



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

SAN FERNANDO CITY COUNCIL
SPECIAL MEETING NOTICE & AGENDA

DECEMBER 2, 2013 – 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 **Monday, December 2, 2013, 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) VEHICLE TOWING AND STORAGE SERVICES CONTRACT

Recommend that the City Council review and provide direction regarding a Request for Proposals for City Vehicle Towing and Storage Services.

2) EAST SAN FERNANDO VALLEY TRANSIT CORRIDOR PROJECT - METRO

Los Angeles County Metropolitan Transportation Authority (MTA) staff will make a presentation on the East San Fernando Valley Transit Corridor Project.



RECESS TO CLOSED SESSION

- A) PUBLIC EMPLOYMENT (EMPLOYEE RECRUITMENT) G.C. §54957(b)(1)
Title of Position Under Consideration: City Manager
- B) CONFERENCE WITH LABOR NEGOTIATOR REGARDING UNREPRESENTED EMPLOYEE
§G.C. 54957.6(a)
City's Designated Representatives: Bob Murray and Mayor Antonio Lopez
Title of Position Subject to Negotiation: City Manager
- C) CONFERENCE WITH REAL PROPERTY NEGOTIATOR (G.C. §54956.8)
Property: 732 Mott Street, 700 Chatsworth Drive and 713 Chatsworth Drive,
City of San Fernando (APNs 2613-001-900, 2613-001-901, 2613-
001-902, 2613-001-903, 2613-001-904, 2613-001-905 and 2613-
004-900)
Agency Negotiators: Interim City Manager Don Penman and Community Development
Director Fred Ramirez, Lead Negotiators
Negotiating Parties: Mission Community Hospital and Deanco Healthcare, LLC
Under Negotiation: Price and Terms of Proposed Lease Assignment, Price and Terms
of Landlord Waiver, and Price and Terms of Second Lease
Amendment
- D) CONFERENCE WITH REAL PROPERTY NEGOTIATOR (G.C. §54956.8)
Property: 732 Mott Street, 700 Chatsworth Drive and 713 Chatsworth Drive,
City of San Fernando (APNs 2613-001-900, 2613-001-901, 2613-
001-902, 2613-001-903, 2613-001-904, 2613-001-905 and 2613-
004-900)
Agency Negotiators: Interim City Manager Don Penman and Community Development
Director Fred Ramirez, Lead Negotiators
Negotiating Parties: Deanco Healthcare, LLC
Under Negotiation: Price and Terms of Sale of Said Property
- E) CONFERENCE WITH REAL PROPERTY NEGOTIATOR (G.C. §54956.8)
Property: 1211 First Street, City of San Fernando (APN 2520-024-902)
Agency Negotiator: Interim City Manager Don Penman and Community Development
Director, Fred Ramirez, Lead Negotiators
Negotiating Parties: David Dardashty
Under Negotiation: Price and Terms of Sale of Said Property

RECONVENE/REPORT OUT FROM CLOSED SESSION



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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 24 hours prior to the meeting.

Elena G. Chávez, City Clerk

Signed and Posted: November 27, 2013 (3:00 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.

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San Fernando City Council Special Meeting

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POLICE DEPARTMENT

MEMORANDUM

TO: Mayor Antonio Lopez and Councilmembers

FROM: Donald Penman, Interim City Manager
By: Robert Parks, Interim Chief of Police

DATE: December 2, 2013

SUBJECT: Vehicle Towing and Storage Services Contract

RECOMMENDATION:

It is recommended that the City Council review and provide direction regarding a Request for Proposals for City Vehicle Towing and Storage Services.

BACKGROUND:

The selection of a service provider to contract with the City for vehicle towing and storage services can involve the examination of several components. Below is a brief list of issues and/or factors to consider when addressing the need for vehicle towing and storage service:

- **General Provisions:**

- ✓ Possess all permits, certificates, and insurance binders, as required by law
- ✓ Provide sufficient fees for service to the City including, but not limited to:
 - Franchise fee to the City of \$45.00 per vehicle; and a
 - Monthly impound fee of \$80.00 per vehicle impounded.
- ✓ Provide monthly statistical reporting

- **Storage Provisions:**

- ✓ Primary storage lot capacity, location, and physical layout:
 - Minimum storage of 100 vehicles dedicated to SFPD.
 - Not more than five (5) miles from SFPD.
 - Surfaced entirely with either concrete or asphalt.
 - Securely fenced in, free of hazards, well lit.
 - Sufficient to afford ready and easy access to all vehicles.
 - Readily available amenities for customers.

Vehicle Towing and Storage Services Contract

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- ✓ Secondary storage lot capacity, location and physical layout:
 - Total storage capacity for 50 vehicles.
 - Within five (5)miles of primary lot.
 - All other provisions as listed above.
- ✓ Investigative hold area capacity and physical layout:
 - Capacity to hold (10) vehicles.
 - Fully enclosed structure capable of providing protection from the natural elements.
 - Completely fenced and secured as to limit access and maintain chain of custody.
 - Adequately lit, free of hazards and ability to examine vehicle.
- **Vehicles and Equipment Provisions:**
 - ✓ Available equipment:
 - Minimum of three (3) tow trucks and one (1) flatbed truck .
 - Completely equipped with necessary amenities (jumper cables, sand, bolt cutters, etc.).
- **Staffing Provisions:**
 - ✓ Background Investigation
 - ✓ Sufficient personnel as needed to:
 - Receive calls from SFPD;
 - Dispatch tow units within a 15-20 minute time period;
 - Provide security and service at all storage facilities, and
 - Provide other services as needed as required under a franchise agreement.
 - ✓ Dispatch capabilities:
 - 24 hours per day, 7 days per week, and 365 day a year.
 - Available for vehicle release between 7:00 A.M. and 7:00 P.M., 365 days a year.
 - CAD and GPS capabilities.
- **Ancillary Requirements:**
 - ✓ Response for service to SFPD personnel out of area 24 hours a day for City vehicles
- **Rotational Contracting Services between three (3) service providers to ensure contractual equity**

EAST SAN FERNANDO VALLEY TRANSIT CORRIDOR PROJECT - METRO

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