		
			61340405		CITY YARD LONG DISTANCE	82.73	
					70-384-0000-4220		

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100434	1/7/2013	889644 VERIZON BUSINESS	(Continued) 61340406		CITY HALL LONG DISTANCE & INTRAL/	267.05		
			61340407		01-190-0000-4220 POLICE LONG DISTANCE	217.68		
			61340408		01-222-0000-4220 CITY YARD LONG DISTANCE	4.92		
			61340409		70-384-0000-4220 PARK LONG DISTANCE	122.43		
			61340979		01-420-0000-4220 ENGINEERING LONG DISTANCE	2.63		
			61340988		01-310-0000-4220 CITY YARD LONG DIST (AIMS NETWORK	14.76		
			61340992		70-384-0000-4220 CREDIT CARD LINE	2.45		
			61340993		01-190-0000-4220 POLICE LONG DISTANCE	4.90		
			61340994		01-222-0000-4220 PARK LONG DISTANCE	4.95		
			61341002		01-420-0000-4220 CITY HALL LONG DIST	1.19		
					01-190-0000-4220	Total :	777.33	
100435	1/7/2013	889681 VILLALPANDO, MARIA	11/17/12 - 11/30/12		FOOD SERVICE WORKER	177.00		
			12/01/12 - 12/14/12		10-422-3750-4270 FOOD SERVICE WORKER	35.40		
			12/15/12 - 12/28/12		10-422-3750-4270 FOOD SERVICE WORKER	221.25		
					10-422-3752-4270 FOOD SERVICE WORKER	44.25		
					10-422-3750-4270	199.13		
					10-422-3752-4270	39.83		
					Total :	716.86		
100436	1/7/2013	889794 CUELLAR, JULIE	OCT & DEC 2012		COMMISSIONER'S REIMBURSEMENT	100.00		
					01-150-0000-4111			
					Total :	100.00		

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100436	1/7/2013	889794 889794 CUELLAR, JULIE	(Continued)			Total :	100.00	
100437	1/7/2013	889942 ATHENS SERVICES	DEC 2012		STREET SWEEPER SERVICES - DEC 2012	10,100.00		
					01-343-0000-4260	Total :	10,100.00	
100438	1/7/2013	889962 GMS ELEVATOR SERVICES, INC	00066816		ELEVATOR SERVICE	125.00		
					01-430-0000-4260	Total :	125.00	
100439	1/7/2013	889983 RUELAS, JOSE	OCT & DEC 2012		COMMISSIONER'S REIMBURSEMENT	100.00		
					01-150-0000-4111	Total :	100.00	
100440	1/7/2013	889986 THE GEAR BOX	1956		SHIRT FOR COP	52.20		
			1993		01-222-0000-4300 UNIFORM FOR DESK OFFICER	214.16		
			1996		01-222-0000-4300 UNIFORM FOR DESK OFFICER	275.13		
					01-222-0000-4300	Total :	541.49	
100441	1/7/2013	890004 PACIFIC TELEMAGEMENT SERVICE	471339		PD PAY PHONE - JAN 2013	62.64		
					01-190-0000-4220	Total :	62.64	
100442	1/7/2013	890094 TECS ENVIROMENTAL	TM-SF-1112B		GENERAL ENGINEERING SERVICES JL	1,500.00		
					01-310-0000-4270	Total :	1,500.00	
100443	1/7/2013	890095 O'REILLY AUTO PARTS	2265-326671		LIGHT BULBS FOR FLEET	27.47		
			2665-310771		01-1215 CORE CREDIT - PD3031	-81.56		
			2665-327235		01-320-0225-4400 DEFOGGER - PK8230	9.77		
			2665-327485		01-320-0390-4400 STEERING WHEEL COVER - PD4985	10.86		
					01-320-0225-4400			

