

MAYOR/CHAIR SYLVIA BALLIN VICE MAYOR/VICE CHAIR MARY MENDOZA COUNCILMEMBER/BOARDMEMBER CINDY MONTAÑEZ COUNCILMEMBER/BOARDMEMBER HECTOR A. PACHECO COUNCILMEMBER/BOARDMEMBER CELESTE T. RODRIGUEZ

City of San Fernando

City Council And Successor Agency to the San Fernando Redevelopment Agency Regular Meeting Agenda Summary Monday, June 21, 2021 – 6:00 PM

> City Hall Council Chambers 117 Macneil Street San Fernando, California 91340

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 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 <u>https://www.youtube.com/c/CityOfSanFernando.</u> Comments submitted via YouTube will not be read into the record. Members of the public may submit comments by email to <u>cityclerk@sfcity.org</u> no later than <u>5:00 p.m. the day of the meeting</u>, to ensure distribution to the City Council prior to consideration of the agenda. 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. Callers interested in providing a live public comment, may call <u>Telephone Number: (669) 900-6833; Meeting ID: 833 6022 0211; and</u> <u>Passcode: 924965, between 6:00 p.m. and 6:15 p.m.</u> in the order received, and limited to three minutes. The call-in period may be extended by the Mayor.

THE REGULAR MEETINGS OF THE CITY OF SAN FERNANDO CITY COUNCIL ALSO SERVES AS Concurrent regular meetings of the successor agency to the san fernando Redevelopment agency, and, from time to time, such other bodies of the city WHOSE members are composed exclusive of the members of the city council.

Staff Contact Nick Kimball, City Manager

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

WATCH THE MEETING:

Live stream with audio and video, via YouTube Live, at:

https://www.youtube.com/c/CityOfSanFernando

Note: Comments submitted via YouTube will not be read into the record.

SUBMIT PUBLIC COMMENT VIA EMAIL:

Members of the public may submit comments **by email** to **cityclerk@sfcity.org** no later than **5:00 p.m. the day of the meeting**, to ensure distribution to the City Council prior to consideration of the agenda. Comments received via email will be distributed to the City Council, read into the record, limited to three minutes, and made part of the official public record of the meeting.

CALL-IN TO PROVIDE PUBLIC COMMENT LIVE AT THE MEETING:

Members of the public may call-in between 6:00 p.m. and 6:15 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 Mayor.

Call-in Telephone Number:	(669) 900-6833
Meeting ID:	833 6022 0211
Passcode:	924965

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

Mayor Sylvia Ballin Vice Mayor Mary Mendoza Councilmember Cindy Montañez Councilmember Hector A. Pacheco Councilmember Celeste T. Rodriguez

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF AGENDA

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

PRESENTATIONS

- A) EDUCATION COMMISSION CERTIFICATE OF ACHIEVEMENT 2021 SCHOLARSHIP RECIPIENT FOR THE REPUBLIC SERVICES-CESAR CHAVEZ SCHOLARSHIP PROGRAM
 - Regina Velazquez (Vaughn Next Century Learning Center) Education Commissioner Vice Chair David Govea
- B) PRESENTATION OF A CERTIFICATE OF APPRECIATION TO OUTGOING COMMISSIONER SANDRA RICHARDS FOR HER SERVICE ON THE PARKS, WELLNESS AND RECREATION COMMISSION Director of Recreation and Community Services Julian Venegas

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 <u>(SF Procedural Manual)</u>. 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 may submit comments by email to <u>cityclerk@sfcity.org</u> no later than <u>5:00 p.m. the day of the meeting</u> to ensure distribution to the City Council prior to consideration of the agenda. Comments received via email will be distributed to the City Council, read into the record, limited to three minutes, and made part of the official public record of the meeting. Callers interested in providing a <u>live public comment</u> may <u>call-in between</u> <u>6:00 p.m. and 6:15 p.m.</u> and will be limited to three minutes. The call-in period may be extended by the Mayor.

CALL-IN INFORMATION: Telephone Number: (669) 900-6833 Meeting ID: 833 6022 0211 Passcode: 924965

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 APPROVE CITY COUNCIL MINUTES FOR THE FOLLOWING MEETINGS:
 - a. MAY 17, 2021 SPECIAL MEETING (CLOSED SESSION)
 - b. JULY 20, 2020 REGULAR MEETING

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 21-062 approving the Warrant Register.

3) CONSIDERATION OF APPROVAL TO WRITE-OFF BAD DEBT FOR FISCAL YEAR 2020-2021

Recommend that the City Council authorize staff to write-off bad debt from uncollectible utility accounts receivable for Fiscal Year 2020-2021.

4) CONSIDERATION TO ADOPT A RESOLUTION SETTING THE FISCAL YEAR 2021-2022 ARTICLE XIIIB APPROPRIATIONS (GANN) LIMIT

Recommend that the City Council adopt Resolution No. 8072 setting the Fiscal Year 2021-2022 Article XIIIB Appropriation Limit at \$64,240,357.



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5) CONSIDERATION TO ADOPT RESOLUTIONS APPROVING THE SALARY PLAN AND TABLE OF ORGANIZATION FOR FISCAL YEAR 2021-2022

Recommend that the City Council:

- a. Adopt Resolution No. 8070 approving the Salary Plan for Fiscal Year 2021-2022;
- b. Adopt Resolution No. 8071 approving the Table of Organization for Fiscal Year 2021-2022; and
- c. Authorize the City Manager to make non-substantive corrections and execute all related documents.

6) CONSIDERATION TO ADOPT A RESOLUTION ACCEPTING SENATE BILL 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 FUNDS AND APPROVING THE PROJECT LIST FOR FISCAL YEAR 2021-2022

Recommend that the City Council:

- a. Accept \$484,234 in Senate Bill 1 (SB 1) Funds and approve project list for the SB 1 Local Streets and Roads Program; and
- b. Adopt Resolution No. 8073 adopting the list of projects for Fiscal Year 2021-2022 funded by SB 1: The Road Repair and Accountability Act of 2017.

7) CONSIDERATION TO APPROVE AN EXECUTIVE ORDER ESTABLISHING AND IMPLEMENTING THE COVID-19 OUTDOOR SERVICES PERMIT PROGRAM THROUGH DECEMBER 31, 2021

Recommend that the City Council approve Executive Order No. 2021-06-21 establishing COVID-19 Outdoor Services Permit regulations through December 31, 2021.

PUBLIC HEARINGS

8) A PUBLIC HEARING TO CONSIDER ADOPTION OF A RESOLUTION APPROVING THE 2020 URBAN WATER MANAGEMENT PLAN

Recommend that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, adopt Resolution No. 8074 adopting all components of the 2020 Urban Water Management Plan.



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9) A PUBLIC HEARING TO CONSIDER ADOPTION OF A RESOLUTION APPROVING THE FISCAL YEAR 2021-2022 CITY BUDGET

Recommend that the City Council:

- a. Conduct a Public Hearing; and
- b. Review and discuss the Fiscal Year 2021-2022 Proposed Budget; and
- c. Adopt Resolution No. 8075 approving the Fiscal Year 2021-2022 Budget, subject to such modifications or amendments as may be stated by the City Council in its motion to approve the Resolution.

ADMINISTRATIVE REPORTS

10) CONSIDERATION TO APPROVE A SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH JOHN ROBINSON CONSULTING, INC. FOR CONSTRUCTION MANAGEMENT SERVICES RELATED TO THE UPPER RESERVOIR REPLACEMENT PROJECT

Recommend that the City Council:

- a. Approve a second Amendment to the Professional Services Agreement with John Robinson Consulting, Inc. (Contract No. 1912(b)) for construction management services related to the Upper Reservoir Replacement Project; and
- b. Authorize the City Manager to execute the Agreement and all related documents.

11) CONSIDERATION TO APPROVE A FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH CWE FOR CONSTRUCTION MANAGEMENT SERVICES RELATED TO THE SAN FERNANDO REGIONAL PARK INFILTRATION PROJECT

Recommend that the City Council:

- a. Approve a first Amendment to the Professional Services Agreement with CWE (Contract No. 1883(a)) for construction management services related to the San Fernando Regional Park Infiltration Project; and
- b. Authorize the City Manager to execute the Agreement and all related documents.

12) INFORMATIONAL UPDATE REGARDING COVID-19 RESPONSE EFFORTS

Recommend that the City Council receive a presentation from staff related to the City's COVID-19 efforts, including, but not limited to:

a. Review of the City's COVID-19 planning, response, enforcement, and education efforts, and related policy initiatives; and



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b. Review of financial assistance programs and the pursuit of funding opportunities, and related recommendations, as appropriate.

13) CONSIDERATION TO ADOPT A RESOLUTION DECLARING JUNE 2021 AS PRIDE MONTH IN THE CITY OF SAN FERNANDO

This item was placed on the agenda for discussion by Councilmember Cindy Montañez.

14) CONSIDERATION AND DISCUSSION REGARDING COMMUNITY BENEFIT OF A MASTER PLAN

This item was placed on the agenda for discussion by Councilmember Celeste Rodriguez.

15) CONSIDERATION AND DISCUSSION REGARDING APPROVAL OF A SAN FERNANDO BEAUTIFICATION PROGRAM

This item was placed on the agenda for discussion by Councilmember Cindy Montañez.

16) CONSIDERATION TO CANCEL THE REGULAR CITY COUNCIL AND SUCCESSOR AGENCY TO THE SAN FERNANDO REDEVELOPMENT AGENCY MEETING ON JULY 6, 2021

It is recommended that the City Council cancel the Regular City Council and Successor Agency to the San Fernando Redevelopment Agency meeting on July 6, 2021.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

ADJOURNMENT The meeting will adjourn to its next regular meeting.

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: June 18, 2021 (1:00 p.m.)

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet website (<u>www.sfcity.ora</u>). 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 <u>www.sfcity.ora</u>. 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.



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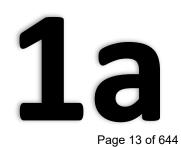
Regular Meeting San Fernando City Council and Successor Agency to the San Fernando Redevelopment Agency

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SAN FERNANDO CITY COUNCIL MINUTES

MAY 17, 2021 – 5:15 P.M. SPECIAL MEETING

Teleconference Per Governor Executive Order N-29-20

CALL TO ORDER/ROLL CALL

Mayor Ballin called the special meeting to order at 5:16 p.m.

