

**SAN FERNANDO CITY COUNCIL  
MINUTES**

**APRIL 20, 2020 – 6:00 P.M.  
REGULAR MEETING**

Teleconference Per Governor Executive Order N-29-20

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 6:28 p.m.

Present:

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

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, and Deputy City Clerk Cynthia Alba

**PLEDGE OF ALLEGIANCE**

Led by Mayor Joel Fajardo

**APPROVAL OF AGENDA**

Motion by Mayor Fajardo, seconded by Councilmember Ballin, to approve the agenda.

The motion carried with the following vote:

AYES: Fajardo, Pacheco, Ballin, Gonzales, Mendoza – 5  
NOES: None  
ABSTAIN: None  
ABSENT: None

Motion by Mayor Fajardo, seconded by Councilmember Gonzales, to reconsider approval of the agenda.

The motion carried with the following vote:

AYES: Fajardo, Pacheco, Ballin, Gonzales, Mendoza – 5  
NOES: None  
ABSTAIN: None  
ABSENT: None

Motion by Councilmember Gonzales, seconded by Fajardo, to incorporate a walk-on item titled the discussion and possible action regarding the Burbank flight path changes.

**SAN FERNANDO CITY COUNCIL**

**MINUTES – April 20, 2020**

**Page 2**

The motion carried with the following vote:

AYES: Fajardo, Pacheco, Ballin, Gonzales, Mendoza – 5  
NOES: None  
ABSTAIN: None  
ABSENT: None

**PUBLIC STATEMENTS – WRITTEN**

Arturo Garcia, field representative for Assemblymember Luz Rivas, provided District information and updates on their activities.

Liana Stepanyan, Library Manager, provided library information and updates on their activities.

Yolanda Haro requested that all Councilmembers turn on their video during the City Council meetings and inquired about COVID-19 fund allocations.

Sylvia Ballin requested that each councilmember turn on their video during the meeting and requested that Councilmembers stay for all votes.

**CONSENT CALENDAR**

Vice Mayor Pacheco and Councilmember Mendoza requested to pull Item No. 6 for further discussion.

Motion by Mayor Fajardo, seconded by Vice Mayor Pacheco, to approve Consent Calendar Items 1 through 5:

1) REQUEST TO APPROVE MINUTES OF:

a. OCTOBER 15, 2012 – REGULAR	k. APRIL 6, 2015 – REGULAR
b. MARCH 3, 2014 – REGULAR	l. APRIL 20, 2015 – REGULAR
c. MARCH 11, 2014 – SPECIAL	m. JUNE 2, 2015 – SPECIAL
d. MARCH 17, 2014 – REGULAR	n. AUGUST 17, 2015 – REGULAR
e. SEPTEMBER 2, 2014 – REGULAR	o. OCTOBER 19, 2015 – REGULAR
f. OCTOBER 6, 2014 – REGULAR	p. FEBRUARY 1, 2016 – REGULAR
g. NOVEMBER 3, 2014 – SPECIAL	q. APRIL 4, 2016 – REGULAR
h. NOVEMBER 3, 2014 – REGULAR	r. MAY 2, 2016 – REGULAR
i. NOVEMBER 17, 2014 – REGULAR	s. OCTOBER 7, 2019 – REGULAR
j. DECEMBER 1, 2014 – REGULAR	t. MARCH 16, 2020 – REGULAR

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

3) CONSIDERATION TO ADOPT A RESOLUTION COMMEMORATING THE VICTIMS OF THE ARMENIAN GENOCIDE

**SAN FERNANDO CITY COUNCIL**

**MINUTES – April 20, 2020**

**Page 3**

- 4) CONSIDERATION TO ADOPT A RESOLUTION DECLARING APRIL AS SEXUAL ASSAULT AWARENESS MONTH AND APRIL 29, 2020 AS DENIM DAY
- 5) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH EMERGENCY PLANNING CONSULTANTS FOR UPDATE OF THE CITY'S LOCAL HAZARD MITIGATION PLAN

The motion carried with the following vote:

AYES:	Fajardo, Pacheco, Ballin, Gonzales, Mendoza – 5
NOES:	None
ABSTAIN:	None
ABSENT:	None

**ITEM PULLED FOR FURTHER DISCUSSION**

- 6) CONSIDERATION TO APPROVE A USE AND MAINTENANCE AGREEMENT WITH THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT FOR USE OF STORM DRAINS ASSOCIATED WITH THE SAN FERNANDO REGIONAL INFILTRATION PROJECT

City Manager Kimball presented the staff report. He replied to questions from Councilmembers.

Motion by Councilmember Mendoza, seconded by Vice Mayor Pacheco to:

- a. Approve a Use and Maintenance Agreement (UMA) (Contract No. 1950) with the Los Angeles County Flood Control District (LACFCD) allowing the City to connect to existing LACFCD storm drains as part of the San Fernando Regional Infiltration Project and requiring the City to perform specified maintenance on the storm drain connection; and
- b. Authorize the City Manager to execute the UMA, and make any non-substantive changes.

The motion carried with the following vote:

AYES:	Fajardo, Pacheco, Ballin, Gonzales, Mendoza – 5
NOES:	None
ABSENT:	None
ABSTAIN:	None

**ADMINISTRATIVE REPORTS**

- 7) DISCUSSION OF CITY'S ACTIONS REGARDING CORONAVIRUS INCLUDING FINANCIAL ASSISTANCE PROGRAMS AND FUNDING OPPORTUNITIES

**SAN FERNANDO CITY COUNCIL**

**MINUTES – April 20, 2020**

**Page 4**

City Manager Kimball presented the staff report. He replied to questions from Councilmembers.