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100443	1/7/2013	890095 O'REILLY AUTO PARTS	(Continued) 2665-328672		STARTER - PK3029 01-320-0225-4400	150.06	
					Total :	116.60	
100444	1/7/2013	890117 CASMANN	14504		REPAIR FALLING HEADLINER - PK8704 01-320-0390-4400	225.00	
					Total :	225.00	
100445	1/7/2013	890127 NATURAL GAS GLOBAL SERVICES	330		REBUILD DISPENSER; CHECK VALVES 01-320-3661-4400	1,453.42	
					Total :	1,453.42	
100446	1/7/2013	890208 K-PANTS, INC.	50415		PANTS 01-222-0000-4300	103.29	
					Total :	103.29	
100447	1/7/2013	890212 DEKRA-LITE	INV026664		HOLIDAY BANNER - SF RELAY FOR LIF 01-2738	192.37	
					Total :	192.37	
100448	1/7/2013	890251 ALDERMAN & HILGERS, LLP	930		LEGAL SERVICES 01-110-0507-4270	705.00	
			931		LEGAL SERVICES 01-110-3375-4270	1,916.94	
			932		LEGAL SERVICES 01-110-1065-4270	1,053.39	
			933		LEGAL SERVICES 01-110-0511-4270	60.00	
			968		LEGAL SERVICES 01-110-1065-4270	1,193.50	
			970		LEGAL SERVICES 01-110-0511-4270	36.00	
					Total :	4,964.83	
100449	1/7/2013	890264 BEE PROFESSIONALS	68881		BEE REMOVAL FRM IRRIGATION BOX F 01-346-0000-4260	275.00	
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100449	1/7/2013	890264 890264 BEE PROFESSIONALS	(Continued)				Total : 275.00
100450	1/7/2013	890325 L.S. AZTEC T SHIRTS	2012-1127		T-BALL TROPHIES 01-423-0000-4300	326.25	
					Total :	326.25	
100451	1/7/2013	890362 RTB BUS LINE	1372		PUC SCHOOLS - 2 BUSES TO CSUN 07-440-0443-4260	1,033.00	
			1479		TRANSPORTATION SERVICES 07-440-0443-4260	1,446.00	
			1500		TRANSPORTATION FOR WINTER CAMF 17-420-1399-4260	350.00	
					Total :	2,829.00	
100452	1/7/2013	890377 F & F SIGNS	120512		HOLIDAY TREE LIGHTING SIGN 17-420-1367-4300	210.00	
					Total :	210.00	
100453	1/7/2013	890378 ENNIS PAINT INC	10241866		CURB PAINT - RED & GREEN 13-311-0000-4600	484.48	
					Total :	484.48	
100454	1/7/2013	890411 ARC	6666403		PLANS & SPECS COPIES JOB#7576 - S 01-2215	276.51	
					Total :	276.51	
100455	1/7/2013	890431 UNIVERSAL SPECIALTIES INC	185864		TOILET REPAIR @ PIONEER PARK 01-390-0410-4300	69.84	
					Total :	69.84	
100456	1/7/2013	890463 KJC LATENT PRINT SERVICE	SF00009		FINGERPRINT CLASSIFICATION 01-224-0000-4270	100.00	
			SF00011		FINGERPRINT CLASSIFICATIONS 01-224-0000-4270	100.00	
					Total :	200.00	
100457	1/7/2013	890486 LINCOLN COMMERCIAL	SI203017		NEW SIGNS 01-430-0000-4300	183.50	
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100457	1/7/2013	890486 890486 LINCOLN COMMERCIAL	(Continued)				Total : 183.50
100458	1/7/2013	890561 GCS INC.	41752		JANITORIAL SERVICES - DEC 2012		
				10955	01-390-0222-4260	4,305.60	
				10955	01-390-0310-4260	1,214.91	
				10955	01-390-0410-4260	2,607.00	
				10955	01-390-0450-4260	155.48	
				10955	70-381-0450-4260	466.44	
				10955	72-360-0450-4260	466.44	
				10955	01-390-0460-4260	3,780.00	
				10955	01-430-0000-4260	3,450.00	
					Total :	16,445.87	
100459	1/7/2013	890571 BENNETT'S BEST	2072		NOBLE CHRISTMAS TREE		
					01-430-0000-4300	221.85	
					Total :	221.85	
100460	1/7/2013	890584 POWERLINE BATTERY SPECIALIST	3242		BATTERY FOR BACKUP POWER FOR C		
					01-390-0410-4310	203.05	
					Total :	203.05	
100461	1/7/2013	890589 ALCOCER, ARACELY E.	DEC 2012		ZUMBA INSTRUCTOR		
					17-420-1337-4260	510.00	
					Total :	510.00	
100462	1/7/2013	890594 HEALTH AND HUMAN RESOURCE	74648		EAP - DEC 2012		
					01-106-0000-4260	365.75	
					Total :	365.75	
100463	1/7/2013	890685 PASI, JAMISON	DEC 2012		YOGA/PILATES INSTRUCTOR		
					17-420-1337-4260	120.00	
					Total :	120.00	
100464	1/7/2013	890740 MORAN, STEPHANIE	DEC 2012		WATER EXERCISE INSTRUCTOR		
					17-420-1338-4260	440.00	
					Total :	440.00	
100465	1/7/2013	890771 TORRES, CAROLINA	DEC 2012		ZUMBA INSTRUCTOR		
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100465	1/7/2013	890771 TORRES, CAROLINA	(Continued)				
					17-420-1337-4260	270.00	
					Total :	270.00	
100466	1/7/2013	890780 MISSION AMBULANCE, INC.	27732		LIFEGUARD SERVICES		
					01-430-0000-4260	6,183.19	
			27733		LIFEGUARD SERVICES		
					01-430-0000-4300	6,436.69	
			27734		LIFEGUARD SERVICES		
					01-430-0000-4260	3,453.47	
					Total :	16,073.35	
100467	1/7/2013	890810 SENFTLEBEN, DARIO	DEC 2012		OUTDOOR FITNESS INSTRUCTOR		
					17-420-1337-4260	195.00	
					Total :	195.00	
100468	1/7/2013	890833 THOMPSON REUTERS	826129297		LA CLEAR - INVEST TOOL		
					01-224-0000-4270	130.90	
					Total :	130.90	
100469	1/7/2013	890834 SPARKLING IMAGE CORP	40885		CAR WASHES - NOV 2012		
					01-222-0000-4320	105.00	
					Total :	105.00	
100470	1/7/2013	890838 BLUE TARP FINANCIAL	27400264		SMALL HONDA ENGINE FOR GRINDER		
					01-320-0311-4400	611.14	
					Total :	611.14	
100471	1/7/2013	890879 EUROFINS EATON ANALYTICAL, INC	L0103784		WATER ANALYSIS		
					70-384-0000-4260	900.00	
			L0103791		WATER ANALYSIS		
					70-384-0000-4260	164.00	
			L0103792		WATER ANALYSIS		
					70-384-0000-4260	139.60	
			L0104029		WATER ANALYSIS		
					70-384-0000-4260	24.00	
			L0104030		WATER ANALYSIS		
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100471	1/7/2013	890879 EUROFINS EATON ANALYTICAL, INC	(Continued)					
			L0104210		70-384-0000-4260 WATER ANALYSIS	139.60		
			L0104212		70-384-0000-4260 WATER ANALYSIS	139.60		
			L0104220		70-384-0000-4260 WATER ANALYSIS	139.60		
			L0104518		70-384-0000-4260 WATER ANALYSIS	139.60		
			L0105119		70-384-0000-4260 WATER ANALYSIS	164.00		
			L0105497		70-384-0000-4260 WATER ANALYSIS	164.00		
			L0106136		70-384-0000-4260 WATER ANALYSIS	164.00		
					Total :	2,442.00		
100472	1/7/2013	890904 ART PRESERVATION ASSOCIATES	APA #4	10949	CONSERVATOR SERVICES FOR THE LI 10-150-3609-4270	11,912.86		
					Total :	11,912.86		
100473	1/7/2013	890906 MEYERS NAVE	2012100201		RETAINER - OCT 2012 (LEGAL SERVICE 01-110-5629-4270	202.50		
					01-110-0000-4270	6,232.50		
					01-110-0935-4270	180.00		
					01-110-0000-4270	135.00		
			2012100202		LEGAL SERVICES 01-110-0000-4270	2,243.99		
					01-110-5629-4270	67.50		
			2012100204		LEGAL SERVICES 01-110-3376-4270	1,364.00		
			2012100205		LEGAL SERVICES 01-110-5624-4270	455.00		
			2012100206		LEGAL SERVICES 01-110-5625-4270	585.00		
			2012100207		LEGAL SERVICES			
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100473	1/7/2013	890906 MEYERS NAVE	(Continued)					
			2012100208		01-110-1065-4270 LEGAL SERVICES	682.50		
			2012100209		01-110-0935-4270 LEGAL SERVICE	630.00		
			2012100210		01-110-0000-4270 LEGAL SERVICES	2,292.50		
					01-110-0098-4270	3,376.75		
					Total :	18,447.24		
100474	1/7/2013	890916 MENDOZA, JIM	DEC 2012		SPIN CLASS INSTRUCTOR 17-420-1337-4260	105.00		
					Total :	105.00		
100475	1/7/2013	890969 POWERS ELECTRIC PRODUCTS CO	61618		MANUAL WATER DEPTH INDICATOR 70-384-0000-4320	468.49		
					Total :	468.49		
100476	1/7/2013	890970 WEX BANK	31363183		FUEL FOR FLEET 70-383-0000-4402	699.33		
					01-320-0152-4402	296.11		
					01-320-0221-4402	193.20		
					01-320-0420-4402	4.00		
					07-313-3630-4402	1,453.15		
					27-344-0000-4402	115.80		
					29-335-0000-4402	125.65		
					70-381-0000-4402	16.22		
					70-382-0000-4402	156.35		
					72-360-0000-4402	553.47		
					73-350-0000-4402	4.00		
					70-384-0000-4402	260.02		
					01-320-0222-4402	4.00		
					01-320-0224-4402	658.93		
					01-320-0225-4402	5,291.41		
					01-320-0226-4402	2.00		
					01-320-0228-4402	608.99		
					01-320-0311-4402	546.70		
						Page:	36	

