



SAN FERNANDO CITY COUNCIL
REGULAR MEETING NOTICE AND AGENDA
JUNE 1, 2020 – 6:00 PM

TELECONFERENCE – PER GOVERNOR’S EXECUTIVE ORDER

SPECIAL NOTICE

STATE OF EMERGENCY: On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20, which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the local legislative body. Pursuant to the Executive Order, please be advised that the San Fernando City Council will participate in meetings telephonically.

PUBLIC PARTICIPATION: Pursuant to the Executive Order and given the current health concerns, members of the public can access meetings live on-line, with audio and video, via YouTube Live, at <https://www.youtube.com/channel/UC2OGT0-5m7SPbA-YmtPyDaA/>. Members of the public may submit comments by email to cityclerk@sfcity.org/. To ensure distribution to the City Council prior to consideration of the agenda, please submit your comments no later than 4:00 p.m. on the day of the meeting. Those comments will be distributed to the City Council, will be limited to three minutes, and made part of the official public record of the meeting.;

CALL TO ORDER/ROLL CALL

Mayor Joel Fajardo
Vice Mayor Hector A. Pacheco
Councilmember Sylvia Ballin
Councilmember Robert C. Gonzales
Councilmember Mary Mendoza

PLEDGE OF ALLEGIANCE

Led by Mayor Joel Fajardo

INVOCATION

Led by Councilmember Sylvia Ballin

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APPROVAL OF AGENDA

Recommended that the City Council approve the agenda as presented and also move that all ordinances presented tonight be read in title only as authorized under Government Code Section 36934.

DECORUM AND ORDER

The City Council, elected by the public, must be free to discuss issues confronting the City in an orderly environment. Public members attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council ([SF Procedural Manual](#)). Any person making impertinent derogatory or slanderous remarks or who becomes boisterous while addressing the City Council or while attending the City Council meeting, may be removed from the room if the Presiding Officer so directs the Sergeant-At-Arms and such person may be barred from further audience before the City Council.

PUBLIC STATEMENTS

Members of the public can submit comments electronically for City Council consideration by sending them to cityclerk@sfcity.org. Members of the public can access meetings live on-line, with audio and video, via YouTube Live, at <https://www.youtube.com/channel/UC2OGT0-5m7SPbA-YmtPyDaA/>. To ensure distribution to the City Council prior to consideration of the agenda, please submit comments prior to 4:00 p.m. on the day of the meeting. Those comments will be distributed to the City Council, will be limited to three minutes and made part of the official public record of the meeting.

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) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 20-061 approving the Warrant Register.

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2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING A COOPERATION AGREEMENT WITH LOS ANGELES COUNTY DEVELOPMENT AUTHORITY TO CONTINUE PARTICIPATION IN THE LOS ANGELES URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

Recommend that the City Council:

- a. Adopt Resolution No. 8007 approving the City of San Fernando's ongoing participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program; and
- b. Approve the Cooperation Agreement with the Los Angeles County Development Authority to continue participation in the Los Angeles Urban County Community Development Block Grant program; and
- c. Authorize the City Manager to make non-substantive changes and execute all related documents.

3) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE PROJECT LIST TO RECEIVE CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE PROJECT LIST AND EXPENDITURE PLAN FOR THE ROAD MAINTENANCE AND REHABILITATION ACCOUNT (RMRA) SENATE BILL (SB 1) FUNDS FOR FISCAL YEAR (FY) 2020-2021

Recommend that the City Council:

- a. Accept \$470,622 in Senate Bill 1 (SB 1) Funds and approve the proposed project list to be funded by the SB 1 Local Streets and Roads Program;
- b. Adopt Resolution No. 8005 approving the list of projects for Fiscal Year (FY) 2020-2021 funded by SB 1, The Road Repair and Accountability Act of 2017; and
- c. Authorize staff to submit all required documents to the California Transportation Commission.

4) SECOND READING OF ORDINANCE NO. 1695 APPROVING THE AMENDMENT TO SECTION 2-121(2) AND SECTION 2-161 OF THE SAN FERNANDO CITY MUNICIPAL CODE TO PERMIT THE APPOINTMENT OF A CITY CLERK BY THE CITY MANAGER

Recommend that the City Council:

- a. Adopt Ordinance No. 1695 that was introduced for first reading at the City Council meeting of May 18, 2020 without modification, amending section 2-121(2) and Section 2-161 of the San Fernando Municipal Code to permit the appointment of a City Clerk by the City Manager

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ADMINISTRATIVE REPORTS**5) STUDY SESSION NO. 1 TO REVIEW AND DISCUSS THE CITY'S PROPOSED FISCAL YEAR (FY) 2020-2021 BUDGET**

Recommend that the City Council review and discuss the Fiscal Year (FY) 2020-2021 Proposed Budget.

6) EVALUATION OF THE CITY OF SAN FERNANDO'S COVID-19 RESPONSE EFFORT AND POLICY INITIATIVES (INCLUDING FINANCIAL ASSISTANCE PROGRAMS AND THE PURSUIT OF FUNDING OPPORTUNITIES) AND APPROVAL OF RECOMMENDATIONS, MODIFICATIONS AND/OR DIRECTION PROPOSED BY CITY STAFF OR BY COUNCILMEMBERS IN CONNECTION WITH THE SAME, INCLUDING THE CREATION OF AN AD HOC COMMITTEE AND APPOINTMENT OF COMMITTEE MEMBERS TO STUDY AND ADVISE ON RECOMMENATIONS AND PROPOSED MODIFCAIOTN PROVIDE RECOMMENDATIONS AND PROPOSED MODIFICATIONS

This item was placed on the agenda by Mayor Joel Fajardo.

Recommend that the City Council:

- a. Discussion and provide direction to staff, as appropriate.

7) DISCUSSION REGARDING A POSSIBLE COMMERCIAL AND RESIDENTIAL RENT FREEZE

This item was placed on the agenda by Councilmember Mayor Mendoza.

Recommend that the City Council:

- a. Discussion and provide direction to staff, as appropriate.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**GENERAL COUNCIL COMMENTS AND LIAISON UPDATES**

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ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Julia Fritz, CMC

City Clerk

Signed and Posted: May 28, 2020 (5:00 p.m.)

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet website (www.sfcity.org). These are also available for public reviewing prior to a meeting in the City Clerk Department. 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 Department 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 website 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 Department at (818) 898-1204 at least 48 hours prior to the meeting.

Regular Meeting

San Fernando City Council

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AGENDA REPORT

To: Mayor Joel Fajardo and Councilmembers

From: Nick Kimball, City Manager
By: J. Diego Ibañez, Director of Finance

Date: June 1, 2020

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 20-061 (Attachment "A") approving the 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. Checks, other than special 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. Special 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 Director of Finance 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 Director of Finance hereby certifies that each warrant has been reviewed for completeness and that sufficient funds are available for payment of the warrant register.

ATTACHMENT:

A. Resolution No. 20-061

ATTACHMENT “A”**RESOLUTION NO. 20-061****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO ALLOWING AND APPROVING FOR
PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT
REGISTER NO. 20-061****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 1st day of June, 2020.

Joel Fajardo, Mayor

ATTEST:

Julia Fritz, City Clerk

RES. NO. 20-061**CERTIFICATION**

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 20-061 which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 1st day of June, 2020, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this 1st day of June, 2020.

Julia Fritz, City Clerk

EXHIBIT "A"

Vchlist

05/27/202011:39:38AM

Voucher List

CITY OF SAN FERNANDO

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Bank code :bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
219032	6/1/2020	100020 A.G.O.P. SURPLUS STORES	302581		RAIN GEAR 001-311-0000-4300	285.96
					Total :	285.96
219033	6/1/2020	891587 ABLE MAILING INC.	31800	11993	MAILING & FULFILLMENT SERVICES-AI 072-360-0000-4300	79.87
			31801	11993	070-382-0000-4300	79.88
					WATER ENVELOPE STORAGE-MAR 202	
					072-360-0000-4300	12.50
					070-382-0000-4300	12.50
			31887	11993	MAILING & FULFILLMENT SERVICES-M 072-360-0000-4300	88.10
				11993	070-382-0000-4300	88.10
			31888		WATER ENVELOPE STORAGE-APR 202	
					072-360-0000-4300	12.50
					070-382-0000-4300	12.50
					Total :	385.95
219034	6/1/2020	100066 ADS ENVIRONMENTAL SERVICES,INC	22291.22-0420	12103	WASTEWATER FLOW MONITORING & F 072-360-0000-4260	1,243.33
					Total :	1,243.33
219035	6/1/2020	888356 ADVANCED AUTO REPAIR	1426	12017	VEHICLE MAINT., REPAIRS AND MINOR 041-320-0224-4400	158.95
			1429	12017	VEHICLE MAINT., REPAIRS AND MINOR 041-320-0224-4400	732.41
					Total :	891.36
219036	6/1/2020	891969 ADVANCED PURE WATER SOLUTIONS	1023025		DRINKING WATER 001-222-0000-4300	98.55
					Total :	98.55
219037	6/1/2020	893100 ALBA, CYNTHIA	SPRING 2020		TUITION REIMBURSEMENT 001-115-0000-4365	1,500.00
					Total :	1,500.00

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Bank code : bank3							
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
219038	6/1/2020	100124 ALL-PHASE ELECTRIC SUPPLY CO.	0946-480308		PARKING METER BATTERIES 029-335-0000-4300	448.95	
					Total :	448.95	
219039	6/1/2020	100143 ALONSO, SERGIO	APRIL 2020	12069	MMAPIST ARTIST INSTRUCTOR: SERGIO # 109-424-3693-4260	960.00	
					Total :	960.00	
219040	6/1/2020	100188 ANDY GUMP INC.	INV716055	12070	PORTABLE TOILET SERV. FOR CITY YA 070-384-0000-4260	330.34	
			INV716056	12070	PORTABLE TOILET SERV. FOR CITY YA 043-390-0000-4260	330.44	
			INV716437	12070	PORTABLE TOILET SERV. FOR CITY YA 043-390-0000-4260	211.24	
			INV716438	12070	PORTABLE TOILET SERV. FOR CITY YA 043-390-3689-4260	562.48	
					Total :	1,434.50	
219041	6/1/2020	102530 AT & T	818-270-2203		PD NETWORK LINE-MAY 2020 001-222-0000-4220	238.20	
					Total :	238.20	
219042	6/1/2020	892412 AT&T	287297930559X0410202	12173	WIRELESS MODEMS FOR PATROL VEH- 020-225-0000-4500	22,023.60	
				12173	020-225-0000-4500	2,754.16	
					020-225-0000-4500	5,518.00	
					Total :	30,295.76	
219043	6/1/2020	889037 AT&T MOBILITY	287277903027X0508202		MODEM FOR ELECTRONIC MESSAGE 001-310-0000-4220	138.69	
					Total :	138.69	
219044	6/1/2020	889942 ATHENS SERVICES	8388967	12084	STREET SWEEPING SERVICES 011-311-0000-4260	12,431.77	
				12084	001-343-0000-4260	2,481.26	
					Total :	14,913.03	
219045	6/1/2020	890546 BARAJAS, CRYSTAL	APRIL 2020		MMAPIST ARTIST INSTRUCTOR: CRYSTAL		

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219045	6/1/2020	890546 BARAJAS, CRYSTAL	(Continued)	12071	109-424-3693-4260	153.00
					Total :	153.00
219046	6/1/2020	892426 BEARCOM	5021152	12127	RADIO COMM. SYST. & WIRELESS BRC	7,610.41
			5024278	12205	001-135-0000-4260	5,000.00
					001-135-0000-4260	500.00
					Total :	13,110.41
219047	6/1/2020	893591 BIOMEDICAL WASTE DISPOSAL	90117		BIOHAZARD MAT'L SERVICE CHARGE	198.00
					001-224-0000-4270	198.00
					Total :	198.00
219048	6/1/2020	888800 BUSINESS CARD	050420		MAY 2020-(1) MONTH 200 OUTLOOK 36	1,582.00
			050420		001-135-0000-4260	43.98
			050620		KEYBOARD/COVER	9.27
			050620		001-101-0000-4300	42.87
			050620		MAY-CITY CALENDAR & INTL FEES	164.99
			050620		001-135-0000-4260	82.46
			050620		WEBCAMS	270.00
			050720		043-390-0000-4300	247.74
			050820		WEBCAMS	39.59
			051120		070-381-0000-4300	840.45
			051320		072-360-0000-4300	153.97
			051420		ELECTRONIC SIGNATURE SERVICE	
					001-101-0000-4270	
					CREDIT CARD READERS	
					001-422-0000-4300	
					HEADSETS	
					043-390-0000-4300	
					STREET POLE BANNER BRACKETS	
					053-420-1355-4300	
					NO CONTACT THERMOMETERS-COVIC	
					001-105-3689-4300	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
219048	6/1/2020	888800 BUSINESS CARD	(Continued)		COVID-19 FLOOR STICKERS	1,263.90
			051520		001-105-3689-4300	79.15
			051520		HAND SANITIZER-COVID-19	5.00
			051820		001-152-3689-4300	173.80
			051820		MAY-MONTHLY CITY WEBSITE DOMAIN	119.40
			051820		001-135-0000-4260	324.50
			051820		COVID-19 FOOD POSTERS	5,443.07
			051820		001-105-3689-4300	
			051820		GRAPHICS SUBSCRIPTION	
			051820		001-422-0000-4300	
			051820		STANDING DESK CONVERTER	
					001-222-0000-4300	
					Total :	5,443.07
219049	6/1/2020	892464 CANON FINANCIAL SERVICES, INC	21462192	12133	CANON COPIERS-MAY 2020	649.93
					001-135-0000-4260	649.93
					Total :	649.93
219050	6/1/2020	893613 CAZARES, HORTENCIA	1708		FACILITY RENTAL DEPOSIT REFUND	150.00
					001-2220	150.00
					Total :	150.00
219051	6/1/2020	101957 CITY OF LOS ANGELES	38SF200000011		FIRE SERVICES-JUNE 2020	263,548.75
					001-500-0000-4260	263,548.75
					Total :	263,548.75
219052	6/1/2020	103029 CITY OF SAN FERNANDO	2536-2598		REIMBURSEMENT TO WORKERS COM	15,425.30
					006-1038	15,425.30
					Total :	15,425.30
219053	6/1/2020	890893 CITY OF SAN FERNANDO	MAY 2020		MAY-COMMISSIONER'S STIPEND DON/	75.00
					001-115-0000-4111	75.00
					Total :	75.00
219054	6/1/2020	100747 COASTLINE EQUIPMENT	690933		VEHICLE MAINT - WA2571	82.85
					070-383-0000-4400	

