



Mayor Brenda Esqueda
Mayor Pro Tem Antonio Lopez
Councilmember Maribel De La Torre
Councilmember Sylvia Ballin
Councilmember Mario F. Hernández
City Administrator
Al Hernández

SAN FERNANDO CITY COUNCIL AGENDA

JUNE 18, 2012 – 6:00 PM

**COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340**

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

Mayor Brenda Esqueda

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.

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 MINUTES OF:

- a) MAY 21, 2012 – REGULAR MEETING**
- b) MAY 29, 2012 – SPECIAL MEETING**
- c) MAY 31, 2012 – SPECIAL MEETING**
- d) JUNE 7, 2012 – SPECIAL MEETING**

SAN FERNANDO CITY COUNCIL
AGENDA – JUNE 18, 2012
PAGE 2

2) APPROVAL OF WARRANT REGISTER NO. 12-062

3) ADOPTION OF A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO CONTINUE OPERATIONS INTO FISCAL YEAR (FY) 2012-13 USING THE FY 2011-12 CITY BUDGET

Recommend that the City Council adopt a Resolution authorizing the City Administrator to continue with the City's operations beyond June 30, 2012 using the FY 2011-12 City Budget until such time that the City Council adopts the FY 2012-13 City Budget.

4) APPOINTMENT TO DISASTER COUNCIL

Recommend that the City Council approve the appointment of Christopher Cooper to the Disaster Council for a two-year term.

5) FINAL REPORT ON FY 2012-13 CITY PRIORITIES

Recommend that the City Council:

- a. Receive and file the list of priorities for FY 2012-13;
- b. Direct staff to develop the FY 2012-13 City budgets around the priorities; and
- c. Direct staff to provide a mid-year report on progress made to each of the priorities.

NEW BUSINESS

6) CORRECTIVE ORDINANCE PERTAINING TO WATER UTILITY SERVICE CHARGES

Recommend that the City Council introduce for first reading, in title only, and waive further reading of "An Ordinance of the City of San Fernando Amending Division 3 of the Article III of Chapter 94 of the San Fernando City Code Relating to Water Utility Service Charges".

7) RESOLUTION ADOPTING A FEE SCHEDULE FOR SWIM LESSONS AND RECREATION SWIM

Recommend that the City Council adopt a Resolution amending the FY 2011-12 Fee Schedule for Swim Lessons and Recreation Swim.

8) EAST SAN FERNANDO VALLEY TRANSIT CORRIDOR PROJECT UPDATE

Recommend that the City Council review this report and provide direction to staff regarding the East San Fernando Valley Transit Corridor Project.



SAN FERNANDO CITY COUNCIL
AGENDA – JUNE 18, 2012
PAGE 3

9) FY 2012-13 ACTION PLAN FOR COMMUNITY PRESERVATION DIVISION

Recommend that the City Council:

- a. Consider the FY 2012-13 Action Plan for the Community Preservation Division in conjunction with the reassignment of the Division to the Community Development Department, as outlined and summarized in the analysis in staff's report; and
- b. Provide direction to staff with respect to implementation of the measures proposed by staff.

10) POLICE DEPARTMENT'S JAIL DIVISION FOOD SERVICES

Recommend that the City Council adopt a Resolution approving an allocation of Police Department funds (not to exceed \$6,000) for commercial appliances which will be used to serve meals to the Police Department's inmate population.

11) LETTER OF SUPPORT FOR STATE ASSEMBLY BILL 1585 (PEREZ)

Recommend that the City Council authorize the Mayor to send a letter of support to State Assembly Member John A. Perez regarding his proposed Assembly Bill 1585 (Perez) in an effort to provide "clean up" legislation to Assembly Bill 1x 26, which resulted in the dissolution of the City Redevelopment Agency.

STUDY SESSION

12) FY 2012-13 BUDGET STUDY SESSION NO. 2

Recommend that the City Council review, discuss, and provide staff with direction concerning the following Draft FY 2012-13 Budgets:

- a. General Fund
 - i. Finance (Division 190)
- b. Special Funds
 - i. 2 – Supplemental Law Enforcement Services Fund (SLESF)
 - ii. 7 – Proposition "A" – Transit Development Fund
 - iii. 8 – Proposition "C" – Transit Development Fund
 - iv. 9 – Proposition "C" – Discretionary
 - v. 10 – Grant Fund



SAN FERNANDO CITY COUNCIL
AGENDA – JUNE 18, 2012
PAGE 4

- vi. 11 – State Gas Tax Fund
- vii. 12 – Measure “R”
- viii. 13 – Traffic Safety Fund
- ix. 15 – Local Transportation Fund (SB 325)
- x. 16 – Air Quality Management District Fund (AQMD)
- xi. 18 – Retirement Fund
- xii. 20 – State Asset Seizure
- xiii. 21 – Federal Asset Seizure
- xiv. 26 – Community Development Block Grant (CDBG)
- xv. 27 – Street Lighting
- xvi. 29 – Parking and Maintenance Operations (M & O)
- xvii. 41 – Equipment Replacement
- xviii. 50 – Pavement Fund

c. Enterprise Funds

- i. 70 – Water
- ii. 72 – Sewer
- iii. 73 – Refuse

STANDING COMMITTEE UPDATES

- No. 1 Budget, Personnel and Finance (BPF)
Chair Mario F. Hernández
- No. 2 Housing, Community & Economic Development and Parking (HCEP)
Chair Maribel De La Torre
- No. 3 Natural Resources, Infrastructure, Water, Energy and Waste Management (NRIW)
Chair Sylvia Ballin
- No. 4 Public Safety, Veteran Affairs, Technology and Transportation (PVTT)
Chair Antonio Lopez
- No. 5 Education, Parks, Arts, Health and Aging (EPAH)
Chair Brenda Esqueda

GENERAL COUNCIL COMMENTS



SAN FERNANDO CITY COUNCIL
AGENDA – JUNE 18, 2012
PAGE 5

STAFF COMMUNICATION

CLOSED SESSION

- A) CONFERENCE WITH LABOR NEGOTIATOR
G.C. 54957.6

City Negotiator:	City Administrator Al Hernandez
Employee Organizations:	San Fernando Management Group (SEIU, Local 721)
	San Fernando Public Employees' Association (SEIU, Local 721)
	San Fernando Police Officers Association
	San Fernando Police Officers Association Police Management Unit
	San Fernando Police Civilian Association (SEIU, Local 721)
	San Fernando Part-time Employees' Association (SEIU, Local 721)

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.

Elena G. Chávez, City Clerk

Signed and Posted: June 14, 2012 (6:00 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.



*This Page
Intentionally
Left Blank*

San Fernando City Council

*This Page
Intentionally
Left Blank*

1a

*This Page
Intentionally
Left Blank*

**SAN FERNANDO CITY COUNCIL
MINUTES**

**MAY 21, 2012 – 6:00 P.M.
REGULAR MEETING**

City Hall Council Chambers
117 Macneil Street
San Fernando, CA 91340

CALL TO ORDER/ROLL CALL

Mayor Brenda Esqueda called the meeting to order at 6:07 p.m.

Present:

Council: Mayor Brenda Esqueda, Mayor Pro Tem Antonio Lopez (arrived at 6:20 p.m.), and Councilmembers Maribel De La Torre, Sylvia Ballin, and Mario F. Hernández

Staff: City Administrator Al Hernández, City Attorney Maribel S. Medina, and City Clerk Elena G. Chávez

PLEDGE OF ALLEGIANCE

Mayor Esqueda

PRESENTATION

The following presentations were made:

A) PUBLIC WORKS WEEK (MAY 20-27, 2012)

APPROVAL OF AGENDA

Motion by Councilmember De La Torre, seconded by Councilmember Hernandez, to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS – WRITTEN/ORAL

Doude Wysbeek (resident and former Councilmember/Mayor) read a letter from the Kaufman Legal Group (attorneys for the recall proponents), regarding “Illegal Speech Restrictions During the May 7, 2012, City Council Meeting.” The letter addressed the public comment period of the

SAN FERNANDO CITY COUNCIL**MINUTES – May 21, 2012****Page 2**

meeting in which speakers were interrupted and told that their comments were not within the subject matter jurisdiction of the City Council (the letter stated that the City Council and City Attorney must cease and desist from such Brown Act violations).

Julian Ruelas (resident): 1) said he was incredibly disturbed by what was going on; 2) said the City Council should provide leadership that allows every resident the freedom to speak their mind and not feel intimidated; and 3) is elated that residents of the City have stood up (the recall petitions were filed today).

City Atty. Medina interjected and said that political campaigning was not permitted during the public comment period.

Mr. Ruelas (continued) said: 4) that the City Council needs to do what's right and act responsible; and 4) he is blown away that we are talking about freedom of speech in a city council chambers, in the state of California, in the most fantastic nation on the planet.

Renato Lira (resident) said: 1) it was time that the three (Councilmembers) leave the City; 2) they brought in an expensive attorney; 3) residents are going to fight and will not accept corruption; 4) Councilmember De La Torre has been attacking him on Facebook and he can't wait until she is no longer here.

City Atty. Medina interjected by stating that public comments cannot be disruptive and must be focused on issues related to the City Council's business.

Robert Ortega (resident) began by addressing audience members and Mayor Esqueda reminded him (several times) that his comments should be directed to the City Council.

At this time, Mr. Ortega was escorted out of the Council Chambers.

RECESS (6:30 P.M.)

At this time, Mayor Esqueda called for a brief recess.

RECONVENE (6:35 P.M.)

Mayor Esqueda asked that everyone not be disruptive, there were lots of items on the agenda, and we would like to get to business.

Norma Virgen apologized for comments she made at a prior meeting and said Mayor Esqueda is a nice person and a good Mayor. Directing her comments to Councilmember De La Torre, Ms. Virgen said that if she really wanted to be disrespectful she would bring up "stuff" she knows.

Paul Luna (resident) expressed concerns about: 1) awarding the pool operations contract to Mission Ambulance; 2) the disregard for competitive bidding procedures and awarding contracts

SAN FERNANDO CITY COUNCIL**MINUTES – May 21, 2012****Page 3**

to the preferred bidders; and 3) Mission Ambulance (nothing on their webpage that indicates pool staffing services) and are they actually San Fernando Fire and Rescue?

Samuel Beltran (resident): 1) told a story about George Putman and how he sued the Federal Government regarding First Amendment rights; and 2) asked if it was true that Alex Padilla let City Atty. Medina go?

Margie Carranza: 1) said that every meeting she has been to has been “unlawful assembly”; 2) talked about violation of rights and freedom to assemble; and 3) asked Mayor Esqueda to step down.

David Hernández talked about: 1) exercising one’s rights without the fear of reprisal or intimidation; and 2) a story he read in the local paper and he asked for a transparent process to either dispel the story or take the appropriate action so it doesn’t happen again.

Noelia Prado (resident) said that Police Officers and the City Inspector went into her home (saying they were looking for someone), took pictures, was fined, and she felt her rights were violated (Mayor Esqueda asked that she meet with Police Chief Gil Carrillo).

Alicia Cruz (resident) said she was not home when the Police Department went into her house and was cited for a garage conversion, a renter, and for having a chick.

Patty Lopez (resident): 1) said it was a “happy day” for all residents; 2) thanked Mayor Esqueda for listening; 3) said it was true how these residents were treated; 4) applauds those that will not vote in favor of agenda Item No. 9; and 5) for the record, “someone” has been intimidating her and she had to go to the Police Department.

Carolina Perez said: 1) it was disturbing what occurred at the last meeting; 2) it wasn’t right for the City Attorney to say “you can’t say this or that”; 3) it’s not right that residents only have three minutes to speak but have to listen to Councilmembers for 40 minutes; 4) agreed it was a very “happy day” for the residents; and 5) thanked Mayor Esqueda.

CONSENT CALENDAR

Motion by Councilmember De La Torre, seconded by Councilmember Ballin, to approve the Consent Calendar Items:

- 1) APPROVAL OF MINUTES OF MAY 7, 2012 – REGULAR MEETING
- 2) APPROVAL OF WARRANT REGISTER NO. 12-052
- 3) FISCAL YEAR 2012-13 STREET LIGHTING ASSESSMENT DISTRICT APPROVAL OF ENGINEER’S REPORT AND SETTING A DATE FOR THE PUBLIC HEARING

SAN FERNANDO CITY COUNCIL**MINUTES – May 21, 2012****Page 4****4) AMENDMENT TO FACILITY USE AND TRANSPORTATION AGREEMENT WITH LOS ANGELES UNIFIED SCHOOL DISTRICT**

By consensus, the motion carried.

PUBLIC HEARING**5) APPROVAL OF MITIGATED NEGATIVE DECLARATION AND CONCEPTUAL DESIGN FOR LOPEZ ADOBE ANCILLARY BUILDING PROJECT**

Assistant Planner Edgar Arroyo presented the staff report.

Mayor Esqueda declared the Public Hearing open and called for public testimony in favor.

Mayor Esqueda asked for public testimony against.

Doude Wysbeek (resident and former Councilmember/Mayor): 1) said he was involved with the Lopez Adobe in the 70's (the building was supposed to be restored to its family quality); 2) urged the City Council to not put restroom facilities in this historic monument (they would attract vagrants and will be difficult/expensive to maintain); and 3) asked that building and property be restored to its original form.

Julian Ruelas (resident): 1) said it is a historical monument and modernizing it for (what we think is) current day usage would rob it of its history; 2) is also concerned about the maintenance (if we currently can't take care of our parks, then how will we take care of this new building?).

Paul Luna (resident): 1) said this is the only building that is reflective of the old California heritage and it needs to be restored back to what it was 100+ years ago; and 2) agreed how are we going to maintain the restroom facilities?

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

Assistant Planner Arroyo replied to the public's comments and questions from Councilmembers.

Motion by Councilmember De La Torre, seconded by Councilmember Hernandez, to:

- a) Approve a Resolution adopting the Initial Study and Mitigated Negative Declaration, and approving the conceptual design for the Lopez Adobe Ancillary Building Project to allow for the construction of an ancillary building that includes public restrooms and storage/office room at the Casa de Lopez Adobe site pursuant to the City-approved Lopez Adobe Preservation Plan; and

SAN FERNANDO CITY COUNCIL**MINUTES – May 21, 2012****Page 5**

- b) Direct staff to submit the City-approved concept for the Lopez Adobe ancillary building to the California Cultural and Historical Endowment Board for their consideration and approval for project funding.

The motion carried with the following vote:

AYES:	De La Torre, Hernández, Ballin, Esqueda – 4
NOES:	Lopez – 1
ABSENT:	None

CONTINUED BUSINESS**6) RE-INTRODUCTION OF ORDINANCE FOR PRIMA FACIE SPEED LIMITS**

Public Works Director Ron Ruiz presented the staff report. He stated that the Ordinance has to be re-introduced and suggested also adopting the *Resolution.

Motion by Councilmember De La Torre, seconded by Councilmember Ballin, to:

- a) Re-introduce for first reading, in title only, and waive further reading of “An Ordinance of the City of San Fernando Amending Sections 90-941 and 90-942 of Chapter 90 of the City of San Fernando City Code (SFCC) Relating to Speed Limits”; and
- b) Adopt a *Resolution of the City Council of the City of San Fernando Approving the Engineering and Traffic Study Report for Speed Limits, 2012 and, as Modified, the Prima Facie Speed Limits Recommended to be Established on the Highway Segments Included in the Engineering and Traffic Speed Survey Report for Speed Limits, 2012.

**Note: This Resolution was previously adopted at the City Council meeting of May 7, 2012.*

By consensus, the motion carried.

NEW BUSINESS**7) APPROVAL OF SERVICE AGREEMENT WITH MISSION AMBULANCE FOR THE LIFEGUARD STAFFING SERVICES AT THE SAN FERNANDO REGIONAL POOL FACILITY**

Recreation and Community Services Operations Manager Ismael Aguila presented the staff report.

SAN FERNANDO CITY COUNCIL**MINUTES – May 21, 2012****Page 6**

Discussion ensued regarding various topics including: suspended corporation status (San Fernando Fire and Rescue), part-time employees (and if they work beyond 1,000 hour limit), wages, worker's comp costs, social security, liability insurance, and the need for a cost analysis.

Motion by Councilmember De La Torre, seconded by Councilmember Hernández, to:

- a) Approve a Service Agreement with Mission Ambulance to provide staffing services (including lifeguards, senior lifeguards, and pool attendants) for the San Fernando Regional Pool Facility; and
- b) Authorize the Mayor and the City Administrator to execute the Agreement.

The motion failed with the following vote:

AYES:	De La Torre, Hernández – 2
NOES:	Esqueda, Ballin, Lopez – 3
ABSENT:	None

Mayor Esqueda would like to see cost comparisons (i.e., City vs. Mission Ambulance).

By consensus, Councilmembers agreed to agendize for the Special Meeting already scheduled for May 29, 2012.

8) **PARK AVENUE PROJECT UPDATE**

Public Works Director Ruiz gave the staff report. He and Assistant Planner Edgar Arroyo responded to questions from Mayor Pro Tem Lopez.

By consensus, the report was received and filed.

9) **ADOPTION OF ORDINANCE ESTABLISHING RULES AND DECORUM FOR MEETINGS**

City Attorney Medina gave the staff report and replied to questions from Councilmembers.

Discussion ensued regarding penalties and fines, whether other cities have similar ordinances, consequences for Councilmembers' behavior, and educating the City Council and the public regarding the Brown Act.

Motion by Councilmember De La Torre, seconded by Councilmember Hernández, to introduce for first reading, in title only, and waive further reading of "An Ordinance of the City Council of the City of San Fernando, California Amending the San Fernando Municipal Code by Adding a

SAN FERNANDO CITY COUNCIL**MINUTES – May 21, 2012****Page 7**

New Division 3 – Rules of Decorum for Meetings to Chapter 2 and Amending Section 1-10 (General Penalty; Infraction)”.

The motion carried with the following vote:

AYES: Hernández, De La Torre, Esqueda – 3
NOES: Ballin, Lopez – 2
ABSENT: None

STANDING COMMITTEE UPDATES

No. 1 Budget, Personnel and Finance (BPF)

Councilmember Hernandez – they recently met regarding the preliminary budget and a joint study session will be scheduled in the near future.

No. 2 Housing, Community & Economic Development and Parking (HCEP)

Councilmember De La Torre – met regarding the winding down of the Redevelopment Agency (i.e., loans and properties) and said staff is waiting to hear back from State on what’s going to get approved (or not).

No. 3 Natural Resources, Infrastructure, Water, Energy and Waste Management (NRIW)

Councilmember Ballin – (Mayor Pro Tem Lopez covered the topics under his update.)

No. 4 Public Safety, Veteran Affairs, Technology and Transportation (PVTT)

Mayor Pro Tem Lopez – reported that they met and discussed Safe Routes to School, and bike paths (will be discussed in the near future).

No. 5 Education, Parks, Arts, Health and Aging (EPAH)

Mayor Esqueda – no update.

GENERAL COUNCIL COMMENTS

Councilmember Hernández: 1) acknowledged Public Works Week and personally thanked Public Works employees for their extraordinary work and the wonderful job they do; 2) also thanked staff members who participated in the American Cancer Society Relay for Life Paint Your Town Purple event; and 3) wished everyone a restful Memorial Day weekend.

SAN FERNANDO CITY COUNCIL**MINUTES – May 21, 2012****Page 8**

Mayor Esqueda said she wanted to give City Atty. Medina an opportunity to comment on a statement made earlier by a public speaker.

City Atty. Medina stated that she has never been fired from any job and has not had the pleasure of working for Senator Alex Padilla (although he has been very supportive of her endeavors). She thanked Mayor Esqueda for the opportunity to clarify.

Mayor Esqueda: 1) stated that since all five Councilmembers could not attend the Town Hall meeting tomorrow, it would be rescheduled; 2) requested that City Council meetings be held at different locations; and 3) thanked staff for a great job during the recent bomb scare.

Councilmember Hernandez asked if staff could provide an update (at the next meeting) regarding the Pacoima Wash and funding sources/requirements.

STAFF COMMUNICATIONS

City Administrator Hernández: 1) reported that interviews for a Labor Attorney are scheduled for May 31 and June 7, 2012; and 2) gave an update on the audit firm proposals.

Recreation and Community Services Operations Manager Aguila reported: 1) that staff is currently working with Subway for concession stand services; 2) on upcoming aquatics and water polo club classes; and 3) that the deadline is nearing for Fourth of July event fundraising.

Public Works Director Ruiz reported that there will be a workshop regarding Safe Routes to School at Gridley St. Elementary (another workshop will be scheduled for the south side of the City soon).

RECESS TO CLOSED SESSION (9:30 P.M.)

By consensus, Councilmembers recessed to the following Closed Session, thereafter to adjourn.

A) CONFERENCE WITH LABOR NEGOTIATOR
G.C. 54957.6

City Negotiator:	City Administrator Al Hernandez
Employee Organizations:	San Fernando Public Employee Association (SEIU Local 721)
	San Fernando Part-time Employees' Association (SEIU, Local 721)

No reportable action. No motions.

I do hereby certify that the foregoing is a true and correct copy of the minutes of May 21, 2012 meeting as approved by the San Fernando City Council.

Elena G. Chávez
City Clerk

1 b

*This Page
Intentionally
Left Blank*

**SAN FERNANDO CITY COUNCIL
MINUTES**

**MAY 29, 2012 – 6:00 P.M.
SPECIAL MEETING**

City Hall Council Chambers
117 Macneil Street
San Fernando, CA 91340

CALL TO ORDER/ROLL CALL

Mayor Brenda Esqueda called the meeting to order at 6:09 p.m.

Present:

Council: Mayor Brenda Esqueda, Councilmembers Maribel De La Torre, and Mario F. Hernández

Staff: City Administrator Al Hernández, City Attorney Maribel S. Medina, and City Clerk Elena G. Chávez

Absent: Mayor Pro Tem Antonio Lopez and Councilmember Sylvia Ballin (both called in to staff to say they would be unable to attend)

PLEDGE OF ALLEGIANCE

Mayor Esqueda

APPROVAL OF AGENDA

Motion by Councilmember Hernández, seconded by Councilmember De La Torre, to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS

None

**SAN FERNANDO CITY COUNCIL
SPECIAL MEETING MINUTES – May 29, 2012
Page 2**

CONTINUED BUSINESS

1) APPROVAL OF SERVICE AGREEMENT WITH MISSION AMBULANCE FOR LIFEGUARD STAFFING SERVICES AT THE SAN FERNANDO REGIONAL POOL FACILITY

Recreation and Community Services Operations Manager Ismael Aguila presented the staff report. Both he and City Atty. Medina replied to various questions from Councilmembers.

City Atty. Medina suggested additional minor modifications to the agreement (i.e., naming the City as an additional insured and requiring the insurance company to notify the City if the policy lapses or goes unpaid).

Recreation and Community Services Operations Manager Aguila also corrected an amount (under Section D, Terms and Conditions of Payment) to be \$243,268 to cover background checks and physicals.

Motion by Councilmember Hernández, seconded by Councilmember De La Torre, to:

- a. Approve a Service Agreement with Mission Ambulance to provide staffing services (including lifeguards, senior lifeguards, and pool attendants) for the San Fernando Regional Pool Facility, inclusive of the changes to the contract as noted by City Attorney Medina, and include language related to maintaining active corporate status; and
- b. Authorize the Mayor and City Administrator to execute the Agreement.

The motion carried with the following vote:

AYES:	Hernández, De La Torre, Esqueda – 3
NOES:	None
ABSENT:	Ballin, Lopez – 2

ADJOURNMENT (6:30 P.M.)

By consensus, the meeting was adjourned.

I do hereby certify that the foregoing is a true and correct copy of the minutes of May 29, 2012 meeting as approved by the San Fernando City Council.

*Elena G. Chávez
City Clerk*

1c

*This Page
Intentionally
Left Blank*

**SAN FERNANDO CITY COUNCIL
MINUTES**

**MAY 31, 2012 – 6:00 P.M.
SPECIAL MEETING**

City Hall Council Chambers
117 Macneil Street
San Fernando, CA 91340

CALL TO ORDER/ROLL CALL

Mayor Brenda Esqueda called the meeting to order at 6:02 p.m.

Present:

Council: Mayor Brenda Esqueda, Mayor Pro Tem Antonio Lopez, and Councilmembers Maribel De La Torre, Sylvia Ballin, and Mario F. Hernández

Staff: City Administrator Al Hernández, and Deputy City Clerk Julie M. Fernandez

PLEDGE OF ALLEGIANCE

Mayor Esqueda

APPROVAL OF AGENDA

Motion by Councilmember De La Torre, seconded by Mayor Pro Tem Lopez, to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS

None

RECESS TO CLOSED SESSION (6:03 P.M.)

By consensus, Councilmembers recessed to the following Closed Session, thereafter to adjourn.

**SAN FERNANDO CITY COUNCIL
SPECIAL MEETING MINUTES – May 31, 2012
Page 2**

**A) PUBLIC EMPLOYEE APPOINTMENT
G.C. 54957**

Title: Labor and Employment Attorney

No reportable action. No motions.

I do hereby certify that the foregoing is a true and correct copy of the minutes of May 31, 2012 meeting as approved by the San Fernando City Council.

*Julie M. Fernandez
Deputy City Clerk*

1 d

*This Page
Intentionally
Left Blank*

**SAN FERNANDO CITY COUNCIL
MINUTES**

**JUNE 7, 2012 – 6:00 P.M.
SPECIAL MEETING**

City Hall Council Chambers
117 Macneil Street
San Fernando, CA 91340

CALL TO ORDER/ROLL CALL

Mayor Brenda Esqueda called the meeting to order at 6:16 p.m.

Present:

Council: Mayor Brenda Esqueda, Mayor Pro Tem Antonio Lopez, and Councilmembers Maribel De La Torre, Sylvia Ballin, and Mario F. Hernández

Staff: City Administrator Al Hernández, and City Clerk Elena G. Chávez

PLEDGE OF ALLEGIANCE

Mayor Esqueda

APPROVAL OF AGENDA

Motion by Councilmember De La Torre, seconded by Councilmember Hernandez, to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS

None

RECESS TO CLOSED SESSION (6:17 P.M.)

By consensus, Councilmembers recessed to the following Closed Session, thereafter to adjourn.

- A) PUBLIC EMPLOYEE APPOINTMENT
G.C. 54957

SAN FERNANDO CITY COUNCIL
SPECIAL MEETING MINUTES – June 7, 2012
Page 2

Title: Labor and Employment Attorney

Motion by Councilmember Ballin, seconded by Mayor Pro Tem Lopez, to hire Burke, Williams & Sorensen, LLP as the City's Labor Attorney. The motion failed with the following vote:

AYES: Ballin, Lopez – 2
NOES: Hernández, De La Torre, Esqueda – 3

Motion by Councilmember Hernández, seconded by Councilmember De La Torre, to hire Meyers Nave as the City's Labor Attorney. The motion carried with the following vote:

AYES: Hernández, De La Torre, Esqueda – 3
NOES: Ballin, Lopez – 2

I do hereby certify that the foregoing is a true and correct copy of the minutes of June 7, 2012 meeting as approved by the San Fernando City Council.

Elena G. Chávez
City Clerk

*This Page
Intentionally
Left Blank*

FINANCE DEPARTMENT**MEMORANDUM**

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernández, City Administrator/Deputy Finance Director

DATE: June 18, 2012

SUBJECT: Warrant Register

RECOMMENDATION:

It is recommended that the City Council approve the attached 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 and the Successor Agency to the San Fernando Redevelopment Agency. The Agency warrants are also reflected on the Agency Consent Calendar to reimburse the City for expenses included on the City's Register. 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. 12-062****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO ALLOWING AND APPROVING FOR
PAYMENT DEMANDS PRESENTED ON DEMAND/
WARRANT REGISTER NO. 12-062****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 18th day of June, 2012.

Brenda Esqueda, 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 18th day of June, 2012, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

vchlist		Voucher List				Page:	1
06/11/2012 3:38:46PM		CITY OF SAN FERNANDO					
Bank code :		bank					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
98395	6/18/2012	100048 ACCOUNTEMP	35537749		TEMPORARY SERVICES W/E 05/11/12		
					01-130-0000-4112	676.80	
			35582818		TEMPORARY SERVICES W/E 05/18/12		
					01-130-0000-4112	1,123.20	
					Total :	1,800.00	
98396	6/18/2012	100067 ADVANCE DIRECT MAIL	0612012		QUALITY REPORT 2011 - USE OF PERM		
					70-381-0000-4430	2,061.18	
					Total :	2,061.18	
98397	6/18/2012	100070 ADVANCED ELECTRONICS INC.	0115602-IN		TRACKERBALL MOUSE		
					01-222-0000-4300	377.75	
					Total :	377.75	
98398	6/18/2012	100074 AEGIS COMPUTERS INC.	207842		COMP MAINT - 03/12 - 03/16 (54HRS)		
					01-190-0241-4260	2,892.50	
					01-222-0000-4260	617.50	
			207843		COMP MAINT - 03/19 - 03/24 (66.50HRS)		
					01-190-0241-4260	2,957.50	
					01-190-0420-4260	390.00	
					01-222-0000-4260	715.00	
					01-190-0381-4260	260.00	
			207844		COMP MAINT - 03/26 - 03/30 (56.50HRS)		
					01-190-0241-4260	3,087.50	
					01-190-0420-4260	32.50	
					01-222-0000-4260	552.50	
			207845		WEB DESIGN/SUPPORT & WEBSITE SE		
					01-190-0241-4260	930.00	
			207846		WEB DESIGN/SUPPORT & WEBSITE SE		
					01-190-0241-4260	930.00	
			207847		COMP MAINT - 04/02 - 04/05 (54.50)		
					01-190-0241-4260	2,892.50	
					01-222-0000-4260	650.00	
					Total :	16,907.50	
98399	6/18/2012	100098 AIRGAS SAFETY	9005771341		SAFETY EQUIPMENT		

Page: 1

vchlist		Voucher List				Page:	2
06/11/2012 3:38:46PM		CITY OF SAN FERNANDO					
Bank code :		bank					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
98399	6/18/2012	100098 AIRGAS SAFETY	(Continued)				
					13-311-0000-4300	297.58	
					Total :	297.58	
98400	6/18/2012	100101 VERIZON WIRELESS-LA	270693253		PLANNING CELL PHONES		
					01-140-0000-4220	5.98	
					01-150-0000-4220	72.10	
			561407019		CITY YARD CELL PHONE & USB MODEM		
					70-384-0000-4220	59.01	
					01-390-0000-4220	5.39	
					01-320-0000-4220	5.39	
					72-360-0000-4220	0.36	
			660629692		VARIOUS CELL PHONES		
					01-106-0000-4220	32.59	
					70-384-0000-4220	23.63	
			870422920		PD CELL PHONES AND MDT MODEMS		
					01-222-0000-4220	1,062.78	
			970459610		VARIOUS CELL PHONES		
					01-310-0000-4220	48.39	
					72-360-0000-4220	31.21	
					01-105-0000-4220	36.38	
					01-101-0113-4220	79.55	
					01-101-0101-4220	35.40	
					01-101-0111-4220	7.35	
					01-101-0109-4220	21.54	
					Total :	1,527.05	
98401	6/18/2012	100165 AMERICAN WATER WORKS	15366		PARTS FOR PRESSURE WASHER ON T		
					01-152-0000-4300	1,079.88	
					Total :	1,079.88	
98402	6/18/2012	100222 ARROYO BUILDING MATERIALS, INC	91160		CONCRETE - 1010 HOLLISTER SIDEWALK		
					13-311-0000-4300	160.98	
			91161		CURB DRAIN REPAIR @ 1010 HOLLISTER		
					13-311-0000-4300	28.07	
			91167		CONCRETE - 1010 HOLLISTER SIDEWALK		
					13-311-0000-4300	113.86	

Page: 2

vchlist 06/11/2012 3:38:46PM		Voucher List CITY OF SAN FERNANDO				Page: 3
Bank code : bank						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98402	6/18/2012	100222 ARROYO BUILDING MATERIALS, INC	(Continued) 91221		CONCRETE - 1010 HOLLISTER SIDEW# 13-311-0000-4300	160.98
			91233		CONCRETE - 1000 HOLLISTER SIDEW# 13-311-0000-4300	160.98
			91243		CONCRETE - 1000 HOLLISTER SIDEW# 13-311-0000-4300	97.88
			91244		CURB DRAIN REPAIR @ 1010 HOLLISTER 13-311-0000-4300	8.73
					Total :	731.48
98403	6/18/2012	100405 BONANZA CONCRETE, INC.	37649		1010 HOLLISTER SIDEWALK 13-311-0000-4300	764.51
					Total :	764.51
98404	6/18/2012	100462 BYRD INDUSTRIAL ELECTRONICS	407-12		SCALING FOR RES 3 & 4 70-384-0000-4260	425.64
					Total :	425.64
98405	6/18/2012	100532 STATE OF CALIFORNIA, DEPARTMENT OF JUSTICE	907987		EMPLOYEE SCREENING FINGERPRINTING 01-106-0000-4270	32.00
					Total :	32.00
98406	6/18/2012	100735 COASTAL AIR	13764		REPLACE 5 HP MOTOR FOR COOLER 01-430-0000-4330	1,185.00
					Total :	1,185.00
98407	6/18/2012	100747 COASTLINE EQUIPMENT	78673		GASKET/O-RING - PW4384 72-360-0000-4400	5.01
					Total :	5.01
98408	6/18/2012	100805 COOPER HARDWARE INC.	84721		PAINT 13-311-0000-4300	10.85
			84848		MATLS TO REPAIR FENCE @ BIKEWAY 01-390-0470-4300	18.37
			84849		MAINT SUPPLIES FOR REC PARK 01-390-0410-4300	26.10
						Page: 3

vchlist 06/11/2012 3:38:46PM		Voucher List CITY OF SAN FERNANDO				Page: 4
Bank code : bank						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98408	6/18/2012	100805 COOPER HARDWARE INC.	(Continued) 84883		MAINT SUPPLIES FOR PIONEER PARK 01-390-0410-4300	13.57
					Total :	68.89
98409	6/18/2012	100859 CROWN DISPOSAL	25N00078		HAULING FEES - MAY 2012 73-350-0000-4260	65,959.60
					Total :	65,959.60
98410	6/18/2012	100880 DMV	NONPO		LICENSE PLATE REPLACEMENT FEE 01-320-0225-4400	36.00
					Total :	36.00
98411	6/18/2012	101089 ESCOBAR, MARCO	052312 - 1		L P SENIOR PETTY CASH REIMB. 04-2380	60.22
			052312 - 2		L P SENIOR PETTY CASH REIMB. 04-2380	187.50
			052312 - 3		L P SENIOR PETTY CASH REIMB. 04-2380	201.58
			052412		L P SENIOR PETTY CASH REIMB. 04-2380	43.50
			052912 - 3		L P SENIOR PETTY CASH REIMB. 04-2380	21.75
			052912-1		L P SENIOR PETTY CASH REIMB. 04-2380	64.70
			052912-2		L P SENIOR PETTY CASH REIMB. 04-2380	25.10
					Total :	604.35
98412	6/18/2012	101140 FAR WEST CHARTERS	HEARST CASTLE-072012		SENIOR CLUB TRIP TP HEARST CASTLE 04-1230	4,650.00
					Total :	4,650.00
98413	6/18/2012	101147 FEDEX	7-893-29174		POSTAGE 01-190-0000-4280	18.43
					Total :	18.43
						Page: 4

vchlist

Voucher List

Page: 5

06/11/2012 3:38:46PM

CITY OF SAN FERNANDO

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98414	6/18/2012	101238 G.NEIL DIRECT MAIL, INC.	INV0520875		POSTER GUARD 1 YEAR STATE/FED R 01-106-0000-4430	59.99
			INV0520876		POSTER GUARD 1 YEAR STATE/FED R 01-106-0000-4430	59.99
			INV0520877		POSTER GUARD 1 YEAR STATE/FED R 01-106-0000-4430	59.99
			INV0520878		POSTER GUARD 1 YEAR STATE/FED R 01-106-0000-4430	59.99
					Total :	239.96
98415	6/18/2012	101302 VERIZON	8181811070		POLICE PAGING 01-222-0000-4220	44.79
			8181811075		CITY HALL PAGING 01-190-0000-4220	39.69
			8181811114		CITY YARD AUTO DIALER 70-384-0000-4220	48.70
			8181811380		MWD METER 70-384-0000-4220	48.70
			8181973209		PARKS MAJOR PHONE LINES 01-420-0000-4220	1,363.22
			8181973210		PD MAJOR PHONE LINES 01-222-0000-4220	2,599.16
			8181973211		PHONE BILL 01-190-0000-4220	2,140.65
			8183612385		MTA PHONE LINE 07-440-0441-4220	77.17
					01-190-0000-4220	38.59
			8183616728		ENGINEERING FAX LINE 01-310-0000-4220	20.24
			8183655097		PD NARCOTICS VAULT 01-222-0000-4220	25.80
			8188371509		ANIMAL CONTROL & PW PHONE LINE 01-190-0000-4220	44.29
			8188377174		PD SPECIAL PROBLEMS 01-222-0000-4220	20.70
			8188384969		PD ALARM PANEL 01-222-0000-4220	82.04