Present:

Council:	Mayor Sylvia Ballin, Vice Mayor Mary Mendoza, and Councilmember Cindy Montañez
Staff:	City Manager Nick Kimball and Assistant City Attorney Richard Padilla
Absent:	Councilmembers Celeste Rodriguez and Hector A. Pacheco

APPROVAL OF AGENDA

By consensus, the agenda was approved.

PUBLIC STATEMENTS - WRITTEN/ORAL None

RECESS TO CLOSED SESSION (5:17 P.M.)

By consensus, Councilmembers recessed to Closed Session.

A) <u>CONFERENCE WITH LABOR NEGOTIATOR</u> <u>PURSUANT TO G.C. §54957.6</u>:

Designated City Negotiators: City Manager Nick Kimball City Attorney Rick Olivarez Assistant City Attorney Richard Padilla Employees and Employee Bargaining Units: San Fernando Management Group (SEIU, Local 721) San Fernando Public Employees' Association (SEIU, Local 721) San Fernando Police Officers Association San Fernando Police Officers Association San Fernando Police Civilian Association San Fernando Part-Time Employees' Bargaining Unit (SEIU, Local 721) All Unrepresented Employees

SAN FERNANDO CITY COUNCIL SPECIAL MEETING MINUTES – May 17, 2021 Page 2

B) <u>CONFERENCE WITH REAL PROPERTY NEGOTIATOR</u> <u>PURSUANT TO G.C. §54956.8</u>:

Property:	City owned parcels at Assessor Identification
	Numbers: 2521-031-901, 902, & 903
City Negotiators:	City Manager Nick Kimball, Lead Negotiator
	Assistant City Attorney Richard Padilla
Negotiating Parties:	Vanessa Delgado, President, Azure Development
Under Negotiation:	Price and Terms of Payment as it relates to Leasing or Sale of Real Property
	Sale of Real Property

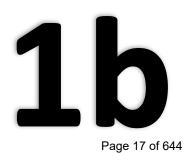
RECONVENE/REPORT OUT FROM CLOSED SESSION

Assistant City Attorney Padilla stated there was no reportable action as a result of Closed Session.

ADJOURNMENT The City Council adjourned the special meeting at 5:35 p.m. By consensus, the motion carried.

I do hereby certify that the foregoing is a true and correct copy of the minutes of May 17, 2021 Special Meeting, as approved by the San Fernando City Council.

Julia Fritz, CMC City Clerk



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SAN FERNANDO CITY COUNCIL MINUTES

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

TECONFERENCE – PER FOVERNOR'S EXECUTIVE ORDER N-29-20

CALL TO ORDER/ROLL CALL

Mayor Joel Fajardo called the meeting to order at 6:02 p.m.

Present:

- Council: Mayor Joel Fajardo, Vice Mayor Hector A. Pacheco, and Councilmembers Sylvia Ballin (Arrived at 6:04 p.m.), Robert C. Gonzales and Mary Mendoza
- Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, Chief of Police Anthony Vairo, Deputy City Manager/Director of Community Development Tim Huo, and City Clerk Julia Fritz

PLEDGE OF ALLEGIANCE

Led by Mayor Fajardo

APPROVAL OF AGENDA

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

The motion carried with the following vote:

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

It was noted that Councilmember Sylvia Ballin joined the meeting at 6:04 p.m.

PRESENTATIONS

a) RECOGNITION OF THE LAS PALMAS SENIOR CITIZENS' CLUB 50th ANNIVERSARY

Councilmember Mary Mendoza presented a proclamation to Las Palmas Senior Citizens' Club in recognition of their 50th Anniversary.

b) UPDATE REGARDING THE 2020 CENSUS

City Manager Nick Kimball displayed videos regarding the 2020 Census and located on the City's website and social media; presented examples of the door hanger encouraging the public to complete the Census and discussed the upcoming Census Caravan.

PUBLIC STATEMENTS – WRITTEN

City Clerk Fritz read a statement submitted by:

Arturo Garcia-Mendoza, Field Representative for the office of Assemblymember Luz Rivas, discussed the Assemblywoman's activities and programs.

Cyndi Lopez, Residents for a Better San Fernando, referenced Item No. 7; discussed the LCDA Homeownership program; urged City Council to reconsider the project and respect the wishes of the community.

Severyn Aszkenazy referenced Item No. 7; discussed the importance of public input on the project; urged City Council to extend the outreach period to 90 days after the COVID-19 pandemic is declared to be over.

CONSENT CALENDAR

Motion by Mayor Fajardo, seconded by Councilmember Ballin, to approve the following Consent Calendar Items:

1) REQUEST TO APPROVE MEETING MINUTES OF:

APRIL 6, 2020 – SPECIAL MEETING APRIL 20, 2020 – SPECIAL MEETING MAY 4, 2020 – SPECIAL MEETING

- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH THE LOCAL GOVERNMENT COMMISSION TO DEVELOP A SAFE AND ACTIVE STREETS IMPLEMENTATION PLAN
- 4) CONSIDERATION TO AUTHORIZE THE NOTICE OF COMPLETION FOR THE GLENOAKS BOULEVARD STREET SEWER AND WATER IMPROVEMENTS PROJECT, JOB NO. 7608, PLAN NO. P-730

- 5) CONSIDERATION TO APPROVE A SPECIAL SERVICES AGREEMENT WITH LIEBERT CASSIDY WHITMORE FOR FISCAL YEAR 2020-2021
 - The motion carried with the following vote:

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

ADMINISTRATIVE REPORTS

6) DISCUSSION REGARDING COVID-19 RESPONSE EFFORTS AND APPROVAL OF PROPOSED RECOMMENDATIONS

Deputy City Manager/Director of Community Development Hou presented an update on the recent orders on COVID-19 and including planning, response, enforcement, education efforts, and related policy initiatives.

City Manager Kimball addressed questions by Councilmembers regarding current hospitalization rates; spoke about outdoor dining and operations and provided an update on the recent opening of the swap meet.

Councilmembers discussed their concerns over the opening of the swap meet and their ability to maintain health order guidelines. Discussion concluded and no formal action taken.

7) CONSIDERATION TO APPROVE AN EXCLUSIVE NEGOTIATION AGREEMENT WITH AZURE DEVELOPMENT, INC., FOR THE DEVELOPMENT OPPORTUNITY SITE AT PARKING LOT NO. 3

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

Representatives from the City's Economic Development Consultant, Kosmont Company, narrated PowerPoint presentations with details of the Exclusive Negotiation Agreement (ENA) and addressed next steps.

Motion by Mayor Fajardo, seconded by Councilmember Ballin, to approve:

a. Exclusive Negotiation Agreement (Contract No. 1959) with Azure Development, Inc. to provide a specified period of time to attempt to negotiate a development agreement; and

b. Authorize the City Manager to make non-substantive edits and execute all related documents.

The motion carried with the following vote:

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

8) CONSIDERATION TO PLACE A QUARTER-CENT LOCAL SALES TAX AND/OR TRANSIENT OCCUPANCY TAX MEASURE(S) ON THE NOVEMBER 3, 2020, GENERAL MUNICIPAL ELECTION

City Manager Kimball presented details of the staff report.

Discussion followed regarding the process for implementing a TOT, doing a study of hotels in surrounding areas, the need to consider the possibility of another entity increasing sales taxes, community input obtained in townhall meetings and expected increases in liabilities.

City Council concurred to direct staff to return with an ordinance and ballot language at a Special Meeting on July 27, 2020, and to bifurcate the subjects on that agenda with TOT as a separate item for discussion.

9) DISCUSSION REGARDING THE CITY'S OPPOSITION OF ICE DETENTION FACILITIES

Councilmember Ballin referenced a prior request to send a letter to President Trump and Members of Congress repudiating this Administration's cruel and inhumane treatment of immigrant families and children and demanding that Congress act immediately in terms of immigration reform.

Motion by Councilmember Ballin, seconded by Mayor Fajardo to direct staff to send a letter to President Trump expressing City Council's outrage at his immigration policies, with a copy of the letter sent to Vice President Biden and to Senator Mitch McConnell and return to City Council for approval at the August 3, 2020, meeting.

The motion carried with the following vote:

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

10) CONSIDERATION TO ADOPT A RESOLUTION DECLARING THAT NO WOMEN SHOULD BE SUBJECTED TO PHYSICAL ASSAULT AND URGING THE DEPARTMENT OF DEFENSE (DOD) TO CONDUCT AN INDEPENDENT INVESTIGATION INTO THE DEATH OF UNITED STATES ARMY SPECIALIST VANESSA GUILLEN AT FORT HOOD, TEXAS

Councilmember Mendoza discussed the recent murder of United States Army Specialist Vanessa Guillen.

Motion by Councilmember Mendoza, seconded by Councilmember Ballin to:

Adopt Resolution No. 8018 to resolve that no women should be subjected to physical assault and urging the Department of Defense (DoD) to conduct an Independent Investigation into the death of United States Army Specialist Vanessa Guillen; and

Authorize the City Manager to forward copies of the resolution to the City's State and Federal Legislative Representatives and to appropriate officials within the Department of Defense; work with local veterans' groups for resources and send a copy of the letter to local VFWs, American Legions, the U.S. Senate Armed Services Committee, and the U.S. House Armed Services Committee.

The motion carried with the following vote:

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

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

None

GENERAL COUNCIL COMMENTS AND LIAISON UPDATES

Mayor Fajardo spoke on Councilmember Gonzales's decision to not re-run and noted he will be missed.

Councilmember Gonzales thanked City Council colleagues, City staff and residents for having the opportunity to serve.

Councilmember Ballin requested adjourning the meeting in memory of Senator John Lewis.

Councilmember Mendoza thanked Councilmember Gonzales for his service; noted attending a Library Commission meeting and discussed projects they are working on.

Vice Mayor Pacheco thanked Councilmember Gonzales for his service.

ADJOURNMENT (10:15 P.M.)

Motion by Mayor Fajardo, seconded by Councilmember Ballin, to adjourn the meeting in memory of Senator John Lewis. By consensus, the motion carried.