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219054	6/1/2020	100747 100747 COASTLINE EQUIPMENT	(Continued)			Total :	82.85
219055	6/1/2020	893614 CONTRERAS, ARACELI	1760		FACILITY RENTAL DEPOSIT REFUND		
			2000511.001		001-2220		150.00
					FACILITY RENTAL REFUND		
					001-3777-0000		124.00
					Total :		274.00
219056	6/1/2020	100805 COOPER HARDWARE INC.	120163		MISCELLANEOUS SUPPLIES FOR PW (		
			120836	12034	043-390-0000-4300		18.62
			120837	12034	MISCELLANEOUS SUPPLIES FOR PW (		
			120914	12034	070-383-0301-4300		56.07
				12034	MISCELLANEOUS SUPPLIES FOR PW (		
				12034	001-311-0000-4300		90.43
				12034	MISCELLANEOUS SUPPLIES FOR PW (		
				12034	001-370-0301-4300		5.67
					Total :		170.79
219057	6/1/2020	892687 CORE & MAIN LP	M279053		WATER AND FIRE SERVICE MATERIALS		
			M279103	12035	070-383-0301-4300		2,335.39
				12035	WATER AND FIRE SERVICE MATERIALS		
					070-385-0701-4600		2,391.13
					Total :		4,726.52
219058	6/1/2020	892888 CWE	20126		SAN FERNANDO REGIONAL PARK INFI		
				11788	070-385-0763-4600		11,313.21
					Total :		11,313.21
219059	6/1/2020	893618 DANA SAFETY SUPPLY INC	638473		BODY ARMOUR		
					001-222-0000-4300		1,351.49
					Total :		1,351.49
219060	6/1/2020	893293 DELGADO, DANIEL	REIMB.		LUNCH-HOMELESS LIAISON TRAINING		
			REIMB.		001-222-0000-4360		14.28
					PARKING FEE FOR PEER SUPPORT TR		
					001-225-0000-4360		17.55
					Total :		31.83

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
219061	6/1/2020	100924 DELGADO, MICHAEL	REIMB.		LUNCH REIMB-ARREST & CONTROL TR		
					001-225-0000-4360		15.00
					Total :		15.00
219062	6/1/2020	887121 DELL MARKETING L.P.	10356499931		DEC 2020-(1) MONTH 200 OUTLOOK 36		
					001-135-0000-4260		1,582.00
					Total :		1,582.00
219063	6/1/2020	890090 DEPARTMENT OF INDUSTRIAL	E1727851MR		STATE ELEVATOR INSPECTION FEE		
					043-390-0000-4330		125.00
					Total :		125.00
219064	6/1/2020	887380 DUENAS, MARIA CONCEPCION	JAN-MAY 2020		MMAP PROJECT ASSISTANT		
			OCT-DEC 2019		004-2359		1,005.00
					MMAP PROJECT ASSISTANT		
					004-2359		1,425.00
					Total :		2,430.00
219065	6/1/2020	889121 EDGESOFT, INC.	3130		MAY-ANNUAL MAINT. FOR AUTOMATEC		
				12004	055-135-0000-4260		2,080.00
					Total :		2,080.00
219066	6/1/2020	890879 EUROFINS EATON ANALYTICAL, INC	L0505947		WATER TESTING AND ANALYSIS SERV		
			L0506185	12036	070-384-0000-4260		150.00
			L0506186	12036	WATER TESTING AND ANALYSIS SERV		
			L0506187	12036	070-384-0000-4260		144.00
			L0506681	12036	WATER TESTING AND ANALYSIS SERV		
			L0507081	12036	070-384-0000-4260		152.00
			L0507096	12036	WATER TESTING AND ANALYSIS SERV		
			L0507322	12036	070-384-0000-4260		150.00
					WATER TESTING AND ANALYSIS SERV		

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
219066	6/1/2020	890879 EUROFINS EATON ANALYTICAL, INC	(Continued)			
			L0507558	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	36.00
			L0507559	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	319.00
			L0508087	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	150.00
			L0508363	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	150.00
			L0508635	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	150.00
			L0508813	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	144.00
			L0509143	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	375.00
			L0509145	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	175.00
			L0509146	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	150.00
			L0509147	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	15.00
			L0509159	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	150.00
			L0509252	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	99.00
			L0509596	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	152.00
			L0509597	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	144.00
			L0509615	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	150.00
			L0509616	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	975.00
			L0510066	12036	070-384-0000-4260 WATER TESTING AND ANALYSIS SERV	152.00
				12036	070-384-0000-4260	150.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
219066	6/1/2020	890879 890879 EUROFINS EATON ANALYTICAL, INC	(Continued)			Total : 4,676.00
219067	6/1/2020	893503 EVERBRIDGE	M50899	12190	EMERGENCY MASS NOTIFICATION SY:	12,167.07
			M50900	12190	110-220-3625-4500 EMERGENCY MASS NOTIFICATION SY:	12,167.07
					Total : 24,334.14	
219068	6/1/2020	892198 FRONTIER COMMUNICATIONS	209-150-5145-010598		PAC 50 TO SHERIFFS	
			209-150-5250-081292		001-222-0000-4220 RADIO REPEATER-POLICE	568.30
			209-151-4941-102990		001-222-0000-4220 POLICE PAGING	45.83
			209-151-4942-041191		001-222-0000-4220 CITY YARD AUTO DIALER	50.73
			209-151-4943-081292		070-384-0000-4220 RADIO REPEATER (POLICE)	54.86
			818-361-0901-051499		001-222-0000-4220 SEWER FLOW MONITORING	45.83
			818-361-2385-012309		072-360-0000-4220 MTA PHONE LINE	64.49
			818-361-2472-031415		007-440-0441-4220 001-190-0000-4220	110.72
			818-361-3958-091407		PW PHONE LINE 070-384-0000-4220	55.36
			818-361-7825-120512		CNG STATION 074-320-0000-4220	506.81
			818-831-5002-052096		HERITAGE PARK IRRIG SYSTEM 001-420-0000-4220	51.70
			818-837-7174-052096		POLICE SPECIAL ACTIVITIES PHONE L 001-222-0000-4220	56.44
			818-838-1841-112596		POLICE SPECIAL ACTIVITIES PHONE L 001-222-0000-4220	54.92
			818-898-7385-033105		ENGINEERING FAX MODEM 001-310-0000-4220	37.40
					LP FAX LINE 001-420-0000-4220	38.45
						32.47

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219068	6/1/2020	892198 892198 FRONTIER COMMUNICATIONS	(Continued)		Total :	1,774.31
219069	6/1/2020	888728 GALLEGOS, ROBERT	REIMB.		LUNCH REIMB-DRIVER SIMULATOR TR 001-225-0000-4360	10.56
					Total :	10.56
219070	6/1/2020	892550 GOVEA, DAVID	MAY 2020		COMMISSIONER'S STIPEND 001-115-0000-4111	75.00
					Total :	75.00
219071	6/1/2020	893622 GOVERNMENT TRAINING AGENCY	49777		RGSTR FEE-COURT & TEMPORARY HC 001-225-0000-4360	115.00
			49778		RGSTR FEE-COURT & TEMPORARY HC 001-224-0000-4360	115.00
			49781		RGSTR FEE-COURT & TEMPORARY HC 001-225-3688-4360	115.00
			49782		RGSTR FEE-COURT & TEMPORARY HC 001-225-3688-4360	115.00
			49783		RGSTR FEE-COURT & TEMPORARY HC 001-225-3688-4360	115.00
					Total :	575.00
219072	6/1/2020	101434 GUZMAN, JESUS ALBERTO	APRIL 2020	12074	MMAP ARTIST INSTRUCTOR-APRIL 202 109-424-3693-4260	1,200.00
					Total :	1,200.00
219073	6/1/2020	102307 HI WAY SAFETY RENTALS, INC.	102109	12089	BLANKET PO FOR TRAFFIC DELINEATI 001-311-0000-4300	1,691.80
			102196	12089	BLANKET PO FOR TRAFFIC DELINEATI 001-311-0000-4300	403.04
					Total :	2,094.84
219074	6/1/2020	891570 INNOVATIVE TELECOM. SYSTEMS	2741		TELEPHONE EQUIPMENT MAINT-JUNE 001-190-0000-4220	395.00
					Total :	395.00
219075	6/1/2020	892682 IPS GROUP, INC.	50785	12131	SMART METER MGMT & TRANSACTION 001-190-0000-4300	646.00

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219075	6/1/2020	892682 IPS GROUP, INC.	(Continued)		Total :	646.00
219076	6/1/2020	887952 J. Z. LAWNMOWER SHOP	24586	12023	SMALL POWER EQUIPMENT REPAIRS 043-390-0000-4300	90.78 90.78
219077	6/1/2020	889680 JIMENEZ LOPEZ, JUAN MANUEL	APRIL 2020	12075	MMAP INSTRUCTOR: JUAN LOPEZ 109-424-3693-4260	720.00 720.00
219078	6/1/2020	892118 JOHN ROBINSON CONSULTING, INC.	SF202001-003	12145	RESERVOIR RECONSTRUCTION 010-385-0716-4600	42,707.36
			SF202001-02	12145	RESERVOIR RECONSTRUCTION 010-385-0716-4600	3,684.75
					Total :	46,392.11
219079	6/1/2020	893617 L.A. COUNTY SHERIFF'S DEPART.	20D016		DVR EVIDENCE DOWNLOAD 001-224-0000-4270	326.06
			20D073		DVR EVIDENCE DOWNLOAD 001-224-0000-4270	163.03
			20D080		DVR EVIDENCE DOWNLOAD 001-224-0000-4270	163.03
					Total :	652.12
219080	6/1/2020	102007 L.A. COUNTY SHERIFFS DEPT.	203493BL		INMATE MEAL SERVICE-APRIL 2020 001-225-0000-4350	228.93 228.93
219081	6/1/2020	101920 LIEBERT CASSIDY WHITMORE	1493164		LEGAL SERVICES 001-112-0000-4270	842.00
			1493586		LEGAL SERVICES 001-112-0000-4270	5,106.00
			1493646		LEGAL SERVICES 001-112-0000-4270	3,280.00
			1494858		LEGAL SERVICES 001-112-0000-4270	148.00
			1494859		LEGAL SERVICES 001-112-0000-4270	87.00

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219081	6/1/2020	101920 LIEBERT CASSIDY WHITMORE	(Continued) 1494860		LEGAL SERVICES 001-112-0000-4270	1,798.00
			1496531		LEGAL SERVICES 001-112-0000-4270	1,857.00
			1496532		LEGAL SERVICES 001-112-0000-4270	1,035.95
					Total :	14,153.95
219082	6/1/2020	893615 LIFE LINE SCREENING	2000512.001		RENTAL CANCELTION REFUND 001-3777-0000	405.00
					Total :	405.00
219083	6/1/2020	893403 LLAMAS, SUZANNE	MAY 2020		COMMISSIONER'S STIPEND 001-115-0000-4111	75.00
					Total :	75.00
219084	6/1/2020	102023 LOS ANGELES TIMES	10005456710		NEWSPAPER SUBSCRIPTION-THRU C 001-225-0000-4350	338.52
					Total :	338.52
219085	6/1/2020	892477 LOWES	901488		SUPPLIES - COVID-19 043-390-3689-4300	85.48
			902002		ELECTRICAL PARTS - WELL7A 070-384-0000-4310	369.64
			902834		SMALL TOOLS 043-390-0000-4300	210.23
					Total :	665.35
219086	6/1/2020	102051 M & M LANDSCAPE	7128	12059	LANDSCAPING AND PEST CONTROL 070-384-0000-4260	1,600.00
					Total :	1,600.00
219087	6/1/2020	888468 MAJOR METROPOLITAN SECURITY	1097737	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097738	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	25.00

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219087	6/1/2020	888468 MAJOR METROPOLITAN SECURITY	(Continued) 1097739	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097740	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097741	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097742	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097743	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097744	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097745	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097746	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1097747	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	25.00
			1097748	12049	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	25.00
			1097749	12049	ALARM MONITORING AT ALL CITY FACI 070-384-0000-4260	23.00
			1097750	12049	ALARM MONITORING AT ALL CITY FACI 070-384-0000-4260	23.00
			1097751	12049	ALARM MONITORING AT ALL CITY FACI 070-384-0000-4260	23.00
					Total :	287.00
219088	6/1/2020	888242 MCI COMM SERVICE	7DL39365		ALARM LINE-1100 PICO 001-420-0000-4220	33.08
					Total :	33.08
219089	6/1/2020	893200 MCKESSON MEDICAL-SURGICAL	03343142		MEDICATIONS 001-225-0000-4350	25.12
			03381537		HAND SANITIZER-COVID-19 001-222-3689-4300	23.85

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219089	6/1/2020	893200 MCKESSON MEDICAL-SURGICAL	(Continued) 03959668		MEDICATIONS 001-225-0000-4350	32.20
					Total :	81.17
219090	6/1/2020	102226 MISSION LINEN SUPPLY	512404725		LAUNDRY 001-225-0000-4350	101.17
			512440226		LAUNDRY 001-225-0000-4350	87.23
			512450560		LAUNDRY 001-225-0000-4350	113.79
			512470413		GLOVES 001-225-0000-4300	368.50
			512483040		LAUNDRY 001-225-0000-4350	90.53
					Total :	761.22
219091	6/1/2020	893343 MOHR, NICOLE	MAY 2020		COMMISSIONER'S STIPEND 001-115-0000-4111	75.00
					Total :	75.00
219092	6/1/2020	893050 MORALES-RODRIGUEZ, CRISTAL	APRIL 2020	12077	MMAP INSTRUCTOR: CRISTAL MORALI 109-424-3693-4260	153.00
					Total :	153.00
219093	6/1/2020	893546 MURATOV, ANASTASIA	REIMB.		LUNCH REIMB-ARREST & CONTROL TF 001-225-0000-4360	15.00
					Total :	15.00
219094	6/1/2020	893247 NATIONAL READY MIX	734064	12039	MISC. CONCRETE WORK 015-310-0866-4600	1,068.11
					Total :	1,068.11
219095	6/1/2020	102403 NOW IMAGE PRINTING	2020055		#10 WNDOW ENVELOPES-FINANCE 001-130-0000-4300	385.00
					Total :	385.00
219096	6/1/2020	102423 OCCU-MED, INC.	0520901		PRE-EMPLOYMENT PHYSICALS	