Page: 5

vchlist

Voucher List

Page: 6

06/11/2012 3:38:46PM

CITY OF SAN FERNANDO

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98415	6/18/2012	101302 VERIZON	(Continued) 8188987373		PD EMERGENCY 01-222-0000-4220	100.83
			8188987385		LP FAX LINE 01-420-0000-4220	28.93
					Total :	6,723.50
98416	6/18/2012	101434 GUZMAN, JESUS ALBERTO	MAY 2012		MARIACHI MASTER APPRENTICE PRO 01-424-0000-4430	2,400.00
					Total :	2,400.00
98417	6/18/2012	101511 HINDERLITER DE LLAMAS & ASSOC.	0019380-IN		CONTRACT SERVICES - SALES TAX 2N 01-130-0000-4270	900.00
					Total :	900.00
98418	6/18/2012	101512 HDL, COREN & CONE	0018013-IN		CONTRACT SERVICE PROPERTY TAX 01-130-0000-4270	625.00
			0018022-IN		CONTRACT SERVICE PROPERTY TAX 98-190-0080-4270	625.00
					Total :	1,250.00
98419	6/18/2012	101528 THE HOME DEPOT CRC, ACCT#603532202490	1035321		SUPPLIES FOR BIKEWAY MAINT 01-390-0470-4300	29.34
			1035323		MAINT SUPPLIES FOR REC PARK 01-390-0410-4300	61.83
			302877		DEPOSIT FOR 2" TRASH PUMP RENTAL 01-430-0000-4300	100.00
			302879		CREDIT - TRASH PUMP RENTAL 01-430-0000-4300	-49.97
			5088406		MATLS FOR MAINT I@ CITY PARKING I 13-311-0000-4300	50.97
			8035813		SHOWER PARTS 01-430-0000-4300	104.50
					Total :	296.67
98420	6/18/2012	101599 IMAGE 2000 CORPORATION	VN256221		TOSHIBA 3510 CONTRACT BASE RATE 01-190-0000-4320	736.59

Page: 6

vchlist

06/11/2012 3:38:46PM

Voucher List
CITY OF SAN FERNANDO

Page: 7

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98420	6/18/2012	101599 IMAGE 2000 CORPORATION	(Continued) VN268401		(2) TONER DISPENSERS 01-190-0000-4300	86.25
Total :						822.84
98421	6/18/2012	101920 LIEBERT CASSIDY WHITMORE	050912		ERC WORKSHOP ON 05/09/12	
			150174		01-420-0000-4360 LEGAL SERVICES	70.00
			150175		01-110-0000-4270 LEGAL SERVICES	992.00
			150176		01-110-0000-4270 LEGAL SERVICES	471.00
			150177		01-110-1060-4270 LEGAL SERVICES	233.30
			150178		01-110-3375-4270 LEGAL SERVICES	24.50
			150179		01-110-0000-4270 LEGAL SERVICES	9.50
					01-110-0000-4270	2,454.00
Total :						4,254.30
98422	6/18/2012	101929 LINGO INDUSTRIAL ELECTRONICS	31875		REPLACE DAMAGED SIGNAL @ FIRST 13-371-0301-4300	926.55
Total :						926.55
98423	6/18/2012	101957 CITY OF LOS ANGELES	SF120000009		FIRE/AMBULANCE SERVICES FOR MAI 01-500-0000-4260	263,279.91
Total :						263,279.91
98424	6/18/2012	101971 L.A. MUNICIPAL SERVICES	051112		ELECTRIC - 13665 FOOTHILL	
			051412		70-384-0000-4210 WATER - 13180 DRONFIELD	64.05
			742182-315938		70-384-0000-4210 SECURITY LIGHTING @ 13655 FOOTHI	12,904.72
			742182-315943		70-384-0000-4210 SECURITY LIGHTING @ 12900 DRONFI	104.50
					70-384-0000-4210	334.25

Page: 7

vchlist

06/11/2012 3:38:46PM

Voucher List
CITY OF SAN FERNANDO

Page: 8

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98424	6/18/2012	101971 101971 L.A. MUNICIPAL SERVICES	(Continued)			
Total :						13,407.52
98425	6/18/2012	102069 POWER FORD	165385		FAN MOTOR & CONTROLLER - PD4958 01-320-0224-4400	470.89
					01-1215	62.08
Total :						532.97
98426	6/18/2012	102160 MCMASTER CARR SUPPLY CO	26688117		WEDGE TOOLS 70-383-0000-4340	52.54
Total :						52.54
98427	6/18/2012	102226 MISSION LINEN & UNIFORM	340651117		LAUNDRY 01-225-0000-4350	108.43
			340651762		LAUNDRY 01-225-0000-4350	190.38
			340652705		LAUNDRY 01-225-0000-4350	90.00
			340653370		LAUNDRY 01-225-0000-4350	183.10
Total :						571.91
98428	6/18/2012	102260 MOORE MEDICAL LLC	81845808 EI		MEDICATIONS 01-225-0000-4350	196.86
Total :						196.86
98429	6/18/2012	102271 MOST DEPENDABLE FOUNTAINS	25555		MAT'LS TO REPAIR PIONEER PARK DR 01-390-0410-4300	232.85
Total :						232.85
98430	6/18/2012	102306 MWH LABORATORIES	L0081727		WATER ANALYSIS 70-384-0000-4260	139.60
			L0085654		WATER ANALYSIS 70-384-0000-4260	139.60
			L0086255		WATER ANALYSIS 70-384-0000-4260	965.00
			L0086395		WATER ANALYSIS 70-384-0000-4260	139.60
			L0086523		WATER ANALYSIS	

Page: 8

vchlist
06/11/2012 3:38:46PM

Voucher List
CITY OF SAN FERNANDO

Page: 9

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98430	6/18/2012	102306 MWH LABORATORIES	(Continued)			
			L0086528		70-384-0000-4260 WATER ANALYSIS	24.00
			L0086909		70-384-0000-4260 WATER ANALYSIS	139.60
			L0086927		70-384-0000-4260 WATER ANALYSIS	139.60
			L0086993		70-384-0000-4260 WATER ANALYSIS	139.60
			L0087007		70-384-0000-4260 WATER ANALYSIS	164.00
			L0087749		70-384-0000-4260 WATER ANALYSIS	139.60
			L0087750		70-384-0000-4260 WATER ANALYSIS	164.00
			L0087751		70-384-0000-4260 WATER ANALYSIS	139.60
					70-384-0000-4260	139.60
					Total :	2,573.40
98431	6/18/2012	102374 NEOPOST	48677731		RATE CHANGE PROTECTION PLAN FO	
					01-190-0000-4280	205.54
			48677735		RATE CHANGE PROTECTION PLAN FO	
					01-190-0000-4280	162.08
					Total :	367.62
98432	6/18/2012	102403 NOW IMAGE PRINTING	1329		#10 WINDOW ENVS W/ PERMITS AND #	
					70-382-0000-4300	457.66
					72-360-0000-4300	457.66
					73-350-0000-4300	457.65
					Total :	1,372.97
98433	6/18/2012	102432 OFFICE DEPOT	1464530888		SUPPLIES CRAYONS, BOARD, ACTIVIT	
					10-420-1371-4300	62.98
			1465623959		SUPPLIES- TONER, DIVIDERS, BINDER	
					01-420-0000-4300	190.62
			1468238962		DUSTERS TO CLEAN SMOKE DETECTC	

Page: 9

vchlist
06/11/2012 3:38:46PM

Voucher List
CITY OF SAN FERNANDO

Page: 10

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98433	6/18/2012	102432 OFFICE DEPOT	(Continued)			
			1473358371		01-390-0460-4300 SUPPLIES- DUSTER, CD-RW, TAPE	21.73
			609612268001		10-420-1371-4300 MONTHLY PLANNER, PAPER PADS, CC	622.28
			610288567001		01-371-0000-4300 01-390-0000-4300	100.00
			610288746001		5 TAB DIVIDERS, TONER, BINDER CLIP	85.22
			610288747001		01-310-0000-4300 DESK CALENDAR	198.06
			610288747001		01-310-0000-4300 USB DRIVE	9.79
			610843474001		01-310-0000-4300 AFTERSCHOOL PROG SUPPLIES	34.25
			611768571001		10-420-1371-4300 ASCEP OFFICE SUPPLIES	111.21
					10-420-1371-4300	456.33
					Total :	1,892.47
98434	6/18/2012	102688 PROFESSIONAL PRINTING CENTERS	21222		CRIME VICTIM INFO BROCHURE	
					01-222-0000-4300	466.54
					Total :	466.54
98435	6/18/2012	102782 RAMIREZ, JOSE A.	050812		MUSIC FOR FATHER'S DAY DANCE ON	
					04-2380	950.00
					Total :	950.00
98436	6/18/2012	102930 ROYAL WHOLESALE ELECTRIC	8901-666021		SAFETLY FACE SHIELDS	
					29-335-0000-4300	239.01
					Total :	239.01
98437	6/18/2012	102958 S & S WORLDWIDE	7348380		AFTERSCHOOL PROGRAM ACTIVITY S	
					10-420-1371-4300	1,493.93
					Total :	1,493.93
98438	6/18/2012	102967 SCOTT FAZEKAS & ASSOCIATES INC	15953		PLAN CHECK SERVICES - 774 N MACL	
					01-2698	692.03

Page: 10

vchlist

06/11/2012 3:38:46PM

Voucher List

CITY OF SAN FERNANDO

Page:

11

Bank code :bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98438	6/18/2012	102967	102967 SCOTT FAZEKAS & ASSOCIATES INC	(Continued)		Total : 692.03
98439	6/18/2012	103010	SAM'S CLUB DIRECT, #0402465855179	2885	KITCHEN SUPPLIES: COFFEE MATE, C	113.35
				5318	01-222-0000-4300	
					SUPPLIES FOR SENIOR EXPO	307.49
					04-2346	420.84
					Total :	
98440	6/18/2012	103029	SAN FERNANDO, CITY OF	11425 - 11485	REIMBURSEMENT TO WORKERS COM	17,059.40
					06-190-0000-4810	
					Total :	17,059.40
98441	6/18/2012	103038	SAN FERNANDO FLORIST	031285/1	FLORAL ARRANGEMENT FOR FATHER'	852.60
					04-2380	
					Total :	852.60
98442	6/18/2012	103170	SIRCHIE FINGER PRINT	0081147-IN	FINGERPRINT COLLECTING SUPPLIES	151.45
					01-222-0000-4300	
					Total :	151.45
98443	6/18/2012	103184	SMART & FINAL	174496	REFRESHMENTS FPR AARP DRIVER C	6.48
					04-2346	
					10-422-3750-4300	89.80
				176583	SUPPLIES	
					72-360-0301-4300	108.10
				176618	SUPPLIES FOR SENIOR EXPO ON 05/2	176.17
					04-2346	
					Total :	380.55
98444	6/18/2012	103202	SOUTHERN CALIFORNIA EDISON CO.	051112	ELECTRIC - TRUMAN/KITITRIDGE	21.86
				051212	01-341-0000-4210	
					ELECTRIC - 60 JESSIE & 573 GLENOAK	596.20
					70-384-0000-4210	447.25
					01-390-0450-4210	223.63
					70-381-0000-4210	231.22
					72-360-0000-4210	
					Total :	1,520.16

Page:

11

Page: 11

vchlist		Voucher List				Page: 12	
06/11/2012 3:38:46PM		CITY OF SAN FERNANDO					
Bank code :		bank					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
98445	6/18/2012	103205 THE GAS COMPANY	051112		GAS - 519 S BRAND 01-420-0000-4210	25.12	
					Total :	25.12	
98446	6/18/2012	103483 UNION BANK OF CALIFORNIA,N.A.	756273		PROFESSIONAL SERVICES 01-102-0000-4260	875.00	
					Total :	875.00	
98447	6/18/2012	103503 UNITED STATES POSTAL SERVICE	15122187		REIMBURSEMENT OF POSTAGE MACH 01-190-0000-4280	1,500.00	
					Total :	1,500.00	
98448	6/18/2012	103538 VALLEY OCCMED CENTER, INC.	103609		DMV RENEWAL PHYSICALS 01-106-0000-4270	125.00	
					Total :	125.00	
98449	6/18/2012	103619 CARL WARREN & CO.	1376755		LEGAL SERVICES 06-190-0000-4800	300.00	
			1377703		LEGAL SERVICES 06-190-0000-4800	204.67	
			1377704		LEGAL SERVICES 06-190-0000-4800	375.78	
			1377705		LEGAL SERVICES 06-190-0000-4800	191.88	
			1377706		LEGAL SERVICES 06-190-0000-4800	140.71	
			1377707		LEGAL SERVICES 06-190-0000-4800	198.28	
			1377708		LEGAL SERVICES 06-190-0000-4800	223.86	
			1377709		LEGAL SERVICES 06-190-0000-4800	147.11	
			1377710		LEGAL SERVICES 06-190-0000-4800	134.73	
			1377711		LEGAL SERVICES 06-190-0000-4800	128.34	

Page: 12

vchlist
06/11/2012 3:38:46PM

Voucher List
CITY OF SAN FERNANDO

Page: 19

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98490	6/18/2012	890251 ALDERMAN & HILGERS, LLP	(Continued) 642		LEGAL SERVICES 01-110-3375-4270	945.25
			643		LEGAL SERVICES 06-190-0000-4800	331.64
			646		LEGAL SERVICES 01-110-0507-4270	1,596.00
					Total :	10,813.22
98491	6/18/2012	890251 ALDERMAN & HILGERS, LLP	507		LEGAL SERVICES 06-190-0000-4800	264.00
			514		LEGAL SERVICES 06-190-0000-4800	306.25
			600		LEGAL SERVICES 06-190-0000-4800	60.00
			644		LEGAL SERVICES 06-190-0000-4800	639.55
			645		LEGAL SERVICES 01-110-1065-4270	1,500.00
			647		LEGAL SERVICES 06-190-0000-4800	3,152.89
					Total :	5,922.69
98492	6/18/2012	890264 BEE PROFESSIONALS	63959		ERADICATE BEES ON PARKWAY TREE 01-346-0000-4260	145.00
					Total :	145.00
98493	6/18/2012	890362 RTB BUS LINE	25331-B		TRANSPORTATION TO CA SCIENCE CE 10-420-1371-4260	1,362.00
					Total :	1,362.00
98494	6/18/2012	890390 RAINBOW FOOD PRODUCTS	5625		SHAVED ICE FOR SENIOR EXPO 05/25/ 04-2346	406.25
					Total :	406.25
98495	6/18/2012	890404 SAN FERNANDO FIRE & RESCUE INC	27		POOL PERSONNEL SERVICES W/E 05/ 01-430-0000-4260	5,408.25

Page: 19

vchlist
06/11/2012 3:38:46PM

Voucher List
CITY OF SAN FERNANDO

Page: 20

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98495	6/18/2012	890404 890404 SAN FERNANDO FIRE & RESCUE INC	(Continued)			Total : 5,408.25
98496	6/18/2012	890536 PRUDENTIAL OVERALL SUPPLY	71004166		FY '12 PUBLIC WORKS UNIFORM PURC	
				10924	01-311-0000-4310	160.00
				10924	01-341-0000-4310	112.41
				10924	01-371-0000-4310	256.00
				10924	01-390-0410-4310	1,824.00
				10924	70-383-0000-4310	1,216.00
				10924	70-384-0000-4310	1,344.00
				10924	72-360-0000-4310	1,880.00
				10924	73-350-0000-4310	564.00
			71004248		FY '12 PUBLIC WORKS UNIFORM PURC	
				10924	01-346-0000-4310	140.83
			71004249		FY '12 PUBLIC WORKS UNIFORM PURC	
				10924	01-320-0000-4310	366.18
			71004250		UNIFORM FOR PART-TIMERS	
					01-152-0000-4300	183.73
					Total :	8,047.15
98497	6/18/2012	890553 SMART SOURCE OF CALIFORNIA LLC	1258616		AP AND PAYROLL CHECK STOCKS 01-130-0000-4300	2,096.45
					Total :	2,096.45
98498	6/18/2012	890584 POWERLINE BATTERY SPECIALIST	1484		BATTERIES FOR FLEET 01-1215	731.92
					Total :	731.92
98499	6/18/2012	890589 ALCOCER, ARACELY	MAY 2012		ZUMBA INSTRUCTOR 17-420-1337-4260	570.00
					Total :	570.00
98500	6/18/2012	890598 ALVARADO, VIRGINIA	MAY 2012		BODY SCULPT INSTRUCTOR 17-420-1337-4260	120.00
					Total :	120.00
98501	6/18/2012	890745 ARROYO, ROSAURA	62-3012-01		WATER ACCT REFUND - 514 FERMOOF 70-2010	4.02

Page: 20

vchlist

06/11/2012

3:38:46PM

Voucher List

CITY OF SAN FERNANDO

Page:

23

Bank code :

bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98520	6/18/2012	890764 890764 ANGULO, ROSA	(Continued)		Total :	12.93
98521	6/18/2012	890765 ARRIAGA, GLORIA	60-3360-12		WATER ACCT REFUND - 906 DE FOE 70-2010	57.32
					Total :	57.32
98522	6/18/2012	890766 DAVIS, JAMES	54-1362-10		WATER ACCT REFUND - 1412 WARREN 70-2010	48.43
					Total :	48.43
98523	6/18/2012	890767 DAVIS, JAMES	60-1856-10		WATER ACCT REFUND 70-2010	51.98
					Total :	51.98
98524	6/18/2012	890768 A-TEAM REALTY	58-1168-04		WATER ACCT REFUND - 705 HARPS 70-2010	45.46
					Total :	45.46
98525	6/18/2012	890769 PWP PRODUCTIONS	0033		DRIVER SIDE GRAPHICS - PD3029 01-320-0225-4400	175.00
					Total :	175.00
98526	6/18/2012	890770 ELECTRICAL WHOLESALE	9886		PIPE FOR MECH CANOPY LOCATED @ 01-390-0450-4300	107.66
					Total :	107.66
98527	6/18/2012	890771 TORRES, CAROLINA	MAY 2012		ZUMBA INSTRUCTOR 17-420-1337-4260	150.00
					Total :	150.00
98528	6/18/2012	890772 GACHUZO, ELIDA	MAY 2012		MARIACHI MASTER APPRENTICE PRO 01-424-0000-4430	217.50
					Total :	217.50
98529	6/18/2012	890773 CORZO MARROQUIN, RUDY E	052312		LIVE ENTERTAINMENT FOR FATHER'S 04-2380	400.00
					Total :	400.00

Page:

23

vchlist		Voucher List					Page:	24
06/11/2012	3:38:46PM	CITY OF SAN FERNANDO						
<hr/>								
Bank code :		bank						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
98530	6/18/2012	890774 GONZALEZ, VIRGINIA	279241		REFUND - CANCELLATION TRIP TO PA 04-2380	80.00		
						Total :	80.00	
136 Vouchers for bank code :		bank					Bank total :	503,675.13
136 Vouchers in this report							Total vouchers :	503,675.13

Voucher Registers are not final until approved by Council.

HANDWRITTEN CHECKS

vchlist

Voucher List

Page: 1

05/30/2012 3:31:40PM

CITY OF SAN FERNANDO

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98091	5/1/2012	102519 P.E.R.S.	DEMAND		HEALTH INSURANCE BENEFITS-MAY 2 01-1160	204,139.40
					Total :	204,139.40
98092	5/1/2012	887627 STANDARD INSURANCE	DEMAND		LIFE INSURANCE BENEFITS-MAY 2012 01-1160	3,315.23
					Total :	3,315.23
98093	5/1/2012	103596 CALIFORNIA VISION SERVICE PLAN	DEMAND		OPTICAL INSURANCE BENEFITS-MAY : 01-1160	2,620.35
					Total :	2,620.35
98094	5/1/2012	100943 DELTA INDEMNITY	DEMAND		DENTAL INSURANCE BENEFITS-MAY 2 01-1160	13,078.68
					Total :	13,078.68
98095	5/3/2012	101822 LADWP	PROJ NO.252076		13180 DRONFIELD - EXPEDITE SERVIC 70-384-0857-4600	3,596.00
					Total :	3,596.00
98096	5/3/2012	101822 LADWP	PRJO NO. P251889		12900 DRONFIELD - EXPEDITE TRANSI 70-384-0857-4600	2,312.00
					Total :	2,312.00
98097	5/3/2012	101987 LOS ANGELES COUNTY CLERK	SAFE ROUTES		NOTICE OF EXEMPTION FOR SAFE RC 01-310-0000-4270	75.00
					Total :	75.00
98098	5/9/2012	100940 DELTA CARE USA	DEMAND		DENTAL INSURANCE BENEFITS-MAY 2 01-1160	469.92
					Total :	469.92
98099	5/9/2012	103648 CITY OF SAN FERNANDO	PR 5-11-12		REIMBURSEMENT FOR PAYROLL W/E 01-1003 07-1003 08-1003 10-1003	362,862.42 2,969.56 7,276.91 38,162.67

Page: 1

vchlist

Voucher List

Page: 2

05/30/2012 3:31:40PM

CITY OF SAN FERNANDO

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
98099	5/9/2012	103648 CITY OF SAN FERNANDO	(Continued)		17-1003 27-1003 29-1003 50-1003 70-1003 72-1003 98-1003	1,072.62 4,914.39 4,102.32 6,455.19 46,882.10 19,797.43 11,794.35
					Total :	506,289.96
98268	5/23/2012	102858 RIVERSIDE CO. SHERIFF'S DEPT.	TRAVEL		MANDATORY STC COURSE IN RIVERS 01-225-3688-4360	87.50
					Total :	87.50
98269	5/23/2012	103648 CITY OF SAN FERNANDO	PR 5-25-12		REIMBURSEMENT FOR PAYROLL W/E 01-1003 07-1003 08-1003 10-1003 17-1003 27-1003 29-1003 50-1003 70-1003 72-1003 98-1003	356,136.08 2,925.81 7,349.24 32,314.85 1,158.91 4,914.36 4,102.32 6,524.15 48,155.87 19,639.69 11,794.34
					Total :	495,015.62
98270	5/24/2012	101987 LOS ANGELES COUNTY CLERK	052312		NOTICE OF DETERMINATION FOR ADC 01-150-0000-4230	75.00
					Total :	75.00
98271	5/24/2012	101987 LOS ANGELES COUNTY CLERK	052312		NOTICE OF INTENT FOR MITIGATED N 01-150-0000-4230	75.00
					Total :	75.00

13 Vouchers for bank code : bank

Bank total : 1,231,149.66

Page: 2

vchlist

05/30/2012 3:31:40PM

Voucher List
CITY OF SAN FERNANDO

Page: 3

Bank code : bank

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
13		Vouchers in this report			Total vouchers :	1,231,149.66

Voucher Registers are not final until approved by Council.

Page: 3

*This Page
Intentionally
Left Blank*

ADMINISTRATION DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernández, City Administrator

DATE: June 18, 2012

SUBJECT: Adoption of a Resolution Authorizing the City Administrator to Continue Operations into Fiscal Year (FY) 2012-13 Using the FY 2011-12 City Budget

RECOMMENDATION:

It is recommended that the City Council adopt a Resolution (Attachment “A”) authorizing the City Administrator to continue with the City’s operations beyond June 30, 2012 using the FY 2011-12 City Budget until such time that the City Council adopts the FY 2012-13 City Budget.

BACKGROUND:

1. During May 2012, the Finance Department met with City departments to compose the FY 2012-13 City Budgets (including revenues and expenditures for the General Fund, Enterprise Funds, and all Special Funds).
2. On May 16, 2012, the preliminary City Budget was presented to the Budget, Personnel, and Finance (BPF) Standing Committee.
3. On June 11, 2012, the preliminary General Fund Budget was presented to the City Council. Staff took note of recommendations that City Council made and will schedule the final adoption of the City Budget on July 2, 2012.

ANALYSIS:

During the past three months, City staff has worked diligently to prepare Recognized Obligation Payment Schedule (ROPS) I and ROPS II for the Oversight Board review and the Department of Finance review and approval of payments to the Successor Agency for payments of Enforceable Obligations for the period of January 2012 to December 2012.

The outcome of the Department of Finance review may have a detrimental effect on the City’s current Budget (FY 2011-12) and the FY 2012-13 City Budget. At risk are loan and notes

Adoption of a Resolution Authorizing the City Administrator to Continue Operations into FY 2012-13
Using the FY 2011-12 City Budget
Page 2

receivable by the City and Enterprise Funds from the Successor Agency. If these amounts are disallowed, the City could have some bad debts to account for.

The loss of the Redevelopment Agency on February 1, 2012 has resulted in a loss of allocated expenses to the City of approximately \$740,000 per year. This will need to be absorbed in the General Fund, an adjusted elsewhere.

Additionally, the Police Department's COPS Hiring Recovery Program (CHRP) grant is due to expire in FY 2012-13 and will only cover the expense of two officers for two months.

CONCLUSION:

Due to the numerous on-going and time sensitive projects (Oversight Board and Department of Finance), the budget process has been delayed. In the interim, it is necessary to adopt the attached Resolution to continue City operations under the FY 2011-12 City Budget until the FY 2012-13 City Budget is adopted.

City Council approval of a Resolution to continue with the City's operations under the FY 2011-12 will allow the City departments to continue their respective operations beyond June 30, 2012, until such time that the City Council approved the FY 2012-13 City Budget.

ATTACHMENT:

A. Resolution

ATTACHMENT "A"**RESOLUTION NO. _____****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AUTHORIZING THE TEMPORARY USE OF THE FISCAL YEAR 2011-12 BUDGET FOR FISCAL YEAR 2012-13 PENDING FINAL APPROVAL OF THE FISCAL YEAR 2012-13 BUDGET**

WHEREAS, the City needs an operating budget to function financially; and

WHEREAS, the City desires to continue making payments in a timely basis with proper authorization established; and

WHEREAS, the City Council has a properly approved budget for Fiscal Year 2011-12.

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

Section 1: The City adopts as a temporary measure the Fiscal Year 2011-12 budget as its budget for Fiscal Year 2012-13.

Section 2: The City Administrator is hereby directed and authorized to take any and all necessary actions to implement this budget.

Section 3: The Mayor or presiding officer of the San Fernando City Council is hereby authorized to execute this resolution indicating its adoption by the City Council.

Section 4: The City Clerk, or her duly appointed Deputy, is directed to attest thereto.

PASSED, APPROVED, AND ADOPTED this 18th day of June, 2012.

Brenda Esqueda, 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 18th day of June, 2012, by the following vote to wit:

AYES:

NOES:

ABSTAIN:

Elena G. Chávez, City Clerk

*This Page
Intentionally
Left Blank*

PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernández, City Administrator
By: Ron Ruiz, Public Works Director

DATE: June 18, 2012

SUBJECT: Appointment to the Disaster Council

RECOMMENDATION:

It is recommended that the City Council approve the appointment of Christopher Cooper, to the Disaster Council for a two-year term.

BACKGROUND:

1. The Disaster Council was established to develop and recommend for adoption by the City Council, emergency and mutual aid plans and agreements and such ordinances and resolutions as are necessary to implement such plans and agreements.
2. On April 2, 2012, Captain Alfred Poirier was re-appointed as the Los Angeles Fire Department (LAFD) representative to the Disaster Council for a two-year term.
3. On May 20, 2012, Captain Poirier was re-assigned to the field and Captain Christopher Cooper was assigned as the new Disaster Preparedness Officer for the LAFD.

ANALYSIS:

Sec. 26-92. - Powers and duties; meetings.

It shall be the duty of the disaster council and it is empowered to develop and recommend for adoption by the city council emergency and mutual aid plans and agreements and such ordinances and resolutions as are necessary to implement such plans and agreements. The disaster council shall meet at least quarterly and upon call of the chairman or, in his absence from the city or inability to call such meeting, upon call of the vice-chairman.

(Code 1957, § 7.4)

Appointment to the Disaster Council

Page 2

The Disaster Council has been especially active in the last few years in developing disaster preparedness and emergency plans. The Council has had good attendance by other agencies including the Los Angeles Fire Department, American Red Cross, Providence Holy Cross Hospital, Los Angeles Unified School District, and Los Angeles Search and Rescue. The Disaster Council provides an opportunity to maintain relations with these important agencies and others serving the City of San Fernando. The Public Works Department and the Police Department work together to facilitate the meetings.

CONCLUSION:

Appointment of the Disaster Council member is important towards achieving a quorum to hold meetings.

BUDGET IMPACT:

None.

*This Page
Intentionally
Left Blank*

ADMINISTRATION DEPARTMENT**MEMORANDUM**

TO: Mayor Brenda Esqueda and Councilmembers
FROM: Al Hernández, City Administrator
DATE: June 18, 2011
SUBJECT: Final Report on Fiscal Year (FY) 2012-13 City Priorities

RECOMMENDATION:

It is recommended that the City Council:

- a. Receive and file the list of priorities for FY 2012-13 (Attachment “A”);
- b. Direct staff to develop the FY 2012-13 City budgets around the priorities; and
- c. Direct staff to provide a mid-year report on progress made to each of the priorities.

SUMMARY:

As part of the FY 2012-2013 budgetary process, staff and City Councilmembers provided their priorities for directing resources of the City’s four operating departments. Those priorities, presented and finalized on June 11, 2012, were based on a number of factors including project readiness, available funding, and successful completion by June 2013.

ATTACHMENT:

- A. FY 2012-13 City Priorities



ATTACHMENT "A"

City Council & Overall City Priorities

CITY COUNCIL	
Project	Assigned Department
BRENDA ESQUEDA, MAYOR	
4 th of July	Recreation & Community Services
Skate Plaza	Recreation & Community Services
ANTONIO LOPEZ, MAYOR PRO TEM	
Sustainable strategies for residential and commercial properties	
Downtown rehabilitation	
MARIBEL DE LA TORRE, COUNCILMEMBER	
Shopping Cart Ordinance	Community Development
Snack Bar Funding	Recreation and Community Services
Banning Drive Thru Restaurants	Community Development
SYLVIA BALLIN, COUNCILMEMBER	
Contract Administration	Administration
Stabilize the City; reduce lawsuits, workers comp cases and future cases	
City to become business friendly	Administration/ Community Development
MARIO HERNANDEZ, COUNCILMEMBER	
Vacant Property Registration	
Vacant Parcel Assessment	
Criminal Cost Recovery Ordinance	

OVERALL CITY PRIORITIES
PROJECT
1. Business Retention and Incentive Plans
2. Update System Software
3. Funding Alternatives for Skate Plaza, Snack Bars, and Pacoima Wash



Operating Department Priorities

ADMINISTRATION DEPARTMENT - FINANCE DIVISION				
New General Ledger System to Interface Modules	Propose new General Ledger System that would interface with the other subsystems and reduce manual effort. Install modules over a one-year period.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$450,000 - Enterprise & General Fund (Pay over five years, using business license fees)		Improve Efficiency	06/2014
Automated Timesheets	Implement automated timesheets. This will reduce the amount of staff time spent on manual entries, calculations, and corrections. The effects of instituting this program will be increased efficiency, increased accuracy, and will help to bring the City up to date with the technology in this sector.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$30,000 - Enterprise & General Fund	.2	City Service Standard	01/2013
Complete Business License Tax Review and Offer Online Renewals	Develop a process to analyze the gross income reported by businesses on their business licenses. Work with current business license consultant to confirm the business license application matches with tax records from the Franchise Tax Board. Potential of increasing business license revenue to the City.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$0	.15	City Service Standard	01/2013
Cost of Doing Business in San Fernando Comparison	Comparison of cost of doing business in San Fernando and surrounding communities.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$7,000 - General Fund		Tool to Attract Businesses	01/2013
Incentive Package Proposal	Incentives to attract businesses.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$0 - Staff time		Tool to Attract Businesses	01/2013



Operating Department Priorities

COMMUNITY DEVELOPMENT DEPARTMENT				
Housing Element Update <i>(Time Sensitive)</i> *Comprehensive General Plan And Zoning Code Updates <i>(Time Sensitive)</i>	Update City's General Plan Housing Element as required by State Law, implementation of current housing programs (e.g., Apartment Inspection Program, Crime Free Rental Housing Program, Development of Affordable Housing Projects); *Planning staff to apply for 2012 Sustainable Communities Planning Grant Round 3 to obtain state grant to undertake comprehensive General Plan and Zoning Code updates.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$35,000 - General Fund Housing Element *\$275,000 - 19% General Fund/ 81% Grant Funds General Plan and Zoning Code	Housing Element .35 General Plan/ Zoning Code Update *.50	State Mandated Requirement to complete Update by 10/31/13; *General Plan/Zoning Code to Comply with State General Plan Law	Housing Element 10/31/2012 *GP 06/2014 Zone Code 01/2015
Lopez Adobe Preservation Project: Phase II <i>(Time Sensitive)</i>	Per current agreement with state, city to select conservator and historian to prepare a conservation plan, coordinate reintroduction of historic artifacts into the Lopez Adobe; select moving company to undertake relocation of artifacts; select contractors and undertake construction of new ancillary facility with restrooms, office & storage facilities to support use of the Adobe as a house museum; use of public works staff for some of required hardscape and landscape improvements.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$130,000 - Conservator/Historian \$163,000 - Ancillary Building Design/Construction \$35,000 - Hardscape, Landscape, Electrical Work \$10,000 - Labor Compliance 6% General Fund/94% CCHE Funds	.30	Under Contract extended by CCHE to 12/2012	12/31/2012
San Fernando Corridors Specific Plan/ Business Retention & Outreach Program Implementation	Facilitate redevelopment of underutilized parcels and opportunity sites within the SP-4 (Corridors Specific Plan) zone; Establish the City of San Fernando Business Retention and Outreach Program to promote economic development and business retention initiatives. The program would establish a task force made up of key City personnel responsible for meeting with top 10 sales tax and property tax producers to evaluate current/future needs priorities to maintain them within the City. The task force would work with these businesses to access potential incentives and prospective business identification tools (i.e., Buxton Report) to help reduce commercial and industrial vacancies within the City.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$5,000 - General Fund	SF Corridors Specific Plan Implementation .40 Business Retention/ Outreach .20	Carry over based on City Council Directive	06/30/2013



Operating Department Priorities

COMMUNITY DEVELOPMENT DEPARTMENT				
Building Code Updates	Update of hazardous building code regulations, code update providing appeal board for building codes.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$2,500 - General Fund	.75	Carry over based on City Council Directive	06/30/2013
Neighborhood Preservation	Code Enforcement and Graffiti Abatement efforts throughout the City to preserve residential neighborhoods, revitalize commercial corridors, and improve industrial areas.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	General Fund	3.95	Carry over based on City Council Directive	06/30/2013
Smoking Ban Ordinances	City smoking ban ordinances precluding smoking in public places as well as within multi-family apartment complexes. Some technical assistance and some public outreach funds available through LA County public health. Draft Outdoor smoking ban ordinance under City Attorney review (April 2012); Multifamily smoking ban ordinance to be prepared after adoption of outdoor ordinance.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$3,000 - City Attorney fees	.25	To be determined by City Council	Outdoor 08/2013 Multifamily 06/30/2013
Shopping Cart Ordinance	Adoption of City regulations that provide an effective method for the containment of shopping carts on the business premises.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$1,500 - City Attorney fees	.25	To be determined by City Council	06/30/2013



Operating Department Priorities

POLICE DEPARTMENT				
Look for grants to replace CHRP	On-going to help offset Officer expense to General Fund; CHRP grant expires two months into the new fiscal year.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
				On-going
Necessary Personnel	2 Dispatchers based on current litigation and recommendations made from an in-custody death Operational Review and STC. 1 Records Specialist as a result of increased workload due to Records Supervisor no longer performing clerical duties.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$223,043 - Fund 01		Compliance with daily operations.	Pending
Customer Service	On-going review of customer service provided to public at Police Station and in the field.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		



Operating Department Priorities

PUBLIC WORKS DEPARTMENT				
Nitrate Removal System	Implement Phase I of Nitrate Removal System for treatment of Well 7A.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$700,000 - Fund 70 \$500,000 - Fund 10	3	Federal and State Requirement	06/2014
Project Infrastructure	Construct Capital Improvement Projects for Water and Sewer as included in rate increase analysis. Also includes construction of CIP for street focus areas, Safe Routes to Schools, Bicycle Transportation Act, and TCSP			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$443,613 - Fund 70 \$124,439 - Fund 72 \$1,700,000 - Fund 10 \$75,000 - Fund 11 \$15,000 - Fund 15 \$100,000 - Fund 50	5	Projects included in water and sewer rate analysis	06/2013
Trolley Sustainability and Implementation Plan	Written plan for approval by City Council and implementation of recommendations by staff			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	TBD	2	City Service Standard	06/2013
Bus Shelter Program	Installation of new bus shelters and implementation of new route			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	Fund 10	2	City Service Standard	03/2013
Refuse Services Contract	Approval of new contract for city refuse services			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	Fund 72	2	City Service Standard	04/2013
Customer Service Analysis and Implementation of Service Enhancements	Conduct annual survey to establish benchmarks and develop goals for city and contracted activities for service enhancement. Also implement vital factors tracking for productivity monitoring			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$5K - Fund 1	2	City Service Standard	06/2013



Operating Department Priorities

RECREATION & COMMUNITY SERVICES DEPARTMENT				
Park Marketing/ Communication Program	Enhance current marketing & branding of all programs by including outreach via social marketing, website, email, and traditional methods			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$7,000 - General Fund	1.0	Department Directive	12/2012
Financial Stability of the Aquatic Facility	Year 2 of operations will focus on: 1) Partnership development; 2) Securing RFP for services; 3) Marketing for increase revenue; and 4) Minimizing capital repair costs			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$355,108 - General Fund \$200,000 - Revenue \$21,000 - Grant Funds	2.0	Department Directive	06/2013
Community Needs Assessment	Design, survey, and analyze feedback from residents of the City San Fernando regarding program & resource needs			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$1,000 - General Fund	.5	Department Directive	03/2013
Internal Department Operations	Evaluate, streamline, improve on current department operations, including: Front desk operations; Program sign ups; Marketing; and Financial procedures			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$1,000 - General Fund	1.0	Department Directive	06/2013
Skate Plaza (construction designs)	Work with Public Works & Community Development to complete construction designs for SF Skate Plaza			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$40,500	.5	Department Directive	06/2013
Target Special Population	Collaborate with local agencies to provide programs for individuals with disabilities			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$0	.5	Department Directive	12/2012
Focus on Healthy Eating Grants	Continue focusing on Healthy City initiatives supported by grants for healthy eating.			
	ESTIMATED RESOURCE ALLOCATION		OBLIGATION	ANTICIPATED COMPLETION
	FINANCIAL	FTEs		
	\$0	.5	City Council Request	06/2013

*This Page
Intentionally
Left Blank*

PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernández, City Administrator
By: Ron Ruiz, Public Works Director

DATE: June 18, 2012

SUBJECT: Corrective Ordinance Regarding Water Rate Increase

RECOMMENDATION:

Recommend that the City Council introduce for first reading, in title only, and waive further reading of “An Ordinance of the City of San Fernando Amending Division 3 of the Article III of Chapter 94 of the San Fernando City Code Relating to Water Utility Service Charges” (Attachment “A”).