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

Julia Fritz, CMC City Clerk



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager By: J. Diego Ibañez, Director of Finance
Date:	June 21, 2021
Subject:	Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 21-062 (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. 21-062

RESOLUTION NO. 21-062

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT REGISTER NO. 21-062

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 21st day of June, 2021.

Sylvia Ballin, Mayor of the City of San Fernando, California

ATTEST:

Julia Fritz, City Clerk

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. 21-062 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 21st day of June, 2021, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

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

Julia Fritz, City Clerk

EXHIBIT "A" RES. NO. 21-062

Page: 1

vchlist

11:31:20A	Μ	VOUCHELIST PA			age: 1
bank3					
Date	Vendor	Invoice	PO #	Description/Account	Amount
6/21/2021	891587 ABLE MAILING INC.	33957		MAILING AND FULFILLMENT SERVICES	
			12220	072-360-0000-4300	76.40
			12220		76.40
		33958			
					12.50
					12.50
				Total :	177.80
6/21/2021	888356 ADVANCED AUTO REPAIR	1498		VEHICLE MAINT., REPAIRS AND MINOR	
			12284	041-320-0390-4400	503.31
		1499		VEHICLE MAINT., REPAIRS AND MINOR	
			12284	041-320-0225-4400	637.35
				Total :	1,140.66
6/21/2021	891969 ADVANCED PURE WATER SOLUTIONS	1046941		DRINKING WATER	
				001-222-0000-4300	98.55
				Total :	98.55
6/21/2021	100143 ALONSO, SERGIO	APRIL'21-CONCERT PRE		MMAP CONCERT PREP/INSTRUCTION	
				109-424-3692-4260	2,290.00
				004-2359	90.00
		MAR'21-CONCERT PREP		MMAP CONCERT PREP/INSTRUCTION	
				004-2359	2,450.00
		MAY 2021		PO 12328 - MARIACHI MASTER APPREI	
				108-424-3657-4260	1,120.00
				Total :	5,950.00
6/21/2021	100188 ANDY GUMP INC.	INV822749		PORTABLE RESTROOM SERVICE FOR	
			12271	043-390-0000-4260	330.49
		INV822750		PORTABLE RESTROOM SERVICE FOR	
			12271	043-390-0000-4260	211.28
		INV822751		PORTABLE RESTROOM SERVICE FOR	
			12271	070-384-0000-4260	330.34
				Total :	872.11
6/21/2021	893176 AUTOZONE STORE 5681	5681004197		SUPPLIES FOR FLEET MAINT	
	bank3 Date 6/21/2021 6/21/2021 6/21/2021 6/21/2021	Date Vendor 6/21/2021 891587 ABLE MAILING INC. 6/21/2021 888356 ADVANCED AUTO REPAIR 6/21/2021 891969 ADVANCED PURE WATER SOLUTIONS 6/21/2021 100143 ALONSO, SERGIO 6/21/2021 100188 ANDY GUMP INC.	bank3 Invoice 6/21/2021 891587 ABLE MAILING INC. 33957 6/21/2021 891587 ABLE MAILING INC. 33958 6/21/2021 888356 ADVANCED AUTO REPAIR 1498 6/21/2021 891969 ADVANCED PURE WATER SOLUTIONS 1046941 6/21/2021 100143 ALONSO, SERGIO APRIL'21-CONCERT PRE MAR'21-CONCERT PREP MAR'21-CONCERT PREP MAY 2021 100188 ANDY GUMP INC. INV822749 INV822750 INV822750 INV822751 INV822750	bank3 Invoice P0 # 6/21/2021 891587 ABLE MAILING INC. 33957 12220 33958 12220 12220 6/21/2021 888356 ADVANCED AUTO REPAIR 1498 12284 6/21/2021 891969 ADVANCED AUTO REPAIR 1499 12284 6/21/2021 891969 ADVANCED PURE WATER SOLUTIONS 1046941 1284 6/21/2021 100143 ALONSO, SERGIO APRIL'21-CONCERT PREP MAR21-CONCERT PREP MAY 2021 MAR21-CONCERT PREP 12271 100188 ANDY GUMP INC. INV822749 12271 6/21/2021 100188 ANDY GUMP INC. INV822750 12271 12271 1NV822751 12271 12271 12271 12271	bank3 Invoice P0 # Description/Account 6/21/2021 891587 ABLE MAILING INC. 33967 12220 072-380-000-4300 33958 12220 072-380-000-4300 12220 072-380-000-4300 6/21/2021 888356 ADVANCED AUTO REPAIR 1498 VEHICLE MAINT, REPAIRS AND MINOR 6/21/2021 888356 ADVANCED AUTO REPAIR 1498 12284 041-320-0390-4400 6/21/2021 891969 ADVANCED PURE WATER SOLUTIONS 1046941 DRINKING WATER 01+22-000-4300 6/21/2021 100143 ALONSO, SERGIO APRIL'21-CONCERT PRE MMAP CONCERT PREPINSTRUCTION 004-3250 6/21/2021 100143 ALONSO, SERGIO APRIL'21-CONCERT PREP MMAP CONCERT PREPINSTRUCTION 042-3567-4280 6/21/2021 100143 ALONSO, SERGIO APRIL'21-CONCERT PREP MMAP CONCERT PREPINSTRUCTION 04-330-22-4280 04/21 POTTABLE RESTROOM SERVICE FOR 043-330-0000-4280 04-3250 6/21/2021 100188 ANDY GUMP INC. INV822749 PORTABLE RESTROOM SERVICE FOR 043-380-0000-4280 PORTABLE RESTROOM SERVICE FOR 043-330-0000-4280 PORTABLE RESTROOM SERVICE F

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Bank code :	bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amoun
223149	6/21/2021	893176 AUTOZONE STORE 5681	(Continued)			
			5681004199		041-320-0000-4310 SUPPLIES FOR FLEET MAINT	61.48
			5681004389		041-320-0000-4310 SUPPLIES FOR FLEET MAINT	179.42
			5681010878		041-320-0000-4310 SUPPLIES FOR MECH SHOP 041-320-0000-4310	68.64 74.94
					041-320-0000-4310 Total :	74.92 384.48
223150	6/21/2021	890546 BARAJAS, CRYSTAL	MAY 2021		MARIACHI MASTER APPRENTICE PRO	
				12334	001-424-0000-4430 Total :	80.00 80.00
223151	6/21/2021	892426 BEARCOM	5206944		JUNE-RADIO COMM SYST & WIRELESS	
				12235	001-135-0000-4260 Total :	7,610.41 7,610.4 1
223152	6/21/2021	891301 BERNARDEZ, RENATE Z.	584		INTERPRETATION SERVICES-CC MTG	
					001-101-0000-4270 Total :	150.00 150.00
223153	6/21/2021	893591 BIOMEDICAL WASTE DISPOSAL	102098		BIOMEDICAL WASTE DISPOSAL SRV C	
					001-224-0000-4270 Total :	99.00 99.00
223154	6/21/2021	888800 BUSINESS CARD	052121		ADVERTISEMENT OF FOUND PROPER	
			052621		001-224-0000-4270 MEALS-TEAM BUILDING WORKSHOP	10.90
					001-222-0000-4370 001-224-0000-4370	70.45 46.97
			052721		001-225-0000-4370 MEALS-TEAM BUILDING WORKSHOP	46.97
					001-222-0000-4370 001-224-0000-4370	78.72 52.48
					001-225-0000-4370	78.72
			052721		MEALS-TEAM BUILDING WORKSHOP	

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Bank code :	bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amoun
223154	6/21/2021	888800 BUSINESS CARD	(Continued)			
					001-222-0000-4370	85.78
					001-224-0000-4370	57.19
					001-225-0000-4370	85.77
			052721		MEALS-TEAM BUILDING WORKSHOP	
					001-222-0000-4370	82.56
					001-224-0000-4370	55.04
					001-225-0000-4370	82.56
			052721		MEALS-TEAM BUILDING WORKSHOP	
					001-222-0000-4370	86.88
					001-224-0000-4370	57.92
					001-225-0000-4370	86.88
			053121		LODGING-TEAM BUILDING WORKSHOP	500.00
					001-224-0000-4370	528.22
			053121-2		001-225-0000-4370 PARKING-TEAM BUILDING WORKSHOF	1,409.94
			053121-2		001-222-0000-4370	60.30
					001-222-0000-4370	30.15
					001-225-0000-4370	30.15
					Total :	3,124.5
223155	6/21/2021	888800 BUSINESS CARD	052021		ACROBAT PRO SUBSCRIPTION	
					001-115-0000-4380	182.10
			052421		ANNUAL SUBSCRIPTION	102.11
					001-105-0000-4270	149.00
			052421-1		MAGNETIC SHEETS	
					001-105-0000-4300	5.50
			052421-2		ADAPTER & FOLDERS	
					001-222-0000-4300	19.83
			052521		FOLDERS	
					001-222-0000-4300	44.09
			052621-1		DESK RISER	
					001-115-0000-4300	231.5
			052621-2		TREE WATER BAGS	
					029-335-0000-4300	1,653.30
			052721		COVID-19 - CDBG-CV RESIDENTIAL FO	
				12360	026-420-0329-4300	440.78

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Bank code :	bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
223155	6/21/2021	888800 BUSINESS CARD	(Continued) 052821		ANNUAL MEMBERSHIP 001-101-0107-4380	100.00
			053121		FINANCE CHARGES 001-190-0000-4435 Total :	6.14 2,832.25
223156	6/21/2021	100559 CALIFORNIA PEACE OFFICERS'	297020		RGSTR-HOMELESS LIASON COURSE (001-225-0000-4360 Total :	90.00
223157	6/21/2021	893846 CHARRIEZ, BRANDON	33-3215-02		WATER ACCT REFUND-1223 HOLLISTE 070-2010 Total :	64.78 64.78
223158	6/21/2021	101957 CITY OF LOS ANGELES	38SF210000012		FIRE SERVICES - JULY 2021 001-1230 Total :	231,924.33 231,924.33
223159	6/21/2021	103029 CITY OF SAN FERNANDO	3547-3602		REIMB. TO WORKERS COMP ACCT 006-1038 Total :	14,879.39 14,879.39
223160	6/21/2021	890893 CITY OF SAN FERNANDO	JUNE 2021		CITY PROPERTY UTILITY BILLS 043-390-0000-4210 Total :	17,391.47 17,391.47
223161	6/21/2021	890559 CRESCENTA VALLEY WATER DISTRIC	SF10		ULARA SPECIAL COUNSEL COST SHAF 070-381-0000-4270	149.13
			SF6-REV2		ULARA SPECIAL COUNSEL COST SHAF 070-381-0000-4270	124.49
			SF7-REV2		ULARA SPECIAL COUNSEL COST SHAF 070-381-0000-4270	181.79
			SF8		ULARA SPECIAL COUNSEL COST SHAF 070-381-0000-4270	97.59
			SF9		ULARA SPECIAL COUNSEL COST SHAF 070-381-0000-4270	83.01