vchlist		Voucher List				Page:	37	
01/04/2013 9:35:03AM		CITY OF SAN FERNANDO						
Bank code :		bank						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
100476	1/7/2013	890970 WEX BANK	(Continued)		01-320-0312-4402	50.13		
					01-320-0320-4402	122.57		
					01-320-0346-4402	71.99		
					01-320-0370-4402	598.91		
					01-320-0371-4402	384.93		
					01-320-0390-4402	1,463.21		
					Total :	13,681.07		
100477	1/7/2013	890971 TORRES, ARTURO	2000118.004		YOUTH BASKETBALL REFUND			
					17-3770-1328	75.00		
					Total :	75.00		
100478	1/7/2013	890972 STONE, ROBERT	0000002		WEB DESIGN & TRAINING			
					01-420-0000-4260	120.00		
					Total :	120.00		
100479	1/7/2013	890973 CARDENAS, YOANA	2000800146		FACILITY RENTAL REFUND			
					01-3770-0000	89.00		
					Total :	89.00		
100480	1/7/2013	890974 LUNA, LUIS	2000053.001		YOUTH BASKETBALL REFUND			
					17-3770-1328	140.00		
					Total :	140.00		
100481	1/7/2013	890975 NATIONWIDE SPORTS	395		T-BALL PHOTOS			
					01-423-0000-4300	182.70		
					Total :	182.70		
100482	1/7/2013	890976 GARRETT, HUSANI	120612		PHOTOGRAPHER FOR HOLIDAY TREE			
					17-420-1367-4260	150.00		
					Total :	150.00		
100483	1/7/2013	890977 GONZALEZ, DELIA	120612		MRS SANTA CLAUS FOR HOLIDAY TRE			
					17-420-1367-4260	75.00		
					Total :	75.00		
100484	1/7/2013	890978 HAHN BOWERSOCK CORP	432578		LEGAL SERVICES			
							Page: 37	

vchlist		Voucher List				Page:	38	
01/04/2013 9:35:03AM		CITY OF SAN FERNANDO						
Bank code :		bank						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
100484	1/7/2013	890978 HAHN BOWERSOCK CORP	(Continued)		06-190-0000-4800	207.32		
			432691		LEGAL SERVICES			
			432693		LEGAL SERVICES	666.21		
			432736		LEGAL SERVICES	777.69		
			432738		LEGAL SERVICES	918.45		
					LEGAL SERVICES	205.57		
					Total :	2,775.24		
100485	1/7/2013	890979 CHALLENGE NEWS	M10209		ADVERTISEMENT OF NOTICE INVITING			
					01-150-0000-4230	675.00		
					Total :	675.00		
100486	1/7/2013	890980 AVILA, JESSE H.	122412		CANDIDATE'S STATEMENT - OVERPAYI			
					01-3920-0935	360.21		
					Total :	360.21		
100487	1/7/2013	890981 FAJARDO, JOEL	122412		CANDIDATE'S STATEMENT - OVERPAYI			
					01-3920-0935	360.21		
					Total :	360.21		
100488	1/7/2013	890982 GONZALRS, ROBERT C.	122412		CANDIDATE'S STATEMENT - OVERPAYI			
					01-3920-0935	360.21		
					Total :	360.21		
100489	1/7/2013	890983 LOPEZ, LOUIS A	122412		CANDIDATE'S STATEMENT - OVERPAYI			
					01-3920-0935	360.21		
					Total :	360.21		
100490	1/7/2013	890985 ORTEGA, MARIAN	NONPO		REIMB. OF OVERPAYMENT ON LOAN			
					94-1107	371.88		
					Total :	371.88		
184 Vouchers for bank code :						Bank total :	511,003.22	
							Page: 38	

vchlist
01/04/2013 9:35:03AM

Voucher List
CITY OF SAN FERNANDO

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Bank code : bank

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
184		Vouchers in this report			Total vouchers :	511,003.22

Voucher Registers are not final until approved by Council.