BACKGROUND:

1. On June 19, 2004, the City Council approved proposed water and sewer rate increases.
2. In 2006, discussion occurred with the City Attorney regarding how Proposition 218 (Prop 218) would affect future rate increases.
3. On October 6, 2010, at a Budget, Personnel, and Finance (BPF) Standing Committee meeting, staff presented preliminary notes prepared by a consultant retained by the City, regarding water and sewer rate increases.
4. On October 11, 2010, at a BPF Standing Committee meeting, staff was directed to agendaize this matter to a later date in 2011.
5. On April 6, 2011, the BPF Standing Committee resumed discussion regarding potential water and sewer rate increases.
6. In June 2011, staff provided the consultant with new budget information based on the City Council approved Fiscal Year (FY) 2011-2012 budget.
7. In August 2011, staff provided the consultant with additional budget information regarding the costs for a nitrate removal services contract.

Adoption of Corrective Ordinance Regarding Water Rate Increase

Page 2

8. On July 13, 2011, at a BPF Standing Committee meeting, Committee members requested additional analysis regarding sample rate increases for residential and commercial customers.
9. On July 19, 2011, at a BPF Standing Committee meeting, staff provided the Committee with examples of rate increases for residential and commercial customers.
10. On September 13, 2011, at a BPF Standing Committee meeting, staff was directed to agendize this matter for a future City Council meeting.
11. On November 7, 2011, City Council introduced (for first reading) Ordinance Nos. 1610 and 1611(pertaining to water utility service charges and sewers and sewer disposal utility service charges) and approved a five-year plan to increase water and sewer rates.
12. On December 2, 2011, Notices of the Public Hearings on the Proposed Water and Sewer Rate Increases were distributed via 1st Class Mail.
13. On December 5, 2011, City Council directed staff to keep the bimonthly billing cycle and implement a Voluntary Based Assistance Program to assist low-income water and sewer customers if the City Council approves water and sewer rate increases at a future meeting.
14. On December 13, 2011, Revised Notices of the Public Hearings on the Proposed Water and Sewer Rate Increase were distributed via 1st Class Mail.
15. On December 21, 2011, the City Attorney's Office recommended to staff that the City Council consider a Resolution adopting procedures in connection with proposed increases to utility service charges.
16. On January 17, 2012, the City Council approved Resolution No. 7462 adopting procedures in connection with the proposed increase to utility service charges.
17. On February 6, 2012, the City Council opened the Public Hearing regarding the proposed water and sewer rate increases and directed staff to conduct a Town Hall meeting.
18. On February 23, 2012, the Public Works Director made a presentation to the Senior Board regarding the proposed water and sewer rate increases.
19. On March 2, 2012, Town Hall Meeting Notices and Continued Public Hearing Notices were distributed via 1st Class Mail.
20. On March 12, 2012, staff held a Town Hall Meeting regarding the proposed water and sewer rate increases.
21. On March 19, 2012, the City Council approved the proposed water and sewer rate increases.
22. On May 15, 2012, staff and the City Attorney concluded certain changes are needed to the City Council approved Ordinance No. 1613 pertaining to the water rate increase (Attachment "B").

Adoption of Corrective Ordinance Regarding Water Rate Increase

Page 3

ANALYSIS:

The purpose of the Corrective Ordinance is to clarify certain items in Ordinance No. 1613 approved by the City Council on May 7, 2012 regarding the water rate increase, to avoid any misunderstanding in regards to how the rate increases are charged. The corrections are located in the two tables under Section 1 of the Ordinance with the first table pertaining to the Commodity Charge and the second table pertaining to the Fixed Service Charge. The corrections to the tables are described below:

Section 1, Commodity Charge Table		
Current Ordinance	Corrected Ordinance	Reason
Includes reference to City of San Fernando and Wildan Financial Services.	Remove sources reference.	Not relevant to the Ordinance.

Section 1, Fixed Service Charge Table		
Current Ordinance	Corrected Ordinance	Reason
Contains detailed information regarding “Customer Costs” and “Meter and Service Costs”.	Remove these sections.	This information is already provided in the bottom section of the table under “TOTAL COMBINED MONTHLY FIXED CHARGE”, and needlessly makes the information more complicated. In the corrected version, this information will be provided under “Bimonthly Fixed Charge”.
Includes the word “Monthly”.	Revise to use the word “Bimonthly”	The current wording suggests the approved rates will be charged monthly. The City will charge the approved rate bimonthly, effective July 1, 2012 and the correction confirms the intent.
Includes reference to City of San Fernando and Wildan Financial Services.	Remove sources reference.	Not relevant to the Ordinance.

CONCLUSION:

After discussion with the City Attorney, it has been determined that certain corrections are needed to the adopted ordinance to ensure clarity regarding the rate increases. With the City Council’s approval of the Corrective Ordinance, the changes will be published in local paper. The corrections will in no way change the rates already approved by the City Council, which are effective July 1, 2012.

Adoption of Corrective Ordinance Regarding Water Rate Increase
Page 4

BUDGET IMPACT:

None.

ATTACHMENTS:

- A. Corrective Ordinance
- B. Marked-Up Ordinance

ATTACHMENT “A”**ORDINANCE NO. _____****AN ORDINANCE OF THE CITY OF SAN FERNANDO AMENDING DIVISION 3 OF ARTICLE III OF CHAPTER 94 OF THE SAN FERNANDO CITY CODE RELATING TO WATER UTILITY SERVICE CHARGES**

WHEREAS, the City Council of San Fernando adopted its Ordinance No. 1613 to increase water utility service charges; and

WHEREAS, Ordinance No 1613 contained extraneous information and incorrectly provided for the water utility service charges to be charged on a monthly basis rather than bimonthly basis; and

WHEREAS, the City Council desires to remove the extraneous information and to provide for the water utility service charges to be charged on a bimonthly basis.

NOW, THEREFORE, the City Council of the City of San Fernando does hereby ordain as follows:

SECTION 1. Section 94-261 (“Quantity water charges and service charges by meter size”) of Division 3 (“Rates and Charges”) of Article III (“Water”) of Chapter 94 (“Utilities”) of the San Fernando City Code is hereby amended to read as follows:

“Sec. 94-261. – Water service charges.

The following commodity charge and fixed service charge are established and shall be charged and collected by the city for all water sold, supplied, distributed, or transported to or for consumers situated in the city and shall be applicable to all metered water within the city for which no other rate is specified:

Commodity Charge. The commodity charge per meter shall be as follows:

Description	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Residential					
Block 1 Rate per hcf (0-9 hcf)	\$0.89	\$1.00	\$1.11	\$1.20	\$1.31
Block 2 Rate per hcf (10-18 hcf)	1.81	2.04	2.25	2.45	2.67
Block 3 Rate per hcf (18+ hcf)	2.42	2.72	3.00	3.27	3.56
Non-Residential	1.62	1.82	2.00	2.18	2.38

Fixed Service Charge. The commodity charge set forth above shall be added to the fixed service charge set forth below:

<u>Bimonthly Fixed Charge</u>					
Meter Size	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
5/8", 3/4"	\$27.15	\$30.22	\$32.94	\$35.90	\$37.37
1"	45.58	50.73	55.30	60.27	63.93
1 1/2"	76.30	84.92	92.56	100.89	108.20
2"	113.16	125.94	137.27	149.63	161.32
3"	211.44	235.33	256.51	279.60	302.99
4"	322.02	358.40	390.65	425.81	462.37
6"	629.17	700.25	763.27	831.96	905.07

SECTION 2. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this ordinance or any part thereof is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional, or invalid, or ineffective.

SECTION 3. The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of San Fernando at a regular meeting held on this 18th day of June, 2012.

Brenda Esqueda, Mayor

ATTEST:

Elena G. Chávez, City Clerk

APPROVED AS TO FORM:

Maribel S. Medina, City Attorney

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

I, ELENA G. CHÁVEZ, City Clerk of the City of San Fernando, do hereby certify that the foregoing Ordinance was adopted at a regular meeting of the City Council held on the 18th day of June, 2012 and was carried by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Elena G. Chávez, City Clerk

ATTACHMENT “B”**ORDINANCE NO. 1613****AN ORDINANCE OF THE CITY OF SAN FERNANDO AMENDING
DIVISION 3 OF ARTICLE III OF CHAPTER 94 OF THE SAN
FERNANDO CITY CODE RELATING TO WATER UTILITY SERVICE
CHARGES**

The City Council of the City of San Fernando does hereby ordain as follows:

SECTION 1. Section 94-261 (“Quantity water charges and service charges by meter size”) of Division 3 (“Rates and Charges”) of Article III (“Water”) of Chapter 94 (“Utilities”) of the San Fernando City Code is hereby amended to read as follows:

“Sec. 94-261. – Water service charges.

The following commodity charge and fixed service charge are established and shall be charged and collected by the city for all water sold, supplied, distributed, or transported to or for consumers situated in the city and shall be applicable to all metered water within the city for which no other rate is specified:

Commodity Charge. The commodity charge per meter shall be as follows:

Description	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017
Residential					
Block 1 Rate per hcf (0-9 hcf)	\$ 0.89	\$ 1.00	\$ 1.11	\$ 1.20	\$ 1.31
Block 2 Rate per hcf (10-18 hcf)	1.81	2.04	2.25	2.45	2.67
Block 3 Rate per hcf (18+ hcf)	2.42	2.72	3.00	3.27	3.56
Non-Residential	1.62	1.82	2.00	2.18	2.38

Sources: City of San Fernando; Willdan Financial Services.

Fixed Service Charge. The commodity charge set forth above shall be added to the fixed service charge set forth below:

		FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	MOVE FY COLUMN HEADINGS
<u>CUSTOMER COSTS</u>							
Total Customer Costs		\$ 422,031	\$ 474,407	\$ 522,275	\$ 574,972	\$ 632,987	
Number of Accts		4,731	4,779	4,826	4,875	4,923	
Monthly Customer Cost Charge per Account		\$ 14.87	\$ 16.55	\$ 18.04	\$ 19.66	\$ 21.43	
<u>METER AND SERVICES COSTS</u>							
Total Meter and Services Costs		\$ 546,651	\$ 614,492	\$ 676,494	\$ 744,753	\$ 819,898	
Number of Equivalent Meters		7,416	7,490	7,565	7,640	7,717	
Monthly Meter Charge per 5/8" - 3/4" Meter		\$ 12.29	\$ 13.67	\$ 14.90	\$ 16.25	\$ 17.71	
<u>Meter Size</u>	<u>AWWA Equivalent Meter Factor</u>						
5/8", 3/4"	1.0	\$ 12.29	\$ 13.67	\$ 14.90	\$ 16.25	\$ 17.71	
1"	2.5	30.72	34.19	37.26	40.62	44.27	
1 1/2"	5.0	61.43	68.37	74.52	81.23	88.54	
2"	8.0	98.29	109.39	119.24	129.97	141.67	
3"	16.0	196.58	218.78	238.48	259.94	283.33	
4"	25.0	307.15	341.85	372.62	406.15	442.71	
6"	50.0	614.30	683.70	745.23	812.31	885.41	
<u>BIMONTHLY</u>							
<u>TOTAL COMBINED MONTHLY FIXED CHARGE</u>							
<u>Meter Size</u>	<u>AWWA Equivalent Meter Factor</u>						
5/8", 3/4"	1.0	\$ 27.15	\$ 30.22	\$ 32.94	\$ 35.90	\$ 37.37	
1"	2.5	45.58	50.73	55.30	60.27	63.93	
1 1/2"	5.0	76.30	84.92	92.56	100.89	108.20	
2"	8.0	113.16	125.94	137.27	149.63	161.32	
3"	16.0	211.44	235.33	256.51	279.60	302.99	
4"	25.0	322.02	358.40	390.65	425.81	462.37	
6"	50.0	629.17	700.25	763.27	831.96	905.07	

Sources: City of San Fernando; Willdan Financial Services.

SECTION 2. Section 94-262 ("Lifeline rate") of Division 3 ("Rates and Charges") Article III ("Water") of Chapter 94 ("Utilities") of the San Fernando City Code is hereby deleted in its entirety.

SECTION 3. Section 94-264 ("Purchased water adjustment") of Division 3 ("Rates and Charges") of Article III ("Water") of Chapter 94 ("Utilities") of the San Fernando City Code is hereby amended to read as follows:

"Sec. 94-264. – Purchased water adjustment.

(a) Beginning July 1, 2012 and for each fiscal year through June 30, 2017, the commodity charges specified in section 94-261 shall be subject to an overriding unit adjustment to be applied to each 100 cubic feet of water sales to reflect changes in the cost of purchased water as defined in this section.

(b) Determination of the overriding unit adjustment shall be made from city accounting records six times yearly for each of the 12-calendar-month periods ending with January 31, March 31, May 31, July 31, September 30, and November 30 as follows: The annual cost of all water purchased for distribution by the city shall be divided by the division's total water sales (in units of one hundred cubic feet HCF) for the same 12-month period. The quotient so obtained shall be expressed to the nearest \$0.0001 per HCF of water and shall be multiplied

by all units of one hundred cubic feet of water sales as shown on customer billings for a period of water use regularly scheduled to end within the second and third billing months following the 12-month period used for the unit adjustment computation. The resultant product in each case shall be expressed to the nearest \$0.01 and, unless otherwise provided therein, shall be the total overriding adjustment to be added to each water service billing.

(c) Cost of purchased water shall include the total cost to the city of all water delivered to the division's system from the metropolitan water district or other suppliers. Reimbursements received by the city for purchased water costs which are or have been included in the calculation of the overriding unit adjustment shall be included as a credit in the determination of the cost of purchased water for the month in which such reimbursement is received."

SECTION 4. Section 94-270 ("Annual increase") of Division 3 ("Rates and Charges") of Article III ("Water") of Chapter 94 ("Utilities") of the San Fernando City Code is hereby amended to read as follows:

"Sec. 94-270. – Annual increase.

(a) On July 1, 1993 and on July 1 of each year thereafter, the then-existing rates imposed under this article, sections 94-265, 94-267 and 94-268, shall automatically increase by the percentage increase, if any, in the Consumer Price Index for all Urban Consumers for Los Angeles—Anaheim—Riverside (1982-84 equals 100) as published by the United States Department of Labor, Bureau of Labor Statistics ("index"), rounded to the nearest cent. The increases shall be cumulative. In determining the percentage increase, the index for the month of May immediately preceding the adjustment date shall be compared with the index for the like month of the previous year. In no event, however, shall the rates imposed be adjusted downward to reflect a percentage decrease in the index.

(b) On July 1, 2016, the then-existing rates imposed under this article, section 94-261, shall automatically increase by the percentage increase, if any, in the Consumer Price Index for all Urban Consumers for Los Angeles—Anaheim—Riverside (1982-84 equals 100) as published by the United States Department of Labor, Bureau of Labor Statistics ("index"), rounded to the nearest cent. The increases shall be cumulative. In determining the percentage increase, the index for the month of May immediately preceding the adjustment date shall be compared with the index for the like month of the previous year. In no event, however, shall the rates imposed be adjusted downward to reflect a percentage decrease in the index."

SECTION 5. The City Council is taking action only on those fees charges that have been amended. All charges not modified herein shall continue and remain in effect unless and until modified by resolution or other action of the City Council.

SECTION 6. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this ordinance or any part thereof is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, paragraph, sentence,

clause or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional, or invalid, or ineffective.

SECTION 7. The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

PASSED, APPROVED AND ADOPTED by the City Council of the City of San Fernando at a regular meeting held on this 7th day of May, 2012.

CITY OF SAN FERNANDO

Brenda Esqueda
Mayor

ATTEST:
Elena G. Chávez
City Clerk

APPROVED AS TO FORM:
Maribel S. Medina
City Attorney

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

I, ELENA G. CHÁVEZ, City Clerk of the City of San Fernando, do hereby certify that the foregoing Ordinance was adopted a regular meeting of the City Council held on the 7th day of May, 2012 and was carried by the following roll call vote:

AYES:	Hernandez, De La Torre, Ballin, Lopez – 4
NOES:	None
ABSENT:	Esqueda – 1
ABSTAIN:	None

Elena G. Chávez
City Clerk

Publish: May 17, 2012

*This Page
Intentionally
Left Blank*

*This Page
Intentionally
Left Blank*

RECREATION AND COMMUNITY SERVICES DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernández, City Administrator
Ismael Aguila, Recreation and Community Services Operations Manager

DATE: June 18, 2012

SUBJECT: Resolution Adopting a Fee Schedule for Swim Lessons and Recreation Swim

RECOMMENDATION:

It is recommended that City Council adopt a Resolution (Attachment “A”) amending the Fiscal Year (FY) 2011-12 Fee Schedule for Swim Lessons and Recreation Swim.

BACKGROUND:

1. On September 19, 2011, the City Council adopted Resolution No. 7453 adopting a schedule of fees and charges in order to defray departmental costs associated with usage of facilities, code and police enforcement activities, and the processing of certain applications and permits.
2. As of July 1, 2012, the Recreation and Community Services (RCS) Department will implement a new fee schedule for swim lessons and recreation swim at the San Fernando Regional Pool Facility (Pool Facility).

ANALYSIS:

RCS Staff have analyzed the current fee structure for swim lessons and recreation swim. It has been determined that the current fees should be updated to increase access to the Pool Facility for the general public. The following are the proposed changes:

Recreation Swim Fees

The current fees for daily admission for recreation swim at the Pool Facility are \$2 for children, \$3 for adults and \$2 for seniors. It is recommended that the “daily” fee verbiage be replaced with “period.” This allows for the Pool Facility to provide daily multiple recreation swim periods that will increase the pool accessibility for the general public. In addition, it is recommended that the

Resolution Adopting a Fee Schedule for Swim Lessons and Recreation Swim

Page 2

daily adult fee be \$2 per period. This will align the Pool Facility fees to compare with local competitors, including Los Angeles County and the City of Los Angeles (Attachment “B”).

Swim Lesson Fees

The current swim lesson fees are \$50 for residents and \$60 for non-residents. It is recommended to revise the fee to be \$40 for residents and \$45 for non-residents. This will align the swim lesson fees to compare with local competitors and still allow the City to recover expenses.

CONCLUSION:

It is recommended that the City Council amend the FY 2011-12 Fee Schedule for Swim Lessons and Recreation Swim. These amended fees will be reflected when City Council adopts the Fee Schedule for FY 2012-13 (Attachment “C”).

BUDGET IMPACT:

Approval of the Resolution will not have an impact to the FY 2011-12 General Fund.

ATTACHMENTS:

- A. Resolution
- B. Surrounding Area Fee Study for 2012
- C. Proposed Fee Schedule for Swim Lessons and Recreation Swim

ATTACHMENT "A"**RESOLUTION NO. _____****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO AMENDING FEES AND CHARGES
RELATING TO THE SAN FERNANDO REGIONAL POOL
FACILITY**

WHEREAS, on September 19, 2011 the City of Council approved an Annual Fee Schedule, including entry fees and fees for swim lessons for the San Fernando Regional Pool for fiscal year 2011-12; and

WHEREAS, the City has conducted an analysis of its services, the costs borne by the City in providing the swim lessons and pool amenities, and the comparable costs of surrounding communities; and

WHEREAS, based on the City's analysis the City has determined that in order to increase the pool accessibility for the general public it is necessary to modify the admission fee to periods; and

WHEREAS, based on the City's analysis the City has determined that in order to be competitive with the surrounding communities, it is necessary to reduce the fee for swim lessons.

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

Section 1: Recreational swim entry fees currently in in Section VII.E.5 of the FY 2011-12 Fee Schedule shall be modified as follows:

- Swim Entry Fee – Recreation
 - Ages 3-17 \$2 per period
 - Ages 18-54 \$2 per period
 - Ages 55 and up \$2 per period

Section 2: Swim lesson fees currently in Section VII.E.9 of the FY 2011-12 Fee Schedule shall be modified:

- Swim Lessons
 - Resident \$40 per 2-week course
 - Non-Resident \$45 per 2-week course

PASSED, APPROVED, AND ADOPTED this 18th day of June, 2012.

Brenda Esqueda, Mayor

ATTEST:

Elena G. Chávez, City Clerk

APPROVED AS TO FORM:

Maribel S. Medina, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I HEREBY CERTIFY that the foregoing Resolution was approved and adopted at a regular meeting of the City Council held on the 18th day of June, 2012, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

ATTACHMENT “B”**SURROUNDING AREA FEE STUDY 2012**

Report to reference the pricing difference between the City of San Fernando Regional Pool and Los Angeles County/City pool. The LA84 Foundation (a private nonprofit institution) provides funding to L.A. area pools, allowing for very competitive prices.

Summary of Findings for <u>Local Recreation Swim Programs</u>			
	City of San Fernando	City of Los Angeles	Los Angeles County
Days/Hours	Sunday – Friday 12:00 a.m. – 3:00 p.m. Saturday 10:45 a.m. – 1:00 p.m. 1:45 p.m. – 4:00 p.m.	Monday – Friday 11:00 a.m. – 1:00 p.m. 2:00 p.m. – 6:00 p.m. Saturday & Sunday 1:00 p.m. – 5:00 p.m.	Monday – Friday 12:30 p.m. – 5:00 p.m. Saturday & Sunday 12:30 p.m. – 5:00 p.m.
Admission	Adults: \$2.00 Children: \$2.00	Adults: \$2.50 /\$.50 discount w/library card Children: Free	Adults: Free Children: Free

Summary of Findings for <u>Local Swim Lesson Programs</u> (based on 2-week session)			
	City of San Fernando	City of Los Angeles	Los Angeles County
Cost/Session	Resident: \$40.00 Non-Resident: \$45.00	Resident: \$20.00 Non-Resident: N/A	Resident: \$20.00 Non-Resident: N/A

Extended details:**El Cariso Park (Los Angeles County)**

Recreational Swim:

- Under 18: Free
- Adults: \$2.50 (\$2 w/L.C.)
- Daily 12:30 - 5:00 p.m.

Swim Lessons: All ages \$20/session (2 wks)

Sylmar Park (City of Los Angeles)

Recreational Swim:

- Under 18: Free
- Adults Free
- M - F 11 a.m. - 1 p.m., 2 - 6 p.m.
- Sat/Sun 1 - 5 p.m.

Swim Lessons: All ages \$20/session, (2 wks, 30 min)

Humphrey Park (City of Los Angeles)

Recreational Swim:

- Under 18: Free, Adults Free
- M - F 1 - 5 pm, 6 - 8 pm, Sat/Sun 1 - 5 pm

Swim Lessons: All ages \$20/session, (2 wks, 30 min)

Northridge Park (City of Los Angeles)

Recreational Swim:

- Under 18: Free, Adults Free
- M - F 11 am - 1 pm, 2 - 6 pm, Sat/Sun 1 - 5 pm

Swim Lessons: All ages \$20/session, (2 wks, 30 min)

ATTACHMENT "C"

**RECREATION AND COMMUNITY SERVICES DEPARTMENT
FISCAL YEAR 2012-13 ANNUAL FEE SCHEDULE FOR
SWIM LESSONS & RECREATION SWIM**

RECREATION AND COMMUNITY SERVICES DEPARTMENT					
E. SAN FERNANDO REGIONAL POOL FACILITY – OUTDOOR POOL AREA					
	Description	Facility Fee	Schedule Availability	Includes	Authority
5	Swim Entry Fee (per period) – Recreational				
5a	Ages 2 and under	Free	Each Period Daily		SF Resolution 7453
5b	Ages 3 -17 years	\$2	Each Period Daily		SF Resolution 7453
5c	Ages 18 – 54 years	\$2 \$3	Each Period Daily		SF Resolution 7453
5d	Ages 55 and older	\$2	Each Period Daily		SF Resolution 7453
9	Swim Lessons				
9a	Resident	\$40 \$50	2-week course		SF Resolution 7453
9b	Non-Resident	\$45 \$60	2-week course		SF Resolution 7453

*This Page
Intentionally
Left Blank*

PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernández, City Administrator
By: Ron Ruiz, Public Works Director

DATE: June 18, 2012

SUBJECT: East San Fernando Valley Transit Corridor Project Update

RECOMMENDATION:

It is recommended that the City Council review this report and provide direction to staff regarding the East San Fernando Valley Transit Corridor Project.

BACKGROUND:

1. On October 6, 2011, City staff attended a Los Angeles County Transportation Authority (Metro) meeting held for elected officials at the Van Nuys Civic Center office.
2. On March 3, 2012, Metro met with City staff at City Hall to discuss the project.
3. On March 27, 2012, staff attended a meeting at the offices of KOA Corporation, the project consultant, to discuss the project.
4. On April 12, 2012, Metro held a Community Meeting at the Regional Pool Facility.
5. On April 27, 2012, City staff participated in a site visit to South Brand Boulevard by Metro and the Los Angeles Department of Transportation (DOT).
6. On May 1, 2012, City staff attended the Metro Community Meeting held at Mission Community Police Station in Mission Hills.
7. On May 15, 2012, City staff attended a meeting held at the DOT to discuss the project.
8. On May 29, 2012, City staff attended a Metro planning meeting to discuss the project.

East San Fernando Valley Transit Corridor Project Update
Page 2

ANALYSIS:

Project Background

The East San Fernando Valley Transit Corridor Project (ESFVT) seeks to improve north-south transit opportunities in the east San Fernando Valley that offer connections to the regional transit transportation network. Rapid Bus, Light Rail, and Street Car transit systems are being considered with approximately \$160 to \$190 million available for construction of the project. Over several months, City staff has had substantial dialogue and participation with Metro regarding route selection, project impacts, and collecting community input for the project. A second round of community meetings are currently being planned, with one of the meetings occurring, once again, at the San Fernando Regional Pool Facility and possibly a Metro table at the City's Fourth of July event.

Metro Project Screening Process

Metro is currently following a screening process to narrow down route alternatives based on various criteria to present to the Metro Board for final adoption. In addition to criteria used for route recommendations, Metro is receiving input from the DOT, Los Angeles City Council District 7, Los Angeles County Supervisor District 1, City of San Fernando Community Development and Public Works staff, community organizations, and general public input received through community meetings held within the project boundaries.

Although the project is in the initial analysis phase, the Tier I screening process is nearly complete and will narrow down the number of routes considered from approximately 30 routes to 7 routes. Per City staff's review, some routes are preferable over others based on potential beneficial or adverse impacts in regards to traffic, parking, changes to the built environment and future economic revitalization strategies. Since a final draft of the Metro analysis is not currently available, this report identifies general project issues as determined by City staff impacting the City of Fernando. These issues are described below along with some City staff recommendations for consideration by the City Council as the screening process moves forward.

Linkage to the Sylmar/San Fernando Metrolink Station

City staff and other stakeholders have been successful in advocating for routes that include the Metrolink station as a destination. Currently, the majority of the routes being considered by Metro include the Metrolink station as a destination. The original route, which is still being considered, bypasses the City of San Fernando, with the route located along Van Nuys Boulevard traveling north to Foothill Boulevard. While many of the routes include the Metrolink station, there is no assurance that any of these routes will be selected for final adoption by the Metro Board. ***City staff recommends that the City only support routes that include the Metrolink station as a destination point of the proposed ESFVT.***

Impacts to South Brand Boulevard

Some of the routes include travel along South Brand Boulevard from the southern boundary of the City to Truman Street, where it then turns westward along Truman Street. City staff

East San Fernando Valley Transit Corridor Project Update

Page 3

participated in a site visit by Metro and DOT to South Brand Boulevard to consider construction/engineering issues associated with the South Brand Boulevard-Truman Street route alternative. It is important to recognize that construction of the route along South Brand Boulevard will have a significant impact to the area with the loss of the landscaped median and the loss of on-street parking, among other impacts. Through the public input process, Metro received comments opposing the route on South Brand Boulevard. However, according to Metro, they believe that there were also an equal number of comments in support of a South Brand Boulevard route.

As an alternative, other routes being considered by Metro do not include South Brand Blvd, with the route traveling along Truman Street. Under this scenario, access to the new transit system would still be available to the local community and brings visitors to the area without impacting South Brand Boulevard. Per City staff's assessment this route needs to be further reviewed, however, due to the expected impacts and with other alternatives available, at this point in the process, ***City staff recommends that the City Council consider supporting routes that do not include South Brand Boulevard but still include a connection to the Metrolink station.***

Impacts to Truman Street

As stated above, City staff recommends that the alignment include Truman Street. However, it should be known that there will also be significant physical impacts to this street such as a reduction of vehicle travel lanes and construction of one or more transit stops along a new center median if a rapid bus system is selected. Through the current Metro screening process, there is some preference for this route due to the City's adjacent parking lots that provides sufficient parking opportunities for riders using the transit system and merchants in the area. ***City Staff recommends that the City Council consider supporting routes that include Truman Street.***

Location of Transit Stops

Some of the routes being considered completely bypass the City of San Fernando and others may include travel through the City with no transit stops. Transit stops are purposely limited to maintain short running times in comparison to existing bus running times. Not unlike the recent discussion held regarding the California High Speed Rail Project, the City Council has voiced the importance of maintaining continued accessibility by the local community to the transit system when the route alignment occurs within the City's boundaries. At least one of the scenarios being considered has the potential to travel through the City with no transit stops. ***City staff recommends that the City Council only support routes that also include transit stops within City boundaries.***

Next Steps

City staff is seeking City Council direction regarding the ESFVT project to provide further input to Metro on transit route alternatives being considered that include access through the City of San Fernando and maintaining the Metrolink station as a project destination point. To assist in the process, the City Council may approve the recommendations as described by City staff in this report, or modify the recommendations, or provide other recommendations. Upon receipt of City Council comments, City staff further recommends formal communication with Metro to provide

East San Fernando Valley Transit Corridor Project Update

Page 4

comments on the project as part of a set of City of San Fernando Preliminary Recommendations. City staff believes that the project's screening process is at a critical point and it is important to begin to solidify City comments on the project, while there is still an opportunity to advocate for proposed transit routes that are beneficial to the City.

CONCLUSION:

Upon review of this report by the City Council and based on Council direction, City staff plans to provide formal communication to Metro regarding the project. Communication with Metro is important at this stage of the project analysis to better ensure that the proposed transit system has a beneficial impact for the City.

BUDGET IMPACT:

None.

*This Page
Intentionally
Left Blank*

COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernandez, City Administrator
By: Fred Ramirez, City Planner

DATE: June 18, 2012

SUBJECT: Fiscal Year 2012-13 Action Plan for Community Preservation Division

RECOMMENDATION:

It is recommended that the City Council:

- a. Consider the Fiscal Year (FY) 2012-13 Action Plan (Attachment “A”) for the Community Preservation Division in conjunction with the reassignment of the Division to the Community Development Department, as outlined and summarized in the analysis below; and
- b. Provide direction to staff with respect to implementation of the measures proposed by staff.

BACKGROUND

On July 20, 2009, the City Council approved relocation of the Community Preservation Division from the Community Development Department to the Police Department. The purpose of the move was to “provide a more efficient and focused coordination of the City’s community preservation efforts on a day-to-day basis, while working directly with the Patrol Division” (Source: FY 2009-10 Police Department Budget, Pg. IV-20).

As part of the budget review and planning process for the upcoming FY 2012-13, the City is proposing to move Community Preservation Division (the Division) from the Police Department to the Community Development Department (the Department). The proposed relocation of the Division would include reassignment of the Community Preservation and Graffiti Abatement personnel to the Department. The proposed relocation would provide ongoing management of the Community Preservation personnel by Department management staff (i.e., City Planner).

ANALYSIS

The proposed Action Plan is intended to: improve day-to-day supervision of Division personnel, enhance coordination of code enforcement activity across departments/divisions, incorporate technology in to improve day-to-day field work activity in the identification and processing of

Fiscal Year 2012-2013 Action Plan for Community Preservation Division

Page 2

code violations, and place greater emphasis on the role of customer service in the enforcement of the City's regulations.

1. **Improve Field Personnel Supervision.** The Action Plan includes day-to-day supervision of the Division's field personnel by the City Planner. The City Planner will work with field personnel to: evaluate current work activity; prioritize work for Code Enforcement and Graffiti personnel ensuring alignment with City goals; work with Division personnel in formulating and implementing monthly goals for each personnel and associated vital factors for the Division that ensure ongoing accountability and monitoring of goal attainment and work production.
2. **Enhance Multi-Department/Multi-Agency Coordination.** As part of the Action Plan, Division personnel will continue to work with the Police Department and the Public Works Department, Los Angeles County Animal Control and Public Health personnel, and other state and federal agency personnel responsible for ensuring local compliance with applicable local, state and federal regulations. The multi-departmental and multi-jurisdictional approach to community preservation will result in the identification and permanent abatement of ongoing or repeated illegal activity or nuisance behaviors and substandard physical conditions at individual problem properties. Furthermore, this approach will provide greater opportunities to use outside county, state, and/or federal agency resources to increase outreach to and interaction with the community as the City proceeds with its code enforcement efforts.
3. **Technology Upgrades to Improve Efficiency.** A primary component of the Action Plan is to incorporate technological upgrades into the day-to-day operations of the Community Preservation personnel in order to increase the amount of time spent in the field enforcing City regulations. Currently, Code Enforcement personnel may identify code violations in the field and have to return to the office to use their desktop computers to research properties, identify the property owners and/or business owner information, set up a case file in the Activity Information Management System (AIMS) and subsequently send out a notice of violation.

The Action Plan proposes to improve the standard operating procedures for community preservation personnel by allowing them mobile access to the City's intranet and AIMS via the installation of vehicle mounted laptops and printers. Wireless connectivity to the City's intranet and AIMS will allow staff to identify and input violations (including photographic documentation) into AIMS and distribute said citations in the field; therefore, eliminating the need to return to the office. Integration of the proposed technology upgrades will improve efficiency and result in a greater numbers of violations identified and processed within a shorter period of time. Furthermore, entry of violations into AIMS as close to the time when the violations was witnessed will facilitate City Planning and Building and safety staff's access to "real time" information that can be used to help address code enforcement violations at the identified properties.

Focus on Improved Customer Service. Customer service is critical to ensuring community buy into the City's code enforcement efforts that are intended to protect public health and

Fiscal Year 2012-2013 Action Plan for Community Preservation Division

Page 3

safety and in turn, preserves the community's quality of life. In order to focus on improving customer service, the proposed relocation of the Community Preservation Division to the Department will allow for greater coordination between Code Enforcement and Graffiti Abatement personnel, and administrative, Planning, and Building and Safety personnel. The latter two of which are responsible for the interpretation of City Code and building code regulations. City zoning and building code violations typically make up the majority of the code violations issued by Community Preservation personnel.

Greater coordination by these City personnel helps improve response time to residents with code enforcement questions, provides for one consistent interpretation of City codes, and allows increased vigilance by Department management in order to ensure that information about City Code violations and the necessary corrective action is continued to be conveyed to the public in a timely and respectful manner. Furthermore, the Department will coordinate with the Police Department and the Neighborhood Watch group leaders to allow Community Preservation personnel to participate in future Neighborhood Watch meetings on a quarterly basis. The proposed participation in these meetings is intended to allow community input on existing code enforcement issues as well as providing a venue for City staff to provide information to and interact with residents on addressing issues of community concern (e.g., illegal garage conversions, graffiti, et cetera).

CONCLUSION:

The comprehensive Action Plan outlined above is intended to allow for the implementation of City Code enforcement efforts, which seek to permanently abate ongoing or repeated illegal activity or nuisance behaviors and substandard physical conditions at individual problem properties, and to increase outreach to and interaction with the residents. It is staff's assessment that implementation of such an Action Plan in conjunction with the move of the Community Preservation Division to the Community Development Department will significantly augment the City's efforts to protect and preserve the safety, residential amenity and livability of the City's neighborhoods.

BUDGET IMPACT:

Approval of the Action Plan and associated reassignment of the Community Preservation Division will result in total cost to the City's General Fund of \$376,859 for FY 2012-13 as compared to \$381,161 during FY 2011-12 (exclusive of the ongoing expense for Animal Control Services, which is estimated at approximately \$57,360). In addition, implementation of the Action Plan and reassignment of the Division to the Community Development Department are expected to increase citation revenues from \$108,000 during FY 2011-12 to \$182,000 for FY 2012-13.

