

**SAN FERNANDO CITY COUNCIL  
MINUTES**

**JUNE 18, 2018 – 6:00 P.M.  
REGULAR MEETING**

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

**CALL TO ORDER/ROLL CALL**

Mayor Sylvia Ballin called the meeting to order at 6:09 p.m.

Present:

Council: Mayor Sylvia Ballin, and Councilmembers Joel Fajardo and Robert C. Gonzales

Staff: City Manager Alexander P. Meyerhoff, Assistant City Attorney Richard Padilla and City Clerk Elena G. Chávez

Absent: Vice Mayor Antonio Lopez and Councilmember Jaime Soto

**PLEDGE OF ALLEGIANCE**

Led by Director of Recreation and Community Services Julian J. Venegas

**APPROVAL OF AGENDA**

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

**PRESENTATIONS**

The following presentations were made:

- a) CERTIFICATE OF APPRECIATION – VICTOR MARTINEZ (MARTINEZ INCOME TAX & ACCOUNTING)
- c) LOS ANGELES COUNTY PUBLIC LIBRARY – ANNUAL REPORT

*The following item from Councilmember Soto was removed from the agenda.*

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- b) PRESENTATION BY TREVOR M. RICHMOND, DEPUTY CHIEF BUREAU COMMANDER, LOS ANGELES FIRE DEPARTMENT OPERATIONS VALLEY BUREAU

At this time, Councilmembers, staff, and audience members shared comments and personal stories regarding Planning and Preservation Commissioner Theale “Stormy” Haupt who recently passed.

**DECORUM AND ORDER**

Assistant City Attorney Padilla provided a brief summary of the rules.

**PUBLIC STATEMENTS – WRITTEN/ORAL**

Lea Gonzalez, Congressman Tony Cardenas field representative, provided information regarding several upcoming events.

The following audience members talked about Mr. Haupt, expressed their sadness, and how much he will be missed:

Dee Akemon  
Linda Jauron  
Michael Remenih  
Irwin Rosenberg  
Tom Ross  
Alvin Durham  
Dave Bernal  
Jesse Avila

Mayor Ballin gave Councilmember Gonzales the extra gavel pad that was made by Mr. Haupt several years ago.

**CITY COUNCIL - LIAISON UPDATES**

Councilmember Fajardo gave updates regarding the League of California Cities meeting that he recently attended and on the various Ad Hoc Committees that he serves.

Councilmember Gonzales also talked about the League of California Cities meeting, said that the Independent Cities Association summer seminar is approaching, and gave an update regarding the Metro Service Council.

Mayor Ballin gave an update regarding the Foster Care Fun Day picnic and she thanked the various organizations and individuals that assisted in putting together the event.

**CONSENT CALENDAR**

City Manager Meyerhoff pulled Item No. 11 and Mayor Ballin pulled Item No. 6 for further discussion.

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

- 1) REQUEST TO APPROVE THE MINUTES OF:
  - a) MAY 29, 2018 – SPECIAL MEETING
  - b) JUNE 4, 2018 – SPECIAL MEETING
  - c) JUNE 4, 2018 – REGULAR MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO ADOPT A RESOLUTION SETTING THE FISCAL YEAR 2018-2019 ARTICLE XIIIIB APPROPRIATIONS (GANN) LIMIT
- 4) CONSIDERATION OF DISASTER COUNCIL APPOINTMENTS
- 5) CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE SALARY PLAN FOR FISCAL YEAR 2017-2018
- 7) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC WORKS/CITY ENGINEER TO EXECUTE RIGHT-OF-WAY CERTIFICATIONS FOR FEDERALLY FUNDED PROJECTS
- 8) CONSIDERATION TO APPROVE AN AGREEMENT BETWEEN THE LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY AND THE CITY OF SAN FERNANDO FOR COST SHARING FOR THE INSTALLATION OF MONITORING EQUIPMENT AND MONITORING PURSUANT TO THE HARBOR TOXIC POLLUTANTS TOTAL MAXIMUM DAILY LOAD
- 9) CONSIDERATION TO APPROVE A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF SAN FERNANDO AND SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM AND ENHANCED WATERSHED MANAGEMENT PLAN FOR THE UPPER LOS ANGELES RIVER WATERSHED MANAGEMENT AREA
- 10) CONSIDERATION TO AUTHORIZE A NOTICE OF COMPLETION FOR THE ANNUAL RESURFACING PROJECT FISCAL YEAR 2016-2017 PROJECT NO. 7600, PLAN NO. P-725

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- 12) CONSIDERATION TO APPROVE A PURCHASE ORDER WITH EDGESOFT, INC., TO UPGRADE THE CURRENT ENTERPRISE LAND MANAGEMENT SYSTEM APPLICATION AND ONLINE CITIZEN ACCESS PORTAL

By consensus, the motion carried.