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219096	6/1/2020	102423 OCCU-MED, INC.	(Continued)		001-106-0000-4260	292.00
					Total :	292.00
219097	6/1/2020	102432 OFFICE DEPOT	2400730843		OFFICE SUPPLIES 001-222-0000-4300	76.64
			2401732626		OFFICE SUPPLIES 070-381-0000-4300	58.59
			455624005002		EYEWEAR SAFETY 001-140-3689-4300	26.39
			475196113001		LATEX GLOVES 001-150-3689-4300	10.99
			478184520001		EYEWEAR SAFETY 001-152-3689-4300	52.78
			483368726001		OFFICE SUPPLIES 001-222-0000-4300	189.96
			484456478001		OFFICE SUPPLIES 001-311-0000-4300	53.82
			484463362001		OFFICE SUPPLIES 001-311-0000-4300	366.27
			484463823001		OFFICE SUPPLIES 001-311-0000-4300	125.39
			485200367001		OFFICE SUPPLIES 001-310-0000-4300	64.99
			485621088001		OFFICE SUPPLIES 043-390-0000-4300	29.68
			485625764001		OFFICE SUPPLIES 043-390-0000-4300	59.33
			486464627001		TONER 001-130-0000-4300	101.89
			487045082001		OFFICE SUPPLIES 001-222-0000-4300	142.84
			487049887001		OFFICE SUPPLIES 001-222-0000-4300	16.61
			487797081001		OFFICE SUPPLIES 001-130-0000-4300	41.44
			487798427001		OFFICE SUPPLIES	

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219097	6/1/2020	102432 OFFICE DEPOT	(Continued)			
			488010868001		001-130-0000-4300 TONERS	27.50
			489420502001		001-150-0000-4300 OFFICE SUPPLIES	1,132.84
			493111193001		070-381-0000-4300 OFFICE SUPPLIES	343.19
					001-222-0000-4300	87.81
					Total :	3,008.95
219098	6/1/2020	892572 OLIVAREZ MADRUGA	10544		LEGAL SERVICES	
			10545		001-110-0000-4270 LEGAL SERVICES	8,064.00
			10546		001-110-0000-4270 LEGAL SERVICES	9,182.29
					001-110-0000-4270	1,486.75
					Total :	18,733.04
219099	6/1/2020	890095 O'REILLY AUTOMOTIVE STORES INC	4605-371770		VEH. SERV., MAINT. & REPAIR PARTS	
			4605-372489	12025	041-320-0222-4400 VEH. SERV., MAINT. & REPAIR PARTS	38.49
			4605-372582	12025	041-1215 VEH. SERV., MAINT. & REPAIR PARTS	57.82
				12025	041-1215	7.69
					Total :	104.00
219100	6/1/2020	889385 PAK, JEFFREY	REIMB.		LUNCH REIMB-ARREST & CONTROL TR	
					001-225-0000-4360	13.67
					Total :	13.67
219101	6/1/2020	892360 PARKING COMPANY OF AMERICA	INVM0015176		DIAL-A-RIDE & TROLLEY SERVICES	
				12174	007-313-0000-4260	11,831.67
				12174	007-440-0442-4260	23,663.35
				12174	008-313-0000-4260	11,831.67
					Total :	47,326.69
219102	6/1/2020	892131 PROHEALTH-VALLEY OCCUPATIONAL	00250801-00		DOT DRIVER PHYSICAL	

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219102	6/1/2020	892131 PROHEALTH-VALLEY OCCUPATIONAL	(Continued)			
					001-106-0000-4260	80.00
					Total :	80.00
219103	6/1/2020	890004 PTS	2043910		PD PAY PHONE-JUNE 2020	
					001-190-0000-4220	62.64
					Total :	62.64
219104	6/1/2020	891847 RAMIREZ, JESSICA	REIMB.		LUNCH & PARKING FEE REIMB-STC TR	
					001-225-3688-4360	40.00
					Total :	40.00
219105	6/1/2020	889602 RESPOND SYSTEMS	298098		FACE MASKS - COVID-19	
			298099		001-311-3689-4300 COVID-19 - DISPOSABLE FACE MASK	263.78
					043-390-3689-4300	131.84
					Total :	395.62
219106	6/1/2020	887296 ROBLED0, OLIVIA	MAY 2020		COMMISSIONER'S STIPEND	
					001-115-0000-4111	75.00
					Total :	75.00
219107	6/1/2020	892708 ROYAL INDUSTRIAL SOLUTIONS	8901-790108		ST. LIGHTING, PARKING LOT LIGHTING	
				12050	027-344-0301-4300	383.55
					Total :	383.55
219108	6/1/2020	102929 ROYAL PAPER CORPORATION	4988991		COVID-19 JANITORIAL AND SANITIZER	
				12192	043-390-3689-4300	681.08
					Total :	681.08
219109	6/1/2020	891445 RUEDA, GENESIS	REIMB.		LUNCH & PARKING FEE REIMB-STC TR	
					001-225-3688-4360	40.00
					Total :	40.00
219110	6/1/2020	887575 SAN FERNANDO EXPLORER POST 521	REIMB.		REIMB FOR GRADUATE GIFTS	
					001-226-0230-4430	352.55
					Total :	352.55

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219111	6/1/2020	103057 SAN FERNANDO VALLEY SUN	10835		CENSUS 2020 AD-ENGLISH & SPANISH 110-105-3672-4270	798.34 798.34
219112	6/1/2020	103184 SMART & FINAL	17568		SANITIZING SUPPLIES-COVID-19 001-222-3689-4300	165.87 165.87
219113	6/1/2020	103202 SOUTHERN CALIFORNIA EDISON CO.	2-02-682-6982 2-21-082-3241 2-33-746-5215 2-39-084-2581 2-39-717-6769		ELECTRIC-910 FIRST 043-390-0000-4210 ELECTRIC-VARIOUS LOCATIONS 029-335-0000-4210 027-344-0000-4210 043-390-0000-4210 070-384-0000-4210 ELECTRIC - 190 PARK 027-344-0000-4210 ELECTRIC-1117 2ND 043-390-0000-4210 ELECTRIC-801 EIGHTH 043-390-0000-4210	4,881.50 1,829.55 6,358.62 6,491.71 15,771.67 532.76 13.58 16.54 35,895.93
219114	6/1/2020	103251 STANLEY PEST CONTROL	248901 248909 248910 248911 248912 248913 248914	12091 12091 12091 12091 12091 12091 12091	PEST EXTERMINATION OF VARIOUS CI 043-390-0000-4260 PEST EXTERMINATION OF VARIOUS CI 043-390-0000-4260 PEST EXTERMINATION OF VARIOUS CI 043-390-0000-4260 PEST EXTERMINATION OF VARIOUS CI 043-390-0000-4260 PEST EXTERMINATION OF VARIOUS CI 043-390-0000-4260 PEST EXTERMINATION OF VARIOUS CI 043-390-0000-4260	94.00 62.00 135.00 55.00 95.00 85.00 85.00
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219114	6/1/2020	103251 103251 STANLEY PEST CONTROL	(Continued)			611.00
219115	6/1/2020	100532 STATE OF CALIFORNIA, DEPARTMENT OF JU	448302 449210		DOJ LIVE SCAN FINGERPRINTS-APRIL 001-222-0000-4270 FINGERPRINTING FEES 001-106-0000-4270	32.00 32.00 64.00
219116	6/1/2020	888946 TEKWERKS	8566 8677		CABLE WORK-LP PARK PHONE SYSTE 001-190-0000-4260 CABLE WORK-REC PARK PHONE SYS1 001-190-0000-4260	355.00 375.00 730.00
219117	6/1/2020	103205 THE GAS COMPANY	042-320-6900-7 088-520-6400 090-620-6400-2 143-287-8131-6		GAS-910 FIRST 043-390-0000-4210 GAS-117 MACNEIL 043-390-0000-4210 GAS-120 N MACNEIL 070-381-0000-4210 072-360-0000-4210 043-390-0000-4210 GAS-208 PARK 043-390-0000-4210	109.71 258.03 63.25 63.25 126.48 248.12 868.84
219118	6/1/2020	101528 THE HOME DEPOT CRC, ACCT#603532202490	4974254 653095 9123787		GRAFFITI REMOVAL SUPPLIES 001-152-0000-4300 MISC SUPPLIES 001-152-0000-4300 MISC SUPPLIES 001-152-0000-4300	679.84 78.81 49.39 808.04
219119	6/1/2020	103903 TIME WARNER CABLE	10328050520 10518050120		CABLE 05/05-06/04 001-190-0000-4220 REC PARK CABLE-04/29-05/28	139.38
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219119	6/1/2020	103903 TIME WARNER CABLE	(Continued)			
			222204050120		001-420-0000-4260 OPS CENTER CABLE- 04/29/19-05/28/20	247.37
			283057050520		043-390-0000-4260 LP PARK CABLE-05/05-06/04	128.85
					001-420-0000-4260	184.98
					Total :	700.58
219120	6/1/2020	103414 TRANSTECH ENGINEERS, INC.	20193072	12207	CONTRACT INSPECTOR SERVICES-DE	
			20201161	12207	001-140-0000-4270 CONTRACT INSPECTOR SERVICES-JA	800.00
			20201419	12207	001-140-0000-4270 CONTRACT INSPECTOR SERVICES-FE	2,300.00
			20201756	12207	001-140-0000-4270 CONTRACT INSPECTOR SERVICES-M/	2,100.00
					001-140-0000-4270	1,400.00
					Total :	6,600.00
219121	6/1/2020	103463 U.S. POSTMASTER	APRIL 2020		POSTAGE-APRIL UTILITY BILLS	
					072-360-0000-4300	550.85
					070-382-0000-4300	550.85
			MAY 2020		POSTAGE-MAY UTILITY BILLS	
					070-382-0000-4300	626.52
					072-360-0000-4300	626.52
					Total :	2,354.74
219122	6/1/2020	892258 UNIFORM & ACCESSORIES	774893		UNIFORMS	
			775390		001-222-0000-4300 UNIFORMS	389.64
					001-222-0000-4300	317.52
					Total :	707.16
219123	6/1/2020	893167 UNITED MAINTENANCE SYSTEMS	14612	12002	JANITORIAL SERVICES	
				12002	043-390-0000-4260	13,320.00
					043-390-3689-4260	6,570.45
					Total :	19,890.45

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219124	6/1/2020	103439 UPS	831954180		COURIER SERVICES	
					001-190-0000-4280	150.60
					Total :	150.60
219125	6/1/2020	893612 VALLARTA SUPER MARKETS	317	12208	COVID-19 HAND SANITIZER	
					001-105-3689-4300	2,646.10
					Total :	2,646.10
219126	6/1/2020	889644 VERIZON BUSINESS	64730822		CITY HALL LONG DISTANCE	
			64730823		001-190-0000-4220 CITY YARD LONG DISTANCE	50.38
			64730824		070-384-0000-4220 CITY HALL LONG DISTANCE & INTRAL	15.12
			64730825		001-190-0000-4220 POLICE LONG DISTANCE	25.19
			64730826		001-222-0000-4220 CITY YARD LONG DISTANCE	116.12
			64730827		070-384-0000-4220 PARK LONG DISTANCE	10.07
			64731367		001-420-0000-4220 ENGINEERING LONG DISTANCE	15.36
			64731378		001-310-0000-4220 CITY HALL LINES	5.04
					001-190-0000-4220	55.49
					Total :	292.77
219127	6/1/2020	100101 VERIZON WIRELESS-LA	9854261171		PW CELL PHONE PLAN	
					072-360-0000-4220	61.10
					001-101-0102-4220	54.11
					001-105-0000-4220	98.35
					Total :	213.56
219128	6/1/2020	103603 VULCAN MATERIALS COMPANY	72573571	12043	UTILITY TRENCH AND POTHOLE REPA	
				12043	072-360-0000-4300	483.84
			72573572	12043	070-383-0301-4300 UTILITY TRENCH AND POTHOLE REPA	483.84
					072-360-0000-4300	728.26

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vchlist

Voucher List

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05/27/2020 11:39:38AM

CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
219128	6/1/2020	103603 VULCAN MATERIALS COMPANY	(Continued)	12043	070-383-0301-4300	728.26
					Total :	2,424.20
219129	6/1/2020	888390 WEST COAST ARBORISTS, INC.	159806	12093	CITY WIDE TREE MAINT. SERVICE	2,520.00
					011-311-0000-4260	2,520.00
					Total :	2,520.00
219130	6/1/2020	892023 WINDSTREAM	72624527		PHONE SERVICES-05/18-06/17	
					001-222-0000-4220	688.67
					001-420-0000-4220	449.80
					070-384-0000-4220	525.20
					001-190-0000-4220	2,197.64
					Total :	3,861.31
99	Vouchers for bank code :		bank3		Bank total :	633,623.90
99	Vouchers in this report					Total vouchers : 633,623.90

Voucher Registers are not final until approved by Council.

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SPECIAL CHECKS

vchlist

Voucher List

Page: 1

05/13/2020 9:20:52AM

CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
219029	5/11/2020	893115 P.E.R.S. CITY RETIREMENT	100000016007153		EMPLOYER CONTRIB VARIANCE-E CHI 018-115-0000-4124	2,555.61
			100000016007197		EMPLOYER CONTRIB VARIANCE-D SAI 018-423-0000-4124	1,437.62
					Total :	3,993.23
		1 Vouchers for bank code :	bank3		Bank total :	3,993.23
		1 Vouchers in this report			Total vouchers :	3,993.23

Voucher Registers are not final until approved by Council.

Page: 1

SPECIAL CHECKS

vchlist

Voucher List

Page: 1

05/13/2020 10:07:40AM

CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
219030	5/11/2020	893115 P.E.R.S. CITY RETIREMENT	100000015979460		EMPLOYER CONTRIB 001-1160	2,886.15
Total :						2,886.15
1 Vouchers for bank code : bank3						Bank total : 2,886.15
1 Vouchers in this report						Total vouchers : 2,886.15

Voucher Registers are not final until approved by Council.