ATTACHMENT:

A. FY 2012-13 Action Plan

ATTACHMENT "A"

FY 2012-13 Community Action Plan Community Preservation Division				
No.	Task Description	Who	When	Fiscal Year
1	Improve Field Personnel Supervision			
	Formulate monthly goals for all team members and ensure alignment with City goals;	Community Development	Monthly	FY 2012-13
	Monitor performance and monthly goal attainment for all team members; implement corrective action when necessary;	Community Development	"	"
	Track vital factors for division (e.g., number and type of violations cited per month);	Community Development	"	"
	Increase ratio of field time from the estimated 60% to 75%, including designation of public counter hours;	Community Development	"	"
	Improve inter-departmental communication by conducting monthly meetings between community preservation, administration, planning, and building and safety personnel;	Community Development	"	"
	Report progress on the Action Plan as part of City Administrator's monthly report and/or quarterly update of Department priorities;	Community Development	"	"
	Identify problem properties that require referral to City Prosecutor participation in the city's code enforcement process.	Community Development	"	"
2	Enhance Multi-Department/Multi-Agency Coordination			
	Facilitate ongoing joint task force efforts with Police Department, Public Works Department, and County Animal Control personnel;	Community Development, Police, and Public Works	Ongoing	FY 2012-13
	Conduct monthly meetings with police and public works department personnel to monitor potential trends associated with the abatement code violations and graffiti issues at specific properties and/or within jointly identified neighborhoods and commercial corridors;	Community Development, Police, and Public Works	Monthly	"
	Maintain updated contact list of personnel at County, State and Federal agencies that assist with ongoing community preservation efforts.	Community Development	Ongoing	"
3	Technology Upgrades to Improve Efficiency			
	Renegotiate/renew software maintenance agreement with Edgesoft for City's AIMS software;	Community Development	July 1, 2012	FY 2012-13
	Integrate technology upgrades including new software and hardware into day-to day operations (e.g., semi-rugged laptops, mobile printers, date-stamp cameras) that will allow the identification and citing of violations in the field;	Community Development, AEGIS	July 16, 2012	"
	Assess feasibility of tracking code violations using the City's Geographic Information System (GIS).	Community Development	June 30, 2013	"
4	Focus on Improved Customer Service			
	Use of department weekly and monthly meetings as part of inter-departmental coordination to ensure consistent interpretation of codes by department personnel;	Community Development	Weekly/Monthly	FY 2012-13
	Establish internal standard operating procedures for the identification, enforcement, and correction of code violations;	Community Development	Ongoing	"
	Review code enforcement case loads and identify a "game plan" for addressing code enforcement cases that are more than six months old including verification whether case is still active or should be closed;	Community Development	Ongoing	"
	Review and recirculate code enforcement public information flyers (English and Spanish language) identifying top code enforcement violations;	Community Development	Ongoing	"
	Participate in quarterly meetings with Neighborhood Watch police liaisons and resident block captains, or when necessary, a Neighborhood Watch meeting in order to identify potential code enforcement/graffiti issues that require immediate attention from city staff.	Community Development and Police Department	Ongoing	"

*This Page
Intentionally
Left Blank*

POLICE DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernández, City Administrator
By: Gil Carrillo, Chief of Police

DATE: June 18, 2012

SUBJECT: Police Department's Jail Division Food Services

RECOMMENDATION:

It is recommended that the City Council adopt a Resolution (Attachment "A") approving an allocation of Police Department funds for commercial appliances which will be used to serve meals to the Police Department's inmate population. The amount will not exceed \$6,000.

BACKGROUND:

For many years, the Police Department has utilized James Restaurant, 739 Truman Street, as the sole meal provider for the prisoners housed within the Police Department's Jail Division. Using this vendor as the meal provider worked amicably for both parties primarily because of the restaurant's operating hours, which resulted in all prisoners being fed three hot meals per day. However, during a 2009 jail inspection conducted by the Los Angeles County Health Department, the inspector directed the Police Department to hire a registered dietitian and create a daily and weekly meal plan for all prisoners as prescribed by code. The Police Department complied and hired a part-time dietitian to facilitate this mandate.

ANALYSIS:

Currently, there are two options with providing meals to the prisoners that comply with the Los Angeles County Health Department and Title 15. The first is to continue with the current vendor, James Restaurant at a cost of \$5.85 per meal* and a fee of approximately \$900.00 per year for the services of a registered dietitian. (*Note: The price of the meals has fluctuated between \$5.00 and \$5.98). The alternate option is to utilize the Los Angeles County Food Services at a cost of \$2.25 per meal with no registered dietitian requirements.

With the option of utilizing the Los Angeles County Food Services, the obligation is "month-to-month" and the meals are delivered weekly and housed in a commercial refrigerator and/or

Police Department's Jail Division Food Services

Page 2

freezer. The meal plans are prepared and updated by County employees, which are approved by the Health Department and meets Title 15 requirements. The one-time cost for a commercial refrigerator, freezer and oven is approximately \$5,335.00, without tax.

The following tables reflect the current cost of meals provided by James Restaurant versus the Los Angeles County Food Services.

Year	Quantity of Meals	James Restaurant Total Cost	Los Angeles County Food Services Total Cost	Proposed Saving
2009	6064	\$30,320.00	\$13,644.00	\$16,676.00
2010	5426	\$30,550.20	\$12,208.50	\$18,341.70
2011	4238	\$25,343.24	\$9,535.50	\$15,807.74

One-Time Purchase of Commercial Equipment		
Vendor	Equipment Type	Cost
American Range	Convection Oven	\$2,500.00
Blue Air	2-Door Refrigerator	\$1,294.00
Blue Air	2-Door Freezer	\$1,541.00

CONCLUSION:

Based on the above metrics, the City will save a significant amount of money by changing the food vendor to the Los Angeles County Food Services, versus James Restaurant. Additionally, there is an additional savings of approximately \$900.00 annually to employ a Registered Dietitian that was a Health Department requirement as a consequence for using James Restaurant. Note: Over the past three years, using the Los Angeles County Food Services would have saved the department over \$50,825.44.

BUDGET IMPACT:

There will be a one-time equipment purchase in the amount of \$5,335 (without tax, but not to exceed \$6,000) which will be funded through the Police Department's FY 2011-12 budget.

ATTACHMENT:

A. Resolution

ATTACHMENT “A”**RESOLUTION NO. _____****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO AMENDING THE BUDGET FOR THE FISCAL
YEAR 2011-2012 ADOPTED ON JULY 18, 2011**

WHEREAS, the City of Council has received and considered the proposed adjustment to the budget for Fiscal Year 2012, commencing July 1, 2011, and ending June 30, 2012; and

WHEREAS, the City Council has determined that it is necessary to increase the expenditures of the Current City; and

WHEREAS, an annual budget for the City of San Fernando for the Fiscal Year beginning July 1, 2011 and ending June 30, 2012, a copy of which is on file in the City Clerk's Office, has been adopted on July 18, 2011.

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

Section 1: The following adjustment in expenditures is made in the named City fund:

1. General Fund: Increase fund/division 01-225-0000-4350, \$5,335.00 (not to exceed \$6,000.00), for the purchase of commercial appliances used to serve meals to the Police Department's jail inmate population.

PASSED, APPROVED, AND ADOPTED this 18th day of June, 2012.

Brenda Esqueda, 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 18th day of June, 2012, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

*This Page
Intentionally
Left Blank*

COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers

FROM: Al Hernandez, City Administrator
By: Fred Ramirez, City Planner

DATE: June 18, 2012

SUBJECT: Letter of Support for State Assembly Bill 1585 (Perez)

RECOMMENDATION:

It is recommended that the City Council authorize the Mayor to send a letter of support (Attachment "A") to State Assembly member John A. Perez regarding his proposed Assembly Bill 1585 (Perez) in an effort to provide "clean up" legislation to Assembly Bill (AB) 1x 26, which resulted in the dissolution of the City Redevelopment Agency.

BACKGROUND:

On December 29, 2011, the California Supreme Court issued an opinion in California Redevelopment Association v. Matosantos, upholding AB x1 26 (legislation dissolving redevelopment agencies) and invalidating AB x1 27 (legislation permitting redevelopment agencies to continue operation if they made certain payments to the State). As a result of the Supreme Court's decision, all redevelopment agencies in the State, including the San Fernando Redevelopment Agency, were dissolved on February 1, 2012. All projects (both commercial, infrastructure and affordable housing) which were not considered "enforceable obligations" were immediately invalidated as of the date of the Court's decision.

ANALYSIS:

As noted by the League of California Cities, "AB 1585 is the most developed clean-up bill to AB 1x 26...The bill contains appropriate policy and technical clarifications to reduce confusion and provide greater direction to successor agencies, oversight boards and successor housing entities. Importantly, the bill requires repayment of former loans by cities to former redevelopment agencies, preserves remaining affordable housing funding, preserves asset value, and makes important changes to improve the functioning of successor agencies and avoid bond defaults." (Source: "Post-Redevelopment Legislation Update," League of California Cities; Article from CA Cities Advocate: http://newsletter.cacities.org/e_article002411280.cfm?x=b11,0,w).

Letter of Support for State Assembly Bill 1585 (Perez)

Page 2

The State Supreme Court's upholding of the constitutionality of AB 1x 26 (the Redevelopment "Dissolution Act"), has resulted in major impacts to the Successor Agency's ability to meet prior Redevelopment Agency obligations including repayment of bonds, providing adequate administrative support, repayment of prior loans agreements between the City and the former Redevelopment Agency, and preservation of former Agency-owned land that serves an ongoing public need for the City and its residents.

Since the Court's ruling, Successor Agency staff has been monitoring legislative bills that have been introduced to "clean-up" AB 1x 26 legislation including AB 1585, introduced by Assembly Speaker John A. Perez. This bill would revise the definition of an "enforceable obligation" and modify the provisions relating to the transfer of housing funds and responsibilities of the now dissolved redevelopment agencies. The bill would also provide that any remaining, deposited amounts of Low-Moderate Income Housing funds of a dissolved redevelopment agency would be transferred to Successor Housing Agency instead of having these funds sent to back to the County for redistribution to taxing entities. Under current legislation (i.e., AB 1x 26), an agreement that provided loans or other startup funds for the former redevelopment agency is valid. However, all other agreements and /or funds loaned to the former redevelopment agency outside of the two year startup date are deemed as invalid and unenforceable obligations. The proposed bill would expand this exception to include an agreement involving a loan specific to a project area and other specified obligations that are outside of the two year startup date.

CONCLUSION:

In light of the foregoing analysis, staff recommends that the City Council authorize the Mayor's submittal of the a letter of support regarding AB 1585 to State Assembly member John A. Perez and copied correspondence to Senator Alex Padilla and Assemblymember Felipe Fuentes. AB 1585 (Perez) provides the City with an opportunity to obtain funds to address currently outstanding and unfunded liabilities of the former Redevelopment Agency that to date have been covered by the City's General Fund at a significant loss.

BUDGET IMPACT:

Dissolution of the San Fernando Redevelopment Agency has negatively impacted the City's General Fund by requiring the City to cover prior Redevelopment Agency bond payments, loan agreements, and other administrative expenses without any foreseeable repayment option under the current legislation, which gives significant oversight and veto power to the California Department of Finance (DOF). As such, the DOF has determined that multiple items on the Recognized Obligation Payment Schedules (ROPS) Nos. 1 and 2 that were prepared by the Successor Agency in accordance with Health & Safety Code 34177 (1)(1)(2)&(3) and previously approved by the City of San Fernando Oversight Board, are not enforceable obligations. Based on this determination, the DOF has not approved the disbursement of a portion of the former Redevelopment Agency tax increment funds held in the State's new Redevelopment Property Tax Trust Fund to the City's Successor Agency for use to meet the current outstanding and

Letter of Support for State Assembly Bill 1585 (Perez)

Page 3

unfunded liabilities of said former Redevelopment Agency. This in turn has resulted in the City General Fund payment of former Redevelopment Agency expenditures in the amount of \$600,000. Furthermore, DOF's determination also results in an estimated loss to the City of \$4.6 million annually.

ATTACHMENTS:

- A. Letter of Support for AB 1585 (Perez)
- B. AB 1585 (Perez)-Redevelopment Bill

**ATTACHMENT "A"**

June 18, 2012

The Honorable John Pérez
California State Legislature
State Capitol Building, Room 219
Sacramento, CA 95814

RE: AB 1585 (Pérez) Redevelopment.
NOTICE OF SUPPORT

Honorable Assembly Member Pérez:

The City of San Fernando is pleased to support AB 1585 (Pérez), which includes technical and substantive fixes to AB X1 26, the redevelopment dissolution bill.

Without the passage of AB 1585, vital city services, affordable housing funding, and redevelopment agency asset values are threatened. AB XI 26 excluded most outstanding loans between a city or county to a redevelopment agency from being considered an "enforceable obligation," which if left unaddressed, will result in budget hardships and will threaten public safety and other vital services in our city. We also have significant concerns about the loss of affordable housing funding and a potential "fire sale" phenomenon of public assets without more careful analysis.

AB 1585 would facilitate the repayment of former loans by the city to the former redevelopment agency, which amount to \$4.6 million and preserve the remaining affordable housing for use locally to construct worthwhile affordable housing projects such as those previously facilitated by the redevelopment agency during the past two years. These projects include: a 20-unit affordable housing project for low-income renters and a 62-unit affordable housing project with 41 units designated for low-income renters. These two housing projects were facilitated by approximately \$1.1 million in former Redevelopment Agency Low- Moderate Income Housing funds.

This bill is a step in the right direction and provides needed policy and technical clarifications to successor agencies, oversight boards and successor housing entities. For

CITY ADMINISTRATION

117 MACNEIL STREET SAN FERNANDO, CALIFORNIA 91340-2993

PHONE 818.898.1201 • FAX 818.361.7631



AB 1585 (Pérez) Redevelopment.

NOTICE OF SUPPORT

Page 2

these reasons, the City of San Fernando supports AB 1585. If you have any questions about our position, you can reach me at (818) 898-1202.

Sincerely,

Brenda Esqueda
Mayor

cc: California Assembly Member, Felipe Fuentes (Fax: 916/319-2139)
California Senator, Alex Padilla (Fax: 916/324-6645)
Dan Carrigg, League of California Cities (Fax: 916/658-8240)
Jim Kennedy, California Redevelopment Association (Fax: 916/448-8760)
California Governor Jerry Brown (Fax: 916/558-3177)



California
LEGISLATIVE INFORMATION

ATTACHMENT "B"

AB-1585 Redevelopment. (2011-2012)

AMENDED IN ASSEMBLY MARCH 21, 2012

AMENDED IN ASSEMBLY MARCH 15, 2012

AMENDED IN ASSEMBLY MARCH 08, 2012

CALIFORNIA LEGISLATURE— 2011-2012 REGULAR SESSION

ASSEMBLY BILL

No. 1585

Introduced by Assembly Member John A. Pérez, Atkins, Dickinson, Hill, Mitchell, Perea, Torres

February 02, 2012

An act to amend Sections 34171, 34173, 34176, 34177, 34179, 34180, 34181, 34182, 34183, 34187, and 34189 of the Health and Safety Code, relating to redevelopment, and declaring the urgency thereof, to take effect immediately.

LEGISLATIVE COUNSEL'S DIGEST

AB 1585, as amended, John A. Pérez. Redevelopment.

Existing law dissolved redevelopment agencies and community development agencies, as of February 1, 2012, and provides for the designation of successor agencies, as defined. Existing law requires successor agencies to wind down the affairs of the dissolved redevelopment agencies and to, among other things, repay enforceable obligations, as defined, and to remit unencumbered balances of redevelopment agency funds, including housing funds, to the county auditor-controller for distribution to taxing entities.

Existing law authorizes the city, county, or city and county that authorized the creation of a redevelopment agency to retain the housing assets, functions, and powers previously performed by the redevelopment agency, excluding amounts on deposit in the Low and Moderate Income Housing Fund.

This bill would modify the scope of the term "enforceable obligation" and modify provisions relating to the transfer of housing funds and responsibilities associated with dissolved redevelopment agencies. The bill would provide that any amounts on deposit in the Low and Moderate Income Housing Fund of a dissolved redevelopment agency be transferred to specified entities. The bill would make conforming changes.

Existing law provides that, upon a specified date, agreements, contracts, or arrangements between the city or county, or city and county that created the redevelopment agency and the redevelopment agency are invalid. Notwithstanding this provision, an agreement that provided loans or other startup funds for the agency that was entered into within 2 years of the formation of the agency is valid and binds the successor agency.

The bill would expand this exception to include an agreement involving a loan specific to a project area and

other specified obligations. The bill would provide that other loan agreements entered into between the redevelopment agency and the city, county, or city and county that created it are deemed to be enforceable obligations, except as specified. The bill would further expand upon, and clarify, the scope of the successor agency's and the oversight board's responsibilities.

This bill would declare that it is to take effect immediately as an urgency statute.

Vote: 2/3 Appropriation: no Fiscal Committee: yes Local Program: no

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 34171 of the Health and Safety Code is amended to read:

34171. The following terms shall have the following meanings:

(a) "Administrative budget" means the budget for administrative costs of the successor agencies as provided in Section 34177.

(b) "Administrative cost allowance" means an amount that, subject to the approval of the oversight board, is payable from property tax revenues of up to 5 percent of the property tax allocated to the former redevelopment agency and successor agency for the 2011–12 fiscal year and up to 3 percent of the property tax allocated to the Redevelopment Obligation Retirement Fund money that is allocated to the successor agency for each fiscal year thereafter, except as provided by subdivision (l) of Section 34180; provided, however, that the amount shall not be less than two hundred fifty thousand dollars (\$250,000) for any fiscal year or such lesser amount as agreed to by the successor agency. However, the allowance amount shall exclude any administrative costs that can be paid from bond proceeds or from sources other than property tax. Employee costs associated with work on specific project implementation activities, including, but not limited to, construction inspection, project management, or actual construction, shall be considered project-specific costs and are not administrative costs.

(c) "Designated local authority" shall mean a public entity formed pursuant to subdivision (d) of Section 34173.

(d) (1) "Enforceable obligation" means any of the following:

(A) Bonds, as defined by Section 33602 and bonds issued pursuant to Section 5850 of the Government Code, including the required annual debt service, reserve set-asides, and any other payments required under the indenture or similar documents governing the issuance of the outstanding bonds of the former redevelopment agency.

(B) Loans of moneys borrowed by the redevelopment agency for a lawful purpose, to the extent they are legally required to be repaid pursuant to a required repayment schedule or other mandatory loan terms.

(C) Payments required by the federal government, preexisting obligations to the state or obligations imposed by state law, other than passthrough payments that are made by the county auditor-controller pursuant to Section 34183, or legally enforceable payments required in connection with the agencies' employees, including, but not limited to, pension payments, pension obligation debt service, unemployment payments, or other obligations conferred through a collective bargaining agreement. Costs incurred to fulfill collective bargaining agreements for layoffs or terminations of city employees who performed work directly on behalf of the former redevelopment agency shall be considered enforceable obligations payable from property tax funds. The obligations to employees specified in this subparagraph shall remain enforceable obligations payable from property tax funds for any employee to whom those obligations apply if that employee is transferred to the entity assuming the housing functions of the former redevelopment agency pursuant to Section 34176. The successor agency or designated local authority shall enter into an agreement with the housing entity to reimburse it for any costs of the employee obligations.

(D) Judgments or settlements entered by a competent court of law or binding arbitration decisions against the former redevelopment agency, other than passthrough payments that are made by the county auditor-controller pursuant to Section 34183. Along with the successor agency, the oversight board shall have the authority and standing to appeal any judgment or to set aside any settlement or arbitration decision.

(E) Any legally binding and enforceable agreement or contract that is not otherwise void as violating the debt limit or public policy. However, nothing in this act shall prohibit either the successor agency, with the approval or at the direction of the oversight board, or the oversight board itself from terminating any existing agreements or

contracts and providing any necessary and required compensation or remediation for such termination.

(F) Contracts or agreements necessary for the administration or operation of the successor agency, in accordance with this part, including, but not limited to, agreements to purchase or rent office space, equipment and supplies, and pay-related expenses pursuant to Section 33127 and for carrying insurance pursuant to Section 33134.

(G) Amounts borrowed from or payments owing to the Low and Moderate Income Housing Fund of a redevelopment agency, which had been deferred as of the effective date of the act adding this part; provided, however, that the repayment schedule is approved by the oversight board. Repayments shall be made to the Low and Moderate Income Housing Fund maintained by the entity assuming the housing functions formerly performed by the redevelopment agency, as described in Section 34176.

(2) (A) Except as specifically provided in this part, "enforceable obligation" does not include any agreements, contracts, or arrangements between the city, county, or city and county that created the redevelopment agency and the former redevelopment agency. However, written agreements entered into (i) at the time of issuance, but in no event later than December 31, 2010, of indebtedness obligations, and (ii) solely for the purpose of securing or repaying those indebtedness obligations may be deemed enforceable obligations for purposes of this part.

(B) Loan agreements entered into between the redevelopment agency and the city, county, or city and county that created it, within two years of the date of creation of the redevelopment agency, or within two years of the date of the creation of a project area if the loan is specific to that project area, and any obligations imposed by paragraph (1) of subdivision (d) of Section 33691 may be deemed to be enforceable obligations.

(C) Other loan agreements entered into between the redevelopment agency and the city, county, or city and county that created it shall be deemed to be enforceable obligations, if the conditions of subdivision (k) of Section 34180 are met.

(3) Contracts or agreements between the former redevelopment agency and other public agencies, to perform services or provide funding for governmental or private services or capital projects outside of redevelopment project areas that do not provide benefit to the redevelopment project and thus were not properly authorized under Part 1 (commencing with Section 33000) shall be deemed void on the effective date of this part; provided, however, that such contracts or agreements for the provision of housing properly authorized under Part 1 (commencing with Section 33000) shall not be deemed void.

(e) "Indebtedness obligations" means bonds, notes, certificates of participation, or other evidence of indebtedness, issued or delivered by the redevelopment agency, or by a joint exercise of powers authority created by the redevelopment agency, to third-party investors or bondholders to finance or refinance redevelopment projects undertaken by the redevelopment agency in compliance with the Community Redevelopment Law (Part 1 (commencing with Section 33000)).

(f) "Oversight board" shall mean each entity established pursuant to Section 34179.

(g) "Recognized obligation" means an obligation listed in the Recognized Obligation Payment Schedule.

(h) "Recognized Obligation Payment Schedule" means the document setting forth the minimum payment amounts and due dates of payments required by enforceable obligations for each six-month fiscal period or annual period as provided in subdivision (l) of Section 34177.

(i) "School entity" means any entity defined as such in subdivision (f) of Section 95 of the Revenue and Taxation Code.

(j) "Successor agency" means the county, city, or city and county that authorized the creation of each redevelopment agency acting in its separate capacity as a successor agency or another entity as provided in Section 34173.

(k) "Taxing entities" means cities, counties, a city and county, special districts, and school entities, as defined in subdivision (f) of Section 95 of the Revenue and Taxation Code, that receive passthrough payments and distributions of property taxes pursuant to the provisions of this part.

SEC. 2. Section 34173 of the Health and Safety Code is amended to read:

34173. (a) Successor agencies, as defined in this part, are hereby designated as successor entities to the former

redevelopment agencies. ~~A successor agency shall constitute a legally distinct and separate body~~ *For purposes of this part, a successor agency is a public entity separate from the entity or entities that authorized the creation of each redevelopment agency* that acts, by resolution, on its own behalf and shall have all the powers and duties set forth herein, the power to sue and be sued, and such additional powers as may be conferred upon it. *Each successor agency shall be deemed to be a local entity for purposes of the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code).*

(b) Except for those provisions of the Community Redevelopment Law that are repealed, restricted, or revised pursuant to the act adding this part, all authority, rights, powers, duties, and obligations previously vested with the former redevelopment agencies, under the Community Redevelopment Law, are hereby vested in the successor agencies.

(c) (1) Where the redevelopment agency was in the form of a joint powers authority, and where the joint powers agreement governing the formation of the joint powers authority addresses the allocation of assets and liabilities upon dissolution of the joint powers authority, then each of the entities that created the former redevelopment agency may be a successor agency within the meaning of this part and each shall have a share of assets and liabilities based on the provisions of the joint powers agreement.

(2) Where the redevelopment agency was in the form of a joint powers authority, and where the joint powers agreement governing the formation of the joint powers authority does not address the allocation of assets and liabilities upon dissolution of the joint powers authority, then each of the entities that created the former redevelopment agency may be a successor agency within the meaning of this part, a proportionate share of the assets and liabilities shall be based on the assessed value in the project areas within each entity's jurisdiction, as determined by the county assessor, in its jurisdiction as compared to the assessed value of land within the boundaries of the project areas of the former redevelopment agency.

(d) (1) A city, county, city and county, or the entities forming the joint powers authority that authorized the creation of each redevelopment agency may elect not to serve as a successor agency under this part. A city, county, city and county, or any member of a joint powers authority that elects not to serve as a successor agency under this part must file a copy of a duly authorized resolution of its governing board to that effect with the county auditor-controller no later than January 13, 2012.

(2) The determination of the first local agency that elects to become the successor agency shall be made by the county auditor-controller based on the earliest receipt by the county auditor-controller of a copy of a duly adopted resolution of the local agency's governing board authorizing such an election. As used in this section, "local agency" means any city, county, city and county, or special district in the county of the former redevelopment agency.

(3) If no local agency elects to serve as a successor agency for a dissolved redevelopment agency, a public body, referred to herein as a "designated local authority" shall be immediately formed, pursuant to this part, in the county and shall be vested with all the powers and duties of a successor agency as described in this part. The Governor shall appoint three residents of the county to serve as the governing board of the authority. The designated local authority shall serve as successor agency until a local agency elects to become the successor agency in accordance with this section.

(4) A city, county, or city and county, or the entities forming the joint powers authority that authorized the creation of a redevelopment agency and that elected not to serve as the successor agency under this part, may subsequently reverse this decision and agree to serve as the successor agency pursuant to this section. *Any reversal of this decision shall not become effective for 60 days after notice has been given to the current successor agency and the oversight board and shall not invalidate any action of the successor agency or oversight board taken prior to the effective date of the transfer of responsibility.*

(e) The liability of any successor agency, acting pursuant to the powers granted under the act adding this part, shall be limited to the extent of the total sum of property tax revenues it receives pursuant to this part and the value of assets transferred to it as a successor agency for a dissolved redevelopment agency.

SEC. 3. Section 34176 of the Health and Safety Code is amended to read:

34176. (a) The city, county, or city and county that authorized the creation of a redevelopment agency may elect to retain the housing assets and functions previously performed by the redevelopment agency. If a city, county, or city and county elects to retain the responsibility for performing housing functions previously performed by a redevelopment agency, all rights, powers, ~~duties, and obligations~~ *assets, liabilities, duties, and obligations,*

excluding enforceable obligations of the successor agency, associated with the housing activities of the agency, including any amounts on deposit in the Low and Moderate Income Housing Fund, shall be transferred to the city, county, or city and county. Any funds transferred to the city, county, or city and county pursuant to this subdivision shall be maintained in a separate Low and Moderate Income Housing Fund and expended pursuant to the provisions of the Community Redevelopment Law relating to the Low and Moderate Income Housing Fund.

(b) If a city, county, or city and county does not elect to retain the responsibility for performing housing functions previously performed by a redevelopment agency, all rights, powers, assets, liabilities, duties, and obligations, *excluding enforceable obligations of the successor agency*, associated with the housing activities of the agency, including any amounts in the Low and Moderate Income Housing Fund, shall be transferred as follows:

(1) Where there is one local housing authority in the territorial jurisdiction of the former redevelopment agency, to that local housing authority.

(2) Where there is more than one local housing authority in the territorial jurisdiction of the former redevelopment agency, to the local housing authority selected by the city, county, or city and county that authorized the creation of the redevelopment agency.

(3) Where there is no local housing authority in the territorial jurisdiction of the former redevelopment agency or where the local housing authority selected does not accept the responsibility for performing housing functions previously performed by the former redevelopment agency, to the Department of Housing and Community Development. Funds shall be deposited into the State Low and Moderate Income Housing Trust Fund and awarded on a competitive basis to projects within the counties in which the funds were collected. Priority shall be given to eligible projects for extremely low, very low, and low-income projects.

(c) Commencing on the operative date of this part, the entity assuming the housing functions formerly performed by the redevelopment agency shall enforce affordability covenants and perform related activities pursuant to applicable provisions of the Community Redevelopment Law (Part 1 (commencing with Section 33000)), including, but not limited to, Section 33418.

(d) The succeeding housing entity shall contract to expend at least 80 percent of the moneys in the Low and Moderate Income Housing Fund within two years of the date of receipt of those moneys. If within four years of the date of receipt of those moneys the succeeding housing entity has not spent the money in the Low and Moderate Income Housing Fund, then the excess amount, minus the amount necessarily reserved for the ongoing monitoring and maintenance of affordable housing projects, shall be transferred to the State Low and Moderate Income Housing Trust Fund, which is hereby created, for expenditure by the Department of Housing and Community Development for the purpose of increasing the supply of low- and moderate-income housing in the county with priority given to extremely low, very low, and low-income projects. Excess funds shall not be transferred to the department if the succeeding housing entity applies for, and receives, a waiver from the department. If a waiver is granted, funds shall remain with the entity for an additional two years from the date of waiver approval. In approving a waiver, the department shall consider, among other factors, whether the city, county, or city and county, or housing authority has a site specific project plan with local approvals, including the issuance of building permits, whether the project has secured financing, and evidence that some funds have been expended from the Low and Moderate Income Housing Fund. A succeeding housing entity may reapply at the end of the two-year period for a renewal of the previously granted waiver.

(e) A succeeding housing entity may transfer all or a portion of the moneys in the Low and Moderate Income Housing Fund to another succeeding housing entity within the county where the moneys were collected, to be spent on affordable housing if all of the following conditions are met:

(1) The funds shall be spent on projects that primarily benefit low-income families or families that are below low income.

(2) Both succeeding housing entities involved in the transfer adopt a resolution detailing the need for the transfer of funds and the intended use of the funds by the receiving jurisdiction.

(3) The funds shall be spent in compliance with subdivision (d).

(f) The succeeding housing entity shall, within 45 days of the date the act amending this section takes effect or 45 days from receipt of moneys for the Low and Moderate Income Housing Fund, whichever date is later, notify the department of the amount of moneys on deposit in the Low and Moderate Income Housing Fund and that

entity's plan for spending the funds. Two years from this date, the succeeding housing entity shall report to the department the percentage of funds that it has entered into contract to spend. Within four years of receipt of the funds, the succeeding housing entity shall report to the department if there are remaining moneys in the Low and Moderate Income Housing Fund and if it will apply for a waiver specified in subdivision (d) or whether the excess amount will be transferred to the department.

(g) For purposes of this section, "succeeding housing entity" means the entity that assumes responsibility for retaining the housing assets and functions previously performed by a redevelopment agency, as described in subdivisions (a) and (b).

SEC. 4. Section 34177 of the Health and Safety Code is amended to read:

34177. Successor agencies are required to do all of the following:

(a) Continue to make payments due for enforceable obligations.

(1) On and after February 1, 2012, and until a Recognized Obligation Payment Schedule becomes operative, only payments required pursuant to an enforceable obligations payment schedule shall be made. The initial enforceable obligation payment schedule shall be the last schedule adopted by the redevelopment agency under Section 34169. However, payments associated with obligations excluded from the definition of enforceable obligations by paragraph (2) of subdivision (e) of Section 34171 shall be excluded from the enforceable obligations payment schedule and be removed from the last schedule adopted by the redevelopment agency under Section 34169 prior to the successor agency adopting it as its enforceable obligations payment schedule pursuant to this subdivision. The enforceable obligation payment schedule may be amended by the successor agency at any public meeting and shall be subject to the approval of the oversight board as soon as the board has sufficient members to form a quorum.

(2) The Department of Finance and the Controller shall each have the authority to require any documents associated with the enforceable obligations to be provided to them in a manner of their choosing. Any taxing entity, the department, and the Controller shall each have standing to file a judicial action to prevent a violation under this part and to obtain injunctive or other appropriate relief.

(3) Commencing on the date the Recognized Obligation Payment Schedule is valid pursuant to subdivision (l), only those payments listed in the Recognized Obligation Payment Schedule may be made by the successor agency from the funds specified in the Recognized Obligation Payment Schedule. In addition, commencing on the date the Recognized Obligation Payment Schedule is valid pursuant to subdivision (l), the Recognized Obligation Payment Schedule shall supersede the Statement of Indebtedness, which shall no longer be prepared nor have any effect under the Community Redevelopment Law.

(4) Nothing in the act adding this part is to be construed as preventing a successor agency, with the prior approval of the oversight board, as described in Section 34179, from making payments for enforceable obligations from sources other than those listed in the Recognized Obligation Payment Schedule.

(5) From February 1, 2012, to July 1, 2012, a successor agency shall have no authority and is hereby prohibited from accelerating payment or making any lump-sum payments that are intended to prepay loans unless such accelerated repayments were required prior to the effective date of this part.

(b) Maintain reserves in the amount required by indentures, trust indentures, or similar documents governing the issuance of outstanding redevelopment agency bonds.

(c) Perform obligations required pursuant to any enforceable obligation.

(d) Remit unencumbered balances of redevelopment agency funds to the county auditor-controller for distribution to the taxing entities. In making the distribution, the county auditor-controller shall utilize the same methodology for allocation and distribution of property tax revenues provided in Section 34188.

(e) Dispose of assets and properties of the former redevelopment agency as directed by the oversight board; provided, however, that the oversight board may instead direct the successor agency to transfer ownership of certain assets pursuant to subdivision (a) of Section 34181. The disposal is to be done in an expeditious but orderly manner that preserves the value of the asset. Proceeds from asset sales and related funds that are no longer needed for approved development projects or to otherwise wind down the affairs of the agency, each as determined by the oversight board, shall be transferred to the county auditor-controller for distribution as property tax proceeds under Section 34188.

(f) Enforce all former redevelopment agency rights for the benefit of the taxing entities, including, but not limited to, continuing to collect loans, rents, and other revenues that were due to the redevelopment agency.

(g) Effectuate transfer of housing functions and assets to the appropriate entity designated pursuant to Section 34176.

(h) Expediently wind down the affairs of the redevelopment agency pursuant to the provisions of this part and in accordance with the direction of the oversight board.

(i) Continue to oversee development of properties until the contracted work has been completed or the contractual obligations of the former redevelopment agency can be transferred to other parties. Bond proceeds shall be used for the purposes for which bonds were sold unless the purposes can no longer be achieved, in which case, the proceeds may be used to defease the bonds.

(j) Prepare a proposed administrative budget and submit it to the oversight board for its approval. The proposed administrative budget shall include all of the following:

(1) Estimated amounts for successor agency administrative costs for the upcoming six-month fiscal period.

(2) Proposed sources of payment for the costs identified in paragraph (1).

(3) Proposals for arrangements for administrative and operations services provided by a city, county, city and county, or other entity.

(k) Provide administrative cost estimates, from its approved administrative budget that are to be paid from property tax revenues deposited in the Redevelopment Property Tax Trust Fund, to the county auditor-controller for each six-month fiscal period.

(l) (1) Before each six-month fiscal period, prepare a Recognized Obligation Payment Schedule in accordance with the requirements of this paragraph. For each recognized obligation, the Recognized Obligation Payment Schedule shall identify one or more of the following sources of payment:

(A) Low and Moderate Income Housing Fund.

(B) Bond proceeds.

(C) Reserve balances.

(D) Administrative cost allowance.

(E) The Redevelopment Property Tax Trust Fund, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation or by the provisions of this part.

(F) Other revenue sources, including rents, concessions, asset sale proceeds, interest earnings, and any other revenues derived from the former redevelopment agency, as approved by the oversight board in accordance with this part.

(2) A Recognized Obligation Payment Schedule shall not be deemed valid unless all of the following conditions have been met:

(A) A draft Recognized Obligation Payment Schedule is prepared by the successor agency for the enforceable obligations of the former redevelopment agency by March 1, 2012. From January 1, 2012, to June 30, 2012, inclusive, the initial draft of that schedule shall project the dates and amounts of scheduled payments for each enforceable obligation, and shall be reviewed and certified, as to its accuracy, by an external auditor designated pursuant to Section 34182.

(B) The certified Recognized Obligation Payment Schedule is submitted to and duly approved by the oversight board.

(C) A copy of the approved Recognized Obligation Payment Schedule is submitted to the county auditor-controller and both the Controller's office and the Department of Finance and be posted on the successor agency's Internet Web site.

(3) The Recognized Obligation Payment Schedule shall be forward looking to the next six months. The first Recognized Obligation Payment Schedule shall be submitted to the Controller's office and the Department of

Finance by April 15, 2012, for the period of January 1, 2012, to June 30, 2012, inclusive. However, the first Recognized Obligation Payment Schedule submitted for the year may, if necessary, include the total amount of payments required for an enforceable obligation for the next two six-month periods and, in the case of debt obligations, may include, if necessary, the amount of the annual debt service, reserve set-asides, and any other amounts required under indenture or similar documents. Former redevelopment agency enforceable obligation payments due, and reasonable or necessary administrative costs due or incurred, prior to January 1, 2012, shall be made from property tax revenues received in the spring of 2011 property tax distribution, and from other revenues and balances transferred to the successor agency.

(m) Cause a postaudit of the financial transactions and records of the successor agency to be made at least annually by a certified public accountant.

SEC. 5. Section 34179 of the Health and Safety Code is amended to read:

34179. (a) Each successor agency shall have an oversight board composed of seven members. The members shall elect one of their members as the chairperson and shall report the name of the chairperson and other members to the Department of Finance on or before May 1, 2012. Members shall be selected as follows:

- (1) One member appointed by the county board of supervisors.
- (2) One member appointed by the mayor for the city that formed the redevelopment agency.
- (3) One member appointed by the special district having the largest property tax share within the redevelopment project areas of the former redevelopment agency, which is of the type of special district that is eligible to receive property tax revenues pursuant to Section 34188.
- (4) One member appointed by the county superintendent of education to represent schools if the superintendent is elected. If the county superintendent of education is appointed, then the appointment made pursuant to this paragraph shall be made by the county board of education.
- (5) One member appointed by the Chancellor of the California Community Colleges to represent community college districts in the county.
- (6) One member of the public appointed by the county board of supervisors.
- (7) One member representing the employees of the former redevelopment agency appointed by the mayor or chair of the board of supervisors, as the case may be, from the recognized employee organization representing the largest number of former redevelopment agency employees employed by the successor agency at that time. In the case where city or county employees performed administrative duties of the former redevelopment agency, the appointment shall be made from the recognized employee organization representing those employees. If a recognized employee organization does not exist for either the employees of the former redevelopment agency or the city or county employees performing administrative duties of the former redevelopment agency, the appointment shall be made from among the employees of the successor agency. In voting to approve a contract as an enforceable obligation, a member appointed pursuant to this paragraph shall not be deemed to be interested in the contract by virtue of being an employee of the successor agency or community for purposes of Section 1090 of the Government Code.
- (8) If the county or a joint powers agency formed the redevelopment agency, then the largest city by acreage in the territorial jurisdiction of the former redevelopment agency may select one member. If there are no cities with territory in a project area of the redevelopment agency, the county superintendent of education may appoint an additional member to represent the public.
- (9) If there are no special districts of the type that are eligible to receive property tax pursuant to Section 34188, within the territorial jurisdiction of the former redevelopment agency, then the county may appoint one member to represent the public.
- (10) Where a redevelopment agency was formed by an entity that is both a charter city and a county, the oversight board shall be composed of seven members selected as follows: three members appointed by the mayor of the city, where such appointment is subject to confirmation by the county board of supervisors, one member appointed by the largest special district, by property tax share, with territory in the territorial jurisdiction of the former redevelopment agency, which is the type of special district that is eligible to receive property tax revenues pursuant to Section 34188, one member appointed by the county superintendent of education to represent schools, one member appointed by the Chancellor of the California Community Colleges

to represent community college districts, and one member representing employees of the former redevelopment agency appointed by the mayor of the city where such an appointment is subject to confirmation by the county board of supervisors, to represent the largest number of former redevelopment agency employees employed by the successor agency at that time.