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ADMINISTRATION DEPARTMENT

MEMORANDUM

TO: Mayor Antonio Lopez and Councilmembers

FROM: Don Penman, Interim City Administrator

DATE: January 7, 2013

SUBJECT: Complimentary Ticket and Passes Distribution Policy

RECOMMENDATION:

It is recommended that the City Council adopt a Complimentary Ticket and Passes Distribution Policy (Attachment "A"), pursuant to the Fair Political Practices Commission ("FPPC") Regulation 18944.1.

BACKGROUND:

The FPPC requires the City Council to adopt a written policy governing the distribution of "complimentary tickets or passes," defined as admission to a facility, event, show or performance for entertainment, amusement, recreational or similar purpose. The policy does not apply to tickets provided to public officials directly by third parties and applies only to public officials required to file an annual Statement of Economic Interests (FPPC Form 700) under State law or the City's Conflict of Interest Code.

FPPC Regulation 18944.1 (Regulation) provides circumstances under which an agency's distribution of tickets or passes does not constitute a "gift" to a public official and, consequently, does not trigger disclosure on the public official's individual FPPC Form 700, and is not subject to the annual gift limit (currently \$420 per year), if one or more of the following exemptions apply:

1. The ticket or pass is provided to the official for an event at which the official performs a ceremonial role or function.
2. The ticket or pass is given gratuitously to an agency and is then distributed to an official or employee for his or her use, if all the following apply:
 - a. The original source of the ticket or pass has not earmarked it for use by particular agency officials;
 - b. The agency determines in its sole discretion who may use the ticket or pass; and

Complimentary Ticket and Passes Distribution Policy

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- c. The distribution of the ticket or pass by the agency furthers a specific governmental or public purpose in addition to any private benefit the official or employee may receive.
3. The agency obtains the ticket or pass:
 - a. Pursuant to the terms of a contract for use of public property;
 - b. Because the agency controls the event or venue; or
 - c. Through purchase at fair market value and then distributes to an official for his or her use to accomplish a specific governmental or public purpose in addition to any private benefit the official may receive.

While the distribution of a complimentary ticket or pass to an official is not a gift to the official, other benefits, such as food or beverage by the official “that are not included with the admission,” may be subject to the annual gift limit and reporting requirements.

ANALYSIS:

Written Policy for Distribution of Complimentary Passes

The Regulation requires that any distribution of complimentary tickets or passes be made pursuant to a written policy approved by the governing body of the agency and prominently posted on the agency’s website, and includes, at minimum, the following provisions:

1. A provision setting forth the public purposes to be accomplished by the distribution of tickets or passes;
2. A provision requiring that the distribution of any ticket or pass by the City to, or at the behest of an official, accomplish a public purpose of the City; and
3. A provision prohibiting any official who receives a ticket or pass pursuant to the policy from transferring the ticket or pass to any other person (except a member of the official’s immediate family).

The City Council is also required to designate in the policy the person who will have authority to distribute complimentary tickets. The proposed policy, like those in most cities, delegates this authority to the City Administrator or his designee.

The Regulation provides the City with wide discretion to identify legitimate “public purposes” when distributing tickets pursuant to a written policy. The Regulation states in part that “*the Commission recognizes the discretion of the governing body of an agency to determine whether the distribution of a ticket or pass serves a legitimate public purpose of the agency, provided the determination is consistent with state law.*” The proposed ticket distribution policy identifies an extensive list of categories of uses that may qualify as “public purposes,” but does not provide an exhaustive list.

Complimentary Ticket and Passes Distribution Policy

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FPPC Form 802 – Required

All tickets or passes distributed pursuant to the policy must be accounted for on FPPC Form 802 (Tickets Provided by Agency Report), which tracks the number of tickets or passes, who they were distributed to, their face value, and public purpose served for which the distribution was made. The City must complete and post Form 802 on its website within thirty (30) days of distributing the ticket or pass.

Complimentary Tickets to Political and Non-Profit Fundraisers

FPPC Regulation 18946.4 sets forth requirements for the reporting and valuation of complimentary tickets or passes to political and non-profit fundraising events. All complimentary tickets or passes to a political or non-profit fundraiser that are provided directly to a City official are reportable as gifts on the official's FPPC Form 700 and are subject to the annual gift limit unless one of the following narrow exemptions apply:

1. A City official may receive one (1) complimentary ticket from a 501(c)(3) charitable organization to its fundraising event, provided that the cumulative value of tickets, passes or other admission privilege received by the official from that organization during the calendar year does not exceed the annual gift limit. However, if the official receives the ticket from a third party other than the charitable organization sponsoring the fundraiser, the ticket is reportable as a gift from that third party and is subject to the annual gift limit.
2. A City official may receive one (1) complimentary ticket to a political event for a political committee (as defined in Government Code §82013(a)) or a comparable federally-regulated committee holding an event in California. However, if the official receives the ticket from a third party other than the committee or candidate sponsoring the event, the ticket is reportable as a gift from that third party and is subject to the annual gift limit.

BUDGET IMPACT:

None.

CONCLUSION:

In order to comply with FPPC Regulation 18944.1, staff recommends that the City Council adopt the attached Complimentary Ticket and Passes Distribution Policy.

ATTACHMENT:

- A. Complimentary Ticket and Passes Distribution Policy

CITY OF SAN FERNANDO		POLICY/PROCEDURE
NUMBER		ATTACHMENT "A"
ORIGINAL ISSUE	EFFECTIVE	COMPLIMENTARY TICKETS AND PASSES DISTRIBUTION POLICY, PURSUANT TO FPPC REGULATION 18944.1
January 7, 2013	January 7, 2013	
CURRENT ISSUE	EFFECTIVE	COUNCIL POLICY AND MANAGEMENT POLICY/PROCEDURE
SUPERSEDES		

COUNCIL POLICY AND MANAGEMENT POLICY/PROCEDURES

Section 1. **Purpose.**

The Fair Political Practices Commission (FPPC) regulates complimentary tickets or passes distributed to government officials and employees by their agency. The FPPC requires the City Council to adopt a written policy governing the distribution of complimentary tickets and passes that includes a statement describing the public purpose to be accomplished by such policy.

