

**SAN FERNANDO CITY COUNCIL  
MINUTES**

**MAY 6, 2019 – 6:00 P.M.  
REGULAR MEETING**

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

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 6:19 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Sylvia Ballin, and Councilmembers Robert C. Gonzales, and Hector A. Pacheco

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, and City Clerk Elena G. Chávez

Absent: Councilmember Antonio Lopez

**PLEDGE OF ALLEGIANCE**

Led by Police Chief Anthony Vairo

**APPROVAL OF AGENDA**

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to approve the agenda. By consensus, the motion carried.

**PRESENTATIONS**

The following presentations were made:

- a) OLDER AMERICANS MONTH – May
- b) ARBOR DAY – May 21
- c) PUBLIC WORKS WEEK – May 19-25
- d) 50TH ANNIVERSARY OF MUNICIPAL CLERKS WEEK – May 5-11
- e) MENTAL HEALTH AWARENESS MONTH - May
- f) BAKER TO VEGAS CERTIFICATES OF RECOGNITION

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**PUBLIC STATEMENTS – WRITTEN/ORAL**

Michelle Vergara, field representative for Congressman Tony Cardenas, provided information and updates on their activities.

Michelle Guijarro talked about a violation letter she received regarding a temporary fence she placed in front of her house and asked if she could get a hearing regarding this issue.

City Manager Kimball introduced John Robinson who gave information regarding his company (agenda Item No. 5).

Donna Washington said that, along with handling permits, FilmLA does community relations, offers notification and monitoring services, and they handle all needs regarding productions.

**CITY COUNCIL - LIAISON UPDATES**

Councilmember Pacheco gave an update regarding the Southern California Association of Governments conference that he and City Manager Kimball attended, and said that he is looking forward to the partnership with FilmLA.

Councilmember Gonzales talked about the Census Ad Hoc committee and said they were invited to be on a panel at California State University, Northridge.

Vice Mayor Ballin spoke about O'Melveny School and the "I Count Census 2020" poster, gave an update on the Green City Ad Hoc, reported that the Independent Cities Finance Authority meeting was hosted in San Fernando this month, and is looking forward to attending the Contract Cities Conference.

Mayor Fajardo hopes that we can look into ways of utilizing less plastic, said he hosted the Council of Governments meeting at the San Fernando Library, and reported that the Commercial Cannabis Program Ad Hoc met and will hopefully have an update by July.

**CONSENT CALENDAR**

Councilmember Gonzales pulled Item No. 6 for further discussion.

Motion by Vice Chair Ballin, seconded by Councilmember Gonzales, to approve the remaining Consent Calendar Items:

- 1) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING A JOINDER APPLICATION AND AGREEMENT WITH THE POLICE OFFICERS RESEARCH

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ASSOCIATION OF CALIFORNIA RETIREE MEDICAL TRUST TO PROVIDE  
RETIREE HEALTH SAVINGS PLAN ADMINISTRATION

- 3) CONSIDERATION TO APPROVE AN ANIMAL CONTROL SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES DEPARTMENT OF ANIMAL CARE AND CONTROL
- 4) CONSIDERATION TO APPROVE A CONTRACT WITH JOHN ROBINSON CONSULTING INCORPORATED/KENNEDY JENKS CONSULTANTS FOR UPPER RESERVOIR REPLACEMENT ENGINEERING DESIGN SERVICES
- 5) CONSIDERATION TO APPROVE AN OPTION AGREEMENT FOR REAL PROPERTY LOCATED AT 13441 FOOTHILL BOULEVARD

By consensus, the motion carried.

**Item Pulled for Further Discussion**

- 6) CONSIDERATION TO APPROVE AN AGREEMENT WITH FILMLA, INC. FOR FILM PERMIT COORDINATION, NOTIFICATION, AND MONITORING SERVICES

Donna Washington, FilmLA, replied to various questions from Councilmembers.

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

- a. Approve a one-year agreement with FilmLA, Inc. to provide film permit coordination, notification, and monitoring services;
- b. Authorize the City Attorney to review and approve the FilmLA Inc. service level agreement;
- c. Upon City Attorney approval, authorize the City Manager to execute the FilmLA service level agreement (Contract No. 1914); and
- d. Upon successful completion of the one-year agreement, authorize the City Manager to extend the agreement for up to four additional years.

By consensus, the motion carried.

**ADMINISTRATIVE REPORTS**

*The following items were moved up on the agenda.*

- 8) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH SAALEX SOLUTIONS, INC., FOR INFORMATION TECHNOLOGY MANAGEMENT SERVICES

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City Manager Kimball presented the staff report and introduced Kenji Martinez, Saalex Sales Associate.