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/oucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
223161	6/21/2021	890559 890559 CRESCENTA VALLEY WATER D	ISTRIC (Continued)		Total :	636.01
223162	6/21/2021	893618 DANA SAFETY SUPPLY INC	726260		BULLET PROOF VESTS	
				12393	001-222-0000-4300	727.50
					001-222-0000-4300	66.74
					Total :	794.24
223163	6/21/2021	893848 DIBENE, ART	822013		DAY CAMP REFUND - D DIBENE	
					017-3770-1399	125.00
			822014		DAY CAMP REFUND - C. DIBENE	
					017-3770-1399	125.00
					Total :	250.00
223164	6/21/2021	887380 DUENAS, MARIA CONCEPCION	DEC 2020		MARIACHI MASTER APPRENTICE PRO	
				12335	108-424-3657-4260	120.00
			FEB 2021		MARIACHI MASTER APPRENTICE PRO	
				12335	108-424-3657-4260	120.00
			JAN 2021		MARIACHI MASTER APPRENTICE PRO	
				12335	108-424-3657-4260	375.00
			NOV 2020		MARIACHI MASTER APPRENTICE PRO	
			0.07.0000	12335	108-424-3657-4260	330.00
			OCT 2020	12335	MARIACHI MASTER APPRENTICE PRO 108-424-3657-4260	60.00
				12333	Total :	1,005.00
						1,000.00
223165	6/21/2021	890377 F & F SIGNS	362		GRAPHICS FOR VEHICLE-PD0019	
					041-320-0225-4400	384.12
			366		GRAPHICS FOR VEHICLE-CE5644	000 50
					041-320-0152-4400	208.52 592.64
					Total :	592.64
223166	6/21/2021	892198 FRONTIER COMMUNICATIONS	209-150-5145-010598		PAC 50 TO SHERIFFS	
					001-222-0000-4220	564.42
			209-150-5250-081292		RADIO REPEATER-POLICE	
					001-222-0000-4220	46.25
			209-150-5251-040172		MWD METER (P.W.)	
					070-384-0000-4220	46.2

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
223166	6/21/2021	892198 FRONTIER COMMUNICATIONS	(Continued)			
			209-151-4939-102990		MUSIC CHANNEL	
					001-190-0000-4220	42.08
			209-151-4941-102990		POLICE PAGING	
					001-222-0000-4220	42.08
			209-151-4943-081292		RADIO REPEATER (POLICE)	
					001-222-0000-4220	46.25
			209-188-4361-031792		RCS PHONE LINES	101.00
			209-188-4362-031792		001-420-0000-4220 PD MAJOR PHONE LINES	124.98
			209-188-4382-031792		001-222-0000-4220	646.17
			209-188-4363-031892		VARIOUS PHONE LINES	040.17
			205-100-4303-031032		001-190-0000-4220	88.46
					070-384-0000-4220	292.22
					001-420-0000-4220	290.65
			818-361-0901-051499		SEWER FLOW MONITORING	
					072-360-0000-4220	56.73
			818-361-3958-091407		CNG STATION	
					074-320-0000-4220	52.93
			818-361-6728-080105		ENGINEERING FAX LINE	
					001-310-0000-4220	39.38
			818-365-5097-120298		POLICE NARCOTICS VAULT	
			010 007 1500 000007		001-222-0000-4220	39.08
			818-837-1509-032207		PUBLIC WORKS PHONE LINES 001-190-0000-4220	30.33
			818-837-2296-031315		VARIOUS CITY HALL PHONE LINES	30.33
			010-037-2230-031313		001-190-0000-4220	364.56
			818-838-1841-112596		ENGINEERING FAX MODEM	004.00
					001-310-0000-4220	31.16
			818-838-4969-021803		POLICE DEPT ALARM PANEL	
					001-222-0000-4220	117.80
					Tota	1: 2,961.78
223167	6/01/0004	997240 CALLS LLC	018430381		PATROL JACKETS	
223101	0/21/2021	887249 GALLS, LLC	010430301	12394	001-225-0000-4325	2.964.00
				12394	001-225-0000-4325	2,964.00
					001-220-0000-4320	∠98.85

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
223167	6/21/2021	887249 887249 GALLS, LLC	(Continued)		Total :	3,262.89
223168	6/21/2021	101296 GEMINI GROUP L.L.C.	121-14488	12386	2020 WATER QUALITY REPORTS, WEB 070-381-0000-4270 Total :	4,891.00 4,891.00
223169	6/21/2021	887164 GONZALEZ, ELENA	TRAVEL		PER DIEM-EXECUTIVE ASSISTANT COI 001-222-0000-4370 Total :	150.00 150.00
223170	6/21/2021	101376 GRAINGER, INC.	9899815667	12261	MISC. BUILDING AND ELECTRICAL SUF 043-390-3689-4300 Total :	165.04 165.04
223171	6/21/2021	101434 GUZMAN, JESUS ALBERTO	MAY 2021	12336	MARIACHI MASTER APPRENTICE PRO 108-424-3657-4260 Total :	1,200.00 1,200.00
223172	6/21/2021	893395 HAYES, JASON BENJAMIN	JUNE 2021 MAY 2021		COMMISSIONER'S STIPEND 001-420-0000-4111 COMMISSIONER'S STIPEND 001-420-0000-4111 Total :	75.00 75.00 150.00
223173	6/21/2021	888647 HDL SOFTWARE, LLC	SIN008729	12269	BUSINESS LICENSE ADMIN SERVICES- 001-130-0000-4260 Total :	11,712.93 11,712.93
223174	6/21/2021	893817 HERNANDEZ MOLINA, MARIO ALBERTO	MAY 2021	12404	MMAP INSTRUCTOR 108-424-3657-4260 Total :	600.00 600.00
223175	6/21/2021	890360 HERRERA, NINAMARIE JULIA	JUNE 2021 MAY 2021		COMMISSIONER'S STIPEND 001-420-0000-4111 COMMISSIONER'S STIPEND 001-420-0000-4111	75.00

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Bank code :	bank3						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amoun	
223176	6/21/2021	101511 HINDERLITER DE LLAMAS & ASSOC.	SIN009046		CONTRACTUAL SERVICES-SALES TAX		
					001-130-0000-4270	2,172.4	
					Total :	2,172.4	
223177	6/21/2021	101599 IMAGE 2000 CORPORATION	443825		VARIOUS COPIER MAINT CONTRACT-0		
					001-135-0000-4260	1,339.1	
					072-360-0000-4450	26.3	
					001-135-0000-4260	200.9	
			446638		FREIGHT CHARGE-TONER-CITY HALL (
					001-190-0000-4300	10.5	
					Total :	1,577.0	
223178	6/21/2021	892682 IPS GROUP, INC.	INV60635		MAY-SMART METER CC TRANSACTION		
				12312	001-190-0000-4300	731.2	
					Total :	731.2	
223179	6/21/2021	891777 IRRIGATION EXPRESS	15220226-00		IRRIGATION SUPPLIES FOR ALL CITY F		
				12274	029-335-0000-4300	407.1	
			15220698-00		IRRIGATION SUPPLIES FOR ALL CITY F		
				12274	001-311-0000-4300	64.8	
			15220745-00	10071	IRRIGATION SUPPLIES FOR ALL CITY F		
			15220823-00	12274	001-311-0000-4300 IRRIGATION SUPPLIES FOR ALL CITY F	14.1	
			15220823-00	12274	001-311-0000-4300	52.3	
			15221056-0	12274	IRRIGATION SUPPLIES FOR ALL CITY F	02.0	
				12274	043-390-0000-4300	74.0	
			15221496-00		IRRIGATION SUPPLIES FOR ALL CITY F		
				12274	029-335-0000-4300	362.2	
					Total :	974.7	
223180	6/21/2021	893850 IZAGUIRRE, GUADALUPE	DR21-0300		REFUND-CLAIMED PROPERTY		
					001-2264	2,399.8	
					Total :	2,399.8	
223181	6/21/2021	892118 JOHN ROBINSON CONSULTING, INC.	SF202001-16		RESERVOIR RECONSTRUCTION-MAY 2		
		·····,···,		12145	010-385-0716-4600	2.850.0	
			SF202101-03		2020 URBAN WATER MANAGEMENT PL	2,200.0	

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Bank code :	bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amoun
223181	6/21/2021	892118 JOHN ROBINSON CONSULTING, INC.	(Continued)			
				12364	070-385-0000-4270 Total :	1,950.00 4,800.00
223182	6/21/2021	ADDOG VC CTATERANIK	35			4,000104
223162	0/21/2021	892996 KS STATEBANK	35		SMART METERS LEASE PAYMENT-JUL' 001-1230	1.600.25
					Total :	1,600.25
223183	6/21/2021	101971 L.A. MUNICIPAL SERVICES	004-750-1000		ELECTRIC-13003 BORDEN	
			504 750 4000		070-384-0000-4210	122.56
			594-750-1000		ELECTRIC-12900 DRONFIELD 070-384-0000-4210	4,170.73
			657-750-1000		ELECTRIC-14060 SAYRE	
					070-384-0000-4210 Total :	10,721.67 15,014.96
						15,014.96
223184	6/21/2021	101852 LARRY & JOE'S PLUMBING	2183916-0001-02		MATL'S FOR REPAIRS	
			2184492-0001-02		043-390-0000-4300 MATL'S FOR REPAIR	19.25
					043-390-0000-4300	22.58
					Total :	41.83
223185	6/21/2021	893218 LAZARO, ERNESTO	MAY 2021		MARIACHI MASTER APPRENTICE PRO	
				12338	109-424-3692-4260	360.00
					Total :	360.00
223186	6/21/2021	101920 LIEBERT CASSIDY WHITMORE	1520077		LEGAL SERVICES	=
			1520078		001-112-0000-4270 LEGAL SERVICES	1,479.00
					001-112-0000-4270	232.00
			1520079		LEGAL SERVICES 001-112-0000-4270	10,758.00
			1520080		LEGAL SERVICES	10,756.00
					001-112-0000-4270	2,405.00
					Total :	14,874.00
223187	6/21/2021	892477 LOWES	1216		MAT'LS FOR REPAIRS	