The purpose of this policy is to establish a fair and equitable process for the distribution to City Councilmembers and employees of complimentary tickets or passes received by the City to a facility, event, show or performance for entertainment, amusement, recreational or similar purposes in compliance with the requirements of Section 18944.1 of the Fair Political Practices Commission Regulations. This Policy is subject to all applicable FPPC Regulations and the Political Reform Act, as now exist or may hereafter be added or amended. (These regulations can be found at Title 2 of the California Code of Regulations and will be referred to as "FPPC Regulations").

Section 2. **Definitions.**

Unless otherwise expressly provided herein, words and terms used in this Policy shall have the same meaning as that ascribed to such words and terms in the California Political Reform Act of 1974 (Government Code Sections 81000, et seq., as the same may from time to time be amended) and the Fair Political Practices Commission ("FPPC") Regulations (Title 2, Division 6 of the California Code of Regulations, Sections 18110 et seq., as the same may from time to time be amended).

- A. "City" or "City of San Fernando" shall mean and include the City of San Fernando, and any other affiliated agency created or activated by the City of San Fernando City Council, and any departments, boards and commissions thereof.
- B. "City Official" shall mean every officer, agent and employee of the City who is obligated to file an Annual Statement of Economic Interests (FPPC Form 700) under state law or the City's current conflict of interest code.
- C. "City Venue" shall mean and refer to any facility owned, controlled or operated by the City.
- D. "FPPC" shall mean and refer to the California Fair Political Practices Commission.
- E. "Immediate family" shall mean and refer to the spouse and dependent children of the City Official. The term spouse includes registered domestic partners recognized by state law and dependent children shall mean a child, including an adoptive child or stepchild, of a City Official who is under 18 years old and who the City

COUNCIL POLICY AND MANAGEMENT POLICY/PROCEDURE**Complimentary Tickets and Passes Policy, Pursuant to FPPC Regulation 18944.1****Page 2**

Official is entitled to claim as a dependent on his or her federal tax return.

- F. "Policy" shall mean and refer to this Policy Regarding the Distribution of Complimentary Tickets Pursuant to FPPC Regulation 18944.1.
- G. "Ticket" shall mean and refer to a "ticket or pass" as that term is defined in FPPC Regulation 18944.1, as amended from time to time, but which currently defines a "ticket or pass" as admission privileges to a facility, event, show or performance for an entertainment, amusement, recreational, or similar purpose.

Section 3. Application of Policy.

- A. This policy shall be applicable to every officer, agent and employee of the City who is obligated to file an Annual Statement of Economic Interests (Form 700) under state law or the City's current Conflict of Interest Code.
- B. This Policy governs the distribution of complimentary Tickets received by the City that are either:
 - 1. Gratuitously provided to the City by an outside source;
 - 2. Acquired by the City by purchase;
 - 3. Acquired by the City as consideration pursuant to the terms of a contract for the use of a city venue; or
 - 4. Acquired and distributed by the City in any other manner.
- C. This Policy does not apply to:
 - 1. Any other item of value provided to the City or any City Official, regardless of whether received gratuitously or for which consideration is provided.
 - 2. Tickets provided by sources other than the City.
 - 3. A Ticket received by a City Official from the City where both the City Official and the City treat and report the value of the Ticket as income consistent with applicable state and federal income tax laws and the Ticket is reported as income pursuant to the provisions of this Policy.

Section 4. General Provisions.

- A. No Right to Tickets: The use of complimentary Tickets is a privilege extended by the City and not the right of any person to which the privilege may from time to time be extended.
- B. Limitation on Transfer of Tickets: Tickets distributed to a City Official pursuant to this Policy shall not be transferred to any other person, except to members of such City Official's immediate family solely for their personal use. If a City Official transfers a Ticket he or she has received from the City to another person, as opposed to returning the Ticket to the City for redistribution, then the value of the Ticket or Tickets he or she transfers shall constitute a gift to him or her and shall be reportable as provided by the regulations of the FPPC.

COUNCIL POLICY AND MANAGEMENT POLICY/PROCEDURE**Complimentary Tickets and Passes Policy, Pursuant to FPPC Regulation 18944.1**

Page 3

- C. Prohibition Against Sale of or Receiving Reimbursement for Tickets: No person who receives a Ticket pursuant to this policy shall sell or receive reimbursement for the value of such Ticket.

Section 5. Ticket Administrator.

- A. The City Council delegates the authority to the City Administrator or his/her designee to be the Ticket Administrator for purposes of implementing the provisions of this Policy.
- B. The Ticket Administrator shall have the authority, in his or her sole discretion, to establish procedures for the distribution of Tickets in accordance with this Policy. Such authority includes the power to distribute such a Ticket to the City Administrator provided that doing so is otherwise consistent with this Policy. All requests for Tickets that fall within the scope of this Policy shall be made in accordance with the procedures established by the Ticket Administrator.
- C. The Ticket Administrator shall determine the face value of Tickets distributed by the City for purposes of Sections 6.A. and 6.B of this Policy.
- D. The Ticket Administrator, in his or her sole discretion, may revoke or suspend the Ticket privileges of any person who violates any provision of this Policy or the procedures established by the Ticket Administrator for the distribution of Tickets.
- E. For the purpose of implementing this policy, and completing and posting the FPPC California Form 802, the Ticket Administrator shall be the "Agency Head."

Section 6. Conditions Under Which Tickets May be Distributed.

Subject to the provisions of this Policy, the Ticket Administrator may distribute complimentary Tickets to City Officials under any one of the following conditions:

- A. The City Official reimburses the City for the face value of the Ticket(s).
- B. The City Official treats the Ticket(s) as income consistent with applicable federal and state income tax laws and the Ticket(s) are reported as income pursuant to the provisions of this Policy.
- C. The distribution of the Ticket(s) to, or at the behest of, the City Official that accomplishes or furthers one or more of the following governmental and/or public purposes:
 - 1. Facilitating the performance of a ceremonial role or function by a City Official on behalf of the City at an event, for which the City Official may receive enough Tickets for the City Official and each member of his or her Immediate Family.
 - 2. Facilitating the attendance of a City Official at an event where the job duties of the City Official require

COUNCIL POLICY AND MANAGEMENT POLICY/PROCEDURE**Complimentary Tickets and Passes Policy, Pursuant to FPPC Regulation 18944.1**

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his or her attendance at the event, for which the City Official may receive enough Tickets for each member of the City Official's Immediate Family.

