



CHAIR NICOLE MOHR  
VICE CHAIR CLARISA TOLENTINO  
COMMISSIONER DEE AKEMON  
COMMISSIONER FRANCISCO ARRIZON  
COMMISSIONER RUDY TRUJILLO

## TRANSPORTATION AND SAFETY COMMISSION

### REGULAR MEETING NOTICE AND AGENDA

MARCH 3, 2021 – 7 PM

TELECONFERENCE – PER GOVERNOR’S EXECUTIVE ORDER

#### ***SPECIAL NOTICE REGARDING COVID-19***

*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 (superseding the Brown Act-related provisions of Executive Order N-25-20 issued on March 12, 2020), 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 Executive Order N-29-20, please be advised that the San Fernando Transportation and Safety Commission will participate in meetings telephonically.*

#### **PUBLIC PARTICIPATION OPTIONS TO HELP REDUCE THE SPREAD OF COVID-19**

- 1. WATCH THE MEETING:** 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/c/CityOfSanFernando>
- 2. SUBMIT PUBLIC COMMENT VIA EMAIL:** Members of the public may submit comments by email to [MPadilla@sfcity.org](mailto:MPadilla@sfcity.org) no later than **4:00 p.m. the day of the meeting**, to ensure distribution to the Transportation and Safety Commission prior to consideration of the agenda. Comments received via email will be distributed to the Transportation and Safety Commission, read into the record, limited to three minutes, and made part of the official public record of the meeting.
- 3. CALL-IN TO PROVIDE PUBLIC COMMENT LIVE AT THE MEETING:** Members of the Public may **call-in between 7:00 p.m. and 7:15 p.m.** Comments will be heard in the order received, and limited to three minutes. If necessary, the call-in period may be extended by the Chair.

**Call-in Telephone Number: (669) 900-6833**

**Meeting ID: 841 9039 6534**

**Passcode: 323371**

When connecting to the Zoom meeting to speak, you will be placed in a virtual “waiting area,” with your audio disabled, until it is your turn to speak and limited to three minutes. Note: This is audio only and no video.

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## **CALL TO ORDER/ROLL CALL**

Chair Nicole Mohr  
Vice-Chair Clarisa Tolentino  
Commissioner Dee Akemon  
Commissioner Francisco Arrizon  
Commissioner Rudy Trujillo

## **PLEDGE OF ALLEGIANCE**

Led by Chair Nicole Mohr

## **APPROVAL OF AGENDA**

## **DECORUM AND ORDER**

City Commissioners are appointed by City Council and must be free to discuss issues confronting the city in an orderly environment. Public members attending City Commission 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 a City Commission or while attending a City Commission 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 Commission.

## **PUBLIC STATEMENTS – WRITTEN/ORAL**

Members of the public may submit comments by email to [MPadilla@sfcity.org](mailto:MPadilla@sfcity.org) no later than **4:00 p.m. the day of the meeting**, to ensure distribution to the Transportation and Safety Commission prior to consideration of the agenda. Comments received via email will be distributed to the Transportation and Safety Commission, read into the record, limited to three minutes, and made part of the official public record of the meeting. Callers interested in providing a [live public comment](#) may [call-in between 7:00 p.m. and 7:15 p.m.](#) and will be limited to three minutes. The call-in period may be extended by the Chair.

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## 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 Transportation and Safety Commission wishes to discuss any item, it should first be removed from the Consent Calendar.

1. **REQUEST TO APPROVE MEETING MINUTES OF:**
  - a. **FEBRUARY 3, 2021 – REGULAR MEETING**

## ADMINISTRATIVE REPORTS

2. **ANNUAL REORGANIZATION OF THE COMMISSION – SELECTION OF CHAIR AND VICE CHAIR**
3. **DISCUSSION OF UNLICENSED DRIVER PROGRAM**