**Items Pulled for Further Discussion**

- 6) CONSIDERATION TO ADOPT RESOLUTIONS APPROVING THE SALARY PLAN AND THE TABLE OF ORGANIZATION FOR FISCAL YEAR 2018-2019

Mayor Ballin said that a couple of years ago, she believed that the City Council agreed to move the Personnel Division from Administration Department to the Finance Department. With that correction and effective date of July 1<sup>st</sup>, she made a motion to approve the item.

City Manager Meyerhoff and Deputy City Manager/Finance Director Kimball replied to questions from Councilmember Fajardo regarding the ability to create employee title changes (i.e., Assistant Department Head or Deputy).

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

- a. Adopt Resolution No. 7866 approving the Salary Plan for Fiscal Year 2018-2019;
- b. Adopt Resolution No. 7867 approving the Table of Organization for Fiscal Year 2018-2019;
- c. Authorize the City Manager to make non-substantive corrections and execute all related documents; and
- d. To move the Personnel Division from Administration Department to the Finance Department (staff to report to the Deputy City Manager/Director of Finance), effective July 1<sup>st</sup>.

By consensus, the motion carried.

- 11) CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE SAN FERNANDO PUBLIC EMPLOYEES' ASSOCIATION/SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 721 FOR A TERM BEGINNING JULY 1, 2017 AND EXPIRING JUNE 30, 2022

Deputy City Manager/Director of Finance Nick Kimball stated that a phrase was omitted from the Memorandum of Understanding (MOU) preamble and that staff recommends adoption with the added language.

Councilmember Fajardo said that the MOU does not address any results of the class and comp study and his biggest concern/challenge is the fact that some individuals are getting paid more

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than the area median income and others are severely underpaid. This makes it very difficult for him to personally justify approving the MOU.

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

- a. Approve the proposed Memorandum of Understanding with the San Fernando Public Employees' Association/Service Employees International Union Local 721 (Contract No. 1887) for a term beginning July 1, 2017 and expiring June 30, 2022; and
- b. Authorize the City Manager to make non-substantive corrections and execute all related documents.

The motion carried with the following vote:

AYES: Gonzales, Ballin – 2  
NOES: Fajardo – 1  
ABSENT: Soto, Lopez - 2

**PUBLIC HEARING**

13) CONSIDERATION OF FISCAL YEAR 2018-2019 LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT PUBLIC HEARING AND CONFIRMATION OF ASSESSMENT

Mayor Ballin declared the Public Hearing open

Director of Public Works/City Engineer Yazdan T. Emrani presented the staff report. He and the Republic Services representative replied to questions from Councilmembers.

Mayor Ballin called for public testimony; there were no public comments.

Motion by Councilmember Fajardo, seconded by Councilmember Gonzales, to close the Public Hearing. By consensus, the motion carried.

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

- a. Adopt Resolution No. 7862 ordering the continued maintenance of the City's streetlights and confirming the annual assessment; and
- b. Adopt Resolution No. 7863 approving the Final Engineer's Report for the Fiscal Year 2018-2019 Landscaping and Lighting Assessment District.

The motion carried with the following vote:

AYES: Gonzales, Fajardo, Ballin – 3  
NOES: None  
ABSENT: Soto, Lopez - 2

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14) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE FISCAL YEAR 2018-2019 CITY BUDGET

Mayor Ballin declared the Public Hearing open.

Deputy City Manager/Director of Finance Kimball presented the staff report. Both he and City Manager Meyerhoff replied to various questions from Councilmembers.

Councilmember Fajardo said that when each Councilmember hold their event, such as the San Fernando Beautification Project, staff costs should be covered by the specific Councilmember's Community Investment Fund. He said that the guideline is enforced when he holds his events and believes that the rules should be applied consistently.

Deputy City Manager/Director of Finance Kimball suggested developing good guidelines; he will work with the City Manager's office so that everyone is following the same rules.

Mayor Ballin called for public testimony; there were no public comments.

Motion by Mayor Ballin, seconded by Councilmember Fajardo, to close the Public Hearing. By consensus, the motion carried.