3. Promotion of intergovernmental relations and/or cooperation and coordination of resources with other governmental agencies, including, but not limited to, attendance at an event with or by elected or appointed public officials from other jurisdictions, their staff members and their guests.
4. Economic or business development purposes on behalf of the City.
5. Promotion of City resources and/or facilities available to San Fernando residents.
6. Promotion of City-run, sponsored or supported community events, activities or programs.
7. To monitor and evaluate the value of City-run, sponsored or supported community events, activities or programs to the City including but not limited to evaluation of the venue, quality of performances and compliance with City policies, agreements and other requirements.
8. Promotion and evaluation of events, activities or programs at City venues, including but not limited to evaluation of the venue, quality of performances and compliance with City policies, agreements and other requirements.
9. Promoting, supporting and/or showing appreciation for programs or services rendered by charitable and non-profit organizations benefiting San Fernando residents.
10. Promotion of City tourism on a local, state, national or worldwide scale.
11. Business retention or attraction on a local, state, national or worldwide scale.
12. Promotion of City recognition, visibility, and/or profile on a local, state, national or worldwide scale.
13. Encouraging San Fernando resident and business support for and attendance at local events.
14. Encouraging participants in City sponsored programs to attend local events.
15. Attracting or rewarding volunteer public service.
16. Encouraging or rewarding significant academic, athletic, or public service achievements by San Fernando students, residents or businesses.
17. Attracting and retaining highly qualified employees in the City service.
18. Recognizing or rewarding meritorious service by a City employee.
19. Promoting enhanced City employee performance or morale.

COUNCIL POLICY AND MANAGEMENT POLICY/PROCEDURE**Complimentary Tickets and Passes Policy, Pursuant to FPPC Regulation 18944.1**

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20. As an incident to the above public purposes, allowing for the Immediate Family of the City Official to accompany the City Official to events to accomplish any of the purposes listed in this Resolution.

Section 7. Tickets Distributed at the Behest of a City Official.

- A. Only the following City Officials shall have authority to behest Tickets: City Council Members, the City Administrator, and Department Heads.
- B. Tickets shall be distributed at the behest of a City Official only for one or more public purposes set forth in Section 6-C. above.
- C. If Tickets are distributed at the behest of a City Official, such City Official shall not use one of the Tickets so distributed to attend the event.

Section 8. Other Benefits.

- A. The distribution of Tickets pursuant to this Policy shall not constitute a "gift" to the City Official receiving the Ticket, however, other benefits, such as food or beverage or other gifts provided to the City Official that are not part of the admission provided by the complimentary Ticket, will need to be accounted for as gifts.
- B. If the City receives complimentary Tickets that are earmarked for particular City Officials, then the Tickets are considered gifts to that particular City Official. If these Tickets are not returned unused to the provider within thirty (30) days of receipt, then the City Official must comply with the applicable FPPC gift limit regulations and reporting regulations.

Section 9. Posting and Disclosure Requirements.

- A. This Policy and Form 802 reports required by Section 18944.1 of the FPPC Regulations shall be posted on the City's website as required by that Section.
- B. The distribution of Tickets pursuant to this Policy shall be documented by the preparation and certification of Fair Political Practices Commission Form 802. Within thirty (30) calendar days of the distribution of a Ticket, the Ticket Administrator shall prepare and certify a Form 802 and shall post it on the City's Website.
- C. Tickets distributed by the City for which the City receives reimbursement from the City Official shall not be subject to the disclosure provisions set forth herein.

Section 10. Authority.

By order of City Council Motion (Item No. ___), Policy adopted by the City Council on January 7, 2013.

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CITY COUNCIL**MEMORANDUM**

TO: Mayor Antonio Lopez and Councilmembers
FROM: Councilmember Joel Fajardo
DATE: January 7, 2013
SUBJECT: Appointments to City Commissions

I recommend that the following individuals be appointed as my representatives to the City Commissions:

a. **Parks, Wellness, and Recreation Commission**

Name: Danitza Pantoja, City of San Fernando resident and registered voter

b. **Transportation and Safety Commission**

Name: Gilbert Berriozabal, City of San Fernando resident and registered voter

ATTACHMENT:

A. Bios

ATTACHMENT "A"**Danitza M. Pantoja, M.A.**

EDUCATION:

Alliant International University, Alhambra, CA
Psy.D. Educational Psychology, Anticipated Graduation Date, May 2013

Phillips Graduate Institute, Encino, CA
M.A. School Psychology, May 2009
Pupil Personnel Services Credential-School Psychology

Loyola Marymount University, Los Angeles, CA
M.A. Counseling, July 2001

Loyola Marymount University, Los Angeles, CA
B.A. Major in Psychology Minor in Sociology, June 1998
Summer Study Abroad- Spetses, Greece, July 2001

SPECIFIC TRAINING:

- **Child and Adolescent Needs and Strengths (CANS) Assessment** – May 11, 2012
- **Pathways to Extreme Success (PX2) Curriculum** – December 2011
- **UCLA PEERS Program for the Education & Enrichment of Relational Skills** – July 26 – 29, 2011
- **Autism Diagnostic Observation Schedule (ADOS)**- May 1, 2009
- **NASP's PREPaRE, School Crisis Intervention and Recovery Training Curriculum**-June 17-21, 2008
- **Behavior Intervention Case Manager Training (BICM) /**
 - Los Angeles Unified School District SELPA** – June 14, 2008
 - The Antelope Valley Special Education Local Plan Area** –May 10,2010
- **Certificate of Completion of Anger Management Professional Training**-April 14, 2006
- **HOPE (Hispanas Organized for Political Equality) Leadership Institute**- Class of 2005

EMPLOYMENT EXPERIENCE:

SCHOOL PSYCHOLOGIST: *Partners In Special Education / Opportunities for Learning Public Charter Schools. Servicing Arleta, Encino, Chatsworth, Northridge, Oxnard, Reseda, Studio City, Hollywood, and Simi Valley School Sites. 7/11-present*

Conduct comprehensive psycho-educational evaluations. Consult and collaborate with AR teachers and resource teachers work in providing academic intervention plans for students. Provide individual/crises counseling. Facilitate "Girl Talk" groups. Provide and refer students to outside resources. Implement Transition Workshops such as resume building and interview skills. Continue to maintain professional skills through reading current literature and maintaining memberships with professional associations.