(b) The Governor may appoint individuals to fill any oversight board member position described in subdivision (a) that has not been filled by May 15, 2012, or any member position that remains vacant for more than 60 days.

(c) The oversight board may direct the staff of the successor agency to perform work in furtherance of the oversight board's duties and responsibilities under this part. The successor agency shall pay for all of the costs of meetings of the oversight board and may include such costs in its administrative budget. Oversight board members shall serve without compensation or reimbursement for expenses.

(d) Oversight board members shall have personal immunity from suit for their actions taken within the scope of their responsibilities as oversight board members.

(e) A majority of the total membership of the oversight board shall constitute a quorum for the transaction of business. A majority vote of the total membership of the oversight board is required for the oversight board to take action. The oversight board shall be deemed to be a local entity for purposes of the Ralph M. Brown Act, the California Public Records Act, and the Political Reform Act of 1974. All actions taken by the oversight board shall be adopted by resolution.

(f) All notices required by law for proposed oversight board actions shall also be posted on the successor agency's Internet Web site or the oversight board's Internet Web site.

(g) Each member of an oversight board shall serve at the pleasure of the entity that appointed such member.

(h) The Department of Finance may review an oversight board action taken pursuant to this part. As such, all oversight board actions shall not be effective for three business days, pending a request for review by the department. Each oversight board shall designate an official to whom the department may make such requests and who shall provide the department with the telephone number and email contact information for the purpose of communicating with the department pursuant to this subdivision. In the event that the department requests a review of a given oversight board action, it shall have 10 days from the date of its request to approve the oversight board action or return it to the oversight board for reconsideration and such oversight board action shall not be effective until approved by the department. In the event that the department returns the oversight board action to the oversight board for reconsideration, the oversight board shall resubmit the modified action for department approval and the modified oversight board action shall not become effective until approved by the department.

(i) Oversight boards shall have fiduciary responsibilities to holders of enforceable obligations and the taxing entities that benefit from distributions of property tax and other revenues pursuant to Section 34188. Further, the provisions of Division 4 (commencing with Section 1000) of the Government Code shall apply to oversight boards. Notwithstanding Section 1099 of the Government Code, or any other law, any individual may simultaneously be appointed to up to five oversight boards and may hold an office in a city, county, city and county, special district, school district, or community college district.

(j) Commencing on and after July 1, 2016, in each county where more than one oversight board was created by operation of the act adding this part, there shall be only one oversight board appointed as follows:

(1) One member may be appointed by the county board of supervisors.

(2) One member may be appointed by the city selection committee established pursuant to Section 50270 of the Government Code. In a city and county, the mayor may appoint one member.

(3) One member may be appointed by the independent special district selection committee established pursuant to Section 56332 of the Government Code, for the types of special districts that are eligible to receive property tax revenues pursuant to Section 34188.

(4) One member may be appointed by the county superintendent of education to represent schools if the superintendent is elected. If the county superintendent of education is appointed, then the appointment made pursuant to this paragraph shall be made by the county board of education.

(5) One member may be appointed by the Chancellor of the California Community Colleges to represent

community college districts in the county.

(6) One member of the public may be appointed by the county board of supervisors.

(7) One member may be appointed by the recognized employee organization representing the largest number of successor agency employees in the county.

(k) The Governor may appoint individuals to fill any oversight board member position described in subdivision (j) that has not been filled by July 15, 2016, or any member position that remains vacant for more than 60 days.

(l) Commencing on and after July 1, 2016, in each county where only one oversight board was created by operation of the act adding this part, then there will be no change to the composition of that oversight board as a result of the operation of subdivision (b).

(m) Any oversight board for a given successor agency shall cease to exist when all of the indebtedness of the dissolved redevelopment agency has been repaid.

SEC. 6. Section 34180 of the Health and Safety Code is amended to read:

34180. All of the following successor agency actions shall first be approved by the oversight board:

(a) The establishment of new repayment terms for outstanding loans where the terms have not been specified prior to the date of this part.

(b) Refunding of outstanding bonds or other debt of the former redevelopment agency by successor agencies in order to provide for savings or to finance debt service spikes; provided, however, that no additional debt is created and debt service is not accelerated.

(c) Entering into a financing agreement, including the issuance of bonds, to fund required payments under an enforceable obligation that exceed the amount of property tax revenue available to the successor agency during the payment period. This subdivision shall not be deemed to authorize a successor agency to create an additional enforceable obligation, as defined by this part, other than for necessary financing costs.

(d) Setting aside of amounts in reserves as required by indentures, trust indentures, or similar documents governing the issuance of outstanding redevelopment agency bonds.

(e) Merging of project areas.

(f) Continuing the acceptance of federal or state grants, or other forms of financial assistance from either public or private sources, where assistance is conditioned upon the provision of matching funds, by the successor entity as successor to the former redevelopment agency, in an amount greater than 5 percent of the total grant amount.

(g) (1) If a city, county, or city and county wishes to retain any properties or other assets for future redevelopment activities, funded from its own funds and under its own auspices, it must reach a compensation agreement with the other taxing entities to provide payments to them in proportion to their shares of the base property tax, as determined pursuant to Section 34188, for the value of the property retained.

(2) If no other agreement is reached on valuation of the retained assets, the value will be the fair market value as of the 2011 property tax lien date as determined by the county assessor.

(h) Establishment of the Recognized Obligation Payment Schedule.

(i) A request by the successor agency to enter into an agreement with the city, county, or city and county that formed the redevelopment agency that it is succeeding.

(j) A request by a successor agency or taxing entity to pledge, or to enter into an agreement for the pledge of, property tax revenues pursuant to subdivision (b) of Section 34178.

(k) A loan between a city, county, or city and county and a redevelopment agency as an enforceable obligation pursuant to subparagraph (C) of paragraph (2) of subdivision (d) of Section 34171, provided that the oversight board makes a finding that the loan was for legitimate redevelopment purposes and conditions its approval on the loan being repaid to the city, county, or city and county in accordance with a defined schedule over a reasonable term of years at an interest rate not to exceed the interest rate earned by funds deposited into the

Local Agency Investment Fund.

(l) The approval of temporary increases in the administrative cost allowance to carry out the requirements of an enforceable obligation, to cover litigation costs, or to maintain and preserve the value of assets while in the possession of the successor agency.

SEC. 7. Section 34181 of the Health and Safety Code is amended to read:

34181. The oversight board shall direct the successor agency to do all of the following:

(a) Compile a complete inventory of existing real property assets of the former redevelopment agency, by project area. The inventory shall include general categories of real property assets, the purpose for which they were originally acquired, the original purchase price of each asset and the estimated current market value. Prior to the disposal of any real property asset, the oversight board shall receive and review the inventory compiled by the successor agency, and adopt a policy or strategy for the disposal or transfer of such assets consistent with the requirements of subdivision (b).

(b) Dispose of all assets and properties of the former redevelopment agency that were funded by tax increment revenues of the dissolved redevelopment agency, *other than those transferred pursuant to subdivision (d)*; provided, however, that the oversight board may instead direct the successor agency to transfer ownership of those assets that were constructed and used for a governmental purpose, such as roads, school buildings, parks, and fire stations, or are integral to the operation of a governmental purpose asset, such as a parking facility, to the appropriate public jurisdiction pursuant to existing agreements, if any, relating to the construction or use of such an asset. Any compensation to be provided to the successor agency for the transfer of the asset shall be governed by agreements, if any, relating to the construction or use of that asset. Disposal shall be done in an expeditious but orderly manner that preserves the value of the asset.

(c) Cease performance in connection with and terminate all existing agreements that do not qualify as enforceable obligations.

(d) Transfer housing responsibilities and all rights, powers, *assets, liabilities*, duties, and obligations, *excluding enforceable obligations of the successor agency, but* including any amounts on deposit in the Low and Moderate Income Housing Fund to the appropriate entity pursuant to Section 34176.

(e) Terminate any agreement, between the dissolved redevelopment agency and any public entity located in the same county, obligating the redevelopment agency to provide funding for any debt service obligations of the public entity or for the construction or operation of facilities owned or operated by such public entity, in any instance where the oversight board has found that early termination would be in the best interests of the taxing entities.

(f) Determine whether any contracts, agreements, or other arrangements between the dissolved redevelopment agency and any private parties should be terminated or renegotiated to reduce liabilities and increase net revenues to the taxing entities, and present proposed termination or amendment agreements to the oversight board for its approval. The board may approve any amendments to or early termination of such agreements where it finds that amendments or early termination would be in the best interests of the taxing entities.

SEC. 8. Section 34182 of the Health and Safety Code is amended to read:

34182. (a) (1) The county auditor-controller shall conduct or cause to be conducted an agreed-upon procedures audit of each redevelopment agency in the county that is subject to this part, to be completed by July 1, 2012.

(2) The purpose of the audits shall be to establish each redevelopment agency's assets and liabilities, to document and determine each redevelopment agency's passthrough payment obligations to other taxing agencies, and to document and determine both the amount and the terms of any indebtedness incurred by the redevelopment agency and certify the initial Recognized Obligation Payment Schedule.

(3) The county auditor-controller may charge the Redevelopment Property Tax Trust Fund for any costs incurred by the county auditor-controller pursuant to this part.

(b) By July 15, 2012, the county auditor-controller shall provide the Controller's office a copy of all audits performed pursuant to this section. The county auditor-controller shall maintain a copy of all documentation and working papers for use by the Controller.

(c) (1) The county auditor-controller shall determine the amount of property taxes that would have been allocated to each redevelopment agency in the county had the redevelopment agency not been dissolved pursuant to the operation of the act adding this part. These amounts are deemed property tax revenues within the meaning of subdivision (a) of Section 1 of Article XIII A of the California Constitution and are available for allocation and distribution in accordance with the provisions of the act adding this part. The county auditor-controller shall calculate the property tax revenues using current assessed values on the last equalized roll on August 20, pursuant to Section 2052 of the Revenue and Taxation Code, and pursuant to statutory formulas or contractual agreements with other taxing agencies, as of the effective date of this section, and shall deposit that amount along with unitary and supplemental tax increment due to the former redevelopment agency in the Redevelopment Property Tax Trust Fund.

(2) Each county auditor-controller shall administer the Redevelopment Property Tax Trust Fund for the benefit of the holders of former redevelopment agency enforceable obligations and the taxing entities that receive passthrough payments and distributions of property taxes pursuant to this part.

(3) In connection with the allocation and distribution by the county auditor-controller of property tax revenues deposited in the Redevelopment Property Tax Trust Fund, in compliance with this part, the county auditor-controller shall prepare estimates of amounts to be allocated and distributed, and provide those estimates to both the entities receiving the distributions and the Department of Finance, no later than November 1 and May 1 of each year.

(4) Each county auditor-controller shall disburse proceeds of asset sales or reserve balances, which have been received from the successor entities pursuant to Sections 34177 and 34187, to the taxing entities. In making such a distribution, the county auditor-controller shall utilize the same methodology for allocation and distribution of property tax revenues provided in Section 34188.

(d) By October 1, 2012, the county auditor-controller shall report the following information to the Controller's office and the Director of Finance:

(1) The sums of property tax revenues remitted to the Redevelopment Property Tax Trust Fund related to each former redevelopment agency.

(2) The sums of property tax revenues remitted to each agency under paragraph (1) of subdivision (a) of Section 34183.

(3) The sums of property tax revenues remitted to each successor agency pursuant to paragraph (2) of subdivision (a) of Section 34183.

(4) The sums of property tax revenues paid to each successor agency pursuant to paragraph (3) of subdivision (a) of Section 34183.

(5) The sums paid to each city, county, and special district, and the total amount allocated for schools pursuant to paragraph (4) of subdivision (a) of Section 34183.

(6) Any amounts deducted from other distributions pursuant to subdivision (b) of Section 34183.

(e) A county auditor-controller may charge the Redevelopment Property Tax Trust Fund for the costs of administering the provisions of this part.

(f) The Controller may audit and review any county auditor-controller action taken pursuant to the act adding this part. As such, all county auditor-controller actions shall not be effective for three business days, pending a request for review by the Controller. In the event that the Controller requests a review of a given county auditor-controller action, he or she shall have 10 days from the date of his or her request to approve the county auditor-controller's action or return it to the county auditor-controller for reconsideration and such county auditor-controller action shall not be effective until approved by the Controller. In the event that the Controller returns the county auditor-controller's action to the county auditor-controller for reconsideration, the county auditor-controller must resubmit the modified action for Controller approval and such modified county auditor-controller action shall not become effective until approved by the Controller.

SEC. 9. Section 34183 of the Health and Safety Code is amended to read:

34183. (a) Notwithstanding any other law, from February 1, 2012, to July 1, 2012, and for each fiscal year thereafter, the county auditor-controller shall, after deducting administrative costs allowed under Section 34182

and Section 95.3 of the Revenue and Taxation Code, allocate moneys in each Redevelopment Property Tax Trust Fund as follows:

(1) Subject to any prior deductions required by subdivision (b), first, the county auditor-controller shall remit from the Redevelopment Property Tax Trust Fund to each local agency and school entity an amount of property tax revenues in an amount equal to that which would have been received under Section 33401, 33492.140, 33607, 33607.5, 33607.7, or 33676, as those sections read on January 1, 2011, or pursuant to any passthrough agreement between a redevelopment agency and a taxing jurisdiction that was entered into prior to January 1, 1994, that would be in force during that fiscal year, had the redevelopment agency existed at that time. The amount of the payments made pursuant to this paragraph shall be calculated solely on the basis of passthrough payment obligations, existing prior to the effective date of this part and continuing as obligations of successor entities, shall occur no later than May 16, 2012, and no later than June 1, 2012, and each January 16 and June 1 thereafter. Notwithstanding subdivision (e) of Section 33670, that portion of the taxes in excess of the amount identified in subdivision (a) of Section 33670, which are attributable to a tax rate levied by a taxing agency for the purpose of producing revenues in an amount sufficient to make annual repayments of the principal of, and the interest on, any bonded indebtedness for the acquisition or improvement of real property shall be allocated to, and when collected shall be paid into, the fund of that taxing agency.

(2) (A) Second, on May 16, 2012, and June 1, 2012, and each January 16 and June 1 thereafter, to each successor agency for payments listed in its Recognized Obligation Payment Schedule for the six-month fiscal period beginning January 1, 2012, or July 1, 2012, and each January 16 and June 1 thereafter, in the following order of priority:

(i) Debt service payments scheduled to be made for tax allocation bonds.

(ii) Payments scheduled to be made on revenue bonds, but only to the extent the revenues pledged for them are insufficient to make the payments and only where the agency's tax increment revenues were also pledged for the repayment of the bonds.

(iii) Payments scheduled for other debts and obligations listed in the Recognized Obligation Payment Schedule that are required to be paid from former tax increment revenue.

(B) For purposes of allocations made pursuant to this paragraph, the auditor-controller shall reserve additional funds in the Redevelopment Property Tax Trust Fund at the time of the January 16 allocation, if necessary, to cover payments made in the second half of the calendar year, as described in the Recognized Obligation Payment Schedule, that are in excess of the amounts anticipated to be deposited in the Redevelopment Property Tax Trust Fund from the allocation that is received in May or June.

(3) Third, on May 16, 2012, and June 1, 2012, and each January 16 and June 1 thereafter, to each successor agency for the administrative cost allowance, as defined in Section 34171, for administrative costs set forth in an approved administrative budget for those payments required to be paid from former tax increment revenues.

(4) Fourth, on May 16, 2012, and June 1, 2012, and each January 16 and June 1 thereafter, any moneys remaining in the Redevelopment Property Tax Trust Fund after the payments and transfers authorized by paragraphs (1) to (3), inclusive, shall be distributed to local agencies and school entities in accordance with Section 34188.

(b) If the successor agency reports, no later than April 1, 2012, and May 1, 2012, and each December 1 and May 1 thereafter, to the county auditor-controller that the total amount available to the successor agency from the Redevelopment Property Tax Trust Fund allocation to that successor agency's Redevelopment Obligation Retirement Fund, from other funds transferred from each redevelopment agency, and from funds that have or will become available through asset sales and all redevelopment operations, are insufficient to fund the payments required by paragraphs (1) to (3), inclusive, of subdivision (a) in the next six-month fiscal period, the county auditor-controller shall notify the Controller and the Department of Finance no later than 10 days from the date of that notification. The county auditor-controller shall verify whether the successor agency will have sufficient funds from which to service debts according to the Recognized Obligation Payment Schedule and shall report the findings to the Controller. If the Controller concurs that there are insufficient funds to pay required debt service, the amount of the deficiency shall be deducted first from the amount remaining to be distributed to taxing entities pursuant to paragraph (4), and if that amount is exhausted, from amounts available for distribution for administrative costs in paragraph (3). If an agency, pursuant to the provisions of Section 33492.15, 33492.72, 33607.5, 33671.5, 33681.15, or 33688, made passthrough payment obligations subordinate to debt service payments required for enforceable obligations, funds for servicing bond debt may be

deducted from the amounts for passthrough payments under paragraph (1), as provided in those sections, but only to the extent that the amounts remaining to be distributed to taxing entities pursuant to paragraph (4) and the amounts available for distribution for administrative costs in paragraph (3) have all been exhausted.

(c) The county treasurer may loan any funds from the county treasury that are necessary to ensure prompt payments of redevelopment agency debts.

(d) The Controller may recover the costs of audit and oversight required under this part from the Redevelopment Property Tax Trust Fund by presenting an invoice therefor to the county auditor-controller who shall set aside sufficient funds for and disburse the claimed amounts prior to making the next distributions to the taxing jurisdictions pursuant to Section 34188. Subject to the approval of the Director of Finance, the budget of the Controller may be augmented to reflect the reimbursement, pursuant to Section 28.00 of the Budget Act.

SEC. 10. Section 34187 of the Health and Safety Code is amended to read:

34187. Commencing May 1, 2012, whenever a recognized obligation that had been identified in the Recognized Payment Obligation Schedule is paid off or retired, either through early payment or payment at maturity, the county auditor-controller shall distribute to the taxing entities, in accordance with the provisions of the Revenue and Taxation Code, all property tax revenues that were associated with the payment of the recognized obligation to the extent not currently required for the payment of other recognized obligations.

SEC. 11. Section 34189 of the Health and Safety Code is amended to read:

34189. (a) Commencing on the effective date of this part, all provisions of the Community Redevelopment Law that depend on the allocation of tax increment to redevelopment agencies, including, but not limited to, Sections 33445, 33640, 33641, 33645, and subdivision (b) of Section 33670, shall be inoperative.

(b) To the extent that a provision of Part 1 (commencing with Section 33000), Part 1.5 (commencing with Section 34000), Part 1.6 (commencing with Section 34050), and Part 1.7 (commencing with Section 34100) conflicts with this part, the provisions of this part shall control. Further, if a provision of Part 1 (commencing with Section 33000), Part 1.5 (commencing with Section 34000), Part 1.6 (commencing with Section 34050), or Part 1.7 (commencing with Section 34100) provides an authority that the act adding this part is restricting or eliminating, the restriction and elimination provisions of the act adding this part shall control.

(c) It is intended that the provisions of this part shall be read in a manner as to avoid duplication of payments.

SEC. 12. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to effectuate the orderly implementation of responsibilities associated with dissolved redevelopment agencies, it is necessary that this act take immediate effect.

*This Page
Intentionally
Left Blank*

*This Page
Intentionally
Left Blank*

ADMINISTRATION DEPARTMENT

MEMORANDUM

TO: Mayor Brenda Esqueda and Councilmembers
FROM: Al Hernández, City Administrator
DATE: June 18, 2012
SUBJECT: Fiscal Year (FY) 2012-13 Budget Study Session No. 2

RECOMMENDATION:

It is recommended that the City Council review, discuss, and provide staff with direction concerning the following Draft FY 2012-13 Budgets (Attachment "A"):

- a. General Fund
 - i. Finance (Division 190)
- b. Special Funds
 - i. 2 – Supplemental Law Enforcement Services Fund (SLESF)
 - ii. 7 – Proposition "A" – Transit Development Fund
 - iii. 8 – Proposition "C" – Transit Development Fund
 - iv. 9 – Proposition "C" – Discretionary
 - v. 10 – Grant Fund
 - vi. 11 – State Gas Tax Fund
 - vii. 12 – Measure "R"
 - viii. 13 – Traffic Safety Fund
 - ix. 15 – Local Transportation Fund (SB 325)
 - x. 16 – Air Quality Management District Fund (AQMD)
 - xi. 18 – Retirement Fund
 - xii. 20 – State Asset Seizure
 - xiii. 21 – Federal Asset Seizure
 - xiv. 26 – Community Development Block Grant (CDBG)
 - xv. 27 – Street Lighting
 - xvi. 29 – Parking and Maintenance Operations (M & O)
 - xvii. 41 – Equipment Replacement
 - xviii. 50 – Pavement Fund

Fiscal Year (FY) 2012-13 Budget Study Session No. 2

Page 2

c. Enterprise Funds

- i. 70 – Water
- ii. 72 – Sewer
- iii. 73 – Refuse

BACKGROUND:

1. During May 2012, the Finance Department met with City departments to compose the FY 2012-13 City Budgets (including revenues and expenditures for the General Fund, Enterprise Funds, and all Special Funds).

During May 2012, the Budget, Personnel, and Finance (BPF) Standing Committee held special meetings to review the Proposed FY 2012-13 City Budget. BPF Committee Members recommended minor changes and agreed to agendize this for the City Council study session.

2. On June 11, 2012, Study Session No. 1 was conducted to discuss the General Fund (by Department) and five Special Funds.
3. On June 18, 2012, staff requested that the City Council approve a Resolution authorizing the City Administrator to continue with the City's operations beyond June 30, 2012 using the FY 2011-12 City Budget until FY 2012-13 City Budget adoption.

ANALYSIS:**Commentary**

The comments are not final and are subject to change and elaboration on the final draft of the budget which is targeted to be presented to City Council on July 2, 2012 (including both the cover and the comments on the specific funds).

Public Hearing

Per Section 2-647 of the San Fernando Municipal City Code, the City Council is required to hold a Public Hearing prior to the adoption of the annual City Budget. The City's Budget consists of the General Fund, Special Funds, and the Enterprise Funds.

Local Economy

During FY 2011-12, the State of California economy continued to experience a downturn as the housing market continued to be weak, hindering growth. Sales tax revenues are starting to show an increase as the economy appears to be stabilizing.

Fiscal Year (FY) 2012-13 Budget Study Session No. 2

Page 3

With the elimination of the Redevelopment Agencies in California on February 1, 2012, the State has caused cities financial hardships. For San Fernando, this will have a negative impact on the General Fund of approximately \$750,000 of expenses that would have been allocated to the Redevelopment Agency.

Additionally, the State is still reviewing the enforceable obligations of the Successor Agency to the San Fernando Redevelopment Agency to determine which will be payable by the Successor Agency and which obligation may be charged to the City. As there is pending clean-up legislation, the final effects of AB X1 26 may not be known for some time.

FY 2011-12 in Perspective

In FY 2011-12, the City was able to overcome a possible deficit in the General Fund by deferring its equipment replacement, keeping vacant positions frozen, transferring funds from the Pavement Fund.

As FY 2011-12 comes to an end, departments are re-evaluating any remaining budgets and are holding the line to minimize spending in order to pave the way for the new challenges presented by the FY 2012-13 City Budget.

FY 2012-13 City Budget

The proposed General Fund Budget for FY 2012-13 is \$17.7 million and reflects the result of extensive meetings that were held with the departments.

General Fund

The proposed General Fund Budget for FY 2012-13 is \$17.7 million and the projected revenues are estimated at \$16.9 million (Attachment "A"). The budget process was challenging since the City has suffered revenue declines and increases in cost, most of these cost increases are the results of contractual increases.

The General Fund is currently estimated to have a deficit. This is the result of increases in personnel and operating expenditures coupled with a decline in revenues that resulted from elimination of the Redevelopment Agency, property tax, interest income, and sales of property. Shortfalls in property tax are the result of the crash in the California housing market resulting in the reduction of overall assessed valuations. As well as, Proposition 8 assessment appeals in commercial property. This ultimately led to reduction in property tax payments received by the City. Shortfalls in interest income is a result of the elimination of the Redevelopment Agency and the Department of Finance not considering the City loans to the Redevelopment Agency enforceable obligations; therefore, no interest will be received in FY 2012-13. Revenues are also affected by the Department of Finance disallowing 1422 San Fernando Road as an enforceable obligation.

Fiscal Year (FY) 2012-13 Budget Study Session No. 2

Page 4

To help reduce the deficit the City plans to maintain current frozen personnel positions, freeze any positions that become vacant in FY 2012-13, defer capital expense replacement charges. All other operational expenditures were evaluated and reduced or eliminated where possible in order to avoid a deficit.

CONCLUSION:

The proposed Fiscal Year 2012-13 General Fund Budget is \$17.7 million. As proposed, the General Fund Budget of \$17.7 million will result in a deficit. The ending General Fund Reserve is projected to be negative compared to the prior year.

Based on the current trends, the General Fund will be faced with additional challenges in the upcoming year as the effects of AB X1 26 and it's clean-up legislation are resolved.

ATTACHMENT:

A. FY 2012-13 Budget Summary

General Fund Projected Actual by Source Comparison to Proposed Budget

General Fund	FY 2010-2011 Actuals	Projected Actual FYE 2012	Current 2011/2012 Budget	Year End Adjustments 2012 to Budget FYE 2012 Better/(Worse)	Proposed 2012- 2013 Budget	Actual FYE 2012 to Proposed Budget FYE 2013 Better/(Worse)	Proposed Budget FYE 2013 to Actuals FYE 2011 Better/(Worse)
SOURCE OF REVENUE							
Property Taxes	1,232,072	1,395,520	1,395,520	0	1,335,993	(59,527)	103,921
Property Taxes In-Lieu of VLF	1,853,313	1,874,672	1,874,672	-	1,877,109	2,437	23,796
Sub-total Property Taxes*	3,085,385	3,270,192	3,270,192	0	3,213,102	(57,090)	127,717
Sales Taxes	2,448,757	2,475,000	2,475,000	-	2,520,000	45,000	71,243
Triple Flip Payment (Sales Taxes)	890,790	603,373	603,373	-	840,000	236,627	(50,790)
Sub-total Sales Taxes*	3,339,547	3,078,373	3,078,373	-	3,360,000	281,627	20,453
Business License Taxes	1,010,824	1,060,000	1,065,000	(25,000)	1,060,000	-	49,176
Franchise Fees	333,522	301,000	304,000	(3,000)	301,000	-	(32,522)
Admissions Taxes	815,164	840,000	840,000	-	840,000	-	24,836
Construction Permits	249,762	270,000	213,500	56,500	225,000	(45,000)	(24,762)
Parking Citations	833,613	715,000	715,000	-	715,000	-	(118,613)
Interest & Rental Income	337,442	211,000	230,000	(19,000)	216,000	5,000	(121,442)
RD&A & Misc. Reimbursements	439,036	283,803	286,951	(3,148)	505,803	222,000	66,767
Motor Vehicle In-Lieu (VLF)	115,898	12,549	12,549	0	-	(12,549)	(115,898)
Charges for Current Services	442,262	450,300	459,000	(8,700)	478,000	27,700	35,738
Sales of Property & Other Revenues	1,982,427	1,613,761	1,753,600	(139,839)	1,508,100	(105,661)	(474,327)
Fees, Permits and Other Revenues	5,549,126	4,697,413	4,814,600	(117,187)	4,788,903	91,490	(760,223)
Transfers from Other Funds	4,688,360	4,502,135	4,551,635	(49,500)	4,465,863	(36,272)	(222,497)
Total General Fund	17,673,241	16,608,113	16,799,800	(191,687)	16,887,868	279,755	(785,373)
EXPENDITURES							
City Council	109,331	114,949	116,770	1,821	118,730	(3,781)	(9,399)
City Treasurer	145,760	141,931	141,931	-	147,457	(5,526)	(1,697)
City Administration	141,989	225,292	229,257	3,965	306,582	(81,290)	(164,593)
Personnel Division	289,015	258,598	299,699	41,101	315,020	(56,422)	(26,005)
City Attorney	272,543	336,000	336,000	-	250,000	86,000	22,543
City Clerk	119,715	122,794	125,144	2,350	130,918	(8,124)	(11,203)
Elections	45,753	10,000	10,000	-	103,000	(93,000)	(57,247)
City Officials and Administrative Offices	1,124,107	1,209,564	1,258,801	49,237	1,371,707	(162,143)	(247,600)
Finance	591,493	555,613	555,613	-	540,804	14,809	50,689
Community Development	423,282	359,101	359,101	-	939,707	(580,606)	(516,425)
Retirement - Pers	1,914,172	1,960,000	1,960,000	-	1,972,496	(12,496)	(58,324)
Non-Departmental	640,881	535,416	535,416	-	830,795	(295,379)	(189,914)
Fire Services (LAFD)	3,473,668	3,159,360	3,159,360	-	2,900,000	259,360	573,668
Police Services (SFPD)	6,858,674	5,800,446	5,731,087	(69,359)	5,998,603	(198,157)	860,071
Public Works	1,879,349	1,777,177	1,859,867	82,690	1,111,155	(33,978)	68,194
Recreation & Comm Services	1,117,332	1,264,853	1,264,853	-	1,392,182	(127,329)	(274,850)
Departmental	16,898,851	15,411,966	15,425,297	13,331	16,385,742	(973,776)	513,110
T Total General Fund	18,022,958	16,621,530	16,684,098	62,568	17,757,449	(1,135,919)	265,509
Operating Surplus/(Deficit)	(349,717)	(13,417)	115,702	(129,119)	(869,581)	(856,164)	(1,050,882)
Reserve Carry-Over YE 2011		166,230			152,813		
Reserve Carry-Over YE 2012		152,813			(716,768)		
Adjusted Reserve Fund							

CITY OF SAN FERNANDO SUMMARY OF ALL FUNDS FISCAL YEAR 2012-2013						
FUND NO #	FUND NAME	Estimated Beginning Balance July 1, 2012	Proposed Revenues FY 2012-2013	Proposed Budget FY 2012-2013	Estimated Ending Balance June 30, 2013	
1	General Fund	\$ 152,813	\$ 16,887,868	\$ 17,757,449	\$ (716,768)	
2	SLESF (Supplemental Law Enforcement Services Fund)	11,678	100,000	100,000	11,678	
6	Self Insurance Trust Fund	(830,664)	1,240,000	1,090,000	(680,664)	
7	Proposition "A" - Transit Development Fund	146,620	391,943	538,563	0	
8	Proposition "C" - Transit Development Fund	539,531	302,000	772,667	68,864	
9	Proposition "C" - Discretionary	20,403	25	0	20,428	
10	Grant Fund	(1,737,455)	2,710,134	2,610,134	(1,637,455)	
11	State Gas Tax Fund	555,326	674,416	1,229,464	278	
12	Measure R Fund	126,729	218,000	280,208	64,521	
13	Traffic Safety Fund	113,662	50,000	163,662	0	
14	Cash In-Lieu of Parking	71,369	0	0	71,369	
15	Local Transportation Fund (SB 325)	6,662	16,200	16,200	6,662	
16	Air Quality Management District Fund (AQMD)	71,113	29,000	0	100,113	
17	Recreation Self Sustaining Fund	(29,528)	188,962	183,943	(24,509)	
18	Retirement Fund	(13,911)	4,132,217	3,893,339	224,967	
19	Quimby Act Fees	311,091	0	0	311,091	
20	State Asset Seizure	2,493	0	0	2,493	
21	Federal Asset Seizure	462	0	0	462	
26	Community Development Block Grant (CDBG)	(5,834)	353,149	347,315	0	
27	Street Lighting	17,547	426,798	411,860	32,485	
29	Parking Maintenance Operations (M & O)	49,839	218,000	181,912	85,927	
40	State of Emergency	0	0	0	0	
41	Equipment Replacement	135,259	0	0	135,259	
50	Pavement Fund	138,155	230,326	368,481	0	
70	Water Division	2,012,694	3,126,708	3,396,285	1,743,117	
72	Sewer Division	1,445,279	2,434,569	2,525,544	1,354,304	
73	Refuse/Environmental	274,823	1,109,954	1,114,197	270,580	
	TOTAL	\$ 3,586,156	\$ 34,840,269	\$ 36,981,223	\$ 1,445,202	

(1) Water Fund has \$1,273,138 of capital outlay that is not calculated in expenditures due to being recorded as an asset.

(2) Sewer Fund has \$133,000 of capital outlay that is not calculated in expenditures due to being recorded as an asset

FINANCE

DRAFT

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION	DIVISION NO.
Non-Departmental	190

NARRATIVE

The Non-Departmental budget provides for those activities that are not easily segregated into individual budgets or would cost more to segregate than economically feasible. Such items include but are not limited to: City Hall telephones, insurance, unemployment charges, computer servicing for non-Police locations, City Hall copy and fax equipment and non-utility mail costs.

PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
------------------	-----------------------------	-----------------------------	-------------------------------	--------------------------------	-------------------------------

None

APPROPRIATIONS

Personnel Services	\$ 63,392	\$ 63,581	\$ 45,370	\$ 45,370	\$ 60,000
Operating Expenses	372,251	315,428	280,046	280,046	326,515
Capital Outlay/Transfer	100,067	261,872	210,000	210,000	444,280
Total	\$ 535,710	\$ 640,881	\$ 535,416	\$ 535,416	\$ 830,795

SOURCE OF FUNDS

General Fund	\$ 535,710	\$ 640,881	\$ 535,416	\$ 535,416	\$ 830,795
Total	\$ 535,710	\$ 640,881	\$ 535,416	\$ 535,416	\$ 830,795

Supporting Information

4100	PERSONNEL SERVICES	\$60,000
-------------	---------------------------	-----------------

4132	Unemployment Insurance	\$60,000
------	------------------------	----------

4200	OPERATING EXPENSES	\$326,515
-------------	---------------------------	------------------

4220	Telephone	\$ 45,000
4260	Contractual Services	\$ 151,300
	1) Computer network and citywide ser	150,000
	2) Annual Renewal Assetworks	1,300
4280	Postage	\$ 35,000
4300	Citywide supplies i.e. computer & fax supplies, copier & maintenance supplies, and postage for newsletters.	\$ 5,300
4320	Department Equipment Maintenance	\$ 39,403
	1) City Hall Copier	24,000
	2) City Hall Phone	15,403
4380	Subscription Dues and Memberships:	\$ 29,512
	1) League of CA Cities	11,000
	2) So. CA Assoc. of Gov. (SCAG)	2,512
	3) Valley Economic Alliance	6,000
	4) S.F. Valley Council of Gov. (SFVCOG)	10,000
4435	Bank Charges	\$ 6,000
4450	Other Expense - Section 108 letter of credit	\$ 15,000

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
DIVISION Non-Departmental			DIVISION NO. 190
4500	CAPITAL EXPENSES		\$94,280
4500	Reflects the purchase of network servers and capital equipment.	\$15,000	
4827	CDBG Exchange of funds:	\$ 79,280	
	City of El Segundo 43,825		
	City of Avalon 35,455		
4900	TRANSFER		\$ 350,000
4906	Transfer to Self Insurance Fund to subsidize \$500k deductible due to claim in FY 2010-11.	\$ 250,000	
4910	Transfer to Grants Fund to subsidize the Las Palmas loan repayment.	\$ 100,000	
TOTAL			\$830,795

DRAFT

SPECIAL FUNDS

DRAFT

CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013

Special Funds
Executive Summary

NARRATIVE

Special Funds are designated for a specific purpose. Some of these funds have been designated by certain laws and regulations, which require cities to account for expenditures and revenues separately. The City also uses the Grants Fund to account for any remaining grants or projects not accounted for individually. The following is a summary of the Special Funds included in this section:

Fund Number	Description
2	SLESF (Supplemental Law Enforcement Services Fund)
6	Self Insurance Trust Fund
7	Proposition "A" - Transit Development Fund
8	Proposition "C" - Transit Development Fund
9	Proposition "C" - Discretionary
10	Grant Fund
11	State Gas Tax Fund
12	Measure "R"
13	Traffic Safety Fund
14	Cash In-Lieu of Parking
15	Local Transportation Fund (SB 325)
16	Air Quality Management District Fund (AQMD)
17	Recreation Self Sustaining Fund
18	Retirement Fund
19	Quimby Act Fees
20	State Asset Seizure
21	Federal Asset Seizure
26	Community Development Block Grant (CDBG)
27	Street Lighting
29	Parking and Maintenance Operations (M & O)
40	State of Emergency
41	Equipment Replacement
50	Pavement Fund

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013						
FUND						FUND NO.
Supplemental Law Enforcement Services SLESF/COPS						2
NARRATIVE						
Per the provisions of AB 3229, in 1996, the supplemental law enforcement services fund and the supplemental law enforcement oversight committee was created. The committee was created by the Los Angeles Board of Supervisors and consists of one Municipal Chief, an L.A County Sheriff, a District Attorney, County Officer and a City Manager.						
In the past, Cities and Counties received 75% of these funds relative to population and exclusively to provide front line law enforcement services including anti-gang and community gang prevention programs. During the current fiscal year, the City will use any remaining funds carried from previous years for community policing activities.						
The State originally proposed removing the SLESF for the upcoming year, however, the adopted State budget that was should the State provide additional funding, those will be budgeted once the funds have been received. The current balance of the funds for FY 2012-13 is estimated at \$100,000.						
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Personnel Services	\$ 34,299	\$ 204,508	\$ 100,000	\$ 100,094	\$100,000	
Operating Expenses	269	37,930	-	-	-	
Capital Outlay	19,533	-	-	-	-	
Total	\$ 54,101	\$ 242,438	\$ 100,000	\$ 100,094	\$ 100,000	
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
SLESF COPS	\$ 123,960	\$ 100,117	\$ 100,000	\$ 100,000	\$ 100,000	
Total	\$ 123,960	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	
Supporting Information						
4100		PERSONNEL SERVICES				\$100,000
4105	Regular Overtime: Detective Division (224)			\$50,000		
4105	Regular Overtime: Patrol Division (225)			\$50,000		
4200		OPERATING EXPENSES				\$0
4500		CAPITAL EXPENSES				\$0
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Beginning Balance	\$ 84,234	\$ 154,093	\$ 11,772	\$ 11,772	\$ 11,678	
Revenues	123,960	100,117	100,000	100,000	100,000	
Expenditures	54,101	242,438	100,000	100,094	100,000	
Ending Balance	\$ 154,093	\$ 11,772	\$ 11,772	\$ 11,678	\$ 11,678	

*This Page
Intentionally
Left Blank*

CITY OF SAN FERNANDO					
PROPOSED BUDGET					
FY 2012-2013					
DIVISION					FUND NO.
Proposition A - Transportation Sales Tax					7
NARRATIVE					
This fund is to account for receipts and approved Local Transit Fund projects from a voter approved sales tax override for public transportation purposes. The one percent sales tax was approved by the voters in November 1980. Twenty-five percent of total revenues, net administrative costs, are to be returned to local jurisdictions for local transit related projects. Distribution is done a population-share basis. Projects must be approved by Metropolitan Transit Authority (Metro) in advance of spending Proposition A funds.					
METRO ANNUAL PROJECTS BUDGET					
480-09 - Prop A Admin. - Cost Allocation		\$42,639			
<u>Public Works:</u>		<u>Recreation & Community Services:</u>			
110-01 - Trolley Transit- (1st Transit contract)	\$99,121	440-0441/0443 - Contractual Services		\$276,300	
110-01 - Trolley Transit- Professional Svcs	\$8,000	250-08 - MTA Bus Pass Sale		\$2,700	
110-01 - Trolley Transit- Trolley Repairs	\$6,500	480-09 - Prop A Administration		\$32,155	
110-01 - Trolley Transit- Trolley Fuel	\$16,548				
110-01 - Marketing, Supplies, Tools, Equip	\$6,600				
200-02 - Match for Bus Shelters	\$48,000				
480-09 - Prop A Administration	\$0				
TOTAL PUBLIC WORKS		\$227,408		TOTAL RECREATION & COMMUNITY SVC \$311,155	
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Public Works Director	0.00	0.05	0.04	0.04	0.00
Administrative Analyst	0.00	0.05	0.05	0.00	0.00
Operations Manager	0.00	0.03	0.05	0.00	0.00
Field Supervisor II	0.05	0.05	0.00	0.00	0.00
Maintenance Worker	0.00	0.30	0.25	0.32	0.00
P.W. Maintenance Helper PT	0.00	0.10	0.20	1.30	0.00
Equipment Supervisor	0.00	0.15	0.05	0.10	0.00
P.W. Sr. Maintenance Worker	0.00	0.00	0.10	0.10	0.00
Mechanical Helper	0.25	0.10	0.05	0.10	0.00
RCS Comm. Svcs Sup	0.00	0.00	0.00	0.30	0.25
RCS Office Specialist	0.00	0.00	0.00	0.00	0.05
Total	0.30	0.83	0.79	2.26	0.30
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Services/Cost Alloc	\$ 86,258	\$ 179,044	\$ 149,983	\$ 147,089	\$ 74,794
Operating Expenses	457,137	498,243	518,100	495,356	415,769
Capital Outlay	12,877	-	48,000	-	48,000
Total	\$ 556,272	\$ 677,287	\$ 716,083	\$ 642,445	\$ 538,563
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
07-3210 LACMTA Prop A Alloc	\$ 320,994	\$ 342,068	\$ 349,138	\$ 364,943	\$ 364,943
07-3500 Interest Income	2,177	859	2,000	200	2,000
07-3794/3794-3630/ 3796 Other Income	24,044	23,963	25,000	24,300	25,000

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013										
DIVISION						FUND NO.				
Proposition A - Transportation Sales Tax						7				
Total	\$	347,214	\$	366,890	\$	376,138	\$	389,443	\$	391,943
BALANCE SHEET	ACTUAL		ACTUAL		BUDGETED		ESTIMATED		PROPOSED	
	2009-2010		2010-2011		2011-2012		2011-2012		2012-2013	
Beginning Balance	\$	919,078	\$	710,019	\$	399,622	\$	399,622	\$	146,620
Revenues		347,214		366,890		376,138		389,443		391,943
Expenditures		556,273		677,287		716,083		642,445		538,563
Total	\$	710,019	\$	399,622	\$	59,677	\$	146,620	\$	(0)

DRAFT

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

PUBLIC WORKS DEPARTMENT					FUND NO.
Proposition A - Transportation Sales Tax					7
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
PERSONNEL	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
Public Works Director	0.00	0.05	0.04	0.04	0.00
Administrative Analyst	0.00	0.05	0.05	0.00	0.00
Operations Manager	0.00	0.03	0.05	0.00	0.00
Field Supervisor II	0.05	0.05	0.00	0.00	0.00
Maintenance Worker	0.00	0.30	0.25	0.32	0.00
P.W. Sr. Maintenance Worker	0.00	0.00	0.10	0.10	0.00
P.W. Maintenance Helper PT	0.00	0.10	0.20	1.30	0.00
Equipment Supervisor	0.00	0.15	0.05	0.10	0.00
Mechanical Helper	0.25	0.10	0.05	0.10	0.00
Total	0.30	0.83	0.79	1.96	0.00
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
APPROPRIATIONS	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
Personnel Services/Cost Alloc	\$ 54,296	\$ 149,386	\$ 117,828	\$ 115,487	\$ 42,639
Operating Expenses	2,234	233,586	239,100	220,045	136,769
Capital Outlay	12,877	-	48,000	-	48,000
Total	\$ 69,408	\$ 382,971	\$ 404,928	\$ 335,532	\$ 227,408
COST ALLOCATION					\$42,639
4480	190 Cost Allocation - Central Services			\$42,639	
PERSONNEL SERVICES					\$0
OPERATING EXPENSES					\$136,769
4260	Contractual Services: 313-0000 Trolley -1st Transit contract (addl hrs for trolley drivers-increased 2 mos during the summer during Pool Facility hours)			\$99,121	
4270	313- Trolley - Professional Services (trolley related services like: graphic design, trolley plan consultant)			\$8,000	
4300	313-0301 Department Supplies Solvents, parts, cleaners, and replacement parts			\$1,000	
	313-0301 Bus Shelter Maintenance			\$1,000	
	313-3630 Transit Marketing- Trolley schedule printing and misc supplies			\$4,000	
4320	313 Dept Equip. Maint.			\$300	
4340	313 Small Tools			\$300	
4400	313 -3630-4400 - Trolley Maintenance		\$5,000	\$6,500	
	313 Bus Shelter/Stop Utility truck maintenance		\$1,500		
4402	313 -3630-4402 - Trolley Fuel		\$15,000	\$16,548	
	313 Bus Shelter/Stop Utility truck fuel		\$1,548		

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

PUBLIC WORKS DEPARTMENT			FUND NO.
Proposition A - Transportation Sales Tax			7
CAPITAL PROJECTS			\$48,000
4500	Capital Improvements 313-0000 Bus Shelter Improvements - Grant portion \$200,000; 20% Federal Match	\$48,000	
TOTAL			\$227,408

DRAFT

*This Page
Intentionally
Left Blank*

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

RECREATION DEPARTMENT					FUND NO.
Proposition A - Transportation Sales Tax					7
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
RCS Comm. Svcs Sup	0.00	0.00	0.30	0.30	0.25
RCS Office Specialist	0.00	0.00	0.00	0.00	0.05
Total	0.00	0.00	0.30	0.30	0.30
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Services	\$ 31,962	\$ 29,658	\$ 32,155	\$ 31,602	\$ 32,155
Operating Expenses	454,902	264,657	279,000	275,311	279,000
Capital Outlay	-	-	-	-	-
Total	\$ 486,864	\$ 294,316	\$ 311,155	\$ 306,913	\$ 311,155
PERSONNEL SERVICES					\$ 32,155
	440 Full Time Personnel Costs			\$31,602	
4103	420 Part Time Wages			\$553	
OPERATING EXPENSES					\$ 279,000
4220	MTA Bus Pass Sales - Phone line			\$2,700	
4260	Contractual Services:				
	440-0442 Dial-A-Ride			\$225,000	
	440-0441 MTA Bus Pass Subsidy			\$16,300	
	440-0443 Recreation Trips			\$35,000	
CAPITAL PROJECTS					\$ -
4500	Capital Improvements - Repl Rec Van reduced by \$36,000			-	
TOTAL					\$311,155

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND						FUND NO.
Proposition C						08
NARRATIVE						
This fund accounts for receipt of a half-percent sales tax allocated by the Los Angeles County Metropolitan Transit Authority (MTA). These funds can only be used to reduce traffic congestion, improve air quality, improve the condition of streets and highways utilized by public transit, reduce foreign fuel dependence, or reduce the use of fossil fuels.						
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Beginning Balance	\$ 371,143	\$ 412,952	\$ 549,542	\$ 549,542	\$ 539,531	
Revenues	267,353	284,623	289,601	302,000	302,000	
Expenses	225,543	148,033	378,927	312,011	772,667	
Ending Balance	\$ 412,952	\$ 549,542	\$ 460,216	\$ 539,531	\$ 68,865	
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Public Works Director	0.00	0.03	0.20	0.20	0.24	
Operations Manager	0.05	0.03	0.00	0.00	0.00	
Civil Engineering Assistant II	0.10	0.12	0.21	0.21	0.21	
P.W. Superintendent	0.00	0.00	0.10	0.10	0.10	
PW Field Supervisor II	0.00	0.00	0.05	0.05	0.16	
PW Office Specialist	0.00	0.00	0.10	0.10	0.10	
Office Specialist	0.00	0.00	0.10	0.10	0.10	
P.W. Administrative Analyst	0.00	0.00	0.02	0.02	0.02	
Equip & Material Supervisor	0.00	0.00	0.10	0.10	0.20	
Mechanical Helper	0.00	0.00	0.10	0.10	1.50	
P.W. Sr. Maintenance Worker	0.00	0.00	0.52	0.52	0.62	
PW Maintenance Worker	0.00	0.00	0.27	0.49	0.81	
Total	0.15	0.18	1.77	1.99	4.06	
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Personnel/Cost Alloc/Transfers	\$ 225,503	\$ 147,649	\$ 320,270	\$ 307,925	\$ 483,357	
Operating Expenses	40	-	20,210	3,500	124,089	
Capital Expenses	-	384	38,447	586	165,221	
Total	\$ 225,543	\$ 148,033	\$ 378,927	\$ 312,011	\$ 772,667	
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
08-3210/3500 MTA FY12 Allocation	\$ 267,353	\$ 284,623	\$ 289,601	\$ 302,000	\$ 302,000	
Total	\$ 267,353	\$ 284,623	\$ 289,601	\$ 302,000	\$ 302,000	
190	NON-DEPARTMENTAL					\$111,989
0000-4480	Cost Allocation - Administrative Overhead			\$11,081		
0000-4901	Transfer to General Fund:					
	Bikeway Maintenance: 01-390-0470-XXXX			\$100,908		

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
FUND Proposition C			FUND NO. 08
PERSONNEL SERVICES			\$371,368
311-4101	Personnel Costs	\$268,176	
4101	313 Full Time Personnel Costs - Admin. salaries	\$70,973	
4103	313 Part Time Personnel Costs - Field Staff	\$32,219	
310 - 4200	OPERATING EXPENSES		\$124,089
4260	Contractual Services: 313-0000 Trolley -1st Transit contract (addl hrs for trolley drivers-increased 2 mos during the summer during Pool Facility hours)	\$103,879	
0000-4270	Professional Services	\$20,210	
311 - 4600	CAPITAL PROJECTS		\$165,221
	BTA Grant Match for Bikeway on Brand	\$18,447	
	Bikeway irrigation upgrades and drought tolerant planting project	\$20,000	
	Capital Projects - Park Ave. Phase 4, Street Rehab (Splitting cost with Fund 50 - \$128,481 paid out of Fund 50)	\$126,774	
TOTAL			\$772,667

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION					FUND NO.
Proposition C Discretionary Grant - Metrolink Bikeway					9
NARRATIVE					
In July 1993, the Metropolitan Transit Authority approved the City's application for a Proposition C Discretionary Grant in the amount of \$990,900. Beginning in late fiscal year 1996-97, this grant was used to design and construct a mile-long bike path along the Metrolink Corridor in San Fernando. The bikeway project extends between Wolfskill Street and Hubbard Streets. The unused portion of the grant and accrued interest are being held for future maintenance and/or operation of the bikeway.					
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
None	-	-	-	-	-
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	\$20,292	\$20,348	\$20,378	\$20,378	\$20,403
Revenues	\$56	\$29	\$25	\$25	\$25
Expenditures	\$0	\$0	\$0	\$0	\$0
Ending Balance	\$20,348	\$20,378	\$20,403	\$20,403	\$20,428

*This Page
Intentionally
Left Blank*

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013					
GRANT FUND					FUND NO. 10
This fund is to account for major grants received Citywide. This fund facilitates record keeping of receipts and expenditures of outside grants as generally required by grantors.					
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	(\$3,244,536)	(\$2,678,890)	(\$2,775,055)	(\$2,775,055)	(\$1,737,455)
Revenues	1,810,419	1,894,794	3,339,775	\$2,331,696	\$2,710,134
Expenditures	1,244,773	1,990,960	3,038,369	1,294,096	2,610,134
Ending Balance	(\$2,678,890)	(\$2,775,055)	(\$2,473,649)	(\$1,737,455)	(\$1,637,455)
PROJECT SUMMARY					
Proj. No.#	GRANT PROJECTS BY DEPARTMENT				Total Project Costs
	Community Development (CD)				
	CA Cultural & Historical Endowment				\$349,955
	Total CD Grants				\$349,955
	<u>Police Department:</u>				
	COPS CHRP Grant				\$26,981
	COPS - SAFE SCHOOLS				\$236,000
	OTS - Office of Traffic Safety				\$22,106
	Total Police Grants				\$285,087
	<u>Public Works Department:</u>				
3653	Metro (MTA) Safetea-Lu - Bus Shelters				\$260,000
3655	Bicycle Transportation Account (BTA) - 08/09-07-LA-09 Prop C Matching - Fund 8				\$164,123
3656	Safe Routes to School (SRTS) - ID# SRTSD07-0020 Grant Funds - FY 2011-2012 - \$497,063				\$861,750
3629	MWD Public Sector Grant				\$5,500
	EDI Grant (Way Findings)				\$80,000
	TCSP Project on Truman				\$213,408
	Total PW Grants				\$1,584,781
	<u>Recreation Department:</u>				
3749	NEA Learning Arts- Mariachi Master				\$40,000
3750	Elderly Nutrition				\$84,877
3901-3750	Elderly Nutrition Program Income				\$22,000
1371	Afterschool Program - Gridley/Morningside				\$243,434
	Total Recreation Grants				\$390,311
	Total All Fund 10 Grants				\$2,610,134

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013						
GRANT FUND						FUND NO. 10
SUMMARY OF APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
10-150 CD	\$ -	\$ 235,562	\$ 362,734	\$ 16,432	\$ 349,955	
10-220 Police	455,739	1,440,947	1,022,989	615,560	285,087	
10-3XX Public Works Recreation and Community	659,346	25,000	1,143,653	216,967	1,584,781	
10-4XX Services	340,739	409,528	472,993	445,137	390,311	
Total	\$ 1,455,824	\$ 2,111,037	\$ 3,038,369	\$ 1,294,096	\$ 2,610,134	

DRAFT

*This Page
Intentionally
Left Blank*

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND

CALIFORNIA CULTURAL AND HISTORICAL ENDOWMENT

DIVISION NO. 10-150

NARRATIVE

The California Cultural and Historical Endowment Grant is being used over three fiscal years (FY 2010-11, FY 2011-12 and FY 2012-13) to provide matching grant funds to rehabilitate the Lopez Adobe building and site, a National Register of Historic Places site. During FY 2010-11 and FY 2011-12, these grant funds facilitated the rehabilitation of the adobe building and adjacent grounds. During FY 2012-13, the grant funds are intended to provide a portion of the funding necessary to construct the ancillary facility that will house visitor restrooms and on-site storage and office facilities in support of the Lopez Adobe's future use as a house museum. In addition these funds will be used for professional services to facilitate relocation of the Adobe Artifacts to the Lopez Adobe building.

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
PERSONNEL					
None	-	-	-	-	-
	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
APPROPRIATIONS					
Personnel Services	\$ -	\$ -	\$ 30,000	\$ 11,669	\$ 25,000
Operations	-	-	36,000	1,780	160,000
Capital Expenses	-	235,562	296,734	2,983	164,955
Total	\$ -	\$ 235,562	\$ 362,734	\$ 16,432	\$ 349,955
	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
SOURCE OF FUNDS					
California and Cultural Historical Endowment	\$ -	\$ -	\$ 362,734	\$ 227,502	\$ 349,955
Total	\$ -	\$ -	\$ 362,734	\$ 227,502	\$ 349,955
PERSONNEL SERVICES					
4101	Lopez Adobe Landscaping (Labor - Public Works)			\$ 25,000	
OPERATIONS					
4270	Professional Services:				
	Labor Compliance			\$10,000	
	Conservator/Historian/Archivist			\$120,000	
	Lopez Adobe Ancillary Facility (Design)			\$30,000	
CAPITAL EXPENSES					
4600	Lopez Adobe Building (Construction-roofing, flooring, UV protection)			\$ 24,000	
	Contingency (Construction)			\$ 2,955	
	Conservator/Historian/Archivist (Equipment)			\$ 5,000	
3609-4600	Lopez Adobe Ancillary Facility (Construction)			\$ 133,000	
TOTAL					
\$349,955					

CITY OF SAN FERNANDO						
PROPOSED BUDGET						
FY 2012-2013						
DIVISION					DIVISION NO.	
Public Safety					10-220	
NARRATIVE						
The purpose of the section is to track grants received by the Public Safety Department that are known at the time of budget finalization. This fund facilitates record keeping of receipts and expenditures of outside grants as generally required by grantors. New grants may be received during the year and will also be included in this fund.						
The Virtual Patrol (Cops Tech Program) grant is to create a security network that would give the PD the ability to access business security cameras in the event of an alarm activation among. This in addition to the City in their pilot program creating a safety zone around parks, bike paths, and scools throughout the unit.						
COPS CHRP Grant is in year 2 of a 3 year Grant - COPS Hiring Recovery Program which was part of the Federal Economic Recovery to fund two full time officers. The total grant amount is approximately \$624,000.						
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Police Officers - Patrol	0	2	2	2	2	
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Personnel Services	\$ 389,282	\$ 459,590	\$ 816,895	\$ 530,000	\$ 248,602	
Operating Expense	2,974	13,424	44,769	11,000	34,509	
Capital Outlay	63,483	967,933	161,325	74,560	1,976	
Total	\$ 455,739	\$ 1,440,947	\$ 1,022,989	\$ 615,560	\$ 285,087	
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
UASI Urban Area	\$ 40,000	\$ 29,883	\$ -	\$ -	\$ -	
Click IT Or Ticket	11,724	-	-	-	-	
AVOID The 100 DUI	7,840	11,395	-	-	-	
Cops CHRP Grant	193,098	212,200	239,508	239,508	26,981	
Virtual Patrol (Cops Tech Program)	-	908,387	141,613	141,613	-	
Cops Safe Schools	-	73,203	378,471	140,000	236,000	
Office of Traffic Safety	127,183	111,967	237,213	81,000	22,106	
JAG 09	-	11,998	13,331	-	-	
JAG 10	-	-	12,853	-	-	
Total	\$ 379,846	\$ 1,359,032	\$ 1,022,989	\$ 602,121	\$ 285,087	
Supporting Information						
4100	PERSONNEL EXPENSE				\$248,602	
3621-4101	Full Time - Cops CHRP Grant #2009RXWX0121			\$26,981		
3641-4101	Full Time - Cops Safe Schools #2010CKWX0433			\$199,515		
3635-4103	Part - Time - Office of Traffic Safety #AL1135 (Carry over)			-		
3635-4105	Overtime - Office of Traffic Safety #AL1135 (Carry over)			\$22,106		
3644-4105	Overtime - JAG 09 #09-2545			-		
3646-4105	Overtime - JAG 10 #10DJ-BX-1541			-		

CITY OF SAN FERNANDO			
PROPOSED BUDGET			
FY 2012-2013			
DIVISION			DIVISION NO.
Public Safety			10-220
4200	OPERATING EXPENSE		\$34,508.64
3641-4220	Telephone	\$3,580.90	
3641-4260	Contractual Services	\$21,565.00	
3641-4300	Supplies	\$9,362.74	
4500	CAPITAL OUTLAY		\$1,976
3641-4500	Cops Safe Schools	\$1,976	
TOTAL			\$285,087

DRAFT

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013						
FUND 10					DIVISION NO.	
PUBLIC WORKS GRANT FUNDS					10-3XX	
NARRATIVE						
This section provides a consolidated look at grants funds received from several different funding sources to fund construction projects as well as capital improvements. The processing of Federal and State level grant applications and reimbursements are done in Public Works.						
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Personnel Services	\$ 71,315	\$ -	\$ -	\$ -	\$ -	
Operating Expenses	3,547	-	-	-	-	
Capital Outlay	584,485	25,000	1,143,653	216,967	1,584,781	
Total	\$ 659,346	\$ 25,000	\$ 1,143,653	\$ 216,967	\$ 1,584,781	
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
3600-3653/3654 Metro (MTA) Safetea-Lu - Bus Shelters	\$ -	\$ -	\$ 260,000	\$ -	\$ 260,000	
3600-3655 Dept. of Trans. - BTA Grant	-	-	164,123	-	164,123	
3600-3656 Metro Safe Routes (SRTS)	-	-	497,063	497,063	861,750	
3600-3657 AQMD Tree Partnership Program	-	-	84,300	84,300	-	
3600-3648 Energy Efficiency Conserv. Block Grant EECBG	-	-	132,667	132,667	-	
3600-3629 MWD Public Sector Grant	-	-	5,500	5,500	5,500	
3600-3651 MTA Economic Stimulus - Arra Funds - Brand Blvd (Reimbursement for prior Yr expenses)	217,842	98,621	337,406	337,406	-	
3600-XXXX EDI Grant (Way Findings)	-	-	-	-	80,000	
3600-XXXX TCSP Project on Trur	-	-	-	-	213,408	
Total	\$ 217,842	\$ 98,621	\$ 1,481,059	\$ 1,056,936	\$ 1,584,781	

CITY OF SAN FERNANDO			
PROPOSED BUDGET			
FY 2012-2013			
PERSONNEL			
CAPITAL PROJECTS			
XXXX-4600	Metro (MTA) Safetea-Lu126, FTIP LAE0127 Bus Shelter Improvements (Trolley stops) \$260,000 - 20% match required <i>Prop A (Fund 07) used for Matching funds- \$52,000</i>	\$260,000	
	Dept. of Transportation (DOT) - Bicycle Transportation Account (BTA) State Grant - Agreement # BTA 08/09-07-LA-09 Construct a Class II bikeway on Brand Boulevard <i>City Match expenses paid from fund 8 Prop C- \$18,447</i>	\$164,123	
	Metro (MTA) Safe Routes to School Program Cycle 7 (FTIP) - FTIP ID# - Determined at Later Date Pedestrian Streetscape Morningside Elementary and O'Melveny Elementary. Total Grant \$861,750 <i>(City Contribution \$95,750)</i>	\$861,750	
	MWD Public Sector Program - Agreement # - 66655 Water Conservation Project - TBD	\$5,500	
	CALTRANS TCSP Truman Streetscape Enhancements (City Contribution \$53,352)	\$213,408	
	Housing and Urban Development, Economic Development Initiative Grant- Wayfinding Signage	\$80,000	
TOTAL		\$ 1,584,781	

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013						
DIVISION Recreation and Community Service Department					DIVISION NO. 10-420	
NARRATIVE						
This section provides a consolidated look at grants funds received from several different funding sources to fund programs as well as capital improvements. The processing of State level grants are done in this Department and the processing of Federal level grants are done in Public Works and Finance.						
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Cultural Arts Supervisor	1.00	1.00	0.00	0.00	0.00	
Recreation Leader I	2.10	2.10	2.10	2.10	2.10	
Community Services Supervisor	0.00	0.00	0.58	0.58	0.58	
Total	3.10	3.10	2.68	2.68	2.68	
APPROPRIATIONS						
Personnel Expenses	\$ 244,219	\$ 190,677	\$ 202,055	\$ 218,384	\$ 185,000	
Operating Expenses	\$ 96,520	\$ 218,851	\$ 270,938	\$ 226,753	\$ 205,311	
Total	\$ 340,739	\$ 409,528	\$ 472,993	\$ 445,137	\$ 390,311	
SOURCE OF FUNDS						
NEA Learning In The Arts	\$ 38,000	\$ 40,000	\$ 57,000	\$ 55,798	\$ 40,000	
NEA Recovery Act #09-5488-7233	41,700	8,300	-	-	-	
California Arts Council	9,600	9,720	9,000	9,180	-	
Alliance For CA Traditional Artists	7,500	7,500	7,000	7,000	-	
Open Space District	330,000	30,000	21,000	-	-	
Elderly Nutrition Program	-	94,296	77,397	77,397	84,877	
Elderly Nutrition Program Income	-	20,525	15,000	24,000	22,000	
Afterschool Program (Gridley/Morningside)	274,243	221,304	243,434	207,600	243,434	
2002 Park Bond	-	78,400	-	-	-	
RZH Block Grant 2002	-	78,134	-	-	-	
Kaiser Foundation Hospitals	-	-	20,000	20,000	-	
LP Park Outdoor Fitness Area	-	-	44,162	44,162	-	
Total	\$ 701,043	\$ 588,179	\$ 493,993	\$ 445,137	\$ 390,311	
Supporting Information						
4200 OPERATING EXPENSES						
3678	NEA Learning/Arts - Mariachi Master Program			\$40,000		
3750	Elderly Nutrition Program			\$84,877		
3901-3750	Elderly Nutrition Program Income			\$22,000		
1371	Afterschool Program (Gridley/Morningside)			\$243,434		
TOTAL					\$ 390,311	

*This Page
Intentionally
Left Blank*

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND	FUND NO.
State Gas Tax Fund	11

NARRATIVE

This fund is used to account for maintenance work and capital projects associated with impacts from motor vehicle travel in the City. It is also used for capital improvements requiring matching funds for Federal funding (TEA-3) eligibility. Financing is provided by the City's share of various State gas tax funds under Prop 1B. A transfer of \$29,535 from Fund 11 to 01-320 was added for FY 2011 to cover costs of vehicle fuel & O&M for divisions 01-311, 343, 370 and 371.

	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
BALANCE SHEET	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
Beginning Balance	\$ 977,992	\$ 921,071	\$ 591,807	\$ 591,807	\$ 555,326
Revenues	659,534	653,559	584,383	674,444	674,416
Expenses	716,455	982,822	772,431	710,925	1,229,464
Ending Balance	\$ 921,071	\$ 591,807	\$ 403,759	\$ 555,326	\$ 278
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
PERSONNEL	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
Public Works Director*	0.00	0.00	0.00	0.00	0.09
Operations Manager	0.00	0.00	0.00	0.00	0.00
Civil Engineering Assistant II	0.00	0.00	0.00	0.00	0.23
P.W. Maintenance Worker	0.00	0.00	0.00	0.00	0.00
Bldg Maint Worker/Elec. Helper	0.00	0.00	0.00	0.00	0.00
P.W. Maintenance Helper PT	0.00	0.00	0.00	0.00	0.00
Electrical Supervisor	0.00	0.00	0.00	0.00	0.00
P.W. Office Specialist	0.00	0.00	0.00	0.00	0.15
Office Specialist	0.00	0.00	0.00	0.00	0.10
Administrative Analyst	0.00	0.00	0.00	0.00	0.00
P.W. Field Supervisor II	0.00	0.00	0.00	0.00	0.20
Senior Maintenance Worker	0.00	0.00	0.00	0.00	0.80
Total	0.00	0.00	0.00	0.00	1.57
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
APPROPRIATIONS	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
Personnel Expenses	\$ -	\$ -	\$ -	\$ -	\$ 184,810
Transfers/Cost Allocation	639,688	648,051	690,335	682,925	687,244
Operating Expense	789	910	1,910	-	7,410
Capital Outlay	75,978	333,862	80,186	28,000	350,000
Total	\$ 716,455	\$ 982,822	\$ 772,431	\$ 710,925	\$ 1,229,464

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND					FUND NO.
State Gas Tax Fund					11
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Interest Income	\$ 2,597	\$ 1,027	\$ -	\$ 28	
Highway User Tax Allocation Sect. 2105,2106,2107, 2103 & 2107.5 (acct# 11-3610, 3611, 3612, 3613, 3615)	428,034	652,531	584,383	674,416	674,416
Deferred Allocation	-	-	-	-	-
Traffic Congestion Relief Funds (acct# 11-3617)	228,903	-	-	-	-
Total	\$ 659,534	\$ 653,559	\$ 584,383	\$ 674,444	\$ 674,416
PERSONNEL EXPENSES					\$ 184,810
4100	Full Time Personnel Costs - Field Staff			\$ 184,810	
11-190 TRANSFERS					\$687,244
0000-4480	Cost Allocation - Central Services			\$21,070	
0000-4901	Transfer HUTA funds to General Fund - to offset street related expenses on accts: 01-310 (\$5,500 for engineering labor), 01-311 (\$50,000 labor + indirect costs), 01-320 (\$32,000 for vehicle fuel & O&M for divisions 01-311, 343, 370 and 371, 343, 370 & 371); 01-343 (\$123,988 labor + indirect costs); 01-370 (\$42,000 labor + indirect costs); 01-371 (\$108,000 labor + indirect costs); 01-390 (\$30,000 labor + indirect costs) and prior period transfer \$274,686			\$666,174	
OPERATING EXPENSES					\$7,410
0000-4270	State Controller's Annual Street Report Audit			\$910	
11-311-7510-4600	Maclay Ave. streetscape maintenance supplies. Expense moved from 01-346			\$6,500	
11-311 CAPITAL EXPENSES					\$350,000
0000-4600	Street Slurry Project (City Wide) (\$62,205 - TCRF allocation, \$15,875 - HUTA allocation)			\$350,000	
TOTAL					\$1,229,464

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013						
DIVISION						FUND NO.
Measure R Fund						12
NARRATIVE						
In November 2008, Measure R was approved by the State's voters committing a projected \$40 billion to traffic relief and transportation upgrades throughout the County over the next 30 years. The City receives these funds as an ongoing annual allotment, which is used for city street related maintenance and capital projects.						
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Beginning Balance	\$ -	\$ 160,346	\$ 47,367	\$ 47,367	\$ 126,729	
MTA Revenues	160,346	212,397	217,203	218,000	218,000	
Expenditures	-	325,375	252,048	138,638	280,208	
Ending Balance	\$ 160,346	\$ 47,367	\$ 12,522	\$ 126,729	\$ 64,521	
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
None	-	-	-	-	-	
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Personnel/Transfers/Cost Alloc	\$ -	\$ 153,375	\$ 110,048	\$ 110,048	\$ 89,798	
Operating Expenses	-	-	28,590	23,590	20,000	
Capital Outlay	-	172,000	113,410	5,000	170,410	
Total	\$ -	\$ 325,375	\$ 252,048	\$ 138,638	\$ 280,208	
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
12-3210 MTA Measure R Allocation	\$ 160,346	\$ 212,397	\$ 217,203	\$ 218,000	\$ 218,000	
Total	\$ 160,346	\$ 212,397	\$ 217,203	\$ 218,000	\$ 218,000	
PERSONNEL SERVICES						\$0
310-4101	Personnel Costs			\$0		
311-4101	Personnel Costs			\$0		
190-4480	Cost Allocation - Central Services			\$0		
TRANSFERS						\$89,798
190-4491	Transfer to Fund 27: Funds will be used for the city street lighting program.			\$89,798		
OPERATING EXPENSES						\$20,000
310-4270	Professional Services			\$20,000		
CAPITAL PROJECTS						\$170,410
311-4600	Pacoima Wash Bike Path Project (Construction in 2016)			\$57,000		
	Park Avenue Project			\$113,410		
TOTAL						\$280,208

*This Page
Intentionally
Left Blank*

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND			FUND NO.		
Traffic Safety			13		
NARRATIVE					
Fund 13 accounts for receipts from traffic fines as levied by local courts. A portion of the funds are transferred to the General Fund for traffic safety purposes and the remainder are used by Public Works for traffic safety related expenditures including street markings, traffic signal maintenance and repairs, and pothole repairs. The fund is required by Section 1463 (b) of the California Penal Code.					
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
PERSONNEL	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
None	-	-	-	-	-
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
BALANCE SHEET	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
Beginning Balance	\$43,282	\$81,387	\$166,662	\$166,662	\$113,662
Revenues	141,960	168,539	135,959	58,000	50,000
Expenditures	103,855	83,264	102,650	111,000	163,662
Ending Balance	\$81,387	\$166,662	\$199,972	\$113,662	\$0
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
APPROPRIATIONS	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
Transfers	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Operating Expenses	-	22,179	51,500	26,000	64,000
Capital Outlay	73,855	31,084	154,750	55,000	69,662
Total	\$103,855	\$83,264	\$236,250	\$111,000	\$163,662
	ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
SOURCE OF FUNDS	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
13-3410 Vehicle Code Fines	\$141,960	\$168,539	\$135,959	\$58,000	\$50,000
Total	\$141,960	\$168,539	\$135,959	\$58,000	\$50,000
190			TRANSFERS		\$30,000
0000-4901	Transfer to General Fund: Acct # 01-3963 to cover traffic safety related costs incurred.			\$30,000	
OPERATING EXPENSES					\$64,000
0301-4260	Contract Services 371-4260			\$12,500.00	
0301-4300	Supplies				
	311 Street Repair Materials - base, asphalt, sand			\$12,500	
	370 Traffic Signage Repair Materials - poles, signs, hardware, street signs, etc.			\$8,000	
311-0000-4300	Street Supplies, Concrete, Barricades, Glue down, Delineators, Absorbent, Bag Mix, Absorbent			\$15,000	
	371 LED Repair Materials - supplies for maintenance and repair of LED traffic signals and pedestrian modules.			\$9,000	

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND		FUND NO.	
Traffic Safety		13	
4430	Activities and Programs 370 Signage - Preventative Maintenance Program.	\$7,000	
CAPITAL PROJECTS		\$69,662	
0000-4600	311 Street Stripping	\$12,412	
	311 Capital Projects - Street, Sidewalk, Curb Ramps, TBD, truncated domes, sidewalk & Driveway Partner Prog	\$0	
	371 Traffic Signals & Modules - Repairs and Replacement	\$25,000	
	Spare Meyer Cabinet 120/240 V.A.C. service, 1 at \$2,200	\$2,000	
	Maclay Avenue lighted crosswalk repairs/improvements and traffic signage replacements and upgrades	\$22,500	
	Replace traffic loops, 10 at \$425 each	\$4,250	
	Replace conflict monitors, 10 at \$350 each	\$3,500	
TOTAL		\$163,662	

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION					FUND NO.
Air Quality Management District					16
NARRATIVE					
This fund is used to account for South Coast Air Quality Management District (SCAQMD) revenues received by the City. Per AB 2766 (1990), a portion of the State Department of Motor Vehicle registration fee (\$4 per vehicle) is distributed to 89 cities in Los Angeles County. Thirty percent of fees collected are kept by the SCAQMD while 40% are distributed to cities. These funds may be used for various programs to reduce air pollution.					
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	(\$13,719)	\$14,921	\$42,113	\$42,113	\$71,113
Revenues	\$28,640	\$27,192	\$29,000	\$29,000	\$29,000
Operating Expenditures	-	-	-	-	\$0
Capital	-	-	-	-	\$0
Ending Balance	\$14,921	\$42,113	\$71,113	\$71,113	\$100,113
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
None	-	-	-	-	-
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Operating Expenses	-	-	-	-	-
Total	-	-	-	-	-
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
16-3605 Motor Vehicle in-Lieu Tax (Qtrly Allocation from AQMD)	\$28,640	\$27,192	\$29,000	\$29,000	\$29,000
4500 CAPITAL EXPENSES					
CNG Dump Truck - Accumulating annual revenues to purchase \$100k truck. Estimated timeline to purchase in FY13/14.					
TOTAL					

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND		FUND NO.				
RETIREMENT		18				
NARRATIVE						
This fund is to account for receipts from a voter-approved special tax levy that is used to pay for all costs of the City's membership in the Public Employees Retirement System (PERS). As of Fiscal Year 2003-2004, the City's costs increased significantly due to rising rates in both health insurance premiums and member contributions to PERS. This has continued in succeeding years.						
Payment of retired employees health benefits and service charges paid to PERS for administration of the retired employees health insurance is paid directly from the Retirement Fund. In FY 2009-2010, the miscellaneous group approved payment of 2% of the employee contribution increasing to 4% in FY 2010-2011. In FY 2011-2012, the Sworn Police personnel approved payment of 4.5% of the employee contribution pension cost.						
	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Retirement Expenditures	\$ 3,820,673	\$ 3,859,700	\$ 3,943,167	\$ 3,943,167	\$ 3,861,693	
<u>Charged costs via other Funds</u>						
<i>Special Funds / Enterprise Funds</i>	516,347	510,519	407,529	407,529	335,324	
<i>Agency Fund</i>	150,868	80,448	117,678	117,678	0	
Total	\$ 3,153,458	\$ 3,268,732	\$ 3,417,960	\$ 3,417,960	\$ 3,393,339	
SOURCE OF FUNDS						
Property Taxes	\$ 2,921,026	\$ 2,932,217	\$ 4,015,800	\$ 4,015,800	\$ 4,132,217	
Total	\$ 2,921,026	\$ 2,932,217	\$ 4,015,800	\$ 4,015,800	\$ 4,132,217	
BALANCE SHEET						
Beginning Balance	\$ (42,805)	\$ (275,236)	\$ (611,751)	\$ (611,751)	\$ (13,911)	
Revenues	2,921,026	2,932,217	4,015,800	4,015,800	4,132,217	
Expenditures	3,153,458	3,268,732	3,417,960	3,417,960	3,393,339	
Unfunded Pension Obligation	-	-	-	-	500,000	
Ending Balance	\$ (275,236)	\$ (611,751)	\$ (13,911)	\$ (13,911)	\$ 224,967	

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND					FUND NO.
Asset Seizure - State					20
NARRATIVE					
This fund is to account for receipts and disbursements of state seized and forfeited assets used from the sale of controlled substances. Previously, these funds were used to partially fund a police officer. through monthly salary transfers to the general fund; the cost was reverted back to the General Fund.					
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Expenses	\$ 151,285	\$ -	\$ -	\$ -	\$ -
Operating Expenses	-	-	-	-	-
Capital Equipment	-	-	-	-	-
Transfers		18,536			
TOTAL	\$ 151,285	\$ 18,536	\$ -	\$ -	\$ -
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	\$ 168,239	\$ 17,885	\$ 143	\$ 143	\$ 2,493
Revenues	931	794	778	2,350	0
Expenditures	151,285	18,536	-	-	0
Ending Balance	\$ 17,885	\$ 143	\$ 921	\$ 2,493	\$ 2,493

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND					FUND NO.
Asset Seizure - Federal					21
NARRATIVE					
This fund is to account for receipts and disbursements of federal seized and forfeited assets used from the sale of controlled substances. In past years, this fund contributed to the funding of police officers and the building of the police facility addition. There has been little federal seizure activity in recent years.					
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
None	-	-	-	-	-
Appropriations	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Expense	-	-	-	-	-
Capital Outlay	242,865	-	-	-	-
Transfers	15,000	16,001	-	-	-
Total	\$ 257,865	\$ 16,001	\$ -	\$ -	\$ -
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	\$ 273,865	\$ 16,450	\$ 462	\$ 462	\$ 462
Revenues	450	12	-	-	-
Expenditures	257,865	16,001	-	-	-
Ending Balance	\$ 16,450	\$ 462	\$ 462	\$ 462	\$ 462

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

**COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDS**

**DIVISION NO.
26-155**

NARRATIVE

In FY 2012-2013, the City's annual allocation of federal Community Development Block Grant (CDBG) funds is set-aside for the payment of a Section 108 Loan as part of the total financing package for construction of the San Fernando Regional Aquatics Facility.