Motion by Councilmember Fajardo, seconded by Councilmember Gonzales, to adopt Resolution No. 7869 approving the Fiscal Year 2018-2019 Budget, and beginning July 1<sup>st</sup>, any City costs to host a beautification day will be reimbursed by the Community Investment Fund of the Councilmember that is hosting the event.

The motion carried with the following vote:

AYES: Gonzales, Fajardo, Ballin – 3  
NOES: None  
ABSENT: Soto, Lopez - 2

**ADMINISTRATIVE REPORTS**

15) CONSIDERATION TO APPROVE AN AGREEMENT TO PURCHASE SINGLE SPACE SMART PARKING METERS FROM IPS GROUP, INC.

Deputy City Manager/Director of Finance Kimball presented the staff report. He, Police Chief Anthony Vairo, and IPS Representative Michael Chiodo, replied to various questions from Councilmembers.

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

- a. Appoint Councilmembers Fajardo and Gonzales to an Ad Hoc Committee;

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- b. Waive formal bid requirements and piggyback on the terms and pricing offered to City of Berkeley for IPS smart parking meters through a competitive bid process;
- c. Approve an Agreement to Purchase Parking Meter Equipment and Related Services (Contract No. 1885) with IPS Group, Inc. to purchase 100 single space smart parking meters and provide the related web-based Data Management System (DMS) software;
- d. Authorize the City Manager to execute the Purchase Agreement with IPS Group, Inc.;
- e. Authorize the City Manager to execute a 36-month Lease to Purchase Agreement with ROC Leasing LLC dba Real Lease (Contract No. 1890), including changes recommended by the City Attorney, provided there are no changes to the basic terms of the agreement and the lease interest rate does not change by more than 50 basis points (0.50%);
- f. Authorize a continued minimum meter fee of \$1.00 for credit card transactions; and
- g. Direct staff to implement Phase One and install the Smart Meters throughout the Civic Center area, which includes areas surrounding the San Fernando Courthouse, City Hall, Police Department, and Public Works facility.

The motion carried with the following vote:

|         |                               |
|---------|-------------------------------|
| AYES:   | Gonzales, Fajardo, Ballin – 3 |
| NOES:   | None                          |
| ABSENT: | Soto, Lopez - 2               |

**16) DISCUSSION REGARDING AN AUTOMATIC VOTE RECOUNT POLICY**

A brief discussion ensued amongst staff and Councilmember Fajardo.

Assistant City Attorney Padilla reported that both he and City Clerk Chávez reached out to the Los Angeles County Registrar Recorder/County Clerk (RR/CC) and the California City Clerks' Association and reported that an automatic recount appears to be reserved for charter cities (i.e., only example found was the City of Long Beach). The only three avenues for an election recount for general law cities are: 1) the elections official, in this case, the RR/CC would make a determination that there is some irregularity in the vote count that merits a recount; 2) an individual, voter, or candidate can petition to have a recount (they would have to pay); and 3) by way of court order.

Discussion item only; no formal action was taken.

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**DEPARTMENT HEADS - COMMISSION UPDATES**

City Clerk Chávez reported that \$10,000 in scholarships was awarded at last month's Education Commission Scholarship Awards Ceremony (the majority going towards honoring the memories of Elias Rodriguez and Gabriel Fernandez).

Director of Recreation and Community Services Julian Venegas reported that the California Arts Council awarded the City \$17,100 to continue the Mariachi Master Apprentice Program.

**GENERAL COUNCIL COMMENTS**

Councilmember Gonzales thanked staff and the Mariachi Master Apprentice Program for an event fundraiser and asked that the meeting adjourn in memory of Mr. Haupt.

Mayor Ballin said that Councilmembers (including herself) need to think about overtime and the burnout factor caused on City employees due to numerous events. She expressed concern about safety and said it is not fair to employees. She thanked Assistant City Attorney Padilla for all of his work for the City.

**STAFF COMMUNICATION**

None.

**ADJOURNMENT (8:09 P.M.)**

Councilmember Gonzales called for a moment of silence for Mr. Haupt.

Motion by Councilmember Gonzales, seconded by Mayor Ballin, to adjourn the meeting in memory of Theale "Stormy" Haupt. By consensus the motion carried.

*I do hereby certify that the foregoing is a true and correct copy of the minutes of June 18, 2018, meeting as approved by the San Fernando City Council.*

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*Elena G. Chávez, CMC  
City Clerk*