SCHOOL PSYCHOLOGIST: *Palmdale School District: Yucca Elementary and Palm Tree. 8/09 – 6/2011.*

Conducted comprehensive psycho-educational evaluations; wrote intervention plans; ensured that assessments and plans were implemented within stipulated time frames and according to guidelines. As case manager on initial assessments, responsibilities included but were not limited to writing the IEP, ensuring all individual parties had been invited and would participate, and facilitated the IEP meeting. Continued responsibilities consisted of counseling students individually and in groups. Provided short-term crisis intervention. Participated as a member of the Student Success Team. Consulted with administrators, teachers, parents and outside agencies on possible interventions and resources. Continued to maintain professional skills through reading current literature and maintaining memberships with professional associations.

SCHOOL PSYCHOLOGIST INTERN:*Palmdale School District:Yucca Elementary, Chaparral Elementary, and Golden Poppy Elementary. 8/08 – 6/09.*

Conducted comprehensive psycho-educational evaluations; wrote intervention plans; ensured that assessments and plans are implemented within stipulated time frames and according to guidelines. Counseled students individually and in groups. Provided short-term crisis intervention. Participated as part of the Student Success Team. Consulted with administrators, teachers, and parents on possible interventions and resources. Maintained appropriate reports, records, and files. Provided an in-service training to staff regarding

child abuse reporting and the “BEST” behavior program. Participated as a presenter to parents on “Improving Literacy Skills at Home,” for the California Association for Bilingual Education (CABE) Conference, Antelope Valley High Desert. Attending in-service meetings and conferences to develop professional skills. Maintained professional skills through reading current literature and maintained memberships with professional associations.

PRACTICUM STUDENT: Los Angeles Unified School District, Central/ West District.

Miramonte Elementary School - 1/07 – 6/07: observed testing and parent interviews, as well as attended IEPs.

Hobart St. Elementary School - 9/07 – 12/07: observed individual counseling sessions, consultations, student interviews and observations, and attended SST and IEP meetings.

David Starr Jordan High School - 1/08 – 6/08 : Group and Individual counseling under supervision. Conducted comprehensive psycho-educational evaluations and presented results at IEP meetings under supervision. Attended SSTs and IEPs. Assisted in psycho-educational report writing under supervision. Presented with School Psychologist at a parent conference on “How to Survive the Teenage Years.”

FLOOR TIME THERAPIST/ BEHAVIORAL THERAPIST. McRory Pediatrics. 10/07 to 9/08. Implementing IEP behavior plan in the classroom with a variety of students. Keep daily logs on student’s behavior on Welligent. Assisting as a floor time therapist/gross motor therapist in the Infant Development Program and Building Bridges Program. **9/08 to present:** assist with facilitating social skills groups.

MARKETING COORDINATOR. PADRES Contra El Cáncer. 4/07 to 10/07.

Coordinated creative traffic, budgets and timetables with external vendors to meet marketing needs of the organization. Used graphic and layout software programs to create and manipulate general flyers, prototypes and mock-ups in English and Spanish. Assisted with the organization’s production of special events, activities and programs. Managed multiple PADRES Contra El Cáncer website changes in content and graphics on a regular basis. Facilitated two sessions for Lives In Transition Program, one for adolescents called “Self Esteem & Self Issues” as well as for adults called “Dealing with Sibling Emotions,” “Family Stress and Tension,” and “Communicating Effectively With Your Medical Team.”

BEHAVIORAL THERAPIST. The Center for Autism and Related Disorders. 11/06 to 4/07.

Implemented one-on-one therapy in home, school and clinic settings under the direction of the clinical supervisor. Set and met performance goals. Monitored clients progress through maintaining appropriate data. Reported to clinical supervisor on client progress and provide treatment recommendations. Participated in a study on the effects of hyperbaric chamber therapy on children with Autism. I was responsible for performing ABA in the hyperbaric chamber with one of my clients.

IN-HOME COUNSELOR/ TOTAL FAMILY CARE, FAMILY PRESERVATION NETWORK. Boys & Girls Club of San Fernando Valley. 8/04 to 9/05, 3/06 – 12/08. Provided supportive counseling and appropriate referrals to appropriate social resources. Monitored progress and provided progress reports to appropriate directors and supervisors.

SOCIAL WORKER AND RECRUITMENT COORDINATOR. Walden Family Services. 8/02 to 8/04

Recruited potential foster parents and managed the advertising/marketing of the agency; conducted foster parent training/orientations; supervised recruitment assistant. Conducted weekly home visits to provide consultation to foster parents. Approved and monitored all interactions between foster children and biological family or other approved contacts. Provided progress reports to the Department of Children and Family Services. Responsible for performing home studies for prospective foster parents.

SCHOOL COUNSELOR. Valley Family Center. 2/02 to 7/02. Worked at school sites that included: Saint Elizabeth’s and San Fernando Elementary School and the Learning Center at Valley Family Center. Provided individual and group counseling to students with identified concerns and needs. Consulted with parents, teachers, and educational/community resources regarding the students with identified needs.