## GENERAL COMMISSION COMMENTS

## STAFF COMMUNICATION

4. **SAFE AND ACTIVE STREETS PLAN**

## 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.*

*Maria Padilla, Executive Assistant*

*Signed and Posted: February 25, 2021 (4:00 p.m.)*

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*Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site ([www.sfcity.org](http://www.sfcity.org)). These are also available for public reviewing prior to a meeting at the Public Works Department Public Counter. Any public writings distributed by the Transportation & Safety Commission to at least a majority of the Commissioners regarding any item on this regular meeting agenda will also be made available at the Public Works Department Public Counter 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 Web Site at [www.sfcity.org](http://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 Public Works Department Office at (818) 898-1222 at least 48 hours prior to the meeting.*

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**To:** Chair Nicole Mohr and Commissioners

**From:** Matt Baumgardner, Director of Public Works

**Date:** March 3, 2021

**Subject:** Annual Reorganization of the Commission – Selection of Chair and Vice Chair

**RECOMMENDATION:**

It is recommended that the Transportation and Safety Commission proceed with its annual reorganization of the Commission and the selection of its Chair and Vice Chair.

**BACKGROUND:**

1. The Transportation and Safety Commission is composed of five members – each appointed by a different councilmember.
2. Each year, the members shall elect a Chair and Vice Chair per Municipal Code 1957, § 13.25, Section 90-71 (Attachment “A”).

**ANALYSIS:**

In accordance with Municipal Code 1957, § 13.25, Section 90.71, the Traffic and Safety Commission shall meet annually to choose one of its members as Chair and another of its members as Vice Chair. The terms of office of the Chair and Vice Mayor shall be for one year.

Any member of the Commission may make nominations for the position of Chair and Vice Chair. The process for selecting a Chair and Vice Chair is as follows:

Election of the Chair.

1. The current Chair opens the nominations for the position of Chair.
2. Nomination(s) is/are made for Chair, and seconded.
3. Hearing no objections, a motion is made to close the nominations.
4. The Executive Assistant conducts a roll call vote and Commissioners announce their vote for Chair until one is elected by majority vote.
5. The Executive Assistant announces the results.

Election of the Vice Chair.

1. The new Chair opens the nominations for the position of Vice Chair.
2. Nomination(s) is/are made for Vice Chair, and seconded.
3. Hearing no objections, a motion is made to close the nominations.
4. The Executive Assistant conducts a roll call vote and Commissioners announce their vote for Vice Chair until one is elected by majority vote.
5. The Executive Assistant announces the results.

**BUDGET IMPACT:**

There is no budget impact associated with the annual reorganization of the Transportation and Safety Commission.

**CONCLUSION:**

Staff recommends that the Transportation and Safety Commission select a Chair and Vice Chair in accordance with Municipal Code 1957, §13.25, Section 90.71.

**ATTACHMENT:**

- A. Municipal Code 1957, §13.25, Section 90.71

## ATTACHMENT "A"

Sec. 90-71 - Established; composition; appointment and compensation of members; officers.

- a) There is established a transportation and safety commission of five members to be appointed by a different appointing councilperson, with such appointment to be ratified by the city council. Each member shall have full participation and voting rights. Each member shall also be a registered voter and city resident. Such members so appointed shall be persons who do not hold any office or position with the city. The terms of office of each member shall be one year.
- b) The members shall organize the transportation and safety commission and shall elect a chair and vice-chair. In the absence of the chair and vice-chair, any other member shall call the commission to order, whereupon a chair shall be elected from the members present to preside for that meeting.

(Code 1957, § 13.25; Ord. No. 1586, § 6, 3-16-2009)

**To:** Transportation & Safety Commissioners

**From:** Nicole Mohr, Transportation and Safety Commission Chair  
By: Matthew Baumgardner, Director of Public Works  
Manuel Fabian, Civil Engineering Assistant II

**Date:** March 3, 2021

**Subject:** Unlicensed Driver Community Education Workshop

**RECOMMENDATION:**

It is recommended that the Transportation and Safety Commission (Commission) partner with the San Fernando Police Department (SFPD) to offer a community education workshop (to be provided virtually) to educate members of the community on how to take the necessary steps to apply for and obtain a driver's license.