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AGENDA REPORT

To: Mayor Joel Fajardo and Councilmembers

From: Nick Kimball, City Manager

Date: June 1, 2020

Subject: Consideration to Adopt a Resolution Approving a Cooperation Agreement with the Los Angeles County Development Authority to Continue Participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program

RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8007 (Attachment "A") approving the City of San Fernando's ongoing participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program; and
- a. Approve the Cooperation Agreement with the Los Angeles County Development Authority (Attachment "B" – Contract No. 1952) to continue participation in the Los Angeles Urban County Community Development Block Grant program; and
- b. Authorize the City Manager to make non-substantive changes and execute all related documents.

BACKGROUND:

1. In 1974, the CDBG Program was enacted through the Housing and Community Development Act of 1974. The CDBG Program is a federally funded component of the United States Department of Housing and Urban Development (HUD).
2. The CDBG Program was established to provide communities with resources to address a wide range of unique community development needs, including but not limited to: addressing slum and blighted conditions; assisting or benefiting low- and moderate-income families; or to meet the needs of special-population groups, such as the disabled or senior citizens.

Consideration to Adopt a Resolution and Approve a Cooperation Agreement with the Los Angeles County Development Authority to Continue Participation in the Los Angeles Urban County Community Development Block Grant Program

Page 2 of 3

3. The City receives CDBG program funds through participation in the Los Angeles Urban County CDBG Program administered by the Los Angeles County Development Authority (LACDA), formerly known as the Community Development Commission/Housing Authority of the County of Los Angeles (CDC/HACoLA).
4. In May 2019, CDC/HACoLA was rebranded as LACDA to combine the strength of two separate legal entities with a history of operating in tandem – the CDC and HACoLA – into one agency, under one management structure, and one uniform voice.
5. The City's existing Cooperation Agreement with CDC expires on June 30, 2021 (Contract No. 1744, as amended, Attachment "C").
6. On May 18, 2020, the City Council approved a new Cooperation Agreement (Contract No. 1952), however, staff inadvertently omitted the required resolution that is being presented as part of this item for approval.

ANALYSIS:

With a population less than 50,000, the City participates in the Urban County CDBG Program through the LACDA. As the administrator of the Urban County CDBG Program, the LACDA is awarded and accepts funds directly from HUD on behalf of participating cities in LA County. LACDA also assumes responsibility for all obligations of an applicant under federal statutes, including, but not limited to, performing the analysis of needs, setting objectives, development of community development and housing assistance plans, development of the consolidated plan, and the assurances of certificates.

Every three (3) years, the County of Los Angeles must re-qualify with the U.S. Department of Housing and Urban Development (HUD) for entitlement status as an Urban County in order to participate in the CDBG program. The County is currently preparing to submit documentation for the next qualification period, which will begin on July 1, 2021 and end on June 30, 2024.

Under the City's existing Agreement with the CDC, which expires on June 30, 2021, the term automatically renews every three years unless the City provides written notice at least 60-days prior to the end of the term that it elects not to participate in a new qualification period. Due to the legal name change from CDC to LACDA, a new Cooperation Agreement is required reflected the new legal entity.

In order to approve the new Cooperation Agreement (Attachment "B"), the City Council must first adopt a Resolution (Attachment "A") approving ongoing participation in the CDBG Program as administered through LACDA.

Consideration to Adopt a Resolution and Approve a Cooperation Agreement with the Los Angeles County Development Authority to Continue Participation in the Los Angeles Urban County Community Development Block Grant Program

Page 3 of 3

The City's ongoing participation in the CDBG Program will allow the City to continue to receive annual allocation of CDBG Program funds. Additionally, through participation in the Urban County program, the City automatically participates in the County HOME Investment Partnerships Program and the Assisted Housing Programs. Neither of these two programs requires City staff support nor funding; the City simply provides information to interested residents regarding these County programs.

The remaining terms of the Agreement remain substantially unchanged from the prior agreement.

BUDGET IMPACT:

The City receives an allocation of approximately \$225,000 per year in CDBG funds through the Urban County program administered by LACDA. Approval of the proposed Resolution and accompanying Cooperation Agreement will allow the City to continue to participate and receive future funding allocations from the LACDA as part of the ongoing CDBG Program.

CONCLUSION:

City staff is recommending that the City Council adopt Resolution No. 8007 approving the City's ongoing participation in the CDBG Program and authorizes the City Manager to sign the Cooperation Agreement with LACDA.

ATTACHMENTS:

- A. Resolution No. 8007
- B. Contract No. 1952
- C. Contract No. 1744 (Expiring)

ATTACHMENT “A”**RESOLUTION NO. 8007****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, APPROVING PARTICIPATION IN THE LOS ANGELES URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BY AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO SIGN A COOPERATION AGREEMENT WITH THE COUNTY OF LOS ANGELES**

WHEREAS, the City of San Fernando desires to continue its participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program for the qualification period beginning July 1, 2021; and

WHEREAS, the City of San Fernando City Council authorizes the execution of a Cooperation Agreement with the County of Los Angeles in order to receive said CDBG funds.

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

SECTION 1: The City Council adopts and approves the County of Los Angeles Participating City Cooperation Agreement between the City of San Fernando and the County of Los Angeles (City Contract No. 1952) for the time period of July 1, 2021 through June 30, 2024 and self-renewing thereafter.

SECTION 2: The City Council authorizes the City Manager or his designee to execute any and all documents necessary for participation in the Los Angeles Urban County CDBG Program on behalf of the City of San Fernando.

PASSED, APPROVED, AND ADOPTED this 1st day of June, 2020.

Joel Fajardo, Mayor

ATTEST:

Julia Fritz, City Clerk

RES. NO. 8007**CERTIFICATION**

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 8007 which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 1st day of June 2020, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of _____ 2020.

Julia Fritz, City Clerk

COUNTY OF LOS ANGELES
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
HOME INVESTMENT PARTNERSHIPS PROGRAMS

PARTICIPATING CITY
COOPERATION AGREEMENT

This Agreement is being entered into on this ____ day of _____, to be effective on the 1st day of July 2021, by and between the City of San Fernando, hereinafter referred to as "City," and the County of Los Angeles, by and through the Executive Director of the Los Angeles County Development Authority, hereinafter referred to as "County" and shall remain in effect for the three-year qualification period through the 30th day of June 2024. After this date, this Agreement provides for automatic renewal of participation in successive three-year qualification periods, unless the County, or the City provides written notice it elects not to participate in a new qualification period.

WITNESSETH THAT:

WHEREAS, in 1974, the U.S. Congress enacted and the President signed a law entitled, the Housing and Community Development Act of 1974, as amended, herein called the "Act;" and

WHEREAS, County and City desire to cooperate to undertake, or assist in undertaking, community development, community renewal of lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act, the Cranston-Gonzalez National Affordable Housing Act (NAHA), and the U.S. Housing Act of 1937, as amended;

WHEREAS, the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, and the Emergency Solutions Grant (ESG) Program are required to have an approved comprehensive housing strategy as authorized under NAHA;

WHEREAS, the County has requested of the U.S. Department of Housing and Urban Development, hereinafter referred to as "HUD," that the County be designated as an "Urban County;"

WHEREAS, the City desires to participate with the County in said program;

WHEREAS, as the Urban County designee, the County will take responsibility and assume all obligations of an applicant under federal statutes, including: the analysis of needs, the setting of objectives, the development of community development and housing assistance plans, the consolidated plan, and the assurances of certifications;

WHEREAS, the terms and provisions of this Agreement are fully authorized under State and local law, and this Agreement provides full legal authority for the County, by and through its agents and instrumentalities including the Los Angeles County Development Authority, herein referred as "County," to undertake, or assist in undertaking, essential community development and housing assistance activities, specifically urban renewal and publicly assisted housing; and

WHEREAS, by executing this Agreement, the parties hereby give notice of the intention to participate in the Urban County CDBG Program.

NOW, THEREFORE, the parties agree as follows:

1. The City hereby authorizes the County to perform, or cause to be performed, those acts necessary or appropriate to implement the community development and housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, improvement or development of housing for persons of low- to moderate-income, and other community or urban renewal activities authorized under the Act specified for the City in the County's Consolidated Plan which will be funded from annual CDBG and applicable HOME Programs from Federal annual appropriations and from any program income generated from the expenditure of such funds. County shall have final authority and responsibility for selecting projects and annually filing its Final Housing and Community Development Plan with HUD.

In the event this Agreement extends into succeeding fiscal years and funds have not been appropriated, this Agreement will automatically terminate as of June 30 of the then current fiscal year. The County will endeavor to notify the City in writing within ten (10) days of receipt of non-appropriation notice.

2. This Agreement covers the following formula funding programs administered by HUD where the County is awarded and accepts funding directly from HUD: The CDBG Entitlement Program, the HOME Program and the ESG Program.
3. In executing this Agreement, the City understands that it shall not be eligible to apply for grants under the Small Cities or State CDBG Programs for appropriations for fiscal years during the period in which the City is participating in the Urban County CDBG entitlement program; and further, the City shall not be eligible to participate in the HOME and ESG programs except through the Urban County.
4. The City may participate in a HOME Program only through the County. Thus, even if the County does not receive a HOME formula allocation, the City cannot form a HOME consortium with other local governments.
5. The term of this Agreement shall commence on **July 1, 2021**, the beginning date of the first year of the new Urban County Qualification Period, which will end on **June 30, 2024**. After this three (3) year Qualification Period ends, this Agreement will automatically renew for another period of three (3) years, unless the City provides written notice at least 60 days prior to the end of the term that it elects not to participate in a new qualification period. A copy of that notice must be sent to the HUD Field Office. Towards the end of the three-year term, the County will notify the City in writing of its right not to participate in the Urban County for a successive three-year term.

The parties agree to adopt amendments to this Agreement incorporating changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice by HUD, prior to the subsequent three-year extension of the term. Any amendment to this Agreement shall be submitted to

HUD as required by the regulations and any failure to adopt required amendments will void the automatic renewal of the Agreement for the subsequent three-year term.

6. This Agreement shall be effective for the period of time required for the expenditure of all CDBG and/or applicable HOME funds allocated to the City under this Agreement and appropriations from any program income therefrom and for the completion of the funded activities. The County and City agree that they cannot terminate or withdraw from this Agreement while it remains in effect.

The City and the County agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act.

The City and the County in the performance of this Agreement shall take all actions necessary or appropriate to assure compliance with the Urban County's certification under Section 104 (b) of Title I of the Act, as amended, regarding Title VI of the Civil Rights Act of 1964; the Fair Housing Act and affirmatively furthering fair housing as cited in 24 CFR 91.225(a); Section 109 of Title I of the Act, which incorporates Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975, and all other applicable laws and regulations.

Urban County funding is prohibited for activities in, or in support of, any City that does not affirmatively further fair housing within its local jurisdiction or that impedes the County's action to comply with the Fair Housing Certification.

7. The City and County agree that CDBG and HOME funding is prohibited for any activities in or in support of any cooperating City that do not affirmatively further fair housing within its own jurisdiction or that impede the County's action to comply with its fair housing certification.
8. Pursuant to 24 CFR 570.501 (b), the City is subject to all requirements applicable to subrecipients, including the requirement of a written agreement as set forth in 24 CFR 570.503.
9. The City shall report to the County of any income generated by the use of CDBG or HOME funds received by the City. Any such program income must be remitted to the County within 30 days of receipt if applicable. Such program income may be used for eligible activities in accordance with all CDBG and HOME requirements as may then apply.
10. The County shall be responsible for monitoring and reporting to HUD on the use of any program income; therefore, the City shall be required to maintain appropriate record keeping and reporting for this purpose.
11. The City may not sell, trade or otherwise transfer all or any portion of CDBG funds at another metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in

exchange for any other funds, credits or non-Federal consideration, but must use such funds for activities eligible under title I of the Housing and Community Act of 1974.

12. In the event of grant close-out or termination of this Agreement, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County within 60 days after grant closeout.
13. All program income generated from the disposition or transfer of real property acquired or improved by the City, using CDBG and/or HOME funds or program income, during the term of this Agreement, shall be subject to all the terms and conditions of this Agreement, particularly Sections 6 through 11.
14. Any real property which is acquired or improved by the City during the term of this Agreement, in whole or in part, using CDBG and/or HOME funds or program income in excess of \$25,000, shall be subject to the following standards:
 - a. The County shall be notified by the City in writing of any modification or change in the use or disposition of such real property from that planned at the time of the acquisition or improvement. Such notification shall be made prior to the modification, change in use or disposition.
 - b. If such real property is sold within five (5) years or transferred for a use which does not qualify as an eligible activity under CDBG and/or HOME regulations, the City shall reimburse to the County an amount equal to the pro-rata share of the current fair market value of the property or proceeds from the sales. The pro-rata share shall be calculated by multiplying the current market value by the percentage of the purchase price paid with CDBG funds or program income.
15. The City shall make available for inspection and audit to County's and HUD's representatives, upon request, at any time during the duration of this Agreement and for a period of five (5) years, thereafter, all of its books and records relating to CDBG and HOME program activities and income.
16. Following the end of the three-year reimbursable contract period and after resolving any financial or programmatic findings, if a City elects to leave the Los Angeles County Grant Program, and is not eligible to become an entitlement City, the City will be unable to request that its allocation or any remaining balance be transferred to the City. Any remaining balance will be transferred to the funding pool of the Supervisorial District in which the City is located.
17. The City has adopted and is enforcing:
 - a. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - b. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of

such non-violent civil rights demonstrations within its jurisdiction.