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Bank code :	bank3						
Voucher	Date	Vendor	Invoice	PO #	Description/Account		Amount
223187	6/21/2021	892477 LOWES	(Continued)				
			1218		043-390-0000-4300 BATTERIES		53.48
			42075		043-390-0000-4300 MISC ITEMS 041-320-0000-4320		74.80 478.82
			42077		MISC ITEMS 041-320-0000-4340		229.69
					Total	:	836.79
223188	6/21/2021	893847 LUEVANO, HERMELINDA	58-2235-00		WATER ACCT REFUND-749 N HUNTING	3	
					070-2010 Total	:	48.78 48.78
223189	6/21/2021	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE		07.50
					007-440-0441-4220 Total	:	37.59 37.59
223190	6/21/2021	892140 MICHAEL BAKER	1118783		CDBG ADMINISTRATIVE & LABOR COM	1	
				11886	026-422-0336-4260		24.00
				11886	026-311-0182-4260 Total		1,452.00 1,476.00
223191	6/21/2021	102226 MISSION LINEN SUPPLY	514823968		LAUNDRY SERVICE FOR PD		
			514841625	12324	001-225-0000-4350 LAUNDRY SERVICE FOR PD		62.35
			514865610	12324	001-225-0000-4350 LAUNDRY SERVICE FOR PD		113.84
			514885807	12324	001-225-0000-4350 LAUNDRY SERVICE FOR PD		82.63
			514907166	12324	001-225-0000-4350 LAUNDRY SERVICE FOR PD		106.19
				12324	001-225-0000-4350 Total		95.77 460.78
							400.70
223192	6/21/2021	892353 MOORE IACOFANO, GOLTSMAN, INC.	0069808	12400	DESIGN FOR LAYNE PARK REVITALIZA 010-420-3669-4600		2,246.25

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/oucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
223192	6/21/2021	892353 892353 MOORE IACOFANO, GOLTSMAN	N, INC. (Continued)		Total :	12,246.25
223193	6/21/2021	893050 MORALES-RODRIGUEZ, CRISTAL	MAY 2021		MARIACHI MASTER APPRENTICE PRO	
				12339	001-424-0000-4430	280.00
					Total :	280.00
223194	6/21/2021	102325 NAPA AUTO PARTS	5478-062584		TIRE GAUGE-PD6106	
					041-320-0225-4400	110.23
					Total :	110.23
223195	6/21/2021	893405 NEW HORIZON	1565536		LP PHONE SERVICE-JUNE 2021	
					001-420-0000-4220	321.54
					Total :	321.54
223196	6/21/2021	102423 OCCU-MED, INC.	0621901		PRE-EMPLOYMENT PHYSICALS	
					001-106-0000-4260	1,524.50
					Total :	1,524.50
23197 6	6/21/2021	102432 OFFICE DEPOT	166403344001		OFFICE SUPPLIES	
					001-420-0000-4300	66.13
			166403423001		OFFICE SUPPLIES	
			400400500004		001-420-0000-4300	99.41
			166403522001		OFFICE SUPPLIES 001-420-0000-4300	40.54
			167660452002		OFFICE SUPPLIES	40.54
			107000432002		001-311-0301-4300	26.45
			168286180001		OFFICE SUPPLIES	
					041-320-0000-4300	88.40
			172692014001		OFFICE SUPPLIES	
					001-222-0000-4300	45.19
			172692016001		OFFICE SUPPLIES	
			170011005001		001-222-0000-4300	143.30
			172844235001		OFFICE SUPPLIES 001-222-0000-4300	64.47
			173158172001		OFFICE SUPPLIES	04.47
			110100112001		001-310-0000-4300	43.86
			173160776001		OFFICE SUPPLIES	.5.60

Voucher List

CITY OF SAN FERNANDO

Page: 11

	e Vendor	Invoice (Continued) 173748148001 173820109001 174521905001 174525183001 176221568001 2496234787 2496234788	PO #	Description/Account 001-310-0000-4300 0FFICE SUPPLIES 001-311-0301-4300 0FFICE SUPPLIES 001-222-0000-4300 0FFICE SUPPLIES 001-106-0000-4300 0FFICE SUPPLIES 001-422-0000-4300 0FFICE SUPPLIES 001-422-0000-4300 0FFICE SUPPLIES 001-422-0000-4300	Amou 621.4 264.5 34.1 571.1 16.5 85.3 100.6 19.4 19.4 19.4
223197 6/21/2 223198 6/21/2	102432 OFFICE DEPOT	(Continued) 173748148001 173820109001 174521905001 174525183001 176221568001 2496234787	PO #	001-310-0000-4300 OFFICE SUPPLIES 001-311-0301-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	621.4 264.5 34.1 571.1 16.5 85.3 100.8 19.4
223198 6/21/2		173748148001 173820109001 174521905001 174525183001 176221568001 2496234787		OFFICE SUPPLIES 001-311-0301-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-422-0000-4300	264.5 34.1 571.1 16.5 85.3 100.6 19.4
		173820109001 174521905001 174525183001 176221568001 2496234787		OFFICE SUPPLIES 001-311-0301-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-422-0000-4300	264.5 34.1 571.1 16.5 85.3 100.6 19.4
		173820109001 174521905001 174525183001 176221568001 2496234787		001-311-0301-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-422-0000-4300	34.1 571.1 16.5 85.3 100.6 19.4
		174521905001 174525183001 176221568001 2496234787		OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300	34.1 571.1 16.5 85.3 100.6 19.4
		174521905001 174525183001 176221568001 2496234787		001-222-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	571.1 16.5 85.3 100.5 19.4
		174525183001 176221568001 2496234787		OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	571.1 16.5 85.3 100.5 19.4
		174525183001 176221568001 2496234787		001-106-0000-4300 OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	16.5 85.3 100.8 19.4
		176221568001 2496234787		OFFICE SUPPLIES 001-106-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	16.5 85.3 100.8 19.4
	24 902058 DADILLAS AUTO CENTER	176221568001 2496234787		001-106-0000-4300 OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	85.3 100.8 19.4
	24 92268 DADILLAS AUTO CENTED	2496234787		OFFICE SUPPLIES 001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	85.3 100.8 19.4
	24 902058 DADILLAS AUTO CENTED	2496234787		001-222-0000-4300 OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	100.8
	24 SP20ES DADILLAS AUTO CENTED			OFFICE SUPPLIES 001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	100.8
	20 202058 DADILLAS AUTO CENTED			001-422-0000-4300 OFFICE SUPPLIES 001-420-0000-4300	19.4
	24 SPORES DADILLASSAUTO CENTED	2496234788		OFFICE SUPPLIES 001-420-0000-4300	19.4
	221 202058 RADII LAIS ALITO CENTER	2496234788		001-420-0000-4300	
	224 - 2020ER DADILLAS ALITO CENTED				
					tal: 2,331.2
				ic.	
	UZI 092900 FADILLAS AUTO CENTER	137509		VEHICLE MAINT-PD7509	
				041-320-0225-4400	60.0
		210935		VEHICLE MAINT-PK0935	
				041-320-0390-4400	550.0
		218863		VEHICLE MAINT-PD8863	
				041-320-0225-4400	60.0
				Тс	tal: 670.0
223199 6/21/2	021 890994 PONCE, JOE	JUNE 2021		COMMISSIONER'S STIPEND	
				001-420-0000-4111	75.0
		MAY 2021		COMMISSIONER'S STIPEND	
				001-420-0000-4111	75.0
				Тс	tal: 150.0
223200 6/21/2	021 893143 RICHARDS, SANDRA MARIE	JUNE 2021		COMMISSIONER'S STIPEND	
223200 0/21/2	521 055145 RIGHARDS, SANDIA MARIE	30NE 2021		001-420-0000-4111	75.0
					/5.0 /tal: 75.0
				16	
223201 6/21/2	021 102958 S & S WORLDWIDE INC	IN100758257		DAY CAMP ART SUPPLIES	

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Bank code :	bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
223201	6/21/2021	102958 S & S WORLDWIDE INC	(Continued)			
			IN100764928		017-420-1399-4300 DAY CAMP ART SUPPLIES	477.74
			111100704320		017-420-1399-4300	111.41
					Total :	589.15
223202	6/21/2021	893849 SALCIDO, JESUS ALEJANDRO	DR20-0911		REFUND-PROPERTY RETURNED	
					001-2264	2,800.00
					Total :	2,800.00
223203	6/21/2021	103057 SAN FERNANDO VALLEY SUN	11128		MMAP VIRTUAL CONCERT AD	
					109-424-3692-4260	828.05
					Total :	828.05
223204	6/21/2021	893107 SIEMENS MOBILITY INC	5620034937		ON-CALL TRAFFIC SIGNAL MAINT SER'	
				12292	001-371-0301-4300	2,244.32
					Total :	2,244.32
223205	6/21/2021	103170 SIRCHIE FINGER PRINT	0497498-IN		EVIDENCE SUPPLIES	
			0.400007 (b)		001-222-0000-4300	190.30
			0498627-IN		FINGERPRINT SRVS CLEANING SUPPL 001-222-0000-4300	48.61
					Total :	238.91
223206	6/21/2021	103184 SMART & FINAL	153		BREAKROOM SUPPLIES	
					001-222-0000-4300	29.95
			32		SUPPLIES FOR WELLNESS WEDNESD,	
			97		001-422-0000-4300 PAPER BAGS FOR PRISONER MEALS	21.61
			97		001-225-0000-4350	16.27
					Total :	67.83
223207	6/21/2021	103196 SOUTH COAST AIR QUALITY	3814133		AQMD GENERATOR FEE 07/20-06/21	
					041-320-0000-4260	137.63
					Total :	137.63
223208	6/21/2021	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9776		NATURAL GAS FOR CNG STATION	
					074-320-0000-4402	3,879.30