SPECIAL PROJECTS COORDINATOR. Transportation and Land Use Collaborative of Southern California. 9/05 to 2/06. Responsibilities included community outreach, planning, and conference events, worked with elected and other public officials, assisted with community building, planning, and public policy issues. Responsible for the growth and development of the Latino New Urbanism program and development of the Women’s Leadership Program. Project Manager for the Coachella Valley Design for Healthy Living.

FIELD REPRESENTATIVE AND SOCIAL POLICY SPECIALIST. *Office of Assemblymember Cindy Montanez, 39th District.* 8/04 to 9/05. Represented the Assemblymember at community functions and policy forums dealing with public health, social welfare and educational issues. Acted as the special events coordinator for several community forums and town-halls including: a Latino LGBT dialogue (2 hours simulcast on KPFK 90.7 FM); a series of Megan's Law Informational Forums; Identity Theft Resource Fair and a Domestic Violence Awareness and Self Defense Workshop. Assisted in policy outreach for the Assemblymember's School Kitchens and Gardens Legislation as well as community outreach for the Pacoima Wash River-way Project (with partnering from the City of San Fernando and the Santa Monica Mountains Conservancy). Worked with parent center advocates and home based child care centers.

SPECIAL ASSISTANT. *Thomas and Dorothy Leavey Center for the Study of Los Angeles at Loyola Marymount University.* 1/2000 to 2/2002. Assisted center Director Dr. Fernando Guerra with media inquiries and office management. Organized several policy roundtables including a discussion with Mexican President Vicente Fox's Presidential Transition Team; a forum on assessing the needs of the Los Angeles Latino Business community; and a forum on Los Angeles housing needs. Supervised student interns on public outreach research for Staples Center Community benefits project as well as the Hollywood and Highland Redevelopment project. Also assisted in the coordination of Board of Director's meetings.

RESEARCH ASSISTANT. *University of California Los Angeles (UCLA) Neuroscience Department.* Interviewed homeless teens in Los Angeles for a longitudinal study of lifestyle choices and the prevalence of HIV and STDs.

PROFESSIONAL MEMBERSHIPS & SPECIFIC ACTIVITIES:

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGIST – MEMBER

CALIFORNIA ASSOCIATION OF SCHOOL PSYCHOLOGIST - MEMBER

PARKS , WELLNESS, AND COMMUNITY SERVICE COMMISSIONER. **City of San Fernando**, Appointed for 2001- resigned in 2011. Nominated Committee Chair from 2004-2006. Nominated Vice-Chair from 2006 - present.

LANGUAGES: SPANISH

Gilbert Berriozabal

EXPERIENCE

Farmers Insurance ***Simi Valley, CA***
 Marketing Director June 2011 – Currently

- Responsible for all agent marketing strategies, advise agents on marketing tools which best fit their target audience and markets.
- Led strategic plan for sales ensure all marketing outlets, strategies are met in a timely fashion.
- Assist in leading Marketing workshops to agents in our division , train agents in a vast marketing tools readily available to market their products, and ensure all markets are met, via all mail, advertising, social networking sites, and internet marketing.

Warner Home Video ***Burbank, CA***
 Financial Analyst, Credit & Customer Operations June 2007 – March 2011

- Successfully assisted in the reconciliation of \$30 million in 1st year focused on consistent follow up with customer, expediting research to customer denial and price discrepancies. Secured quarterly payments by customer.
- Led strategic plan for credit analysis for clients such as Costco, Target Wal-Mart, Target, Best Buy. Collectively with management a minimum ledger balance was established to ensure collection of all open invoices.
- Successfully trained Polish team – (Outsourcing Program) , worked to effectively position and strengthen new team by ensuring they were adequately trained in VDOE, SAP, Marvin and Business Objects. Ensure they established a strong communication capability via SAP to ensure Poland, US and Mexico teams efficiently and effectively execute reconcile all accounts.

St. Didacus Parish ***Sylmar, CA***
 Youth Minister August 2008 – December 2009

- Confirmation Coordinator, Recruited, trained and sustained a team of adult catechists, high school and college students as part of the confirmation program.
- Oversaw fundraising Campaigns raising \$25,000 during my part time tenure which led to sustainment of programs
- Conducted and Provided Religious Education, providing liturgical and curriculum training as well as retaining professional development training, to ensure catechist and youth leaders were adequately trained and prepared as required by the Los Angeles Diosis.
- Mentored over 250 Youth, with the support of our ministry team and our parish priest, we counseled and addressed various issues individual youth were expressing help in, including reporting child abuse cases to proper authorities and assisting the family and youth through their ordeal in a confidential and nurturing manner.

America Wide Mortgage Inc. ***Thousand Oaks, CA***
 Loan Officer April 2006 - April 2007

- Successfully generated 1.5 Million in monthly mortgage loans . Generated 18 million dollars in mortgage loans during my year with company.

Northridge Hospital Medical Center – Center for Healthier Communities***Van Nuys, CA***

Program Coordinator

October 1999 April 2006

- Established 1st MIP Model Program Statewide, Developed an innovative 10 week curriculum modeling approved curricula by the Department of Office and Family Planning. Traveling at the request of Department of Human Services-Office of Family Planning to other state funded agencies providing training presentations providing the skills, models, and formats to assist them in creating similar curriculums fitting of their demographic audience.
- Led Grant Proposals in collaboration with Executive Director and staff drafted grants funding totaling \$1 Million dollars allowing for the sustainability our Male Involvement Program (MIP) for a period of 9 years until the closure of Northridge Hospital Medical Center – Sherman Way Campus.
- Community & Government Liaison, established a relationship within our Latino community as well as local and state representatives garnering their support as well recognition of our programs efforts as they related to teen pregnancy prevention. Recruited elected officials to visit our facilities and become advocates to ensure continued funding in the state legislature.
- Supervised 3 Health Educators and 25 stipend HS Students, successfully hired, trained and retained key staff during our operational period. Managed and establishing guidelines within already established guidelines by HR to ensure all staff operated and represented agency accordingly in the community and LAUSD Sites.

EDUCATION National University, Bachelor of Science Pre-Law Studies
Sherman Oaks, CA

LANGUAGES Spanish (fluent)

REFERENCES Furnished upon request