18. The City shall provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the City's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- b. Establishing an ongoing drug-free awareness program to inform employees about:
 - i The dangers of drug abuse in the workplace;
 - ii The City's policy of maintaining a drug-free workplace;
 - iii Any available drug counseling, rehabilitation, and employee assistance programs; and
 - iv The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph "a" of this Section 18.
- d. Notifying the employee in the statement required by paragraph "a" of this Section 18 that, as a condition of employment funded by the CDBG and/or HOME grant, the employee will:
 - i Abide by the terms of the statement; and
 - ii Notify the City in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.
- e. Notifying the County in writing, within ten (10) calendar days after receiving notice under subparagraph d(ii) of this Section 18 from an employee or otherwise receiving actual notice of any such conviction; and the City must provide written notice, including position or title, of any City employees convicted of any criminal drug statute to every County officer or other designee who processed a CDBG or HOME grant which funded any activity on which the convicted employee was working, unless HUD has designated an identification number(s) of each affected grant.
- f. Taking one (1) of the following actions, within thirty (30) calendar days of receiving notice under subparagraph d(ii) of this Section 18, with respect to any employee who is so convicted:
 - i Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the

Rehabilitation Act of 1973, as amended; or

- ii Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, State, local health, law enforcement, or other appropriate agency.
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a, b, c, d, e, and f, of this Section 18.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by the Executive Director of the Los Angeles County Development Authority, and the City has subscribed the same through its duly authorized officers, on the day, month, and year first above written.

County Counsel Certification

The office of the County Counsel hereby certifies that the terms and provisions of this Agreement are fully authorized under State and local laws, and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public assisted housing.

By: _____
Deputy County Counsel

Date

COUNTY OF LOS ANGELES

CITY OF SAN FERNANDO

By _____
EMILIO SALAS
Acting Executive Director
Los Angeles County Development Authority

By _____
MAYOR OR DESIGNEE



ATTEST:

City Clerk

By _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By _____
Deputy

By _____
City Attorney



COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles

700 W. Main Street • Alhambra, CA 91801

Tel: 626.262.4511 • TDD: 626.943.3898 • www.lacdc.org

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger
Commissioners

October 13, 2017

Alex Meyerhoff, City Manager
City of San Fernando
117 N. Macneil St.
San Fernando, CA 91340-2911

Dear Mr. Meyerhoff:

**CITY'S CONTINUED PARTICIPATION
IN THE LOS ANGELES URBAN COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

The County, acting through the Community Development Commission of the County of Los Angeles, is pleased to join in partnership with 47 participating cities in the Los Angeles County Community Development Block Grant (CDBG) Program. The cities acted in a truly cooperative spirit recently when we requested everyone to execute an Amendment to their Cooperation Agreement within a short timeframe. Unfortunately, it could not be avoided, and, as usual, all 47 cities reacted positively and helped us meet the U.S. Department of Housing and Urban Development's (HUD) deadline.

We have already been notified that the documentation has been reviewed and found to be legally acceptable and meets HUD's requirements to re-qualify for entitlement status. The Cooperation Agreements and the subsequent Amendment also document the fact that the City is part of the CDBG Urban County Program for the next three (3) Fiscal Years (July 1, 2018 - June 30, 2021). As you may be aware, every three (3) years, the County of Los Angeles must re-qualify with HUD for this entitlement designation.

Enclosed for your records is the City's fully executed copy of the Amendment to the Cooperation Agreement. This Amendment has also been scanned and is filed electronically in the CDBG Online System, along with the CDBG contracts you have with the CDC, as well as the original Cooperation Agreement the City signed in 2014.

Alex Meyerhoff, City Manager
October 13, 2017
Page 2

We look forward to funding future programs and services in the City and to your continued partnership in the CDBG Program. It is because of jurisdictions such as yours and the partnership that we have that we are able to reach those residents most in need.

Should you have any questions, please contact Hermelinda Rendon, Grants Planning and Administration Team Supervisor, of my staff, at (626) 586-1750.

Sincerely,



SCOTT STEVENSON, Director
Community Development Division

SS:LJ:HR:rb
K:\GMU COMMON\GPPA\GPA\Urban County Qualification Docs\2018-2020 Qualification Period\City amendment thanku .ltr.final merge

Enclosure

**COUNTY OF LOS ANGELES
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
PARTICIPATING CITY COOPERATION AGREEMENT
AMENDMENT NUMBER 1**

CITY: SAN FERNANDO

THIS AMENDMENT NUMBER 1 TO THE COOPERATION AGREEMENT which was effective July 1, 2015, is made this 20 day of September 2017 by and between the County of Los Angeles, hereinafter called the "County," acting by and through the Community Development Commission of the County of Los Angeles (Commission) and the City of San Fernando (City).

WITNESSETH THAT:

WHEREAS, in 1974, the U.S. Congress enacted and the President signed a law entitled, the Housing and Community Development Act of 1974, as amended, herein called the "Act;"

WHEREAS, the County and City desire to cooperate to undertake, or assist in undertaking, community development, community renewal of lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act, the Cranston-Gonzalez National Affordable Housing Act (NAHA), and the U.S. Housing Act of 1937, as amended;

WHEREAS, the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, and the Emergency Solutions Grant (ESG) Program are required to have an approved comprehensive housing strategy as authorized under NAHA;

WHEREAS, the County has requested of the U.S. Department of Housing and Urban Development, hereinafter referred to as "HUD," that the County be designated as an "Urban County;"

WHEREAS, the County and the Participating City previously entered into a Cooperation Agreement;

WHEREAS, the City desires to participate with the County in said program;

WHEREAS, as the Urban County designee, the County will take responsibility and assume all obligations of an applicant under federal statutes including: the analysis of needs, the setting of objectives, the development of community development and housing assistance plans, the consolidated plan, and the assurances of certifications; and

WHEREAS, the terms and provisions of this Agreement are fully authorized under State and local law, and this Agreement provides full legal authority for the County, by and through its agents and instrumentalities including the Housing Authority of the County of Los Angeles and the Community Development Commission of the County of Los Angeles, herein referred as "County," to undertake, or assist in undertaking, essential community development and housing assistance activities, specifically urban renewal and publicly assisted housing; and

NOW, THEREFORE, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived there from, the parties agree as follows:

1. The City may not sell, trade or otherwise transfer all or any portion of CDBG funds at another metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal consideration, but must use such funds for activities eligible under title I of the Housing and Community Act of 1974.

This Amendment No. 1 amends the original Cooperation Agreement to reflect the additions and/or change(s) noted above, and this section(s) should be substituted in its entirety or added to the previously executed agreement. All other terms and conditions of said agreement shall remain the same.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this amendment to the Cooperation Agreement to be subscribed by the Executive Director of the Community Development Commission of the County of Los Angeles, and the City has subscribed the same through its duly authorized officers, on the day, month, and year first above written

County Counsel Certification

The office of the County Counsel hereby certifies that the terms and provisions of this Agreement are fully authorized under State and local laws, and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public assisted housing.

By: Behnaz Jashakmani
Deputy County Counsel

9-25-12
Date

COUNTY OF LOS ANGELES

By: Seán Rogan
for SEAN ROGAN, Executive Director
Community Development Commission
of the County of Los Angeles

CITY OF SAN FERNANDO

By: Sylvia Queiroz
MAYOR OR DESIGNEE

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By: Behnaz Jashakmani
Deputy

APPROVED AS TO FORM:

By: [Signature]
City Attorney



**COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles**

700 W. Main Street • Alhambra, CA 91801

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

Sean Rogan
Executive Director

RECEIVED

AUG 12 2014

**ADMINISTRATIVE OFFICE OF
CITY OF SAN FERNANDO**

August 7, 2014

Brian Saeki, City Manager
City of San Fernando
117 Macneil Street
San Fernando, CA 91340

Dear Mr. Saeki:

PARTICIPATING CITY COOPERATION AGREEMENT

The purpose of this letter is to express our pleasure that the City of City of San Fernando has chosen to continue working with the County as a partner in the Urban County Community Development Block Grant (CDBG) Program for the new qualification period, which began on July 1, 2015 and ends on June 30, 2018.

Enclosed you will find a copy of the fully executed Cooperation Agreement and the Certification of Understanding Concerning the Prohibition of the Exchange of CDBG Funds. Thank you for your assistance in this matter. This Agreement has an automatic self-renewal provision every three (3) years, so it will automatically self-renew at the end of this qualification period, unless the County or the City provide written notice electing not to participate. Because of this self-renewal provision, it is unlikely that the City and County will need to execute another Cooperation Agreement anytime in the near future, unless the U.S. Department of Housing and Urban Development changes their requirements. Prior to this year, the last time most of our partner cities signed the Cooperation Agreement was in 2005.

Your Cooperation Agreement and the Certification of Understanding Concerning the Prohibition of the Exchange of CDBG Funds are accessible in the CDBG Online System, along with your other contracts. In order to view and/or download a contract, go to the toolbar found on the top of the screen of the CDBG Online System, click on "Contract," move the cursor down to "Contracts," then click on "Search." This will take you to a screen that will list all of your contracts. The enclosed hard copy, with original signatures, is for your City's records since many of the City Clerks requested a hard copy of the fully executed contract.

We look forward to working in partnership with your City to serve the residents of Los Angeles County during this new qualification period. Should you have any questions, about the

Brian Saeki, City Manager
August 7, 2014
Page 2

Cooperation Agreement or the process, please contact Hermelinda Rendon, Program Administration Supervisor, at (626) 586-1750 or Hermelinda.Rendon@lacdc.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Stevenson", with a stylized flourish at the end.

SCOTT STEVENSON, Director
Community Development Division

SS:LJ:HR:rb
K:\GMU COMMON\GPPA\GPA\Urban County Qualification Docs\2015.2017Coop Agreement.final merge

Enclosures

CONTRACT NO. 1744

**COUNTY OF LOS ANGELES
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
HOME INVESTMENT PARTNERSHIPS PROGRAMS**

**PARTICIPATING CITY
COOPERATION AGREEMENT**

This Agreement is being entered into on this 4th day of June 2014, to be effective on the 1st day of July 2015, by and between the City of San Fernando, hereinafter referred to as "City," and the County of Los Angeles, by and through the Executive Director of the Community Development Commission of the County, hereinafter referred to as "County" and shall remain in effect for the three-year qualification period through the 30th day of June 2018. After this date, this Agreement provides for automatic renewal of participation in successive three-year qualification periods, unless the County or the City provides written notice it elects not to participate in a new qualification period.

WITNESSETH THAT:

WHEREAS, in 1974, the U.S. Congress enacted and the President signed a law entitled, the Housing and Community Development Act of 1974, as amended, herein called the "Act;" and

WHEREAS, County and City desire to cooperate to undertake, or assist in undertaking, community development, community renewal of lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act, the Cranston-Gonzalez National Affordable Housing Act (NAHA), and the U.S. Housing Act of 1937, as amended;

WHEREAS, the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, and the Emergency Solutions Grant (ESG) Program are required to have an approved comprehensive housing strategy as authorized under NAHA;

WHEREAS, the County has requested of the U.S. Department of Housing and Urban Development, hereinafter referred to as "HUD," that the County be designated as an "Urban County;"

WHEREAS, the City desires to participate with the County in said program;

WHEREAS, as the Urban County designee, the County will take responsibility and assume all obligations of an applicant under federal statutes, including: the analysis of needs, the setting of objectives, the development of community development and housing assistance plans, the consolidated plan, and the assurances of certifications;

WHEREAS, the terms and provisions of this Agreement are fully authorized under State and local law, and this Agreement provides full legal authority for the County, by and through its agents and instrumentalities including the Housing Authority of the County of Los Angeles and the Community Development Commission of the County of Los Angeles, herein referred as "County," to undertake, or assist in undertaking, essential community development and housing assistance activities, specifically urban renewal and publicly assisted housing; and

WHEREAS, by executing this Agreement, the parties hereby give notice of the intention to participate in the Urban County CDBG Program.

NOW, THEREFORE, the parties agree as follows:

1. The City hereby authorizes the County to perform, or cause to be performed, those acts necessary or appropriate to implement the community development and housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, improvement or development of housing for persons of low- to moderate-income, and other community or urban renewal activities authorized under the Act specified for the City in the County's Consolidated Plan which will be funded from annual CDBG and applicable HOME Programs from Federal annual appropriations and from any program income generated from the expenditure of such funds. County shall have final authority and responsibility for selecting projects and annually filing its Final Housing and Community Development Plan with HUD.

In the event this Agreement extends into succeeding fiscal years and funds have not been appropriated, this Agreement will automatically terminate as of June 30 of the then current fiscal year. The County will endeavor to notify the City in writing within ten (10) days of receipt of non-appropriation notice.

2. This Agreement covers the following formula funding programs administered by HUD where the County is awarded and accepts funding directly from HUD: The CDBG Entitlement Program and the HOME Program.
3. In executing this Agreement, the City understands that it shall not be eligible to apply for grants under the Small Cities or State CDBG Programs for appropriations for fiscal years during the period in which the City is participating in the Urban County CDBG entitlement program; and further, the City shall not be eligible to participate in the HOME and ESG programs except through the Urban County.
4. The City may participate in a HOME Program only through the County. Thus, even if the County does not receive a HOME formula allocation, the City cannot form a HOME consortium with other local governments.
5. The term of this Agreement shall commence on **July 1, 2015**, the beginning date of this new Urban County Qualification Period, which will end on **June 30, 2018**. After this three (3) year Qualification Period ends, this Agreement will automatically renew for another period of three (3) years, unless the City provides

written notice at least 60 days prior to the end of the term that it elects not to participate in a new qualification period. A copy of that notice must be sent to the HUD Field Office. Before the end of the first three-year term, the County will notify the City in writing of its right not to participate in the Urban County for a successive three-year term.

The parties agree to adopt amendments to this Agreement incorporating changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice by HUD, prior to the subsequent three-year extension of the term. Any amendment to this Agreement shall be submitted to HUD as required by the regulations and any failure to adopt required amendments will void the automatic renewal of the Agreement for the subsequent three-year term.

6. This Agreement shall be effective for the period of time required for the expenditure of all CDBG and/or applicable HOME funds allocated to the City under this Agreement and appropriations from any program income therefrom and for the completion of the funded activities. The County and City agree that they cannot terminate or withdraw from this Agreement while it remains in effect.

The City and the County agree to cooperate to undertake, or assist in undertaking, community development, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act.

The City and the County in the performance of this Agreement shall take all actions necessary or appropriate to assure compliance with the County's certification required by Section 104 (b) of Title I of the Act, as amended, including the provisions of the National Environmental Policy Act of 1969, Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Section 109 of Title I of the Act, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, affirmatively furthering fair housing, Section 3 of the Housing and Urban Development Act of 1968, the Fair Housing Act, the Act, and all other applicable laws and regulations.