Voucher List

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chlist 6/16/2021	11:31:20A	м		CITY	Voucher List OF SAN FERNAN	DO		Page: 1
Bank code :	bank3							
/oucher	Date	Vendor		Invoice)	PO #	Description/Account	Amour
223208	6/21/2021	103206	103206 SOUTHERN CALIFORNIA GA	AS CO.	(Continued)		Total :	3,879.3
223209	6/21/2021	100540 S	STATE CONTROLLER'S OFFICE	FTB-00	0002850		FTB COLLECTION FEES 001-222-0000-4260	384.4
							Total :	384.4
223210	6/21/2021	100532 S	STATE OF CALIFORNIA, DEPARTMENT OF	512379 514190		12315 12315	DOJ LIVESCAN FINGERPRINTING-MAY 004-2386 001-222-0000-4270 FINGER PRINTS - MAY 2021	1,405.0 98.0
							001-106-0000-4270 Total :	224.0 1,727.0
223211	6/21/2021	101528 T	HE HOME DEPOT CRC, ACCT#60353220:	2490 227514 337026			MULCH FOR PARKING LOT #4 029-335-0000-4300 TREE MAINT'S SUPPLIES & EQUIP	201.4
				337026	59		001-346-0000-4310 SUPPLIES FOR TREE MAINT	1,177.4
				337027	70		001-346-0000-4310 EQUIP & SUPPLIES 043-390-0000-4310	1,386.6
				337027	71		TREE CHAPS 001-346-0000-4310	2,097.0
				453194	46		MISC SUPPLIES 041-320-0000-4300	85.9
				610275	54		MISC SUPPLIES 041-320-0000-4310	163.1
				610275			SUPPLIES-MECHANIC SHOP 041-320-0000-4310	725.3
				702038			POWER TOOLS 001-346-0000-4310	1,652.3
				702456			TOOLS FOR MECHANIC SHOP 041-320-0000-4340 HAND TOOLS	1,166.1
				70245			HAND TOOLS 001-311-0301-4300 HAND TOOLS	52.9
				11023	55		072-360-0000-4340	314.0

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June 21, 2021 CC/SA Meeting

RES. NO. 21-062

vchlist 06/16/2021			Voucher List CITY OF SAN FERN		,	Page: 15
Bank code :	bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amoun
223211	6/21/2021	101528 THE HOME DEPOT CRC, ACCT#60353	2202490 (Continued)			
			8543068		SUPPLIES-MECHANIC SHOP	
			9521495		041-320-0000-4310 SMALL TOOL CHEST	496.93
			5521455		041-320-0000-4320	71.65
			9610609		HAND TOOLS	
					043-390-0000-4310	1,565.32
					Total :	11,306.86
223212	6/21/2021	890833 THOMSON REUTERS	844430530		DETECTIVE INVESTIGATIVE SOFTWAR	
				12311	001-135-0000-4260	226.65
					Total :	226.65
223213	6/21/2021	103903 TIME WARNER CABLE	10518052921		REC PARK CABLE-05/29-06/28	
					001-420-0000-4260	213.64
			196309052321		INTERNET SERVICES-05/23-06/22 001-190-0000-4220	1,299.00
			222204052921		PW OPS CABLE - 05/29-06/28	1,233.00
					043-390-0000-4260	129.95
					Total :	1,642.59
223214	6/21/2021	892525 T-MOBILE	958769818		HOTSPOT & TABLET CONNECTIONS 03	
					001-420-0000-4220	29.75
					001-152-0000-4220	19.97
					Total :	49.72
223215	6/21/2021	893504 TOWN HALL STREAMS, LLC	13208		PO 12295 - CITY COUNCIL/COMMISSIO	
					001-115-0000-4260	175.00
					Total :	175.00
223216	6/21/2021	103463 U.S. POSTMASTER	JUNE 2021		POSTAGE-JUNE UTILITY BILLS	
					070-382-0000-4300	518.88
					072-360-0000-4300 Total :	518.88 1,037.76
					Total :	1,037.76
223217	6/21/2021	103444 ULTRA GREENS, INC	51471		GENERAL LANDSCAPE SUPPLIES AND	
				12296	001-311-0000-4300	220.10

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Voucher	bank3 Date 6/21/2021	Vendor 103444 ULTRA GREENS, INC	Invoice (Continued) 51684 51688	PO #	Description/Account	Amount
			(Continued) 51684			Amount
223217 6.	5/21/2021	103444 ULTRA GREENS, INC	51684			
					GENERAL LANDSCAPE SUPPLIES AND	
			51688		SENERAL LANDOUALE OUT LIES AND	
			51688	12296	001-311-0000-4300	65.70
					GENERAL LANDSCAPE SUPPLIES AND	
				12296	001-311-0000-4300	293.46
			51690		GENERAL LANDSCAPE SUPPLIES AND	
				12296	001-311-0000-4300	43.80
					Total :	623.06
223218 6/	6/21/2021	103445 UNDERGROUND SERVICE ALERT	520210688		(40) SNF01 NEW TICKET CHARGES	
					070-381-0000-4260	76.00
			DSB20202871		CALIFORNIA STATE FEE FOR REGULAT	
					070-381-0000-4260	43.88
					Total :	119.88
223219 6/	6/21/2021	893167 UNITED MAINTENANCE SYSTEMS	14931		CONTRACTUAL SERVICES FOR JANIT(
				12256	043-390-0000-4260	25,100.00
					Total :	25,100.00
223220 6/	5/21/2021	893740 UTILITY SYSTEMS SCIENCE &	1016		MAY-WASTEWATER FLOW MONITORIN	
			1010	12379	072-360-0000-4260	540.00
			1017	12010	APR-JUNE-WASTEWATER FLOW MONI	010.00
				12379	072-360-0000-4260	1.200.00
			1019		JUNE-WASTEWATER FLOW MONITORI	
				12379	072-360-0000-4260	540.00
					Total :	2,280.00
223221 6/	6/21/2021	893647 VALEO NETWORKS	14970		FY21-INFORMATION TECHNOLOGY MA	
-				12327	001-135-0000-4270	9,840.00
				12327	001-135-0000-4260	315.00
			15266		FY21-INFORMATION TECHNOLOGY MA	
				12327	001-135-0000-4270	9,840.00
				12327	001-135-0000-4260	315.00
					Total :	20,310.00
223222 6/	6/21/2021	892794 VENEGAS, JULIAN	REIMB.		REFRESHMENTS FOR COMM. OUTRE/	
					001-420-0000-4300	27.64

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EXHIBIT "A" **RES. NO. 21-062** 17

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June 21, 2021 CC/SA Meeting

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vchlist

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Voucher List CITY OF SAN FERNANDO

Bank code :	bank3						
/oucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
223222	6/21/2021	892794	892794 VENEGAS, JULIAN	(Continued)		Total :	27.64
223223	6/21/2021	892081 VER	IZON BUSINESS SERVICES	71839463		MPLS PORT ACCESS & ROUTER FOR F	
						001-222-0000-4220	1,053.75
						Total :	1,053.75
223224	6/21/2021	889627 VER	IZON CONFERENCING	Z7608408		CONFERENCE CALLS-APR & MAY 2021	
						001-190-0000-4220	34.48
						Total :	34.48
223225	6/21/2021	100101 VER	IZON WIRELESS-LA	9880314366		VARIOUS CELL PHONE PLANS	
						001-222-0000-4220	313.96
						001-152-0000-4220	190.05
				988058629		PD CELL PHONE PLANS	
						001-222-0000-4220	237.06
				9880597337		PW VARIOUS CELL PHONE PLANS	
						070-384-0000-4220	204.44
						043-390-0000-4220	18.32
						041-320-0000-4220	18.32
						072-360-0000-4220	31.92
				9880608353		VARIOUS CELL PHONE PLANS	10.00
						001-106-0000-4220 070-384-0000-4220	48.80 66.02
						Total :	1,128.89
223226	6/21/2021	888300 W/ES	T COAST ARBORISTS, INC.	172830-A		ANNUAL TREE TRIMMING CONTRACT	
220220	0/21/2021	000000 1120		112000-74	12246	001-311-0000-4260	9,894.00
					12240	Total :	9,894.00
223227	6/21/2021	890970 WEX	BANK	72137998		FUEL FOR FLEET	
						041-320-0152-4402	206.32
						041-320-0221-4402	222.99
						041-320-0222-4402	204.97
						041-320-0224-4402	1,330.43
						041-320-0225-4402	4,251.82
						041-320-0228-4402	766.62
						041-320-0311-4402	708.80

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vchlist 06/16/2021	11:31:20A	М		Voucher CITY OF SAN FI				Page:	18
Bank code :	bank3								
Voucher	Date	Vendor		Invoice	 PO #	Description/Account			Amount
223227	6/21/2021	890970 WEX BA	NK	(Continued)					
						041-320-0320-4402			8.00
						041-320-0312-4402			2.00
						041-320-0346-4402			41.66
						041-320-0390-4402			1,311.04
						070-383-0000-4402			783.50
						070-384-0000-4402			292.61
						072-360-0000-4402			173.92
						041-320-0370-4402			300.03
						041-320-0420-4402			2.00
						007-313-3630-4402			4.00
						029-335-0000-4402			161.90
						070-381-0000-4402			36.49 521.19
						070-382-0000-4402			
							Total :	1	1,330.29
84	Vouchers fo	or bank code :	bank3				Bank total :	47	9,743.61
84	Vouchers in	this report					Total vouchers :	47	9,743.61

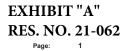
Voucher Registers are not final until approved by Council.

