

**SAN FERNANDO CITY COUNCIL  
MINUTES**

**MAY 9, 2016 – 4:30 P.M.  
SPECIAL MEETING**

City Hall Community Room  
117 Macneil Street  
San Fernando, CA 91340

**CALL TO ORDER/ROLL CALL**

Mayor Robert C. Gonzales called the meeting to order at 4:30 p.m.

Present:

Council: Mayor Robert C. Gonzales, Vice Mayor Joel Fajardo, and Councilmembers Antonio Lopez, Jaime Soto, and Sylvia Ballin

Staff: City Manager Brian Saeki, City Attorney Rick R. Olivarez, and City Clerk Elena G. Chávez

**PLEDGE OF ALLEGIANCE**

Led by Mayor Robert C. Gonzales

**APPROVAL OF AGENDA**

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

**PUBLIC STATEMENTS – WRITTEN/ORAL**

None

**STUDY SESSION**

1) FISCAL YEAR 2016-2017 BUDGET STUDY SESSION NO. 1

City Manager Brian Saeki presented the staff report.

Brief discussion followed regarding tuition reimbursement, clarification of one-time enhancements and tuition versus staff training.

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City Manager Saeki continued presenting budget information for Administration.

City Clerk Chávez presented her department's budget details.

Discussion followed regarding destruction of records, the next records destruction event, the budget related to hiring a full-time Deputy City Clerk, overtime issues, the possibility of removing the Education Commission from the City Clerk's purview, the importance of cross-training staff on critical tasks, efforts towards election reform and considering having the City pay for a recount if two candidates are within 1% of each other.

Ensuing discussion pertained to training Department Heads on updating the City website and the possibility of hiring a webmaster or outsourcing those services.

City Manager Saeki noted the City went out to bid and the costs for a webmaster was \$75,000; addressed budget constraints and stated it is unfeasible at this time. Costs will drop significantly, once the website is up and running.

Finance Director Nick Kimball presented the Finance Department's budget.

Discussion followed regarding proceeding with the minimum-wage study, moving forward with community outreach and the accomplishments of the Finance Department so far.

Community Development Director Fred Ramirez presented the Community Development and Safety Department's budget.

Discussion followed regarding the need to attract businesses to the Downtown Mall, monitoring which businesses come into the City, the need for Council to provide direction in terms of developing an economic development strategic plan to attract and sustain businesses, and efforts to become business friendly. Brief discussions followed regarding scheduling a development round-table and generating an inventory of commercial vacancies in the City.

Police Chief Anthony Vairo presented details of the Police Department's budget.

Ensuing discussion pertained to increasing efforts to recruit for vacant Police positions, challenges with smaller agencies, decreasing overtime, changes in structuring internal charges and appropriations and funding for DUI checkpoints.

Deputy City Manager/Public Works Director Chris Marcarello presented details of the Department of Public Works budget including Capital Improvement Projects.

Discussion followed regarding grant funding sources, water and sewer operation costs, the status of the Brand Blvd. trees fund, improvements on Glenoaks Blvd., plans for electric vehicle charging stations, status of the City's nitrate system and the water master plan, the possibility of integrating a rain-water capturing system and the importance of conducting an assessment on the status of City streets.

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Recreation and Community Services Director Ismael Aguila discussed the Recreation and Community Services Department budget.

Discussion followed regarding the status of improvements at Pioneer Park, the tennis program, consideration of a skate park, the need for improved lighting in City parks and facilities and the Farmers Market and Community Garden.

City Manager Saeki reported Council comments will be incorporated into the budget document and the item will be brought back for Council's consideration in June.

2) VICE MAYOR JOEL FAJARDO'S PROJECTS UPDATE

Vice Mayor Fajardo reported he has been working with staff on a matter of items and provided a brief status update, giving opportunities for Council questions. There were no questions from Council at this time.

**ADJOURNMENT (6:53 P.M.)**

Motion by Councilmember Ballin, seconded by Councilmember Lopez, 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 9, 2016 meeting as approved by the San Fernando City Council.*

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*Elena G. Chávez  
City Clerk*