7. The City and County agree that CDBG and HOME funding is prohibited for any activities in or in support of any cooperating City that do not affirmatively further fair housing within its own jurisdiction or that impede the County's action to comply with its fair housing certification.
8. Pursuant to 24 CFR 570.501 (b), the City is subject to all requirements applicable to subrecipients, including the requirement of a written agreement as set forth in 24 CFR 570.503.
9. The City shall report to the County of any income generated by the use of CDBG or HOME funds received by the City. Any such program income must be

remitted to the County within 30 days of receipt if applicable. Such program income may be used for eligible activities in accordance with all CDBG and HOME requirements as may then apply.

10. The County shall be responsible for monitoring and reporting to HUD on the use of any program income; therefore, the City shall be required to maintain appropriate record keeping and reporting for this purpose.
11. In the event of grant close-out or termination of this Agreement, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County within 60 days after grant closeout.
12. All program income generated from the disposition or transfer of real property acquired or improved by the City, using CDBG and/or HOME funds or program income, during the term of this Agreement, shall be subject to all the terms and conditions of this Agreement, particularly Sections 6 through 11.
13. Any real property which is acquired or improved by the City during the term of this Agreement, in whole or in part, using CDBG and/or HOME funds or program income in excess of \$25,000, shall be subject to the following standards:
 - a. The County shall be notified by the City in writing of any modification or change in the use or disposition of such real property from that planned at the time of the acquisition or improvement. Such notification shall be made prior to the modification, change in use or disposition.
 - b. If such real property is sold within five (5) years or transferred for a use which does not qualify as an eligible activity under CDBG and/or HOME regulations, the City shall reimburse to the County an amount equal to the pro-rata share of the current fair market value of the property or proceeds from the sales. The pro-rata share shall be calculated by multiplying the current market value by the percentage of the purchase price paid with CDBG funds or program income.
14. The City shall make available for inspection and audit to County's and HUD's representatives, upon request, at any time during the duration of this Agreement and for a period of five (5) years, thereafter, all of its books and records relating to CDBG and HOME program activities and income.
15. Following the end of the three-year reimbursable contract period and after resolving any financial or programmatic findings, if a City elects to leave the Los Angeles County Grant Program, and is not eligible to become an entitlement City, the City will be unable to request that its allocation or any remaining balance be transferred to the City. Any remaining balance will be transferred to the funding pool of the Supervisorial District in which the City is located.
16. The City has adopted and is enforcing:

- a. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - b. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
17. The City shall or shall continue to provide a drug-free workplace by:
- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the City's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
 - b. Establishing an ongoing drug-free awareness program to inform employees about:
 - i The dangers of drug abuse in the workplace;
 - ii The City's policy of maintaining a drug-free workplace;
 - iii Any available drug counseling, rehabilitation, and employee assistance programs; and
 - iv The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
 - c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph "a" of this Section 17.
 - d. Notifying the employee in the statement required by paragraph "a" of this Section 17 that, as a condition of employment funded by the CDBG and/or HOME grant, the employee will:
 - i Abide by the terms of the statement; and
 - ii Notify the City in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.
 - e. Notifying the County in writing, within ten (10) calendar days after receiving notice under subparagraph d(ii) of this Section 17 from an employee or otherwise receiving actual notice of any such conviction; and the City must provide written notice, including position or title, of any City employees convicted of any criminal drug statute to every County officer or other designee who processed a CDBG or HOME grant which

funded any activity on which the convicted employee was working, unless HUD has designated an identification number(s) of each affected grant.

- f. Taking one (1) of the following actions, within thirty (30) calendar days of receiving notice under subparagraph d(ii) of this Section 17, with respect to any employee who is so convicted:
 - i Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - ii Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, State, local health, law enforcement, or other appropriate agency.
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a, b, c, d, e, and f, of this Section 17.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by the Executive Director of the Community Development Commission of the County of Los Angeles, and the City has subscribed the same through its duly authorized officers, on the day, month, and year first above written

County Counsel Certification

The office of the County Counsel hereby certifies that the terms and provisions of this Agreement are fully authorized under State and local laws, and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public assisted housing.

By:  6/2/14
Deputy County Counsel Date

COUNTY OF LOS ANGELES

CITY OF SAN FERNANDO

By 
SEAN ROGAN, Executive Director
Community Development Commission
of the County of Los Angeles

By 
SYLVIA BALLIN, Mayor

ATTEST:

City Clerk

By 
ELENA G. CHAVEZ, City Clerk

APPROVED AS TO FORM:

JOHN F. KRATTLI
County Counsel

By 
Deputy

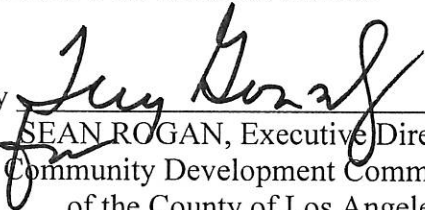
APPROVED AS TO FORM:

By 
RICK OLIVAREZ, City Attorney

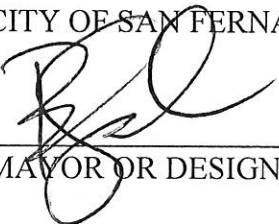
CERTIFICATION OF UNDERSTANDING CONCERNING PROHIBITION OF EXCHANGE OF CDBG FUNDS

I CERTIFY THAT I HAVE READ AND UNDERSTAND COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) BULLETIN NO. 12-0027, *DISCONTINUANCE OF THE CDBG EXCHANGE OR TRANSFER OF FUNDS POLICY*, DATED NOVEMBER 6, 2012, AND AGREE THAT NO CDBG FUNDS MAY BE EXCHANGED OR TRANSFERRED BETWEEN ANY JURISDICTION. I ALSO AGREE THAT ALL OTHER PROVISIONS OF THE COOPERATION AGREEMENT REMAIN IN FULL EFFECT.

COUNTY OF LOS ANGELES

By 
SEAN ROGAN, Executive Director
Community Development Commission
of the County of Los Angeles

CITY OF SAN FERNANDO

By 
MAYOR OR DESIGNEE

ATTEST:

DEPUTY
City Clerk

By 

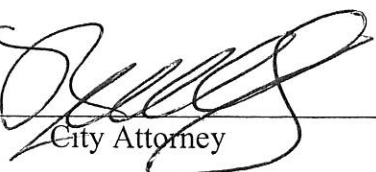
7/8/14
Date

APPROVED AS TO FORM:

JOHN F. KRATTLI
County Counsel

APPROVED AS TO FORM:

By 
Deputy

By 
City Attorney

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AGENDA REPORT

To: Mayor Joel Fajardo and Councilmembers

From: Nick Kimball, City Manager
By: Kenneth Jones, Management Analyst

Date: June 1, 2020

Subject: Consideration to Adopt a Resolution Approving the Project List and Expenditure Plan for the Road Maintenance and Rehabilitation Account (RMRA) Senate Bill (SB 1) Funds for Fiscal Year (FY) 2020-2021

RECOMMENDATION:

It is recommended that the City Council:

- a. Accept \$470,622 in Senate Bill 1 (SB 1) Funds and approve the proposed project list to be funded by the SB 1 Local Streets and Roads Program (Attachment "A");
- b. Adopt Resolution No. 8005 (Attachment "B") approving the list of projects for Fiscal Year (FY) 2020-2021 funded by SB 1, The Road Repair and Accountability Act of 2017; and
- c. Authorize staff to submit all required documents to the California Transportation Commission.

BACKGROUND:

1. In April 2017, the State Legislature passed the Road Repair and Accountability Act of 2017 Senate Bill 1 (SB 1), which was subsequently signed into law by Governor Brown.
2. The purpose of SB 1 is to provide additional funding to State and local agencies to help address deferred road maintenance. SB 1 raises revenue through increases in fuel taxes, vehicle registration fees, and fees on zero emission vehicles, as follows:
 - a. A \$0.12 per gallon increase to the gasoline excise tax that went into effect November 1, 2017.
 - b. A \$0.20 per gallon increase to the diesel fuel excise tax that went into effect November 1, 2017.

Consideration to Adopt Project List to Receive Senate Bill 1 Road Maintenance and Rehabilitation FundsPage 2 of 4

- c. A vehicle registration tax, called the “transportation improvement fee,” that went into effect January 1, 2018, and is based on the market value of the vehicle.
 - d. A new \$100 vehicle registration tax on zero emission vehicles model year 2020 and later, effective July 1, 2020.
 - e. Annual rate increases beginning July 1, 2020, and every July 1st thereafter, for the change in the California Consumer Price Index.
3. Pursuant to Streets and Highways Code Section 2030, Road Maintenance and Rehabilitation Account funds (RMRA), local streets and roads allocations must be used for projects that include, but are not limited to, the following:
- a. Road maintenance and rehabilitation;
 - b. Safety projects;
 - c. Railroad grade separations;
 - d. Traffic control devices;
 - e. Complete street components, including active transportation purposes, pedestrian and bicycle safety projects, transit facilities, and drainage and storm-water capture projects in conjunction with any other allowable project; and
 - f. Matching funds to obtain state or federal funds for eligible projects.
4. SB 1 also contains a local agency maintenance of effort (MOE) requirement that applies to fund allocations through RMRA to ensure that the new roads funds do not supplant existing levels of city and county general revenue spending on streets and roads. A city or county must maintain general fund spending for street, road, and highway purposes at no less than the average of Fiscal Years 2009-2010, 2010-2011, and 2011-2012. If a city or county fails to comply in a particular year, they may make it up with additional spending in the following year. The MOE is significant because it ensures that municipalities remain focused on pursuing street related projects using general funds.

ANALYSIS:

SB 1 was a critical piece of legislation that provides significant funding for the repair and maintenance of local streets that the City has appropriated toward the Residential Street Resurfacing project. As part of that legislation, the State developed a number of accountability

Consideration to Adopt Project List to Receive Senate Bill 1 Road Maintenance and Rehabilitation FundsPage 3 of 4

and transparency provisions for the purpose of keeping local residents aware and updated on projects being proposed for funding by SB 1 in their area. Public agencies are required to comply with the following the provisions in order to be eligible to receive funding through the program:

1. Each year, cities and counties must adopt, via resolution, a list of projects to be funded using SB 1 funds. Adopting a project list through the budget process is not sufficient to meet this requirement.
2. Cities and counties must transmit the resolution and adopted project list to the California Transportation Commission via the online SB 1 Programs Project Intake Tool, known as the CalSMART System. Along with adopted project list, specific information such as project description, location, proposed schedule for completion, and estimated useful life for each project must be uploaded to the database. Uploading required documents and project information must be completed in a timely manner in order to be eligible for RMRA funding.

Typically, the deadline to submit project lists and required information for the fiscal year beginning July 1st is May 1st. However, due to the COVID-19 pandemic, the state extended the deadline to xx, July 1, 2020.

Recommended Fiscal Year 2020-2021 Project.

After analyzing potential street projects that are eligible for RMRA funds, staff recommends using funds towards the FY 2020-2021 Annual Residential Street Resurfacing project (Attachment "C"). The streets to be included in the FY 2020-20201 project were selected using three criteria:

1. Condition of street based on rating in most current pavement management report;
2. Total amount of funds available for resurfacing; and
3. How often pot-hole repairs were requested by residents of the City.

The goal of the FY 2020-2021 project is to resurface as much asphalt as possible with a focus on streets that are prone to consistent pot-hole damage. The streets listed below may not have had the poorest rating as identified in pavement management report. But they are the streets most heavily impacted by re-occurring pot holes, plus based on the dollar amount available for the project, it was found that more total length of street could be repaired with this combination.

The streets to be paved as part of the Residential Street Resurfacing project add up to a total of three-quarters of a mile and are as follows:

- Workman Street between Second Street and Fourth Street
- Fermoore Street between Alley n/o First Street and Fourth Street

Consideration to Adopt Project List to Receive Senate Bill 1 Road Maintenance and Rehabilitation FundsPage 4 of 4

- N Huntington Street between First Street and Fourth Street
- Orange Grove Ave between First Street And Second Street
- Meyer Street between Fourth Street and Fifth Street
- Macneil Street between Fourth Street and Morningside Court

This project is expected to begin in June 2021 and be completed in December 2021.

BUDGET IMPACT:

Estimated SB 1 revenues and expenditures of \$470,622 will be included in the FY 2020-2021 Capital Improvement Budget (Fund 025: Road Repair and Maintenance Fund).

CONCLUSION:

Staff recommends that the City Council accept the estimated \$470,622 in Senate Bill 1 (SB 1) funds, and adopt Resolution No. 8005 approving the list of projects for FY 2020-2021 funded by SB 1, The Road Repair and Accountability Act of 2017.

ATTACHMENTS:

- A. Senate Bill 1 Funded Project List
- B. Resolution No. 8005
- C. Capital Improvement Program – Residential Street Resurfacing

ATTACHMENT “A”

SENATE BILL 1 FUNDED PROJECT LIST

FISCAL YEAR 2020-2021

- Workman Street between Second Street and Fourth Street
- Fermoore Street between Alley n/o First Street and Fourth Street
- N Huntington Street between First Street and Fourth Street
- Orange Grove Ave between First Street And Second Street
- Meyer Street between Fourth Street and Fifth Street
- Macneil Street between Fourth Street and Morningside Court

ATTACHMENT “B”**RESOLUTION NO. 8005****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO, CALIFORNIA, ADOPTING A LIST OF
PROJECTS FOR FISCAL YEAR 2020-2021 FUNDED BY SB 1:
THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project’s completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive and estimated \$470,622 in RMRA funding in Fiscal Year 2020-21 from SB 1; and

WHEREAS, this is the fourth year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate six (6) streets throughout the City this year and hundreds of similar projects into the future; and

WHEREAS, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City’s streets and roads are in an “at-risk” condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a “good” condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

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

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The following list of proposed projects will be funded in-part or solely with Fiscal Year 2020-21 Road Maintenance and Rehabilitation Account revenues:

- Workman Street between Second Street and Fourth Street
- Fermoore Street between Alley n/o First Street and Fourth Street
- N Huntington Street between First Street and Fourth Street
- Orange Grove Ave between First Street And Second Street
- Meyer Street between Fourth Street and Fifth Street
- Macneil Street between Fourth Street and Morningside Court

These six (6) streets have been combined to encompass the City's Annual Street Resurfacing Project. The project consists of repairs to: sidewalks, curb and gutter, driveway approaches, plus upgrades to ADA access ramps and street resurfacing.