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vchlist

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SPECIAL CHECKS



Voucher List	
CITY OF SAN FERNANDO	

Bank code :	bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
222865	5/13/2021	103648 CITY OF SAN FERNANDO	PR 5-14-21		REIMB FOR PAYROLL W/E 5-7-21	
					001-1003	388,751.26
					007-1003	323.62
					017-1003	724.17
					029-1003	2,042.50
					030-1003	607.71
					041-1003	7,359.74
					043-1003	25,368.14
					070-1003	33,875.79
					072-1003	15,690.16
					094-1003	141.25
					110-1003	5,718.40
					Total :	480,602.74
222866	5/17/2021	890907 DELTA DENTAL OF CALIFORNIA	DEMAND		DENTAL INS BENEFITS - MAY 2021	
					001-1160	11,504.90
					Total :	11,504.90
222867	5/17/2021	891230 DELTA DENTAL INSURANCE COMPANY	DEMAND		DENTAL INS BENEFITS - MAY 2021	
LLLOUI	0/11/2021		0210.000		001-1160	176.22
					Total :	176.22
222868	5/17/2021	103596 CALIFORNIA VISION SERVICE PLAN	DEMAND		VISION INS BENEFITS - MAY 2021	
222000	5/11/2021	103350 CAELI ORNIA VISION SERVICE FEAN	DEMAND		001-1160	2,417.75
					Total :	2,417.75
222869	5/17/2021	887627 STANDARD INSURANCE	DEMAND		AD&D INS BENEFITS - MAY 2021	
					001-1160	3,602.69
					Total :	3,602.69
						0,002.00
222870	5/20/2021	893645 CHASE	19459		PRINCIPAL & INTEREST PAYMENT-JUN	
					070-2045	125,000.00
					070-385-0806-4405	12,825.00
					Total :	137,825.00
222871	5/20/2021	893826 ISLAS, MARIA CANDELARIA	041021		DAMAGE CLAIM REIMBURSEMENT	

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vchlist 06/03/2021	11:00:36A	м	Voucher List CITY OF SAN FERNA	NDO			Page: 2
Bank code :	bank3						
Voucher	Date	Vendor	Invoice	PO #	Description/Account		Amount
222871	5/20/2021	893826 ISLAS, MARIA CANDELARIA	(Continued)		006-190-0000-4800	Total :	512.28 512.28
222883	5/20/2021	103648 CITY OF SAN FERNANDO	SPR 5-20-21		REIMB FOR SPECIAL PAYRC 001-1003	DLL W/E 5-2 Total :	1,650.79
222885	5/27/2021	103648 CITY OF SAN FERNANDO	PR 5-28-21		REIMB FOR PAYROLL W/E 5/ 001-1003 012-1003 012-1003 012-1003 030-1003 030-1003 041-1003 043-1003 070-1003 072-1003 044-1003 110-1003	721/21 Total :	406,369.03 328.62 2,265.92 94.46 4,639.28 635.43 7,468.50 23,754.71 32,820.13 15,972.55 141.27 3,364.72 497,854.62
•	9 Vouchers fo	or bank code : bank3				Bank total :	1,136,146.99
5	Vouchers in	a this report			Tota	vouchers :	1,136,146.99

Voucher Registers are not final until approved by Council.

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June 21, 2021 CC/SA Meeting

SPECIAL CHECKS

EXHIBIT "A" **RES. NO. 21-062**

Total :

Bank total :

Total vouchers :

vchlist Voucher List Page: 06/10/2021 4:02:59PM CITY OF SAN FERNANDO Bank code : bank3 Voucher Date Vendor PO # Description/Account Invoice Amount 223139 6/10/2021 893115 P.E.R.S. CITY RETIREMENT 100000016395035 EMPL CONTRIB VARIANCE-04/24-05/07 018-222-0000-4124 018-224-0000-4124 018-225-0000-4124 218.39 163.79 2,347.64 **2,729.82**

bank3 1 Vouchers for bank code :

1 Vouchers in this report

Voucher Registers are not final until approved by Council.

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June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager By: J. Diego Ibañez, Director of Finance
Date:	June 21, 2021
Subject:	Consideration of Approval to Write-Off Bad Debt for Fiscal Year 2020-2021

RECOMMENDATION:

It is recommended that the City Council authorize staff to write-off bad debt from uncollectible utility accounts receivable (Attachment "A") for Fiscal Year (FY) 2020-2021.

BACKGROUND:

- The City collects fees and taxes for a variety of services rendered to constituents. Most of these fees and taxes are collected prior to providing the service. However, utility accounts (i.e., water and sewer usage) are billed in arears based on actual usage in the prior billing cycle.
- 2. The City takes a number of steps to minimize loss of revenue for non-payment, including requiring utility account holders to provide a valid Driver's License, a minimum deposit, and proof that they occupy the residential or business address.
- 3. Once a utility account is delinquent 45 days, a shut-off notice is provided. After an account is delinquent 60 days, service is discontinued. Delinquency notices are sent every 30 days for 90 days. After 90 days, the account is assigned to the City's collection agency, Sequoia Financial Services. If the debt remains uncollected after three years, the statute of limitations on collecting the debt has expired it is considered uncollectible.
- 4. Per Generally Accepted Accounting Principles (GAAP), debt owed to an entity that is considered to be uncollectible should be written off of the balance sheet as Bad Debt.
- 5. In 2014, the City Council adopted a citywide General Financial Policy (Attachment "B"), which includes the following policy to write off bad debt:

Accounts receivable management and diligent oversight of collections from all revenue sources is imperative. Sound financial management principles include the establishment of an allowance for doubtful accounts. Efforts will be made to pursue the timely collection of delinquent accounts. When such accounts are deemed uncollectible, they should be written-off from the financial statements.

- a. The Finance Director, with the approval of the City Manager, is authorized to write off uncollectible individual accounts less than or equal to \$1,000. In such cases, the Finance Director must prepare a memorandum for City Manager review and approval documenting the accounts to be written off, the age of the debt, reasons for writing off each account and evidence of collection attempts taken on the account.
- b. Past due accounts of greater than \$1,000 may be written off with approval by the City Council. To write off accounts exceeding \$1,000, the Finance Director must prepare an Agenda Report for City Council review and approval documenting the accounts to be written off, the age of the debt, reasons for writing off each account and evidence of collection attempts taken on the account.

ANALYSIS:

Per City Council Policy, the past due account(s) that are more than three years delinquent, deemed uncollectible, and greater than \$1,000 are included as Attachment "A." The City has exhausted collection attempts and has been unsuccessful in recovering the delinquent amount(s) listed. In accordance with Generally Accepted Accounting Principles, the outstanding amount(s) should be written off from the City's financial statements.

BUDGET IMPACT:

Per best financial management and accounting principles, the City includes an annual allowance for uncollectible debt. The amount being requested to be written off is well below the City's allowance and will not significantly impact the City's financial position.

CONCLUSION:

Staff recommends the City Council authorize staff to write-off bad debts from uncollectible utility accounts receivable.

ATTACHMENTS:

- A. Accounts to be Written-off
- B. General Financial Policy

	(07)00/00/00/00/00/00/						
Account #	Description	Prime Location Address	Account Balance	Closing Date	No. of Delinquent Notices Sent	Date Forwarded to Collection Agency	
54-3690-04	Unpaid Utility Bill	1026 NEWTON	\$1,362.51	11/01/17	3	10/31/18	

Write-Offs of Receivables over \$1K (07/01/2016 to 06/30/2018)

CITY OF SAM	N FERNANDO		POLICY/PROCEDURE		
NUMBER		SUBJECT			
ORIGINAL ISSUE	EFFECTIVE				
11/03/2014	11/03/2014		GENERAL FINANCIAL POLICY		
CURRENT ISSUE	EFFECTIVE	CATEGORY			
12/05/2016	12/05/2016		FINANCE		
SUPERSEDES					

Section 1. Purpose.

To establish a comprehensive set of Citywide financial principles to serve as a guideline for operational and strategic decision making.

Section 2. Statement of Policy.

The City is committed to fiscal sustainability by employing long-term financial planning efforts, maintaining appropriate reserve levels and adhering to prudent practices in governance, management, budget administration and financial reporting.

The following financial principles are intended to establish a comprehensive set of guidelines for the City Council and City staff to follow when making decisions that may have a fiscal impact (collectively known as "Policy"). The goal is to maintain the City's financial stability in order to be able to continually adapt to local and regional economic changes. Such principles will allow the City to maintain and enhance a sound fiscal condition. This policy should be implemented in conjunction with associated financial policies, i.e. Budget Policy, Purchasing Policy, Investment Policy, Grant Management Policy, etc.

This Policy will be reviewed annually as part of the City's annual Adopted Budget to ensure that the principles contained herein remain current. The City's comprehensive financial policies shall be in conformance with all State and Federal laws, Generally Accepted Accounting Principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB), and the Government Finance Officers Association (GFOA).