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
PERSONNEL					
Community Development Director	0.03	0.03	0.00	0.00	0.00
Senior Planner	0.03	0.02	0.00	0.00	0.00
Community Preservation Supervisor	0.16	0.23	0.00	0.00	0.00
Community Preservation Officer	0.00	0.00	0.00	0.00	0.00
Community Preservation Officer -2	0.10	0.24	0.00	0.00	0.00
Community Preservation Officer -3	0.17	0.17	0.00	0.00	0.00
Assistant Planner (Housing)	0.20	0.12	0.00	0.00	0.00
Total	0.69	0.81	0.00	0.00	0.00
APPROPRIATIONS					
Personnel Services	\$ 97,652	\$ 196,854	\$ -	\$ -	\$ -
Operating Expenses	358,009	425,984	-	-	-
Capital Outlay/Loan Expenses	-	897,811	345,297	331,882	347,315
Total	\$ 455,661	\$ 1,520,648	\$ 345,297	\$ 331,882	\$ 347,315
SOURCE OF FUNDS					
26 CDBG GRANT (37th Year)	\$ 455,661	\$ 1,458,236	\$ 345,297	\$ 331,882	\$ 347,315
26 CDBG Recovery Act Funds	-	62,411	-	-	-
CDBG Loan Repayments				1,200	5,834
Total	\$ 455,661	\$ 1,520,647	\$ 345,297	\$ 333,082	\$ 353,149
4100 PERSONNEL SERVICES					\$0
4200 OPERATING EXPENSES					\$0
4400 LOAN EXPENSES					\$347,315
0000-4424	Section 108 Loan-Swimming Pool Facility			\$347,315	
TOTAL					\$347,315
BALANCE SHEET					
Beginning Balance	\$ 967	\$ 967	\$ (7,034)	\$ (7,034)	(5,834)
Revenues	455,661	1,520,647	345,297	333,082	353,149
Expenditures	455,661	1,528,648	345,297	331,882	347,315
Ending Balance	\$ 967	\$ (7,034)	\$ (7,034)	\$ (5,834)	(0)

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND NO.**27****Street Lighting Fund****NARRATIVE**

The Street Lighting Division maintains and repairs approximately 427 City-owned street lights and circuits and has oversight of the 1,200 street lights within the City of San Fernando that are maintained by Southern California Edison. The City pays Edison for electrical power for all street lighting.

Revenue for this fund is made available through the city's voter approved Landscape and Lighting Act Assessment. With the passage of Proposition 218 in 1996, any increase of the current assessment is subject to approval through a new balloting process. The balloting process will be implemented in the current fiscal year to resolve an ongoing budget shortfall. In the interim, Measure R Funds will be used to meet rising utility costs and ensure that the fund is balanced. In Fiscal Year 2010-2011 a transfer of \$153,375 from Fund 12 (Measure R Funds) will offset the current year budget shortfall as well as the cumulative shortfall from previous years.

BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	(\$109,858)	(\$144,260)	(\$23,893)	(\$23,893)	\$17,547
Revenues	331,739	489,488	447,048	405,686	426,798
Expenditures	366,141	369,120	420,534	364,247	411,860
Ending Balance	(\$144,260)	(\$23,893)	\$2,621	\$17,547	\$32,485
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Public Works Director	0.05	0.07	0.07	0.07	0.07
Operations Manager	0.10	0.05	0.15	0.00	0.00
City Engineer	0.05	0.00	0.00	0.00	0.00
Civil Engineering Assistant II	0.10	0.20	0.20	0.20	0.20
Civil Engineering Assistant I	0.10	0.00	0.00	0.00	0.00
P.W. Administrative Analyst	0.10	0.00	0.00	0.05	0.05
P.W. Superintendent	0.00	0.00	0.00	0.00	0.00
P.W. Admin. Coordinator	0.10	0.00	0.00	0.00	0.00
Equip & Material Supervisor	0.00	0.00	0.10	0.10	0.10
Mechanical Helper	0.00	0.00	0.10	0.10	0.10
Electrical Supervisor	0.30	0.25	0.30	0.30	0.30
Bldg. Maint. Worker/Elect. Helper	0.30	0.25	0.35	0.35	0.35
Total	1.20	0.82	1.27	1.17	1.17
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Services	\$ 93,967	\$ 109,121	\$ 169,666	\$ 160,000	\$ 148,244
Operating/Cost Allocation	272,174	260,000	247,868	241,000	258,616
Capital Outlay	-	-	3,000	3,000	5,000
Total	\$ 366,141	\$ 369,120	\$ 420,534	\$ 404,000	\$ 411,860

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

						FUND NO.
Street Lighting Fund						27
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
27-3110/3130/3150 Property Tax	\$ 331,739	\$ 336,113	\$ 337,000	\$ 337,000	\$ 337,000	
12-190-4901 Measure R Transfer	-	153,375	110,048	110,048	89,798	
Total	\$ 331,739	\$ 489,488	\$ 447,048	\$ 447,048	\$ 426,798	
Supporting Information						
4100	PERSONNEL SERVICES					\$148,244
4101	Personnel Costs			\$146,244		
4105	Overtime - for street light surveys and knockdowns			2,000		
4200	OPERATING EXPENSES					\$258,616
4210	Utilities			\$215,000		
4250	Rents and Leases			\$750		
	Lifts & power equipment			\$750		
4260	Contractual Services			\$ 18,000		
	Engineer's Report			\$ 5,000		
	Street Lighting Dist. proceedings			\$2,500		
	County Assessors Office			\$1,200		
	Light poles and pull boxes			\$800		
	Repair damaged street lights			\$8,500		
4300	Department Supplies			\$9,550		
0301-4300	Ballast kit replacement			\$2,000		
0301-4300	Lamps 80 @ \$25.00			\$2,000		
0301-4300	Photo electric cells 10 @ \$25.00			\$250		
0301-4300	Manhole cover plates			\$200		
0301-4300	Misc. lenses, conduit, fuses, wire, paint, hardware, timers, etc.			\$3,500		
0301-4300	Replacement of steel poles			\$1,500		
0301-4300	Slurry seal & cement			\$100		
4320	Department Equipment Maintenance			\$750		
4340	Small Tools			\$365		
4400	Utility Truck maintenance			\$1,200		
4402	Utility Truck fuel			\$1,238		
4480	Cost Allocation			\$11,763		
4500	CAPITAL EXPENSES/TRANSFERS					\$5,000
4600	Capital Equipment			\$5,000		
	Knockdown Replacement					
TOTAL						\$411,860

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

**FUND NO.
29**

Parking M&O - Off Street

NARRATIVE

The Off-Street Parking Maintenance and Operations Fund accounts for the scheduled routine maintenance and cleaning of all City parking facilities as well as maintenance and operation of metered parking spaces throughout the City, the collection of meter monies, and repair or replacement of broken and vandalized parking meters.

FY 2010-2011: Estimated revenues exceeded estimated costs for FY 2010-2011, offsetting previous years negative cash flows, and returning trial balance for Fund 29 to a positive in 2011. Preventative maintenance was completed at parking lot 1, including asphalt repairs.

FY 2011-2012: Estimated revenues are again expected to exceed estimated costs for FY 2011-2012, allowing Fund 29 to maintain a positive trial balance. Preventative maintenance asphalt repair and drought tolerant plantings will continue.

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
BALANCE SHEET					
Beginning Balance	\$ (69,472)	\$ (76,162)	\$ 22,534	\$ 22,534	\$ 49,839
Revenues	216,712	206,752	218,000	196,186	218,000
Expenditures	223,402	108,056	223,572	168,881	181,912
Ending Balance	\$ (76,162)	\$ 22,534	\$ 16,962	\$ 49,839	\$ 85,927

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
PERSONNEL					
PW Maintenance Worker	0.00	0.20	0.26	0.19	0.19
P.W. Sr. Maintenance Worker	0.00	0.00	0.21	0.21	0.21
Electrical Technician	0.05	0.00	0.00	0.00	0.00
PW Field Supervisor	0.25	0.00	0.00	0.00	0.00
PW Field Supervisor II	0.00	0.25	0.10	0.10	0.10
Electrical Supervisor	0.00	0.05	0.10	0.10	0.10
Bldg Maint Worker/Elec. Helper	0.15	0.05	0.15	0.15	0.15
Equip & Material Supervisor	0.00	0.00	0.10	0.10	0.10
Mechanical Helper	0.00	0.00	0.10	0.10	0.10
PW Superintendent	0.10	0.05	0.05	0.05	0.05
Sr. Management Analyst	0.05	0.00	0.00	0.00	0.00
PW Maintenance Helper	0.05	0.00	0.00	0.00	0.00
Public Works Director	0.05	0.00	0.00	0.00	0.00
City Engineer	0.05	0.00	0.00	0.00	0.00
Meter Technician	0.40	0.10	0.15	0.15	0.15
PW Operations Manager	0.05	0.00	0.10	0.00	0.00
Total	1.20	0.70	1.32	1.15	1.15

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
APPROPRIATIONS					
Personnel Services	\$ 142,032	\$ 51,584	\$ 150,546	\$ 128,000	\$ 123,306
Operating Expenses	72,237	42,670	47,526	33,000	43,106
Capital/Transfers	9,133	13,802	25,500	7,881	15,500
Total	\$ 223,402	\$ 108,056	\$ 223,572	\$ 168,881	\$ 181,912

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

					FUND NO.
Parking M&O - Off Street					29
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
29-3520/3850/3870	\$ 216,712	\$ 206,752	\$ 218,000	\$ 196,186	\$ 218,000
Pkg Meter Revenue					
General Fund	6,690	(98,696)	5,572	(27,305)	(36,088)
<i>(credit indicates GF income)</i>					
Total	\$ 223,402	\$ 108,056	\$ 173,408	\$ 168,881	\$ 181,912
4100	PERSONNEL SERVICES				\$123,306
4100	Personnel Costs			\$123,306	
4105	Overtime				
	Parking meter repairs				
	Lighting Maintenance				
4200	OPERATING EXPENSES				\$43,106
4210	Utilities			\$17,200	
4250	Rents & Leases			\$500	
4270	Parking in lieu study			\$3,000	
4300	Department Supplies			\$9,500	
0301-4300	Parking Meter maintenance parts and batteries		\$4,000		
0301-4300	Parking meter repair parts		\$3,500		
0301-4300	Parking lot lighting repair parts		\$1,000		
0301-4300	Landscape maintenance supplies, irrigation parts and plants. Replacement plants will be drought tolerant perennials to reduce water use and future replacement costs		\$1,000		
4300	Permit Parking Expenses			\$500	
4320	Equipment Maintenance Parking meter repair, replacement of damaged poles, battery replacement and related equipment repairs to backpack blowers and paint striping machine.			\$1,000	
4340	Small Tools Replacement of worn out tools & new equipment.			\$250	
4400	Utility Truck maintenance			\$1,200	
4402	Utility Truck fuel			\$2,580	
4430	Activities and Programs Re-striping of parking stalls - on going annual program - Unfunded Planter landscaping - on going annually - Unfunded Trip hazard abatement - asphalt and concrete annual repairs - Unfunded				

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

				FUND NO.
Parking M&O - Off Street				29
4480	Cost Allocation - Revised in FY 2011		\$7,376	
4500	CAPITAL EXPENSES			\$15,500
4500	Capital Equipment		\$1,500	
	Replacement power equipment (Street Division) \$1,500			
4600	Capital Projects		\$14,000	
	Parking meter replacement to increase stable revenues. A typical meter is warranted for 6 months, with life expectancy of 3 years. There are approx. 425 meters city wide, with majority over 7 years old. FY 2012 goal is replacement of 75 meters	\$12,000		
	Parking lot asphalt repair and resurfacing for hazard mitigation - Unfunded			
	Replace existing landscaping with drought tolerant planting & irrigation - goal is at least 20% reduction of water use	\$2,000		
	Parking Lot 10 to be done FY 2014-15 - Unfunded			
TOTAL				\$181,912

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND		FUND NO.			
Equipment Replacement Fund		41			
NARRATIVE					
The Equipment Replacement Fund (ERF) is a financial tool to accommodate for the orderly replacement of existing equipment that also includes a payback mechanism to replenish the fund. Payback occurs by charging the department making the purchase an annual amount equal to the replacement value divided by the useful life of the equipment. The replacement value is calculated by using the purchase price plus 5% estimated compounded increase in future cost. During the FY 10-11 Budget process, we are reversing the IC JEs to GF, likewise for FY 10-11 we will not reimburse this fund from GF.					
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
None	-	-	-	-	-
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	\$ 70,666	\$ 88,256	\$ 135,259	\$ 135,259	\$ 135,259
Revenues	91,000	80,750	-	-	-
Expenditures	73,411	33,746	-	-	-
Ending Balance	\$ 88,256	\$ 135,259	\$ 135,259	\$ 135,259	\$ 135,259

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013						
FUND						FUND NO.
Pavement Management						50
NARRATIVE						
The pavement management fund is a direct transfer from the sewer and water fund and proceeds from refuse towards street improvements.						
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Beginning Balance	\$ 285,355	\$ 654,757	\$ 364,405	\$ 364,405	\$ 138,155	
Revenues	445,864	230,851	243,667	230,326	230,326	
Expenditures	76,462	521,203	622,379	456,576	368,481	
Ending Balance	\$ 654,757	\$ 364,405	\$ (14,307)	\$ 138,155	\$ (0)	
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Public Works Director*	0.00	0.05	0.09	0.09	0.00	
Operations Manager	0.00	0.11	0.00	0.00	0.00	
Civil Engineering Assistant II	0.00	0.14	0.34	0.34	0.00	
P.W. Maintenance Worker	0.00	0.10	0.10	0.00	0.00	
Bldg Maint Worker/Elec. Helper	0.00	0.05	0.00	0.00	0.00	
P.W. Maintenance Helper PT	0.00	0.25	0.00	0.00	0.00	
Electrical Supervisor	0.00	0.05	0.00	0.00	0.00	
P.W. Office Specialist	0.00	0.00	0.10	0.15	0.00	
Office Specialist	0.00	0.00	0.05	0.10	0.00	
Administrative Analyst	0.00	0.00	0.10	0.00	0.00	
P.W. Field Supervisor II	0.00	0.10	0.20	0.20	0.00	
Senior Maintenance Worker	0.00	0.25	0.80	0.80	0.00	
Total	0.00	1.10	1.78	1.68	0.00	
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
Personnel	\$ 62,462	\$ 95,753	\$ 212,379	\$ 212,576	\$ -	
Transfers	14,000	241,730	240,000	240,000	240,000	
Capital	-	183,720	170,000	4,000	128,481	
Total	\$ 76,462	\$ 521,203	\$ 622,379	\$ 456,576	\$ 368,481	
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013	
50-3500/3800 Impact Fees	\$ 445,864	\$ 230,851	\$ 243,667	\$ 230,326	\$ 230,326	
Total	\$ 445,864	\$ 230,851	\$ 243,667	\$ 230,326	\$ 230,326	
PERSONNEL						-
TRANSFERS						\$240,000
190-4491	Transfer to Fund 01: Funds will be treated as franchise funds and utilized in the General Fund.			\$240,000		

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
FUND			FUND NO.
Pavement Management			50
Capital Projects			\$128,481
4600	Capital Projects - Park Ave. Phase 4, Street Rehab <i>(Splitting cost with Fund 11 - \$126,774 paid from Fund 11)</i>	\$128,481	
TOTAL			\$368,481

DRAFT

ENTERPRISE FUNDS

DRAFT

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

FUND NO
70-72-73

FUND ENTERPRISE

Fund 70 - Water

The Administrative Division is responsible for all aspects of the Water Department, overseeing production, procurement, and conservation of safe potable water for the City's residential and business community. The Water Production Division is responsible for all operations and maintenance of the City's four wells, three booster pump stations, four reservoirs and two pressure regulation stations. All the wells are in the Sylmar area with power being supplied by the Los Angeles Department of Water and Power (LADWP). Imported water is purchased from Metropolitan Water District (MWD) of Southern California to supplement the local ground water supplies. There is also one six-inch emergency connection to the City from LADWP water systems. The Water Distribution Division is responsible for providing water to all City water customers in sufficient quantities to meet domestic and fire service demands; maintenance of approximately 66.5 miles of water mains, and 5,049 water services and 547 fire hydrants. The Division also installs new services (domestic and fire) that are ordered for new structures or demands by land use changes.

Fund 72 - Sewer

The Sewer Maintenance Division funds maintenance of the City's sanitary sewer system by scheduled routine cleaning of sewer main lines and manholes. The sewer system is made up of approximately 40 miles (215,915 linear feet) of mains and over 800 manholes. The City contracts with the City of Los Angeles for sewage treatment and disposal. Since 1985, the City has contracted with the County of Los Angeles for the enforcement of the City's Industrial Waste Program. Industrial waste permit fees cover the cost of this program.

Fund 73 - Refuse

The Solid Waste Management Division funds single-family residential solid waste collection services and administration of the City's Source Reduction and Recycling Element (SRRE) and Household Hazardous Waste Element (HHWE) plans. The SRRE, mandated by State Assembly Bill 939, describes how the City planned to reduce the amount of solid waste land filled 25 percent by 1995, and 50 percent by the year 2000. Additionally, State Senate Bill 1066 also mandates that jurisdictions maintain a 50% diversion rate after the year 2000 and continue to implement SRRE programs. The goal of the HHWE is to reduce the amount and toxicity of solid waste land filled.

		ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
SUMMARY OF SOURCE OF FUNDS		2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
70-3810	Water	\$2,744,808	\$3,068,049	\$2,645,000	\$2,493,039	\$3,126,708
(381,382,383,3 Revenue accts:3500/3820/ 3830/3835/3840/3901/3950						
72-3745	Sewer	2,404,888	2,403,635	2,363,500	2,194,353	2,434,569
Revenue accts: 3500/3820 3821/3840/3997						
73-3755	Refuse	1,110,869	1,125,037	1,109,954	1,109,954	1,109,954
Revenue accts:3760/3820						
Total Revenue		\$6,260,564	\$6,596,721	\$6,118,454	\$5,797,346	\$6,671,231
SUMMARY OF APPROPRIATIONS		ACTUAL	ACTUAL	BUDGETED	ESTIMATED	PROPOSED
		2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
70	Water	\$3,473,882	\$3,356,221	\$3,816,582	\$3,333,795	\$4,669,423
72	Sewer	2,761,700	1,927,042	2,392,482	2,096,237	2,658,544
73	Refuse	1,101,303	1,077,642	1,026,595	892,092	1,114,197
Total Appropriations		\$7,336,884	\$6,360,905	\$7,235,659	\$6,322,124	\$8,442,163

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION**DIVISION NO.****Water Administration****70-381****NARRATIVE**

The Water Administration Division is responsible for all aspects of the Water Department overseeing production, procurement, distribution, and conservation of safe portable water for the City's residential and business community.

FY 2010-2011: The Division continued to fund mandatory programs and maintenance equipment, including meter reading equipment. Staff continued planning and implementation of a new phase of water conservation as well as updating of a twenty year capital improvement plan (CIP).

FY 2011-2012: The Division will continue to fund all mandatory programs and maintenance of essential equipment. Capital purchases will be deferred when possible including computer replacements. Staff will continue planning and implementation of a new phase of water conservation. Rates adjustments will be proposed for implementation at mid year in compliance with Prop 218 requirements

FY 2012-2013: The Division will continue to fund all mandatory programs and maintenance of essential equipment. Capital purchases will be deferred when possible including computer replacements. Staff will continue planning and implementation of a new phase of water conservation.

BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	\$3,358,412	\$2,629,338	\$2,341,166	\$2,341,166	\$2,012,694
Total Revenue	2,744,808	3,068,049	2,645,000	2,645,000	3,126,708
70-381	985,506	967,801	905,686	808,937	885,576
70-382	386,934	330,278	371,285	355,691	345,918
70-383	1,195,223	993,099	1,124,602	1,092,731	1,663,961
70-384	906,219	1,065,043	1,415,009	1,076,436	1,773,969
Total Expenditures	3,473,882	3,356,221	3,816,582	3,333,795	4,669,423
Capital Items	-	-	360,323	360,323	1,273,138
Net Total Exp	3,473,882	3,356,221	3,456,259	2,973,472	3,396,285
Ending Balance	\$2,629,338	\$2,341,166	\$1,529,907	\$2,012,694	\$1,743,117

Notes: 70-384 Expenditure total include minimal estimate 50 AF MWD purchase; revenue does not include rate increase proposed mid year. Payroll cost includes equivalent of 13.34 Full Time Equivalent (FTE). Expenditures include depreciation costs.

SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Total Water Fund (381,382,383,384)	\$2,744,808	\$3,068,049	\$2,645,000	\$2,645,000	\$3,126,708
Total	\$2,744,808	\$3,068,049	\$2,645,000	\$2,645,000	\$3,126,708

CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013

DIVISION					DIVISION NO.
Water Administration					70-381
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Public Works Director	0.20	0.25	0.25	0.25	0.25
City Engineer	0.05	0.00	0.00	0.00	0.00
Operations Manager	0.10	0.25	0.25	0.00	0.00
Sr. Management Analyst	0.05	0.00	0.00	0.00	0.00
Civil Engineering Assistant II	0.10	0.32	0.00	0.00	0.00
Civil Engineering Assistant I	0.30	0.00	0.00	0.00	0.00
Administrative Assistant	0.10	0.00	0.00	0.00	0.00
Administrative Analyst	0.25	0.20	0.20	0.20	0.20
Office Specialist	0.00	0.30	0.30	0.30	0.30
PW Office Specialist	0.00	0.25	0.25	0.25	0.25
Finance Office Specialist	0.15	0.15	0.00	0.00	0.00
Clerk, Part Time	0.00	0.75	0.00	0.00	0.00
Clerk/Deputy Treasurer	0.25	0.25	0.00	0.00	0.00
P.W. Superintendent	0.15	0.35	0.40	0.40	0.40
P.W. Field Supervisor I	0.00	0.10	0.10	0.10	0.10
P.W. Field Supervisor II	0.35	0.15	0.15	0.15	0.15
P.W. Admin. Coordinator	0.25	0.30	0.25	0.25	0.25
Maintenance Worker	0.25	0.00	0.00	0.00	0.00
Asst. Planner	0.10	0.05	0.00	0.00	0.00
Sr. Account Clerk	0.10	0.05	0.00	0.00	0.00
Total	2.75	3.72	2.15	1.90	1.90
WATER ADMIN. APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Services	\$341,256	\$399,775	\$294,781	\$276,892	\$243,734
Operating Expenses	464,386	504,007	542,155	470,845	573,092
Capital Outlay	1,263	4,019	8,750	1,200	8,750
Transfers	178,601	60,000	60,000	60,000	60,000
Total	\$985,506	\$967,801	\$905,686	\$808,937	\$885,576
4100	PERSONNEL SERVICES				\$243,734
4101	Personnel Costs - Includes direct staff and indirect staff assigned			\$243,734	
4200	OPERATING EXPENSES				\$573,092
4210	Utilities - 25% of 120 Macneil Street			\$4,817	
	Edison			\$3,372	
	Gas Company			\$1,445	
4220	Telephone - Water facilities			\$1,520	
4260	Contractual Services			\$6,900	
	Vector Control Gophers			\$500	
	Water Conservation - Consulting Services (In-house design work for FY 2011; defer \$10,000 expense to FY 2012)			\$0	
	SWRCB Fees			\$5,400	
	Underground Service Alert			\$1,000	

CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013

DIVISION		DIVISION NO.	
Water Administration		70-381	
0450-4260	Contractual Services - 120 Macneil & 501 First St Water Fund 70 pays for 25% of utilities and maintenance costs Sewer Fund 72 pays for 25% of utilities and maintenance costs Remaining 50% of costs is paid in General Fund account 01-390 HVAC maint, \$500/qtr \$500 Alarm monitor, \$30/mo \$90 Fire extinguisher maint. \$75 Automatic gate svc maint \$63 Janitorial, \$1325 monthly, labor & materials, 3 days per week service, 1 person crew + special clean ups + carpet & floor annual cleaning & spot cleaning \$4,025 (50% of total cost \$16,100; \$4,025 is charged to 70-381 + \$4,025 charged to 72-360) Pest control, \$75/qtr \$75 Ice Machine prev. maint. 125/qtr \$125	\$4,953	
4270	Professional Services Ulara Services \$30,400 Legal water consultant \$3,000 Water quality consultant \$3,000	\$36,400	
4290	Office Equipment Maintenance Annual copier lease & maintenance (Annual total = \$2880, shared with Funds 70, 72, 73 and 01-390) \$720 Misc. repair of computer & office equipment. \$500	\$1,220	
4300	Department Supplies Office Supplies \$500	\$500	
0450-4300	Supplies First Aid Kit and Supplies \$500 PW Ops building maintenance \$1,000	\$1,500	
4320	Department Equipment Maintenance Repair and Maintenance of handheld meters \$1,500 Maintenance of electronic equipment \$1,500	\$3,000	
4360	Personnel Training Employee Training \$1,000	\$1,000	
4365	Tuition Reimbursement	\$0	
4370	Meetings, Membership & Travel AWWA conference meeting and travel to Water utilities meetings; Joint venture fund (MWD) Memberships, personnel training & Meetings Foundation for Cross Connection Control and Hydraulic Research	\$1,000	

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
DIVISION			DIVISION NO.
Water Administration			70-381
4380	Subscriptions / Dues & Memberships	\$2,950	
	American Water Works Association \$350		
	Annual WCC & professional dues \$750		
	Division of Utilities \$750		
	Cross connection control certification (3 @ \$250) \$750		
	Water treatment and distribution certification (7 @ \$50) \$350		
4390	Vehicle Allowance and Mileage	\$250	
4400	Vehicle Maintenance	\$750	
4402	Fuel	\$1,197	
4405	Loan repayment to Sewer Fund; \$1,500,000 total loan, 15 year amortization	\$75,000	
4430	Activities & Programs \$1,000	\$9,000	
	Equipment, postage, outreach		
	Annual Consumer Confidence Report for all water customers \$8,000		
4450	Other Expenses	\$22,400	
	Property taxes for wells 7 reservoirs \$14,000		
	L.A. Fire Dept. Haz Mat permit \$400		
	Payment to DHS (AB 2995) regulatory fees \$8,000		
4480	Cost Allocation - Central Services includes admin salaries and overhead; does not include utilities	\$398,735	
4500	CAPITAL EXPENSES	\$8,750	
4500	Capital Equipment	\$8,750	
	Replacement office chairs \$750		
	Replacement computers & monitors \$1,500		
	Computer software updates; estimated \$20,000 expense will be split over 3 years, FY 2011, FY 2012 and FY 2013 \$5,000		
	Replacement handheld radios \$1,500		
4900	TRANSFERS	\$60,000	
0154-4941	Edgesoft System Allocation (FY07/08 to FY10/11) Total Allocation \$30,000 (FY09/10 alloc. was charged all to Water 70-381 instead of split with Sewer 72-360; FY10/11 alloc. will all be charged to Sewer 72-360 and removed from 70-381 Water to offset) Transfer to General Fund: Sewer portion of rental of city land at 120 Macneil.	\$0 \$60,000	
4950	Transfer to Pavement Management Fund; \$100,000 payment in FY 2011 is deferred	\$0	
TOTAL		\$885,576	

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013					
DIVISION			DIVISION NO.		
Utility Billing			70-382		
NARRATIVE					
<p>The Utility Billing Division provides customer service and utility billing for water, sewer, refuse, recycling, fire service, and hydrants on private property. Meters are read and customers are billed every two months. Water meters are read using an automated system including a hand-held meter reader, computer, and software interfaced with our computer system.</p> <p>The Division also prepares notices for delinquent accounts. Accounts not paid in the month in which the bills are issued become delinquent. Staff prepare and mail a second bill to overdue accounts with notification of turn-off policies if charges are not paid in full by the third week of the month in which they became delinquent. Approximately three working days before a scheduled turn-off date, a final notice is delivered by messenger to every unit on the premises.</p> <p>FY 2008-2009: The Water Utility Billing Division expanded use of the Eden computer system to track water usage and identify aging meters for replacement. Timely scheduled replacement of water meters was implemented, allowing for more accurate billing and preventing loss of revenues.</p> <p>FY 2009-2010: The Water Utility Billing Division continued to expand use of the Eden computer system to track water usage and identify aging meters for replacement. Increasing scheduled replacement of aging water meters will continue to improve billing accuracy and prevent loss of revenues. Use of an asset collection agency will be introduced to proactively collect unpaid billings.</p> <p>FY 2010-2011: The Water Utility Billing Division coordinated with field staff to audit and update water meter and account information, and use new audit procedures to improve billing accuracy and prevent loss of revenues. An RFP was prepared for selection of an asset collection agency to proactively collect unpaid billings. Scheduled replacement of aging water meters was expanded.</p> <p>FY 2011-2012: The Water Utility Billing Division will continue to expand use of the Eden computer system to track water usage, identify aging meters for replacement and continue to introduce new audit procedures to improve billing accuracy and prevent loss of revenues. Use of an asset collection agency will be implemented to proactively collect unpaid billings. Scheduled replacement of aging water meters will be expanded, with a goal of reducing the average age of meters in use and increase billing accuracy.</p> <p>FY 2012-2013: Scheduled replacement of aging water meters will continue to be expanded, with a goal of reducing the average age of meters in use and increase billing accuracy.</p>					
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Public Works Director	0.00	0.20	0.20	0.20	0.20
Operations Manager	0.00	0.25	0.25	0.00	0.00
PW Field Supervisor I	0.00	0.35	0.30	0.30	0.30
PW Field Supervisor II	0.30	0.15	0.15	0.15	0.15
Sr. Account Clerk	0.90	0.40	0.20	0.00	0.00
Administrative Assistant	0.10	0.00	0.00	0.00	0.00
Administrative Analyst	0.10	0.35	0.35	0.35	0.35
Office Specialist	0.00	0.20	0.20	0.20	0.20
P.W. Office Specialist	0.00	0.00	0.00	0.00	0.00
Finance Office Specialist	0.00	0.60	0.20	0.00	0.00
Clerk, Part Time	0.00	0.00	0.10	0.00	0.00
Clerk/Deputy Treasurer	0.00	0.00	0.20	0.00	0.00

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013					
DIVISION					DIVISION NO.
Utility Billing					70-382
P.W. Admin. Coordinator	0.25	0.30	0.30	0.30	0.30
Maintenance Worker	0.25	0.00	0.00	0.00	0.00
Management Analyst	0.10	0.00	0.00	0.00	0.00
Civil Engineering Asst II	0.00	0.00	0.00	0.00	0.00
Sr. Maintenance Worker	0.00	0.05	0.05	0.00	0.00
P.W. Superintendent	0.10	0.15	0.10	0.10	0.10
Meter Technician	0.10	0.05	0.45	0.45	0.45
Water/Backflow Tech	0.05	0.00	0.00	0.00	0.00
Sr. Account Clerk	0.00	0.00	0.00	0.38	0.38
Clerk/Deputy Treasurer	0.00	0.00	0.00	0.13	0.13
Finance Office Specialist	0.00	0.00	0.00	0.38	0.38
PT Finance Clerk	0.00	0.00	0.00	0.25	0.25
Total	2.25	3.05	3.05	3.19	3.19
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Services	\$ 318,616	\$ 303,325	\$ 327,410	\$ 302,526	\$ 315,351
Operating Expenses	64,718	26,221	43,875	53,165	27,567
Capital Outlay	3,600	732	-	-	3,000
Transfers	-	-	-	-	-
Total	\$ 386,934	\$ 330,278	\$ 371,285	\$ 355,691	\$ 345,918
4100 PERSONNEL SERVICES					\$315,351
4100	Full time Salaries (Public Works)			\$237,406	
4103	Part time wages for Clerk Part Time			\$4,993	
4105	Full time Salaries (Finance)			\$72,952	
4200 OPERATING EXPENSES					\$27,567
4260	Contractual Services		Asset collection	\$1,500	
	System support contract services		\$1,500		
	Asset collection-charged to account holder				
4300	Department Supplies		\$3,750	\$7,500	
	Special forms, utility bills & computer supplies				
	Office Supplies		\$3,750		
	Postage for mailing bills, envelopes & office supplies				
4320	Equipment Maintenance			\$11,500	
	Hand Held Technical Support (monthly invoice)		\$4,000		
	Eden Utility Billing Technical Support		\$7,500		
4400	Vehicle Maintenance			\$875	
4402	Fuel			\$6,192	
4471	Cost Allocation- \$20,000 Central Services includes salaries and overhead. Consolidated charges and moved to 70-381-4480			\$0	

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
DIVISION Utility Billing			DIVISION NO. 70-382
4500	CAPITAL EXPENSES		\$3,000
4500	Capital Equipment		\$3,000
	Computer station replacement; system upgrades to work with utility billing systems	\$2,000	
	Computer software updates	\$1,000	
TOTAL			\$345,918

DRAFT

*This Page
Intentionally
Left Blank*

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION**DIVISION NO.****Water Distribution****70-383****NARRATIVE**

The Water Distribution Division is responsible for providing water to all City water customers in sufficient quantities to meet domestic and fire service demands. This includes maintenance of approximately 66.5 miles of water mains, 5,264 water services and 548 fire hydrants. The Division is also responsible for installing new domestic services and new fire protection services ordered by customers.

FY 2010-2011: The Water Distribution Division expanded a proactive water meter replacement and fire hydrant upgrade program. Water meter replacement continued monthly by staff for broken or "dead" meters; scheduled replacement of meters continued for meters older than 15 years, resulting in more accurate readings and reduced revenue loss. The Division planned to implement the first phases for installation of a nitrate filtration system.

FY 2011-2012: The Water Distribution Division will continue a proactive water meter replacement and fire hydrant upgrade program. Water meter replacement will continue monthly for broken or "dead" meters and meters older than 15 years to provide more accurate readings and reduced revenue loss.

FY 2012-2013: With the new rate increase CIP activities will be expanded. Installation of a nitrate filtration system will be completed by end of calendar year.