The anticipated year for construction is 2021 and the estimated useful life is 20 years.

PASSED, APPROVED, AND ADOPTED this 1st day of June, 2020.

Joel Fajardo, Mayor

ATTEST:

Julia Fritz, City Clerk

RES. NO. 8005**CERTIFICATION**

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 8005 which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 1st day of June 2020, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this 1st day of June, 2020.

Julia Fritz, City Clerk



ATTACHMENT "C"

CAPITAL IMPROVEMENT PROGRAM

Title: Residential Street Resurfacing

Category: Street and Sidewalk Improvements

Project: 0560

SOURCES		
Fund	Account Number	Allocation
SB1	025-3623-0000	\$ 470,622
Total Sources:		\$470,622

USES		
Activity	Account Number	Cost
Construction (Street Repairs Only)	025/012-311-0560-4600	\$ 376,622
Contingency (20%)	025/012-311-0560-4600	\$ 94,000
Expenditures-to-Date (if applicable)		
Planning/Design		\$ 0
Total Uses		\$ 470,622

ACTIVITY	START	DURATION	MONTH												
				J	A	S	O	N	D	J	F	M	A	M	J
Project Duration		90 Days													
Advertisement	June														
City Council Award of Contract	Aug														
Work Period	Sep	90 Days													

Project Description:

The project will consist of: street repaving; repairs to sidewalks; drive approaches and curb and gutter; installation of access ramps; striping and pavement markings. The streets that make up the project include:

- Workman Street between Second Street and Fourth Street
- Fermoore Street between Alley n/o First Street and Fourth Street
- N Huntington Street between First Street and Fourth Street
- Orange Grove Ave between First Street And Second Street
- Meyer Street between Fourth Street and Fifth Street
- Macneil Street between Fourth Street and Morningside Court

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AGENDA REPORT

To: Mayor Joel Fajardo and Councilmembers

From: Nick Kimball, City Manager
By: Richard Padilla, Assistant City Attorney

Date: June 1, 2020

Subject: Second Reading of Ordinance No. 1695 Approving Amending Section 2-121(2) and Section 2-161 of the San Fernando City Municipal Code to Permit the Appointment of a City Clerk by the City Manager

RECOMMENDATION:

It is recommended that the City Council adopt Ordinance No. 1695 (Attachment "A") that was introduced for first reading at the City Council meeting of May 18, 2020 without modification, amending section 2-121(2) and Section 2-161 of the San Fernando Municipal Code to permit the appointment of a City Clerk by the City Manager.

BACKGROUND/ANALYSIS:

On May 18, 2020, the City Council approved for first reading, in title only, and waived full reading of Ordinance No. 1695, "An Ordinance of the City Council of the City of San Fernando, California, amending section 2-121(2) and Section 2-161 of the San Fernando Municipal Code to permit the appointment of a City Clerk by the City Manager." The City Council also adopted Resolution No. 7973(a) (Attachment "B") amending Resolution No. 7973 to include the City Clerk in the Executive Compensation Plan for Department Head classifications.

BUDGET IMPACT:

The salary and benefits for the City Clerk are included in the Fiscal Year 2019-2020 Adopted Budget. The proposed Ordinance and amended Resolution do not provide for an increase in salary and benefits above what is provided in the existing Employment Agreement. Therefore, there is no impact associated with adopting and effectuating the proposed Ordinance and amended Resolution.

Second Reading of Ordinance No. 1695 Approving Amending Section 2-121(2) and Section 2-161 of the San Fernando City Municipal Code to Permit the Appointment of a City Clerk by the City Manager

Page 2 of 2

CONCLUSION:

It is recommended that the City Council approve the second reading adopting Ordinance No. 1695 amending the San Fernando City Code to place the City Clerk position in the chain of command of the City Manager and to vest the City Manager with the power to appoint, evaluate, discipline and dismiss persons serving the capacity of City Clerk.

ATTACHMENTS:

- A. Ordinance No. 1695
- B. Resolution No. 7973(a)

ATTACHMENT "A"

ORDINANCE NO. 1695

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF SAN FERNANDO, CALIFORNIA, AMENDING
SECTION 2-121(2) AND SECTION 2-161 OF THE SAN
FERNANDO MUNICIPAL CODE TO PERMIT THE
APPOINTMENT OF A CITY CLERK BY THE CITY
MANAGER**

WHEREAS, Article XI, Section 7 of the California Constitution provides that the City of San Fernando ("City") may make and enforce within its limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws; and

WHEREAS, on July 15, 2013, the City Council of the City of San Fernando ("City Council") approved Ordinance No. 1627 which reorganized the administrative structure of the City to a so-called City Manager Form of Government; and

WHEREAS, the City Manager serves as the chief executive officer the City, responsible for the hiring, management, discipline and termination of City's executive staff, excluding those hired or appointed directly by the City Council; and

WHEREAS, the City Council wishes to modify the responsibilities of the City Manager to place the office of City Clerk under the City Manager's chain of command along with other executive staff of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA DO HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The facts set forth in the recitals above are true and correct.

SECTION 2. Section 2-121 (Powers and duties) of Article III (Officers and Employees), Division 2 (City Manager) of the San Fernando Municipal Code is amended in its entirety to read as follows:

"Sec. 2-121. Powers and duties.

The city manager shall be the administrative head of the government of the city under the direction and control of the city council except as otherwise provided in this division. The city manager shall be responsible for the efficient administration of all affairs of the city, which are under his or her control. In addition to the general powers as administrative head of the city government, and not as a limitation thereon, the city manager shall be expected to, and shall have the power to:

- (1) Enforce all laws and ordinances of the city and to see that all franchises, contracts, permits, and privileges granted by the city council are faithfully observed;*
- (2) Appoint, remove, promote, and demote any and all officers and employees of the city (including city department heads) except elected officers and the city*

- attorney, subject to all applicable personnel rules and regulations which may be adopted by the city council;
- (3) Control, order, and give directions to all department heads who are subject to his or her appointment and removal authority and to subordinate officers and employees of the city under his or her jurisdiction through their department heads;
 - (4) Conduct studies and effect such organization and reorganization of offices, positions, or units under his or her direction as may be indicated in the interest of efficient, effective, and economical conduct of the city's business;
 - (5) Recommend to the city council for adoption such measures and ordinances as he or she deems necessary;
 - (6) Attend all meetings of the city council unless excused therefrom by the mayor individually or the city council as a whole, except when his or her removal is under consideration;
 - (7) Prepare and submit the proposed annual budget and the proposed annual salary plan to the city council for its approval;
 - (8) Keep the city council at all times fully advised as to the financial condition and needs of the city;
 - (9) Make investigations into the affairs of the city and any department or division thereof and any contract or other obligation of the city; and further to investigate all complaints in relation to matters concerning the administration of the city government and in regard to the service maintained by public utilities in the city;
 - (10) Exercise general supervision over all public buildings, public parks, and all other public properties which are under the control and jurisdiction of the city;
 - (11) Have the same authority as the mayor, as the convenience of the parties may dictate, to sign documents specified in Government Code section 40602 whenever such documents have been approved by the city council for execution by resolution, motion, minute order, or other appropriate action; and
 - (12) Perform such other responsibilities and exercise such other powers as may be delegated to him or her from time to time by ordinance or resolution or other official action of the city council."

SECTION 3. Section 2-161 (Office established; appointment) of Article III (Officers and Employees), Division 3 (City Clerk) of the San Fernando Municipal Code is amended in its entirety to read as follows:

"There shall be a city clerk who shall be appointed by the city manager and included in the civil service system pursuant to division 5 of this article."

SECTION 4. CEQA. This Ordinance is not subject to CEQA under the general rule set forth in Section 15601(b)(3) of the CEQA Guidelines that CEQA only applies to projects which have the potential for causing a significant effect on the environment. This Ordinance merely establishes prohibitions on commercial cannabis activities in the City.

SECTION 5. Inconsistent Provisions. Any provision of the San Fernando Municipal Code, or appendices thereto, that conflicts with the provisions of this Ordinance, to the extent of

such conflict and no further, is hereby repealed or modified to the extent necessary to affect the provisions of this Ordinance.

SECTION 6. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase would be subsequently declared invalid or unconstitutional.

SECTION 7. Construction. This Ordinance is intended to supplement, not to duplicate or contradict, applicable state and federal law and this Ordinance shall be construed in light of that intent. To the extent the provisions of the San Fernando Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as it read prior to the adoption of this Ordinance, those amended provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 8. Publication and Effective Date. The Mayor shall sign, and the City Clerk shall attest to the passage of this Ordinance. The City Clerk shall cause the same to be published once in the official newspaper within fifteen (15) days after its adoption. This Ordinance shall become effective thirty (30) days after adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of San Fernando at the regular meeting of this ____ day of _____, 2020.

Joel Fajardo, Mayor

ATTEST:

Julia Fritz, City Clerk

APPROVED AS TO FORM:

Richard Padilla, Assistant City Attorney

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

I, Julia Fritz, City Clerk of the City of San Fernando, hereby certify that the foregoing Ordinance No. 1695 was passed and adopted by the City Council of the City of San Fernando, signed by the Mayor and attested by the City Clerk at the regular meeting of said Council held on the ____ day of _____, 2020 and that said Ordinance was adopted by the following votes, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Julia Fritz, City Clerk

RESOLUTION NO. 7973(a)**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING PORTIONS OF RESOLUTION NO. 7973 ESTABLISHING THE SALARY AND BENEFITS FOR EMPLOYEES IN CLASSIFICATIONS DESIGNATED AS DEPARTMENT HEADS**

WHEREAS, under California State law, the City Council is vested with the authority to designate classifications as being Department Heads; and

WHEREAS, the City Council has established and designated the following classifications as Department Heads: (1) Police Chief; (2) Director of Public Works; (3) Director of Community Development; (4) Director of Finance; and (5) Director of Recreation and Community Service;

WHEREAS, on May 18, 2020, the City Council modified the responsibilities of the City Manager to place the office of the City Clerk under the City Manager's chain of command along with other executive staff (Department Heads) of the City;

WHEREAS, the City Clerk classification is not included in Resolution No. 7973 establishing the salary and benefits for Department Heads; and

WHEREAS, the City Council desires to include the City Clerk designation as a Department Head; and

WHEREAS, the terms and conditions of employment for the Department Heads are set forth in Resolution Number 7973 adopted on January 27, 2020; and

WHEREAS, the City Council has determined that it is appropriate to provide a salary and benefits to the City Clerk commensurate with negotiated provisions in other recognized bargaining units in the City.

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

SECTION 1. Approval of amendments to Resolution No. 7973 as outlined in the attached "Exhibit 1". Resolution 7973 and all exhibits attached thereto shall remain binding and operation except to the extent amended under this Resolution and no further.

PASSED, APPROVED, AND ADOPTED this 18th day of May, 2020.

DocuSigned by:

Joel Fajardo

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Joel Fajardo, Mayor

ATTEST:


Julia Fritz, 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 May, 2020, by the following vote to wit:

AYES: Fajardo, Pacheco, Ballin, Mendoza, Gonzales – 5

NOES: None

ABSENT: None

ABSTAIN: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this 26th day of May 2020.


Julia Fritz, City Clerk

RESO No. 7973(a) EXHIBIT "1"

Resolution 7973 is hereby amended as follows:

SECTION 1. DEPARTMENT HEAD CLASSIFICATIONS:

Amended to add the classification of City Clerk.

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AGENDA REPORT

To: Mayor Joel Fajardo and Councilmembers

From: Nick Kimball, City Manager
By: J. Diego Ibañez, Director of Finance

Date: June 1, 2020

Subject: Study Session No. 1 to Review and Discuss the City's Proposed Fiscal Year (FY) 2020-2021 Budget

RECOMMENDATION:

It is recommended that the City Council review and discuss the Fiscal Year (FY) 2020-2021 Proposed Budget.

BACKGROUND:

1. On March 16, 2020, the City Council received a presentation of the FY 2019-2020 final audited financials, FY 2019-2020 Mid-year Budget update, and FY 2020-2021 Budget Outlook. This marked the kick-off of the FY 2020-2021 Budget season.
2. On April 20, 2020, the City Council received a presentation of prior years' City-wide Strategic Goals and City Council Priorities and staff discussed the work program for FY 2020-2021.
3. During May 2020, the City Manager and Director of Finance met with each department to develop the FY 2020-2021 Proposed Budget, which includes revenues and expenditures for the General Fund, Enterprise Funds, and all Special Revenue Funds.

ANALYSIS:

With the current COVID-19 Pandemic, departments were asked to develop their FY 2020-2021 operating budget with a 10% reduction from prior year. The current financial landscape has made it difficult to gauge how pronounced the economic effects of the COVID-19 Pandemic will be on the economy. Consequently, departments were advised that no enhancement requests would be approved.

Overall, the General Fund is projected to have a budget deficit (i.e., total revenue less total expenditures) of approximately (\$808,133) for FY 2020-2021. The deficit is due to the projected

Study Session No. 1 to Review and Discuss the City's Proposed Fiscal Year 2020-2021 BudgetPage 2 of 3

loss of more than \$2 million in revenue as a direct result of economic restrictions imposed by the County Public Health Department in respond to the COVID-19 pandemic. The deficit will force staff to seek creative ways to maintain the level of service that City residents have been accustomed to. More information on the local economy and the impact of the pandemic can be found in the City Manager's Budget Message in the Proposed Budget document (Attachment "A").

Measure A.

In FY 2020-2021, Measure A is projected to raise approximately \$2.2 million, which is a decrease of \$350,000, or 13.7%, from FY 2019-2020. All Measure A revenues will be necessary to cover operating costs to avoid a significant reduction in services in FY 2020-2021. Since Measure A revenues are needed for operating costs, the City will need to defer a number of internal debt payments, draw down some Self-Insurance Fund reserves, and freeze all enhancements.

Capital Improvements.

The FY 2020-2021 Proposed Budget includes capital improvements for the City's Annual Residential Street Resurfacing project. This project will use Road Maintenance and Rehabilitation Account (RMRA) funds created by the Road Repair and Accountability Act of 2017 Senate Bill 1 (SB 1) and will cover street paving projects on Workman Street, Fermoore Street, N Huntington Street, Orange Grove Avenue, Meyer Street and Macneil Street.