**BACKGROUND:**

1. On October 7, 2020, Chair Mohr discussed her concern regarding unlicensed drivers in the City. Item was discussed during the Commission meeting and staff was directed to provide a link to the Department of Motor Vehicles (DMV) driver's license webpage on the City's website.
2. On November 4, 2020, staff updated the Commission on DMV information that was added to the City's webpage under the tab for *Residents* (scroll down to "*How to apply for a driver's license*"), which takes you to the following link on the DMV website: <https://www.dmv.ca.gov/portal/driver-licenses-identification-cards/driver-licenses-dl/>
3. On February 3, 2021, Chair Mohr recommended a virtual workshop to educate the community on how to obtain a driver's license. Since that time, Chair Mohr has worked with Sergeant Peter Aguirre on available resources.

**ANALYSIS:**

Since the February 3, 2021 Commission meeting, Sergeant Aguirre and Commission Chair Nicole Mohr have discussed the option of hosting a community workshop to educate residents on how to obtain a driver's license. After this workshop, a Spanish translation voice over would be

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recorded to be made available to the community. A version of materials presented in the workshop (slides, resources) would also be made available in Spanish.

### Community Workshop.

The virtual workshop would cover the following topics:

- The risks of driving without a license.
  - Financial liability if involved in a collision.
  - Legal consequences for driving without a license.
- How to get a driver's license.
  - Differing requirements for those under age 18.
  - Local resources for behind-the-wheel training.
  - Online resources for test preparation.
  - The logistical process of acquiring a license in this community.
- Driver's License availability for undocumented Californians.
- An informal Q&A about driver's license laws.

### Traffic Safety Correlation to Unlicensed Drivers.

The need for community education exists because:

- The San Fernando Police Department cites a high number of persons each year for driving without a license.
- Unlicensed drivers are statistically more likely to be involved in traffic collisions.
- Driving without a license is one of the most common reasons for drivers fleeing the scene of a traffic collision, which can be a misdemeanor or a felony, depending on the severity of the damage in the collision.

Encouraging people who are driving on the streets of San Fernando to obtain a license increases the safety of San Fernando residents.

### California Vehicle Code Sections on Licensing Requirements.

The Vehicle Code 12500 (a) in the State of California is as follows:

ARTICLE 1. *Persons Required to Be Licensed, Exemptions, and Age Limits* [12500 - 12527] ( Article 1 enacted by Stats. 1959, Ch. 3. )

12500. (a) A person may not drive a motor vehicle upon a highway, unless the person then holds a valid driver's license issued under this code, except those persons who are



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expressly exempted under this code. (Amended by Stats. 2007, Ch. 630, Sec. 3. Effective January 1, 2008.)

Persons who violate this vehicle code may have their driving privilege revoked, even before they seek to obtain a license for the first time, pursuant to Vehicle Code *14601.1(a)*, which is as follows:

*14601.1. (a)* No person shall drive a motor vehicle when his or her driving privilege is suspended or revoked for any reason other than those listed in Section *14601*, *14601.2*, or *14601.5*, if the person so driving has knowledge of the suspension or revocation. Knowledge shall be conclusively presumed if mailed notice has been given by the department to the person pursuant to Section 13106. The presumption established by this subdivision is a presumption affecting the burden of proof.

Vehicle Code section *12801.9* (added to the California Vehicle Code in 2015) authorizes the Department of Motor Vehicles to issue an original driver's license to a person who is unable to submit satisfactory proof that the applicant's presence in the United States is authorized under federal law.

Vehicle codes *20002(a)*, *20001(2)* address misdemeanor hit-and-run (damage to property) and felony hit-and-run (injury involved collisions)

### **BUDGET IMPACT:**

Based on direction provided by the Commission during the discussion, Staff will return at a future Commission meeting to provide a budgetary cost estimate for staff time spent on activities related to the proposed workshop and for translation services.

### **CONCLUSION:**

It is recommended that the Transportation and Safety Commission advise Staff on the next steps for offering a community education workshop (to be hosted virtually) to educate members of the community on how to take the necessary steps to apply for and obtain a driver's license.