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

- a. Approve a five-year Professional Services Agreement with Saalex Solutions, Inc. (Contract No. 1915) to provide full service Information Technology Management Services for an amount not-to-exceed \$115,200 per year with a 2.5% annual escalator and up to 10% per year for additional work requested by the City; and
- b. Authorize the City Manager to prepare and execute the Agreement.

By consensus, the motion carried.

9) CONSIDERATION TO APPROVE RECEIPT OF THE SUSTAINABILITY PLANNING GRANT FROM SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS FOR THE CITYWIDE PARKING MANAGEMENT MASTER PLAN

Director of Community Development Timothy Hou presented the staff report.

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

- a. Adopt Resolution No. 7915 to approve receipt of grant funds or services from the Southern California Association of Governments for the Sustainability Planning Grant Projects for the Citywide Parking Management Master Plan; and
- b. Authorize the City Manager to execute all related documents.

By consensus, the motion carried.

10) OPEN STREETS EVENT STATUS UPDATE

Director of Recreation and Community Services Julian Venegas presented the staff report. He and City Manager Kimball replied to questions from Councilmembers.

Councilmembers provided input regarding involving the Mall Association and perhaps combine with the Dia de Los Muertos event in 2020 and utilize the same advertising partners.

By consensus, Councilmembers concurred to move forward (based on feedback) and receive and file the report.

11) OVERVIEW AND DISCUSSION REGARDING PENDING SENATE BILL 50 (WIENER) AFFECTING HOUSING DEVELOPMENT INCENTIVES IN THE STATE OF CALIFORNIA

Assistant City Attorney Padilla presented the staff report and replied to various questions from Councilmembers.

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Discussion ensued amongst Councilmembers and each provided feedback, agreeing the importance to be proactive and keeping track of the bill, and determine what to do if it's passed, and at the very least, draft a letter of opposition.

No formal action was taken.

**RECESS (8:02 P.M.)**

Mayor Fajardo called for a brief recess.

**RECONVENE (8:12 P.M.)**

- 7) CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE CITY COUNCIL PROCEDURAL MANUAL AND ADOPT POLICIES PERTAINING TO CITY COUNCIL CONTACTS AND ATTORNEY SERVICES

Mayor Fajardo, Councilmembers, and Assistant City Attorney Padilla reviewed the Procedural Manual and provided input regarding various sections including meeting attendance, absences, duration of meetings, ad hoc committees, public hearings, and testimony. Council also provided feedback and suggested changes to the policy pertaining to City Council Contacts.

Staff was directed to come back with the proposed changes and place the item on the Consent Calendar (if necessary, the item may be pulled at the meeting).

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Police Chief Vairo gave an update regarding the successful Tip a Cop and Special Olympics events.

City Clerk Chávez reported that the Education Commission will be holding its 4<sup>th</sup> Annual Scholarship Awards Ceremony at Las Palmas Park on May 21<sup>st</sup> and provided an update regarding the new Los Angeles County voting system beginning in 2020.

Director of Recreation and Community Services Venegas stated that the Parks, Wellness, and Recreation Commission will meet to discuss park improvements and he announced that the Senior Expo Event will be held at Las Palmas Park on May 17<sup>th</sup>.

Director of Community Development Hou reported that he will not be here for the second meeting in May; instead will be at the International Council of Shopping Centers conference recruiting new businesses and retailers to San Fernando.

City Manager Kimball reported that Councilmembers will receive a copy of the proposed budget next week and said that study sessions will begin on May 20<sup>th</sup>. He also gave an update regarding the recruitment process for the positions of Directors of Finance and Public Works.

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**GENERAL COUNCIL COMMENTS**

Councilmember Pacheco said he is looking forward to the next meeting with exciting agenda items, and thanked staff for their work on SB50.

Vice Mayor Ballin thanked staff for their hard work and patience, said the economy is booming but people still make less than \$15 per hour, and in response to her question, City Manager Kimball reported that staff will be requesting an Ad Hoc committee regarding water and sewer rate study.

Mayor Fajardo thanked the Police Department for all their work on the Special Olympics, talked about a City Hall tour last week, and the need for baby changing stations in some of the public restrooms.

**ADJOURNMENT (9:18 P.M.)**

Motion by Vice Mayor Ballin, seconded by Councilmember Gonzales, to adjourn the meeting. By consensus the motion carried.

*I do hereby certify that the foregoing is a true and correct copy of the minutes of May 6, 2019, meeting as approved by the San Fernando City Council.*

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*Elena G. Chávez, CMC*  
*City Clerk*