The City will also receive CDBG Funds in FY 2020-2021 to continue road resurfacing projects started in FY 2019-2020.

While no new projects are approved, the City will carryover any unused CIP projects started in FY 2019-2020. More analysis of the FY 2020-2021 Proposed Budget can be found in the City Manager's Budget message included in the Proposed Budget document.

BUDGET IMPACT:

The total Proposed Budget for all funds is approximately \$43.2 million. The proposed general fund budget is \$19.913 million. The Proposed General Fund budget has \$19.105 million in revenues and expenditures of \$19.913 million. Staff is estimating a deficit of \$808,133.

Study Session No. 1 to Review and Discuss the City's Proposed Fiscal Year 2020-2021 BudgetPage 3 of 3

CONCLUSION:

The objective of the Fiscal Year (FY) 2020-2021 Proposed Budget is to maintain core services for the residents of the City of San Fernando as the COVID-19 Pandemic continues. Staff will seek ways to maintain the quality of service it provides, complete key street resurfacing, water and sewer capital replacement projects, and monitor both the operating budget deficit and General Fund deficit fund balance.

ATTACHMENT:

- A. FY 2020-2021 Proposed Budget - provided under separate cover and also available on the City's website at the following link: WWW.SFCITY.ORG/FINANCIAL-DOCUMENTS

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AGENDA REPORT

To: Vice Mayor Hector A. Pacheco and Councilmembers

From: Mayor Joel Fajardo

Date: June 1, 2020

Subject: Evaluation of City of San Fernando's COVID-19 Response Effort and Policy Initiatives (Including Financial Assistance Programs and the Pursuit of Funding Opportunities) and Approval of Recommendations, Modifications and/or Direction Proposed by City Staff or by Councilmembers in Connection with the Same, Including the Creation of an Ad Hoc Committee and the Appointment of Committee Members to Study and Advise on Recommendations and Proposed Modifications

RECOMMENDATION:

I have placed this on the agenda for City Council to discuss the City's response efforts and policy initiatives related to the COVID-19 pandemic and provide direction to staff, as appropriate.

ANALYSIS:

This discussion is meant to provide City Council and staff the opportunity to discuss all items related to the City's response efforts and policy initiatives related to the COVID-19 pandemic, including, but not limited to, discussion of financial hardship programs and CARES Act and other potential stimulus funding.

Staff Updates.

Los Angeles County Department of Public Health Safer At Home Health Order.

Staff will provide an update on current Health Orders issued by the County.

Staff will provide an update on the latest Health Orders.

City Facility Closures.

City Hall and City indoor recreational facilities remain closed and staff is developing plans to reopen slowly when allowed by the revised Health Order.

Summer Cooling Centers.

As the Summer months and heat approach, there will be a need for Cooling Centers. Staff is developing Cooling Center protocols to comply with social distancing while still offering Cooling Centers to the public.

Evaluation of City of San Fernando's COVID-19 Response Effort and Policy Initiatives (Including Financial Assistance Programs and the Pursuit of Funding Opportunities) and Approval of Recommendations, Modifications and/or Direction Proposed by City Staff or by Councilmembers in Connection with the Same, Including the Creation of an Ad Hoc Committee and the Appointment of Committee Members to Study and Advise on Recommendations and Proposed Modifications
Page 2 of 2

BUDGET IMPACT:

There is no budget impact associated with discussing this item. Additional future costs to be determined based on City Council direction.

ATTACHMENT:

- A. News Article Regarding Curbside Dining



Santa Barbara Restaurants Gain Sidewalk Space

City Opens 'Pedestrian Promenade' on State Street to Allow More Table Space for Social Distancing



A 40-foot city bus parked across the intersection of Sola and State streets marks the new pedestrian promenade that opens today down to Haley Street. | Credit: Jean Yamamura

By **Jean Yamamura**

Fri May 22, 2020 | 1:10pm

A 40-foot city bus is parked across the intersection of Sola and State streets to mark the upper point of the city's main drag that will close to create a pedestrian promenade. The long-desired closure allows the city to open the sidewalks — down to Haley Street — to restaurant service. Jason Harris, the City of Santa Barbara's new economic development manager, said a decision last night made the 500 to 1300 blocks into a "pedestrian promenade, as it were, so that the public would feel comfortable with social distancing spacing." The 400 block may be included soon.

The Santa Barbara Independent is providing all coronavirus stories for free so that all readers have access to critical information during this time. Get the top stories in your inbox by signing up for our daily newsletter, Indy Today.

A number of State Street restaurants have already placed tables outdoors in readiness for lunchtime traffic, though the closure of the city's main thoroughfare will take place officially at 4 p.m. today, and the pedestrian promenade will be open daily 7 a.m.-10 p.m. Some restaurateurs are still combing through the paperwork that will allow them to open; others are reading them carefully so they can open safely.

One popular white-tablecloth restaurant that's open for pickup orders hoped to seat diners in a day or two, describing the to-go order business as unsustainable. It may be a day or two before they know how to transform the busy bustle of service to indoor-outdoor seatings that work and keep waitstaff and customers safe, said Christina Shea, who manages Jane Restaurant in downtown Santa Barbara.

Harris said an emergency economic recovery ordinance would be before the City Council next Wednesday that would allow outdoor dining on private property. A webpage would illustrate the design guidelines for using parklets — or onsite parking spots — sidewalks, private property, city parking, and so on. The alcohol service, however, is not currently permitted outdoors. Harris said the city was working to organize applications to the California Alcohol Beverage Control department to save time, as well as a webinar with ABC officials on the application process.

To give an idea of the pace Harris has set, at 12:20 p.m., he set a meeting for an hour later for restaurants to weigh in on setting up on the sidewalk or State Street itself.

At the Santa Barbara Independent, our staff is working around the clock to cover every aspect of this crisis — sorting truth from rumor. Our reporters and editors are asking the tough questions of our public health officials and spreading the word about how we can all help one another. The community needs us — now more than ever — and we

need you in order to keep doing the important work we do. Support the Independent by making a direct contribution or with a subscription to Indy+.

Wed May 27, 2020 | 16:10pm

<https://www.independent.com/2020/05/22/santa-barbara-restaurants-gain-sidewalk-space/>

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AGENDA REPORT

To: Mayor Joel Fajardo and Councilmembers

From: Councilmember Mary Mendoza

Date: June 1, 2020

Subject: Discussion Regarding a Possible Commercial and Residential Rent Freeze

RECOMMENDATION:

I have placed discussion regarding a possible three to 12 month commercial and/or residential rent freeze on the agenda for City Council discussion and to provide direction to staff, as appropriate.

BUDGET IMPACT:

There is no impact to the budget by discussing this item. Additional future costs to be determined based on City Council direction.

ATTACHMENTS:

- A. City of Los Angeles' rent freeze information
- B. City of Glendale rent freeze information



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from first conversation to closing.



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Property Tax Rates



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Los Angeles Extends COVID-19 Rent Freeze

May 10, 2020

Order Reprints...

The Los Angeles City Council last week voted to prolong its COVID-19 related rent freeze by more than a year, and likely much longer. Under the council's decision, the rent freeze, which applies to locally rent controlled housing, will

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remain in place for one year following the expiration of the local COVID-19 emergency.

But as the California Apartment Assn. (CAA) points out, the coronavirus pandemic emergency lacks a definite end date.

The council also updated its eviction moratorium to give tenants a private right of action against a landlord, a move CAA expects will create a cottage industry of lawsuits against property owners. The private right of action allows tenants to bring a lawsuit against their landlords for violating the moratorium.

The CAA succeeded, however, in securing a right for landlords to cure any alleged violation. The right to cure means tenants must notify their landlord and give an opportunity to correct the alleged violation before taking the matter to court.

CAA also defeated a proposal to treat rent as consumer debt – a move that would have removed eviction as an avenue for collecting the unpaid rent – although a similar proposal is still being considered by the L.A. County Board of Supervisors.

CAA's Fred Sutton urged members not to grow discouraged. He says, "We greatly appreciate the companies that distributed the action alerts and proactively lobbied City council on the above issues. Although these items passed, immense grassroots push-back took place. CAA is continuing to grow our grassroots efforts to fight these items as they unfold. It is crucial we get more bodies and involvement.

CONNECT WITH CAA'S SUTTON

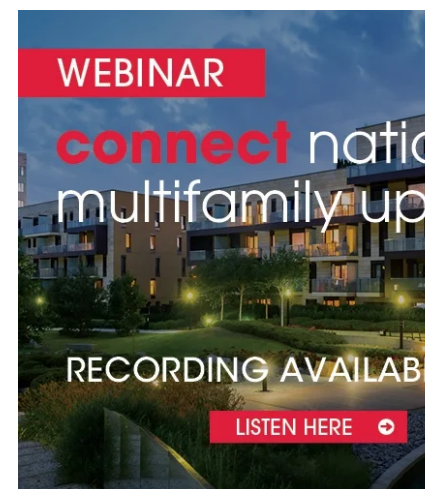
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For comments, questions or concerns, please contact [Dennis Kaiser](#)

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COVID-19: Landlords/Tenants

ATTACHMENT "B"

Emergency Order***EVICTION MORATORIUM and RENT FREEZE***

հայերեն (Armenian) español (Spanish)

On March 24, 2020, the Glendale City Council issued an Emergency Order which implemented a number of measures designed to protect the Glendale public and contain the spread of the COVID-19 virus. Among them are temporary moratoriums on evictions on residential and commercial tenancies for non-payment of rent for tenants who are unable to pay rent due to circumstances related to the COVID-19 pandemic and a temporary moratorium on rent increases for residential tenancies. March 27, 2020, Governor Newsom issued Executive Order N-37-20, which also impacts evictions of residential tenancies. On April 6, 2020, the California Judicial Council issued Emergency Order No. 1, which impacts the filing of unlawful detainer complaints. We encourage you to review both orders in their entirety.

On Tuesday, May 12, 2020, the Glendale City Council extended its emergency proclamations and added measures to facilitate the continued response to the COVID-19 pandemic.

Prohibition Against Evictions: (Residential and Commercial Tenancies)

- Landlords cannot file an unlawful detainer action against either residential or commercial tenants who are unable to pay rent due to circumstances related to the COVID-19 pandemic.
- Tenants must provide documentation to demonstrate the reason for their inability to pay rent and its relation to the COVID-19 pandemic. Such circumstances include:
- Please note that the California Judicial Council has expanded that restriction to state that no complaint for unlawful detainer may be filed, unless it is necessary to protect public health and safety.
- For commercial tenants, a written notice of a tenant's inability to pay rent must be provided to the landlord in writing 14 days prior to when the rent is due, except for rent due for the month of April in which case said notice shall be made as soon as practicable.
- Residential Eviction Moratorium is in effect until June 30, 2020 but may be further extended if necessary.
- Commercial Eviction Moratorium is in effect until June 3, 2020 but may be further extended if necessary.
- For residential tenants, a written notice of a tenant's inability to pay rent must be provided to the landlord in writing before the rent is due or within a reasonable period of time thereafter, not to exceed 7 days. The documentation to support deferring rent may be provided to the landlord no later than the time upon payment of back-due rent.
- For residential, tenants will have up to twelve months following the expiration of the moratorium (from June 30) to repay any back due rent that was deferred because of the COVID 19 circumstances. An additional rent repayment measure was passed that requires tenants to pay at least 25% of back due rent at the end of each three (3) month period of the twelve month repayment period, unless the landlord and tenant agree to different repayment terms.
- The repayment period for commercial tenants was amended from twelve months to three months commencing upon the expiration of the moratorium on June 3, 2020. Publicly traded companies are exempt from this moratorium.
- This prohibition does not apply to evictions established prior to the effective date.
- A landlord may not charge or collect late charges, fees, or interest on unpaid rent, or engage in any harassing behavior in an attempt to collect deferred rent, when payment of rent is delayed during the period of this emergency.

Rent Increase Prohibition/Rent Freeze: (Residential Tenancies Only)

- Rents are frozen effective March 24, 2020 regardless of when a rent increase notice was previously served.

- Landlords may not issue new rent increases until the expiration of the emergency order, even if the increase is effective after the expiration of the order.
- Any rent increase issued between March 25, 2020 and the expiration of the emergency order will need to be reissued once the order has expired.
- The rent freeze applies to all residential rentals in the City of Glendale, except apartments built after February 1, 1995, individual condominium units, and single family dwelling. It also applies to accessory dwelling units and hotel rooms being rented as extended stays.

The rent freeze prohibition is in effect until June 30, 2020 but may be further extended if necessary.

For questions about the rent freeze and eviction moratorium, please call (818) 548-3926 or email at Rent@glendaleca.gov

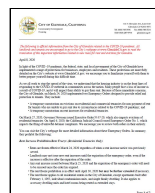
EVICTION MORATORIUM



RENT FREEZE



The following letter was sent to all Landlords and Tenants in Glendale, click here to view:



[English](#)

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Latest Updates to Glendale Orders (Resolutions from May 12, 2020)

Includes face coverings, commercial/residential evictions, rent increases, extension of state of emergency, closure of certain facilities

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Glendale's Eviction Moratorium. View the Order in:

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Expansion of Glendale's Eviction Moratorium for Residential Tenancies. View the Order in:

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Glendale's Rent Increase Freeze. View the Order in:

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BEST PRACTICES FOR TENANTS AND LANDLORDS

FOR TENANTS:

- Communicate with your landlord about your inability to pay if your income is affected by the COVID-19 emergency.
- Do not ignore any notices issued by the landlord or property manager.
- All tenants are still responsible for any lawfully charged rents due.

FOR LANDLORDS AND PROPERTY MANAGERS:

- Work with tenants, during the eviction moratorium period.
- Communicate with the tenant about their ability to pay.
- Do not ignore the eviction moratorium in place.
- Thank you for helping to prevent the displacement of your tenants.

Action / processes related to this moratorium may change, and will be updated accordingly.

For questions about the rent freeze and eviction moratorium, please call **(818) 548-3926** or email at **Rent@glendaleca.gov**

Information also available in the following languages:

Tagalog:

[COVID 19 Landlord Tenant Info](#)

[BEST PRACTICES FOR TENANTS AND LANDLORDS](#)

[RentFreezeFAQ](#)

[Eviction Moratorium FAQ](#)

한국어 :

[COVID 19 Landlord Tenant Info](#)