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
PERSONNEL					
Meter Technician	0.05	0.20	0.15	0.15	0.15
Administrative Assistant	0.05	0.00	0.00	0.00	0.00
Administrative Analyst	0.05	0.00	0.00	0.10	0.10
P.W. Director	0.20	0.00	0.00	0.00	0.00
P.W. Superintendent	0.40	0.20	0.20	0.20	0.20
P.W. Field Supervisor II	0.30	0.60	0.50	0.50	0.50
PW Field Supervisor I	0.00	0.10	0.10	0.10	0.10
P.W. Maintenance Worker	1.60	1.05	1.20	1.20	1.20
P.W. Sr. Maintenance Worker	0.30	0.85	0.60	0.60	0.60
City Engineer	0.05	0.00	0.00	0.00	0.00
Operations Manager	0.15	0.00	0.00	0.00	0.00
Water/Backflow Technician	0.40	0.10	0.20	0.20	0.20
P.W. Admin. Coordinator	0.05	0.00	0.00	0.00	0.00
P.W. Office Specialist	0.00	0.00	0.00	0.00	0.00
Office Specialist	0.00	0.00	0.00	0.00	0.00
Civil Engineering Assistant II	0.20	0.35	0.40	0.40	0.40
Equipment/Material Supervisor	0.00	0.05	0.08	0.08	0.08
Mechanical Helper	0.05	0.05	0.08	0.08	0.08
Total	3.85	3.55	3.51	3.61	3.61
APPROPRIATIONS					
Personnel Services	\$459,204	\$382,334	\$404,651	\$401,066	\$397,034
Operating Expenses	657,572	537,770	658,451	638,021	652,737
Capital Outlay	78,447	72,995	61,500	53,644	614,190
Transfers	-	-	-	-	-
Total	\$1,195,223	\$993,099	\$1,124,602	\$1,092,731	\$1,663,961

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION		DIVISION NO.	
Water Distribution		70-383	
4100	PERSONNEL SERVICES	\$397,034	
4100	Personnel Costs	\$397,034	
OPERATING EXPENSES		\$652,737	
4250	Rents & Leases Forklift, barricades, steel plates, pumps, comp.	\$500	
4260	Contractual Services	\$5,000	
	Bee Extractions \$500		
	Hot taps for new connections \$500		
	Miscellaneous street/sidewalk repairs \$500		
	Utility trench repair (slurry & pavement) \$1,000		
	Backflow testing and Repair \$2,500		
4270	Professional Services Engineering Consultant \$2,500	\$2,500	
4300	Department Supplies	\$39,000	
0000-4300	Office Supplies \$1,000		
0302-4300	Material for Trench Repairs \$5,000		
0301-4300	Graffiti removal supplies \$500		
0301-4300	Repair supplies: Copper tubing, ductile iron pipe, gate valves, cast iron & ductile iron fittings, crosses, reducers, tees, repair clamps, couplings, etc. \$27,500		
0302-4300	Backflow supplies and devices \$5,000		
4310	Equipment and Supplies	\$5,556	
	Uniforms and Safety Gear:		
	Uniform replacements & new issues; \$320 per staff based on FTE assigned to -383 Division; jackets issued in FY 10, next issue FY 12 \$1,216		
	Rain and safety gear, average of \$450 per staff based on FTE assigned to -383 Division \$1,440		
	Service Volunteer gear issue, 10 @ \$40 \$400		
	Safety Equipment \$2,500		
4320	Equipment Maintenance	\$3,600	
	Maintenance of Electronic Equipment \$1,000		
	Equipment repair for customer service trucks & distribution truck \$2,600		
4340	Small Tools	\$2,500	
	Water 4 Truck Small Tools \$1,250		
	Distribution Truck \$1,250		
4360	Personnel Training	\$750	
4400	Vehicle Maintenance	\$6,120	
4402	Fuel	\$9,211	
4820	Depreciation Expenses - Water Equipment; expense deposits to trial balance for Fund 70	\$578,000	

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION		DIVISION NO.	
Water Distribution		70-383	
CAPITAL EXPENSES/PROJECTS			\$614,190
4500	Capital Equipment	\$103,500	
	Traffic Safety Signage	\$0	
	Replacement power equipment	\$3,500	
	Emission system upgrade for City veh#WA8997 dump	\$0	
	Hydraulic cut saw, \$13,000. Deferred	\$0	
	Replacement of Medium Duty Backhoe, D310JS or similar. Purchase delay could incur substantial lease or rental costs in case of equipment breakdown.	\$100,000	
	Replacement of Heavy Duty Dump Truck (Vehicle #PW0873) w/ CNG fueled truck (\$120,000 total cost) Deferred	\$0	
	Replacement of F150 utility truck w/ electric vehicle \$20,000 total cost. Deferred	\$0	
	Replace F150 utility truck w/ small utility vehicle, \$30,000 total cost. Deferred	\$0	
4600	Water Distribution Projects	\$68,000	
0000-4600	Large Service Installments - work for new services is charged directly to the account holder as a deposit	\$5,000	
0700-4600	Water Meter Replacement Program	\$55,000	
0701-4600	Fire Hydrant Upgrade Program - typically \$16,000 per	\$8,000	
4600	Water Main Replacement:	\$442,690	
	Macneil: 900 Block	\$100,738	
	Lucas: 900-1000 Block	\$81,862	
	N. Huntington: 400 Block	\$96,294	
	Alexander: 800 Block	\$91,410	
	Knox & Hubbard Tie-ins	\$36,190	
	Chivers & Hubbard Tie-ins	\$36,196	
TOTAL			\$1,663,961

*This Page
Intentionally
Left Blank*

CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013

DIVISION**DIVISION NO.****Water Production****70-384****NARRATIVE**

The Water Production Division is responsible for all operations and maintenance of the City's four wells, three booster pump stations, four reservoirs and two pressure regulation stations. All the wells are in the Sylmar area with power being supplied by the Los Angeles Department of Water and Power (LADWP). Imported water is purchased from Metropolitan Water District (MWD) of Southern California to supplement the local ground water supplies. There are also two emergency connections to the City from LADWP water systems.

FY 2009-2010: The Water Production Division budgeted for purchase of approximately 783 acre feet of MWD water to meet Tier 1 contract obligation, supplement ground water supply and to serve as a contingency if needed for future drought conditions. The Division also continued a multi-year program to rehabilitating booster pumps and motor control systems, continued planning for installation of a nitrate removal system, continued upgrades of the backflow computer program and continued a multi-year program of security fencing improvements at facilities. The Division also implemented a new phase of a water conservation.

FY 2010-2011: The Water Production Division deferred purchase of MWD water supply, due in part to success of conservation efforts. The program of rehabilitating booster pumps and motor control systems continued. Site improvements began at the lower reservoir site for installation of a nitrate removal system in FY 12. The first phase for installation of a nitrate filtration system was approved by City Council to begin lease of a system.

FY 2011-2012: The Water Production Division has planned for minimal purchase of MWD water as supplement if demand exceeds pumping capacity from City wells. Water conservation efforts will continue with introduction of xeriscape and drought tolerant plants at well and reservoir sites.

FY 2012-2013: The Water Production Division has planned for minimal purchase of MWD water as supplement if demand exceeds pumping capacity from City wells. The first phase for installation of a nitrate filtration system is planned to continue with operation expected to begin by December 2012 with continued Water conservation efforts will continue with introduction of xeriscape and drought tolerant plants at well and reservoir sites.

PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
P.W. Director	0.10	0.00	0.00	0.00	0.00
City Engineer	0.10	0.00	0.00	0.00	0.00
Civil Engineering Assistant II	0.20	0.00	0.45	0.45	0.45
Sr. Management Analyst	0.05	0.00	0.00	0.00	0.00
PW Field Supervisor I	0.40	0.35	0.40	0.35	0.35
Office Specialist	0.10	0.00	0.00	0.00	0.00
P.W. Superintendent	0.35	0.50	0.55	0.55	0.55
PW Field Supervisor II	0.05	0.40	0.35	0.40	0.40
Maintenance Worker	0.80	1.20	1.24	1.24	1.24
Senior Maintenance Worker	0.50	1.00	0.45	0.45	0.45
Administrative Analyst	0.10	0.00	0.00	0.10	0.10
Meter Technician	0.25	0.25	0.15	0.15	0.15
Backflow Tech/Pump Operator	0.55	0.70	0.70	0.70	0.70
P.W. Admin. Coordinator	0.10	0.00	0.00	0.00	0.00
P.W. Office Specialist	0.10	0.00	0.00	0.00	0.00
Equip & Material Supervisor	0.10	0.20	0.07	0.07	0.07
Mechanical Helper	0.10	0.20	0.07	0.07	0.07
Electrical Supervisor	0.10	0.10	0.10	0.10	0.10
Bldg Maint / Electrical Helper	0.00	0.10	0.10	0.10	0.10
Maintenance Helper	0.10	0.00	0.00	0.00	0.00
Total	4.15	5.00	4.63	4.73	4.73

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION					DIVISION NO.
Water Production					70-384
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Services	\$478,679	\$577,574	\$554,737	\$560,879	\$534,536
Operating Expenses	359,505	413,947	569,199	325,005	600,025
Capital Outlay	45,685	72,522	290,073	189,552	638,408
Transfers	22,350	1,000	1,000	1,000	1,000
Total	\$906,219	\$1,065,043	\$1,415,009	\$1,076,436	\$1,773,969
4100	PERSONNEL SERVICES				\$534,536
4100	Personnel Costs			\$534,536	
4200	OPERATING EXPENSES				\$600,025
4210	Utilities			\$169,326	
	Well pumps & irrigation system-DWP			\$129,937	
	Edison (MWD booster pumps 3&4)			\$11,826	
	Edison (Arroyo booster pumps)			\$27,563	
4220	Telephone			\$6,820	
4250	Rents & Leases			\$1,500	
	Equipment rental				
4260	Contractual Services			\$302,818	
	Water sampling and analysis			\$59,000	
	Water well 7a coming online			\$5,000	
	Well-Site Acid Washes			\$3,000	
	Landscape maintenance at wells and reservoirs - staff replaced contractor			\$0	
	Inspection of reservoirs			\$3,000	
	SCADA retrofit, expansion			\$7,500	
	Nitrate Removal System, warranty and service agreement			\$176,928	
4260	Computer Software Upgrade			\$48,390	
4300	Department Supplies			\$12,500	
0000-4300	Office Supplies			\$1,000	
0301-4300	Chlorine for water disinfection			\$2,000	
0301-4300	Salt for on-site chlorine generation			\$7,500	
0301-4300	Chlorine assembly & generation parts and supplies			\$2,000	

CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013

DIVISION			DIVISION NO.
Water Production			70-384
4310	Equipment and Supplies Uniforms and Safety Gear: Uniform replacements & new issues; \$320 per staff based on FTE assigned to -384 Division; jackets issued in FY 10, next issue FY 12 Rain and safety gear, average of \$450 per staff based on FTE assigned to -384 Division Service Volunteer gear issue, 10@\$40 Safety gear	\$1,344 \$1,890 \$400 \$1,000	\$4,634
4320	Equipment Maintenance Equipment Repair On-Site Chlorine Generation System Maint. Maintenance of Electronic Equipment Security camera maintenance and repairs - Deferred	\$4,000 \$5,000 \$1,000 \$0	\$10,000
4330	Building Maint and Repair		\$2,000
4340	Small Tools		\$1,000
4360	Personnel Training		\$1,000
4370	Meetings, Memberships, Licenses and Training		\$750
4400	Vehicle Maintenance		\$1,150
4402	Fuel		\$3,127
4430	Activities & Programs		\$1,500
	MWD Solar Cup-canceled by LAUSD Water conservation outreach	\$0 \$1,500	
4450	Other Expenses Purchase of 50 acre feet of MWD water @ \$702. Actual cost depending on demand. City pumps 3,405 acre feet per year from City owned wells. A credit from MWD to the City for 915 acre feet was redeemed in FY 11. No further credits exist. Purchase of MWD water is required if water demand exceeds City production capacity. Cost to pump MWD maximum allowance of 629 acre feet = \$441,558. Actual cost depends on demand; contingency for purchase of 100 acre feet is budgeted for FY 12. MWD Connection Maintenance Charge Increased in 2010 from \$6,000 to \$3,700 per month; increased to \$3,900 in FY 11	\$35,100 \$46,800	\$81,900
4500	CAPITAL EXPENSES/PROJECTS		\$4,000
4500	Capital Equipment Construction Water Meter with Backflow \$2,500 Defer. Replacement computer work station \$1,500. Replacement Utility Vehicle \$40,000	\$2,500 \$1,500 \$0	\$4,000

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION		DIVISION NO.	
Water Production		70-384	
4600	CAPITAL PROJECTS	\$634,408	
4600	Capital Projects	\$634,408	
	Reservoir inspection and minor repairs	\$10,000	
	Nitrate Removal System, warranty service agreement	\$66,000	
	Nitrate Removal System, system lease, 5 year term beginning 11/2/11 at \$6,676 per month.	\$53,408	
	Site preparation, for installation of new water treatment system; engineering, design, civil and electrical work	\$300,000	
	On Site Chlorine System, for use with new water treatment system	\$150,000	
	Industrial sewer line installation, for use with new water treatment system, assume 200' line at \$175 per foot plus permit expense	\$40,000	
	Arroyo Booster Pump #3 - rebuild pump and motor. Defer.	\$15,000	
	Panel Upgrade at Well 7A, estimated cost up to \$100,000, Defer.	\$0	
	Rehab MWD Booster Site 3, estimated cost of \$30,000, Defer	\$0	
4600	Water sites security program: fencing, lighting, cameras, etc. Multiyear program with estimated total cost over 5 years = \$250,000 Defer.	\$0	
4900	TRANSFERS	\$1,000	
4901	Transfer Accounts	\$1,000	
	Transfer from General fund:		
	01-390 Dept. supplies	\$1,000	
	Upgrade of irrigation system (Well Sites), plumbing, electrical, landscape repairs		
TOTAL			\$1,773,969

CITY OF SAN FERNANDO					
PROPOSED BUDGET					
FY 2012-2013					
DIVISION			DIVISION NO		
Sewer Maintenance			72-360		
NARRATIVE					
<p>The Sewer Maintenance Division performs maintenance of the City's sanitary sewer system by scheduled routine cleaning of sewer main lines and manholes. The sewer system is made up of approximately 40 miles (215,915 linear feet) of mains and over 800 manholes. The City contracts with the City of Los Angeles for sewage treatment and disposal. Since 1985, the City has contracted with the County of Los Angeles for the enforcement of the City's Industrial Waste Program. Industrial waste permit fees cover the cost of this program.</p> <p>In 1995, the City of San Fernando Redevelopment Agency / City Council approved a \$1,000,000 payment to the Sewer Fund for the Agency's share of capacity at the Hyperion Treatment Plant per the City's contract with the City of Los Angeles. This agreement was structured for a 25 year period with annual installments set at \$40,000.</p> <p>FY 2009-2010: Staff continued a proactive program of annual preventative maintenance of the sewer system city wide, and weekly preventative cleaning of known trouble spots. Video inspection of storm drain lines was done as required by the National Pollutant Discharge Elimination System (NPDES). The City Engineer will continued increased monitoring and mapping of pass through flow from development in Sylmar.</p> <p>FY 2010-2011: Staff continued proactive maintenance programs. A loan from the Sewer Fund to RDA totaling \$463,000 was made in May 2010 with two notes in the amount \$231,500. Beginning in FY 2010-2011 interest payments will be made semi-annually from RDA areas #2 & #4; the loan notes will mature May 15, 2014.</p> <p>FY 2011-2012: Staff will continue proactive maintenance programs, monitoring and mapping programs. A loan from the Sewer Fund to RDA totaling \$463,000 was made in May 2010 with two notes in the amount \$231,500. Interest payments will continue to be made semi-annually from RDA areas #2 & #4; the loan notes will mature May 15, 2014. In FY 2011-2012 payment to Sewer Fund for a previous loan of \$1.5 million loan from Sewer Fund to Water Fund will resume with payment of \$75,000 to the Sewer fund from Water fund. Rates adjustments will be proposed for implementation at mid year in compliance with Prop 218 requirements. Meanwhile, all capital equipment purchases such as vehicle and power tool replacement, and all capital projects such as sewer line replacement are deferred until rate increases are implemented to build operating and capital reserve.</p> <p>FY 2012-2013: Staff will continue proactive maintenance programs, monitoring and mapping programs. With the recent approval of the sewer rate increase CIP activities have been expanded.</p>					
PERSONNEL	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Public Works Director	0.15	0.25	0.10	0.10	0.10
Administrative Analyst	0.20	0.15	0.10	0.10	0.10
City Engineer	0.20	0.00	0.00	0.00	0.00
Operations Manager	0.20	0.15	0.10	0.00	0.00
Civil Engineering Assistant II	0.50	0.50	0.20	0.20	0.20
Office Specialist	0.10	0.20	0.10	0.10	0.10
Clerk PT	0.00	0.00	0.15	0.00	0.00
Clerk/Deputy Treasurer	0.00	0.00	0.00	0.00	0.00
Finance Office Specialist	0.00	0.00	0.25	0.00	0.00
Senior Account Clerk	0.00	0.50	0.20	0.50	0.50
Sr. Management Analyst	0.35	0.00	0.00	0.00	0.00
P.W. Superintendent	0.25	0.25	0.20	0.20	0.20
Maintenance Worker	1.65	0.95	0.85	1.03	1.03
Senior Maintenance Worker	2.40	1.00	1.55	1.62	1.62
P.W. Maintenance Helper - PT	0.00	0.20	0.00	0.00	0.00
P.W. Office Specialist	0.10	0.10	0.10	0.10	0.10
P.W. Admin. Coordinator	0.15	0.10	0.10	0.10	0.10
P.W. Field Supervisor I	0.05	0.30	0.10	0.10	0.10

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013					
DIVISION				DIVISION NO.	
Sewer Maintenance				72-360	
Equipment & Material Supervisor	0.15	0.10	0.15	0.00	0.00
Meter Technician	0.15	0.10	0.10	0.10	0.10
Mechanical Helper	0.20	0.10	0.15	0.15	0.15
Asst. Planner	0.00	0.05	0.00	0.00	0.00
Backflow Tech/Pump Operator	0.00	0.20	0.10	0.10	0.10
P.W. Field Supervisor II	0.60	0.40	0.65	0.65	0.65
Finance Sr. Account Clerk	0.00	0.00	0.00	0.38	0.38
Clerk/Deputy Treasurer	0.00	0.00	0.00	0.13	0.13
Finance Office Specialist	0.00	0.00	0.00	0.38	0.38
PT Finance Clerk	0.00	0.00	0.00	0.25	0.25
Total	7.40	5.60	5.25	6.29	6.29
BALANCE SHEET	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Beginning Balance	\$1,227,382	\$870,570	\$1,347,163	\$1,347,163	\$1,445,279
Revenues	2,404,888	2,403,635	2,363,500	2,194,353	2,434,569
Expenditures	2,761,700	1,927,042	2,392,482	2,096,237	2,658,544
Capital Items	-	-	-	-	133,000
Ending Balance	\$870,570	\$1,347,163	\$1,318,181	\$1,445,279	\$1,354,304
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Services	\$728,824	\$671,236	\$591,382	\$600,469	\$617,385
Operating Expenses	1,363,343	867,335	1,238,490	1,065,768	1,345,549
Capital Outlay	522,582	318,471	502,610	370,000	635,610
Transfers	146,951	70,000	60,000	60,000	60,000
Total	\$2,761,700	\$1,927,042	\$2,392,482	\$2,096,237	\$2,658,544
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
72-3745 Sewer Fund (misc. revenue 72-3820, 3821, 3840)	\$2,367,242	\$2,383,329	\$2,353,500	\$2,192,000	\$2,359,569
72-3500 Interest Income: Water Fund Int. Only pmt	37,645	20,306	10,000	2,353	-
72-3500 Income: Water Fund loan pmnt	-	-	-	-	75,000
72-3997 Interest Income: RDA Int. Only pmt	-	-	-	-	-
Total	\$2,404,888	\$2,403,635	\$2,363,500	\$2,194,353	\$2,434,569
4100 PERSONNEL SERVICES					\$617,385
4101 Personnel Costs (Public Works)				\$539,981	
4103 Part time wages for Clerk Part Time				\$4,993	
4105 Personnel Costs (Finance)				\$72,411	

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
DIVISION Sewer Maintenance			DIVISION NO. 72-360
4200	OPERATING EXPENSES		\$1,345,549
4210	Utilities - 25% of 120 Macneil Street Edison \$3,260 Gas Company \$1,400	\$4,660	
4220	Telephone Cell phone for Stand By	\$990	
4250	Rents and Leases Equipmental rental in case of sewer vacuum truck breakdown	\$850	
4260	Contractual Services Composite wastewater sample and outflow measure performed as annual contract service; results are used as comparison to L.A. City charges. Current vendor = ADS Environmental. \$11,472 L.A. City wastewater treatment & disposal charges due each 2 months. Payments for FY 10-11 assume a 2.5% increase for payments after 9/30/11; actual increase will be announced by City of L.A. in Sept. 2011. July 30 and Sept. 30 payments are estimated at \$104,434; Nov., Jan., March and May payments are estimated at \$107,045 \$637,048 NPDES Program annual contract services: monitor and catalog storm drain materials; perform inspections; prepare reports. Program costs are shared between Funds 72 and 73. Current vendor = Tecs Environmental. \$17,000 Sewer Management Plan with citywide video survey inspection \$124,439 Video inspection of sewer lines as required for repair response to blockages. Typical crew cost is \$175 per hour or \$0.70 per linear foot with 2,000 foot minimum \$1,500	\$825,472	

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
DIVISION Sewer Maintenance			DIVISION NO. 72-360
4260	<p>Video inspect 25,000 linear ft of sewer line scheduled every five year. Last completed FY05/06 Scheduled for FY 2011 at estimated cost of \$25,000. Defer to FY 2013</p> <p>Sewer overflow response and cleanup. Average of 3 incidents per year at \$2,800 each</p> <p>Pesticide spraying at 809 sewer manholes scheduled every 2 years. Service last completed May 2012. Scheduled spraying needed in 2014. In between years, do spot spraying as needed.</p> <p>Anti-root foaming at trouble spots, approx. 3,350 linear feet each year.</p> <p>Anti-root foaming preventative maintenance - main street easements and trouble spots, 10,983 linear ft every three years. Last done June 2011 at \$1.59 per linear foot.</p> <p>Service clarifier tank at Equipment Yd, 2 visits at \$1,750 each</p> <p>Disposal of hazardous waste per EPA Title 8, Article 109, sec 5192. Waste is generated by City Yard or collected by Public Works crews during pickup of materials dumped on City properties and on public right of ways. Annual estimated FY 12 cost of \$6,000 is shared between Sewer Maintenance Division (72-360) and Refuse / Environmental Division (73-350).</p>	<p>\$0</p> <p>\$8,400</p> <p>\$0</p> <p>\$5,360</p> <p>\$13,753</p> <p>\$3,500</p> <p>\$3,000</p>	
4260	<p>0450 120 Macneil & 501 First St. (50% of costs are charged to 70-381 + 72-360)</p> <p>HVAC maint, \$525/qtr</p> <p>Alarm monitor, \$45/mo</p> <p>Fire extinguisher maint.</p> <p>Automatic gate svc maint</p> <p>Janitorial, \$1325 monthly, labor & materials, 3 days per</p> <p>(50% of total cost \$16,100; \$4,025 is charged to 70-381 + \$4,025 charged to 72-360)</p> <p>Pest control, \$75/qtr</p> <p>Ice Machine prev. maint. 125/qtr</p>	<p>\$1,050</p> <p>\$270</p> <p>\$75</p> <p>\$63</p> <p>\$4,025</p> <p>\$75</p> <p>\$125</p>	\$5,683
4270	<p>Professional Services</p> <p>NPDES Program annual contract services: report preparation, engineering consultation and outreach</p> <p>Sewer Model Data - Pipe Data & Flow Data; work deferred to FY 2013 except for private developments which will be direct charged for services</p>	<p>\$7,500</p> <p>\$0</p>	\$7,500
4290	<p>Office Equipment Maintenance</p> <p>Annual copier lease & maintenance (Annual total = \$2880, shared with Funds 70, 72, 73 and 01-390)</p> <p>Misc. repair of computer & office equipment.</p>	<p>\$720</p> <p>\$230</p>	\$950

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
DIVISION			DIVISION NO.
Sewer Maintenance			72-360
4300	Department Supplies		\$9,500
0000-4300	Office Supplies; utility billing forms and misc. supplies	\$7,000	
0301-4300	Safety Barricades	\$1,000	
0301-4300	Cockroach killer, sewer lid silencers access lids, frames & covers	\$500	
0301-4300	Environmental cleaning supplies: degreasers, concrete cleaner, wash detergent, etc.	\$500	
0301-4300	Supplies for overflow response	\$500	
4320	Department Equipment Maintenance		\$3,500
	Service, repair & calibrate gas indicators	\$1,500	
	Eden Utility Billing Technical Support	\$2,000	
4310	Equipment and Supplies		\$5,630
	Uniforms and Safety Gear:		
	Uniform replacements & new issues; \$320 per staff based on FTE assigned to 72-360 Division; jackets issued in FY 10, next issue FY 12	\$1,580	
	Rain and safety gear, average of \$450 per staff based on FTE assigned to 72-360 Division	\$1,800	
	Service Volunteer gear issue, 5 @ \$40	\$200	
	Safety boots/shoes, 5 pairs @ \$150 average	\$750	
	Coveralls, 5 @ \$60	\$300	
	Safety equipment	\$1,000	
4340	Small Tools		\$500
4360	Personnel Training		\$2,250
	Annual personnel training, sewer model training	\$750	
	Class B licenses with Hazmat endorsement training (BIT) (11 staff). Renewal Deferred	\$0	
	Ongoing confined space training	\$500	
	Haz mat transportation- driver training	\$500	
	Annual pesticide training DOA	\$500	
4400	Vehicle Maintenance		\$5,370
	Purchase of safety tightings for vehicles	\$1,500	
4402	Fuel	\$3,870	

CITY OF SAN FERNANDO PROPOSED BUDGET FY 2012-2013			
DIVISION			DIVISION NO.
Sewer Maintenance			72-360
4430	Activities & Programs		\$43,500
	Industrial Waste Program; bi-monthly payments to L.A. County Dept. of Public Works to administer wastewater contract with L.A. City for treatment and disposal and perform inspections.	\$40,000	
	Utility trench repair	\$2,500	
	TMDL / NPDES Program - outreach	\$1,000	
	Disposal of hazardous waste collected during Neighborhood Cleanup events. Deferred.	\$0	
4450	EPA permit to operate clarifier tank at Equipment Yard, \$1,200 annual fee	\$1,200	\$1,200
4480	Cost Allocation- Central Services includes salaries and overhead.		\$286,742
4820	Depreciation expense - Sewer Equipment		\$141,252
CAPITAL EXPENSES			\$133,000
4500	Capital Equipment		
	Edgesoft Maintenance - Service agreement cost FY 11/12 to FY 14/15 is \$36,000. Public Works cost allocation = \$12,000 split over 01-310 and Funds 70, 72 and 73	\$3,000	
	Purchase of new backhoe, estimated \$90,000 Deferred.	\$0	
	Replacement of 1976 Heavy Duty Dump Truck (Veh #PW0873) w/ CNG fueled truck (\$120,000 total cost) Deferred	\$0	
	Replacement of 1976 sewer jet trailer (\$130,000 total cost).	\$130,000	
	Replacement of two F150 utility trucks w/ utility vehicle (\$30,000 total cost). Deferred	\$0	
	Utility vehicle accessories: trailer, hitches, etc. Deferred	\$0	
4600 CAPITAL PROJECTS			\$502,610
4600	Payment to L.A. City for capital costs of wastewater treatment & conveyance facilities. Payments for FY 10-11 assume a 2.5% increase for payments after 9/30/11; actual increase will be announced by City of L.A. in Sept. 2011. July 30 and Sept. 30 payments are estimated at \$82,395; Nov., Jan., March and May payments are estimated at \$84,455	\$502,610	
	Sewer renovation & repair project (video inspection, lining, spot repairs, manhole rehab) - Deferred	\$0	
	Permanent Sewer inflow monitoring - Deferred	\$0	
	Flow Meter Replacements, typically \$2,000 per year. Deferred	\$0	
	Manhole replacement, typically 2 per year at \$10,000 each. Deferred	\$0	
	New Sewer Lines and Replacements as per Capital Improvement Plan (CIP) Deferred	\$0	
4900 TRANSFERS			\$60,000
4941	Edgesoft System Allocation Refer to object code 4500		
4901	Transfer to General Fund: Sewer portion of rental of city land at 120 Macneil.	\$60,000	
4950	Transfer to Pavement Management Fund. Deferred	\$0	
TOTAL			\$2,658,544

CITY OF SAN FERNANDO

PROPOSED BUDGET

FY 2012-2013

DIVISION

DIVISION NO.

Refuse/Environmental

73-350

NARRATIVE

The Refuse/Environmental Division provides single-family residential solid waste collection services and administration of the City's Source Reduction and Recycling Element (SRRE) and Household Hazardous Waste Element (HHWE) plans.

The SRRE, mandated by State Assembly Bill 939, describes how the City planned to reduce the amount of solid waste land fill 25 percent by 1995, and 50 percent by the year 2000. Additionally, State Senate Bill 1066 mandated that jurisdictions maintain a 50% diversion rate after the year 2000 and continue to implement SRRE programs. The goal of the HHWE is to reduce the amount and toxicity of solid waste land fill. Residential sector SRRE programs, which coordinate residential refuse, yard clippings and recyclables collection, source reduction programs and public education, are provided through a seven year contract with Crown Disposal. San Fernando residents are also encouraged to participate in recycling and Household Hazardous Waste programs, the curbside Used Oil Recycling Program and annual Cleanup Events.

In order to allow for a more accurate calculation of the City's solid waste diversion rate, the City ADOPTED and received approval from the California Integrated Waste Management Board (now known as CalRecycle) for a Base Year change to 1998 for the City's SRRE. The Board determined that the City had complied with AB939 requirements and successfully implemented programs outlined in the City's SRRE. The City received approval from the Board for a "good faith effort" with a diversion rate of 46% for the year 2000. The City completed its 2001 Annual Report to the California Integrated Waste Management Board (CIWMB) with a submitted diversion rate of 56% based on the newly approved base year.

FY 2010-2011: Diversion rates exceeded 58%. Rates adjustments proposed at mid year were deferred. Staff continued audits of commercial and residential refuse accounts to improve billing accuracy. Part Time Maintenance Helper staff continued to be utilized to perform dumped item collection and weekly reports to the refuse collector for the Bulky Item Pickup Program.

FY 2011-2012: Staff will continue to implement SRRE and HHWE programs. Rates adjustments will be proposed for implementation at mid year in compliance with Prop 218 requirements. Staff will continue on-going audits of commercial and residential refuse accounts for billing accuracy. Part Time Maintenance Helper staff will continue to be utilized to perform dumped item collection and weekly reports to the refuse collector for the Bulky Item Pickup Program.

FY 2012-2013: Staff will continue to implement SRRE and HHWE programs. The recent sewer rate increases will allow for improve monitoring of State mandated diversion goals.

	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
BALANCE SHEET					
Beginning Balance		\$9,566	\$56,961	\$56,961	\$274,823
Revenues	1,110,869	1,125,037	1,109,954	1,109,954	1,109,954
Expenditures	1,101,303	1,077,642	1,026,595	892,092	1,114,197
Ending Balance	\$9,566	\$56,961	\$140,320	\$274,823	\$270,580
	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
PERSONNEL					
Civil Engineering Assistant II	0.10	0.00	0.00	0.00	0.00
P.W. Director	0.00	0.00	0.00	0.00	0.00
City Engineer	0.10	0.00	0.00	0.00	0.00
Operations Manager	0.05	0.00	0.00	0.00	0.00
Office Specialist	0.15	0.10	0.05	0.00	0.00
Sr. Account Clerk	0.00	0.00	0.10	0.00	0.00
P.W. Office Specialist	0.05	0.00	0.05	0.00	0.00
Administrative Analyst	0.00	0.05	0.00	0.00	0.00
Clerk PT	0.00	0.00	0.15	0.00	0.00
Clerk/Deputy Treasurer	0.00	0.00	0.05	0.00	0.00
Finance Office Specialist	0.00	0.00	0.25	0.00	0.00
P.W. Admin Coordinator	0.00	0.00	0.05	0.05	0.05
P.W. Maintenance Helper PT	0.00	1.20	0.72	0.00	0.00

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION					DIVISION NO.
Refuse/Environmental					73-350
P.W. Superintendent	0.50	0.05	0.00	0.00	0.00
Equipment Supervisor	0.00	0.00	0.05	0.00	0.00
Mechanical Helper	0.10	0.00	0.05	0.00	0.00
Sr. Maintenance Worker	0.35	0.25	0.07	0.00	0.00
P.W. Field Supervisor II	0.00	0.10	0.00	0.00	0.00
P.W. Field Supervisor I	0.05	0.00	0.00	0.00	0.00
Maintenance Worker	0.20	0.25	0.35	0.00	0.00
Finance Office Specialist	0.00	0.00	0.00	0.25	0.25
Total	1.65	2.00	1.94	0.30	0.30
APPROPRIATIONS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
Personnel Services	\$126,221	\$110,319	\$73,618	\$74,943	\$20,542
Operating Expenses	972,082	967,324	952,977	817,149	1,090,655
Capital Outlay	-	-	-	-	-
Transfers	3,000	-	-	-	3,000
Total	\$1,101,303	\$1,077,642	\$1,026,595	\$892,092	\$1,114,197
SOURCE OF FUNDS	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGETED 2011-2012	ESTIMATED 2011-2012	PROPOSED 2012-2013
73 Refuse Disposal Fund	\$1,110,869	\$1,125,037	\$1,109,954	\$1,109,954	\$1,109,954
Total	\$1,110,869	\$1,125,037	\$1,109,954	\$1,109,954	\$1,109,954
4100 PERSONNEL SERVICES					\$20,542
4101 Personnel costs (Public Works)				\$4,714	
Personnel costs (Finance)				\$15,828	
4200 OPERATING EXPENSES					\$1,090,655
4260 Contractual Services				\$936,355	
	Automated residential contract with Crown Disposal. Base service cost per month is \$65,959.60 plus additional fees for added collections. Fy 2010-11 monthly average cost was \$66,506. The contract allows for a CPI increase each Jan 1 based on previous December to December CPI increase. Estimated increased rate per month beginning Jan. 1 2013 is \$67,280 plus additional fees for added collections requested by Public works.			\$856,355	
	RFP for trash services Consultant			\$60,000	
4260 Disposal of hazardous waste per EPA Title 8, Article 109, sec 5192.				\$3,000	
	The waste is generated by City Yard or collected by Public Works crews during routine pickup of materials dumped on City properties and on public right of ways. Annual estimated FY 12 cost of \$6,000 is shared between Sewer Maintenance Division (72-360) and Refuse / Environmental Division (73-350).				
	NPDES Program annual contract services: monitor and catalog storm drain materials; perform inspections; report preparation. Program costs are shared between Funds 72 and 73			\$17,000	

CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013

DIVISION			DIVISION NO.
Refuse/Environmental			73-350
4270	Professional Services NPDES Program annual contract services: report preparation, engineering consultation and outreach	\$3,500	\$3,500
4290	Office Equipment Maintenance Annual copier lease & maintenance (Annual total = \$2880, shared with Funds 70, 72, 73 and 01-390) Misc. repair of computer & office equipment.	\$720 \$400	\$1,120
4300	Department Supplies Office Supplies for Public Works Utility billing forms & misc. supplies	\$500 \$6,000	\$6,500
4310	Equipment and Supplies Uniforms and Safety Gear: Uniform replacements & new issues; \$320 per staff based on FTE assigned to 73-350 Division; jackets issued in FY 10, next issue FY 12 Rain and safety gear, average of \$450 per staff based on FTE assigned to 73-350 Division Service Volunteer gear issue, 4 @ \$40 Safety shoes, 3 pairs @ \$150 Coveralls, 3 @ \$60	\$384 \$540 \$160 \$450 \$180	\$1,714
4320	Department Equipment Maintenance Safety Equipment		\$400
4360	Personnel Training (Education Reimbursement) SWM workshops, seminars & training courses		\$0
4370	Meetings & Memberships MMASC meetings		\$400
4380	Subscriptions / Dues & Memberships		\$0
4390	Vehicle Allowance & Mileage for seminar		\$200
4400	Vehicle Maintenance		\$1,325
4402	Fuel		\$1,259
4430	Activities & Programs Outreach and public education		\$0
4455	Bad Debts Expense		\$500
4470	Special Expense- \$30,000 Portion of total cost allocation for utility billing. Consolidated into Cost Allocation moved to acct 4480.		\$0
4480	Cost Allocation - Administrative Overhead		\$133,350
4820	Depreciation Expense - Machinery & Equipment		\$4,032

**CITY OF SAN FERNANDO
PROPOSED BUDGET
FY 2012-2013**

DIVISION		DIVISION NO.	
Refuse/Environmental		73-350	
4500	CAPITAL EQUIPMENT	\$3,000	
4500	Storm Drain Blockers - Refer to Fund 13 and 50	\$0	
	Edgesoft Maintenance	\$3,000	
	Total cost of maintenance agreement FY 11/12 to FY 14/15 is \$36,000. Public Works cost allocation = \$12,000 split over 01-310 and Funds 70, 72 and 73		
	Replacement of Heavy Duty Dump Truck (City Vehicle #PW0873 w/ CNG fueled truck (20% of \$120,000 total cost) - Deferred	\$0	
	Replacement of two F150 utility trucks w/ electric vehicle (20% of \$30,000 total cost) - Deferred	\$0	
	Replacement of two F150 utility trucks w/ small utility vehicle (20% of \$34,000 total cost) - Deferred	\$0	
	Utility vehicle accessories: trailer, hitches, etc. - Deferred	\$0	
TOTAL		\$1,114,197	

DRAFT