Discussion ensued amongst Councilmembers and direction regarding the creation of a financial hardship application was provided.

**8) DISCUSSION OF CITY COUNCIL PRIORITIES AND THE PROPOSED FISCAL YEAR 2020-2021 BUDGET PROCESS**

City Manager Kimball presented the staff report. He replied to questions from Councilmembers.

Motion by Mayor Fajardo, seconded by Councilmember Gonzales, to approve the item as presented by staff:

The motion carried with the following vote:

AYES: Fajardo, Pacheco, Ballin, Gonzales, Mendoza – 5  
NOES: None  
ABSTAIN: None  
ABSENT: None

**9) CONSIDERATION TO APPROVE GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2019**

It was noted that Mayor Fajardo stepped away (8:18 pm)

Director of Community Development/Deputy City Manager Tim Hou presented the staff report.

It was noted that Mayor Fajardo returned while Mr. Hou was presenting (8:29 pm)

Mr. Hou responded to questions from councilmembers.

Motion by Mayor Fajardo, seconded by Vice Mayor Pacheco to:

- a. Approve the General Plan Housing Element Annual Progress Report for the Calendar Year 2019; and
- b. Authorize staff to submit the 2019 Housing Element Annual Progress Report to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.

The motion carried with the following vote:

AYES: Fajardo, Pacheco, Gonzales, Mendoza – 4  
NOES: Ballin – 1  
ABSTAIN: None  
ABSENT: None

**SAN FERNANDO CITY COUNCIL**

**MINUTES – April 20, 2020**

**Page 5**

**10) CONSIDERATION TO AWARD A PROFESSIONAL SERVICES AGREEMENT TO VINCOR CONSTRUCTION INC., FOR THE LAS PALMAS PARK BANQUET ROOM AND LOBBY RENOVATION PROJECT**

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

Motion by Fajardo, Seconded by Councilmember Ballin, to approve the item with the temporary elimination of the front entrance and walkway path section and authorizing staff to adjust any of the monies relating to the project and;

- a. Approve Cooperative Purchasing using the competitive bidding procedure prepared by and run through Source-Well (formerly the National Joint Powers Alliance) in accordance with Section 2-802 of the San Fernando City Code;
- b. Award a Professional Services Agreement (Contract No. 1944) to Vincor Construction Inc., for the Las Palmas Park Banquet Room and Lobby Renovation Project in an amount not-to-exceed \$110,653;
- c. Authorize the City Manager to approve change orders in an amount not-to-exceed \$12,120 to cover unforeseen issues related to the renovation project or include additional items in the scope of work;
- d. Adopt Resolution No. 7987 to increase the revenue and expenditures of Fiscal Year 2019-2020 Grant Fund 010 Capital Projects to \$122,773; and
- e. Authorize the City Manager to execute the Agreement and all related documents.

The motion carried with the following vote:

AYES: Fajardo, Pacheco, Ballin, Gonzales, Mendoza– 5  
NOES: None  
ABSENT: None  
ABSTAIN: None

**11) DISCUSSION AND POSSIBLE ACTION REGARDING POSSIBLE BURBANK FLIGHT PATH CHANGES**

Councilmember Gonzales presented the item. Discussion ensued amongst City Councilmembers.

Motion by Councilmember Gonzales, seconded by Vice Mayor Pacheco, to approve an ad hoc committee with Councilmember Gonzales and Vice Mayor Pacheco to formulate a letter opposing the Burbank Airport Authority flight path changes.

**SAN FERNANDO CITY COUNCIL**

**MINUTES – April 20, 2020**

**Page 6**

The motion carried with the following vote:

AYES: Fajardo, Pacheco, Ballin, Gonzales, Mendoza– 5  
NOES: None  
ABSENT: None  
ABSTAIN: None

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Director of Community Development/Deputy City Manager, Tim Hou, shared that the Planning and Preservation Commission would be going dark for the upcoming month.

Director of Recreation and Community Services, Julian Venegas, announced several community programs available to residents that comply with social distancing protocols as a result of COVID-19.

City Manager, Nick Kimball, reminded residents that they would see the first water billing cycle with new rates starting next month.

**GENERAL COUNCIL COMMENTS AND LIAISON UPDATES**

Councilmember Ballin urged Councilmembers to state at the beginning of the meeting if they are planning to leave early and thanked staff for their hard work.

Councilmember Mendoza thanked essential workers and city staff for all their hard work.

Councilmember Gonzales thanked everyone for doing their part and reminded residents to take all COVID-19 safety precautions.

Vice Mayor Pacheco spoke about the importance of Denim Day and reminded residents to take COVID-19 very seriously.

Mayor Fajardo echoed Vice Mayor Pacheco’s sentiments regarding COVID-19, and announced his re-election as Chair of the San Fernando Valley Council of Governments.

**ADJOURNMENT (8:40 P.M.)**

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

*I do hereby certify that the foregoing is a true and correct copy of the minutes of April 20, 2020, meeting as approved by the San Fernando City Council.*

---

*Julia Fritz  
City Clerk*