Financial principles included in this Policy are:

Chapter 1: Long-term Financial Planning

<u>Chapter 2</u>: Auditing, Financial Reporting and Disclosure

Chapter 3: Revenue Collection

Chapter 4: Investment and Cash Management

<u>Chapter 5</u>: Capital Assets and Capital Improvement Projects

Chapter 6: Financial Reserves and Fund Balances

<u>Chapter 7</u>: Post-employment Benefit Funding <u>Chapter 8</u>: Grant Administration <u>Chapter 9</u>: User Fees and Service Charges <u>Chapter 10</u>: Cost Allocation <u>Chapter 11</u>: Debt Management

CHAPTER 1: LONG-TERM FINANCIAL PLANNING

- 1. The City shall maintain a General Fund Financial Forecast that looks forward at least five fiscal years into the future. The City shall consider immediate proactive measures when deficits between recurring revenues and recurring expenditures exist, even in outer years. The Forecast shall be updated at least bi-annually, as part of the mid-year budget review and annual budget process.
- 2. The City Council, City Manager and Executive Management will consider the effects of proposals for new or enhanced services, employee negotiations, tax/fee changes, or similar items, on the General Fund financial forecast. The City should be able to fund any such enhancements or changes in both the short-term and long-term to ensure sustainability of the enhancements.
- 3. The City shall develop and implement a financial plan to address its funding needs for issues like deferred maintenance and unfunded liabilities, which will be included in the General Fund financial forecast.
- 4. The City shall seek a balance in the overall revenue structure between more stable revenue sources (e.g. Property Tax) and economically sensitive revenue sources (e.g. Sales and Use Tax).
- 5. The City will proactively seek to protect and expand its tax base by encouraging a healthy underlying economy.
- 6. The City will work to protect and enhance the property values of all San Fernando residents and property owners.
- 7. The City will encourage the economic development of the community as a whole in order to provide stable and increasing revenue streams. It should be the City's goal to attract new businesses as well as retain successful businesses in the City. Objectives of a sound economic development strategy should also include: avoiding an over reliance on revenue from any one particular industry; recruitment and retention efforts to ensure a balance of revenue sources; ensuring compatible uses; encouraging business synergies; and promoting the growth of amenities and ancillary services to support business districts and established industries.
- 8. The City shall develop and maintain methods for the evaluation of future development and related fiscal impacts on the City budget.
- 9. Every reasonable effort will be made to establish revenue measures which will cause non-residents (i.e. transients and recreational visitors) to carry a fair portion of the expenses incurred by the City as a result of their use of public facilities.
- The City will establish appropriate cost-recovery targets for its fee structure and will adjust its Master Fee Schedule annually to ensure that fees continue to meet cost recovery targets. The Finance Department may study, internally or using an outside consultant, the costs of providing such services and recommend fees to each department. (See also Chapter 10: User Fees and Service Charges)
- 11. Special services, which are characterized by an activity that is above and beyond the level of service typically provided by the City, will be supported from service fees to the maximum extent possible. Service fees shall be established in the Master Fee Schedule in compliance with applicable State law, and shall be periodically reviewed for compliance with applicable State law.
- 12. The City will oppose efforts by State and County governments to divert revenues from the City or to increase unfunded service mandate of City taxpayers.

- 13. The City will seek additional intergovernmental funding and grants, with a priority on funding one-time capital projects. Grant-funded projects that require multi-year support will be reviewed by City Council.
- 14. The City will not rely on one-time revenue sources to fund operations. One-time revenues sources, whenever possible, will be used to fund one-time projects, augment reserve balances or fund unfunded liabilities.

CHAPTER 2: AUDITING, FINANCIAL REPORTING, AND DISCLOSURE

Preparation of Financial Statements

Accounting standards boards and regulatory agencies set the minimum standards and disclosure requirements for annual financial reports and continuing disclosure requirements for municipal securities. The City places a high value on transparency and full disclosure in all matters concerning the City's financial position and results of operations. To this end, the City endeavors to provide superior information in the City's Comprehensive Annual Financial Report (CAFR) and Continuing Disclosure filings by going above and beyond the minimum reporting requirements, including participation in certificate of achievement accreditation programs and voluntary event disclosure filings.

The City prepares its financial statements in conformance with Generally Accepted Accounting Principles (GAAP). Responsibility for the accuracy and completeness of the financial statements rests with the City. However, the City retains the services of an external accounting firm to audit the financial statements on an annual basis. The primary point of contact for the auditor is the Finance Director, but the auditors will have direct access to the City Manager, City Attorney, or City Council on any matters they deem appropriate.

The financial statement audit and compliance audits will be conducted in accordance with the United States Generally Accepted Auditing Standards (GAAS), standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller of the United States, and standards set by regulatory agencies, if applicable.

As soon as practical after the end of the fiscal year, a final audit and report shall be submitted to the City Council, City Treasurer, City Manager, Finance Director, City Clerk and City Attorney. The final audit and report shall be posted to the City's website and five copies will be placed on file in the office of the Finance Director where they shall be available for inspection by the general public as long as is required by the City's record retention policy. A digital copy will be archived and available at any time.

After audit results have been communicated to the City, the Finance Department is responsible for responding to all findings, if any, within six months. Responses shall be provided to the City Manager and any appropriate regulatory agencies.

Independent Audit Firm

The City Council shall retain, for a contract period not to exceed three years, a qualified independent certified public accounting to examine the City's financial records and procedures on an annual basis. After soliciting and receiving written proposals from qualified independent accounting firms, the Finance Director shall submit a recommendation to the City Manager and City Council. Generally, the City will request proposals for audit services every three years. It is the City's policy to require mandatory audit firm rotation after nine years of consecutive service.

CHAPTER 3: REVENUE COLLECTION AND ACCOUNTS RECEIVABLE

- 1. The City will pursue revenue collection and auditing to ensure that monies due the City are accurately received in a timely manner.
- 2. The City will seek reimbursement from the appropriate agency for State and Federal mandated costs whenever possible and cost-effective.
- 3. The City should centralize accounts receivable/collection activities wherever possible so that all receivables are handled consistently.

Write Off Bad Debt

Accounts receivable management and diligent oversight of collections from all revenue sources is imperative. Sound financial management principles include the establishment of an allowance for doubtful accounts. Efforts will be made to pursue the timely collection of delinquent accounts. When such accounts are deemed uncollectible, they should be written-off from the financial statements.

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CHAPTER 4: INVESTMENT AND CASH MANAGEMENT

- 1. Cash and investment programs will be maintained in accordance with California Government Code Section 53600 et seq. and the City's adopted <u>Investment Policy</u> to ensure that proper controls and safeguards are maintained. Pursuant to State law, the City, at least annually, revises, and the City Council affirms, a detailed Investment Policy.
- 2. Reports on the City's investment portfolio and cash position shall be presented to the City Council by the City Treasurer on at least a quarterly basis, in conformance with the California Government Code.
- 3. City funds shall be managed in a prudent and diligent manner with emphasis on safety, liquidity, and yield, in that order.

CHAPTER 5: CAPITAL ASSETS AND CAPITAL IMPROVEMENT PLAN

- 1. A Capital Asset is defined as land, structures and improvements, machinery and equipment and infrastructure assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation. Capital assets also include additions to public domain (infrastructure) which includes certain improvements such as pavement, curb and gutter, sidewalks, traffic control devices, and right-of-way corridors within the City.
- 2. Depreciation of Capital Assets is computed using the straight-line method over the estimated useful lives of assets, which are as follows:

Buildings	50 years
Infrastructure	Up to 50 years
Improvements Other than Buildings	20 years
Furniture and Equipment	Up to 30 years
Vehicles and Related Equipment	Up to 8 years

- 3. A *Capital Improvement Project* (CIP) is defined as meeting one of the following criteria:
 - a. It is construction, expansion, renovation, or replacement of a city owned facility or infrastructure. The project must have a total cost of at least \$25,000 over the life of the project. Project costs include, but are not limited to, the cost of land, engineering, architectural planning, and contract services needed to complete the project; or
 - b. It is a purchase of major equipment (assets) costing \$25,000 or more with a useful life of at least 5 years; or
 - c. It is a major maintenance or rehabilitation project for existing facilities with a cost of \$25,000 or more and an economic life of at least 5 years.
- 4. A five-year Capital Improvement Plan will be developed and updated annually. The Plan shall include a brief description of the project, estimated project costs, and anticipated funding source(s) for the project.
- 5. The Capital Improvement Plan will identify, where applicable, current operating maintenance costs and funding streams available to repair and/or replace deteriorating infrastructure and avoid significant unfunded liabilities.
- 6. The City should develop and implement a post-implementation evaluation of its infrastructures condition on a specified periodic basis, estimating the remaining useful life, and projecting replacement costs.
- 7. The City will actively pursue outside funding sources for all CIPs. Outside funding sources, such as grants, will be used to finance only those CIPs that are consistent with the five-year Capital Improvement Plan and local governmental priorities, and whose operating and maintenance costs have been included in future operating budget forecasts.
- 8. CIP lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecasted, matched to available revenue sources, and included in the Operating Budget. CIP contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.
- 9. Financing of CIPs will be considered if it conforms to *Chapter 11: Debt Management* section of this Policy.

CHAPTER 6: FINANCIAL (FUND) RESERVES AND FUND BALANCES

Prudent financial management dictates that some portion of the funds available to the City be reserved for future use.

As a general principle, the City Council decides whether to appropriate funds from reserve accounts. Even though a project or other expenditure qualifies as a proper use of reserves, the City Council may decide that it is more beneficial to use current year operating revenues or other available funds instead, thereby retaining the reserve funds for future use. Reserve funds will not be spent for any function other than the specific purpose of the reserve account from which they are drawn without specific direction in the annual budget; or by a separate City Council action. Information regarding annual budget adoption and administration is contained in the City's Budget Policy.

Governmental Funds and Fund Balance Defined

Governmental Funds, including the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds, have a short-term or current flow of financial resources measurement focus and basis of accounting and therefore, exclude long-term assets and long-term liabilities. The term Fund Balance, used to describe the resources that accumulate in these funds, is the difference between the fund's assets and fund's liabilities. Fund Balance is similar to the measure of net working capital that is used in private sector accounting. By definition, both Fund Balance and Net Working Capital exclude long-term assets and long-term liabilities.

Proprietary Funds and Net Working Capital Defined

Proprietary Funds, including Enterprise Funds and Internal Service Funds, have a long-term or economic resources measurement focus and basis of accounting and therefore, include long-term assets and liabilities. This basis of accounting is very similar to that used in private sector. However, instead of Retained Earnings, the term Net Position is used to describe the difference between fund assets and fund liabilities. Since Net Position includes both long-term assets and liabilities, the most comparable measure of proprietary fund financial resources to governmental Fund Balance is Net Working Capital, which is the difference between current assets and current liabilities. Net Working Capital, like Fund Balance, excludes long-term assets and long-term liabilities.

Governmental Fund Reserves (Fund Balance)

For Governmental Funds, the Governmental Accounting Standards Board (GASB) Statement No. 54 defines five specific classifications of fund balance. The five classifications are intended to identify whether the specific components of fund balance are available for appropriation and are therefore "Spendable." The classifications also are intended to identify the extent to which fund balance is constrained by special restrictions, if any. Applicable only to governmental funds, the five classifications of fund balance are as follows:

CLASSIFICATIONS	NATURE OF RESTRICTION
Non-Spendable	Cannot be readily converted to cash
Restricted	Externally imposed restrictions
Committed	City Council imposed commitment
Assigned	City Manager/Finance Director assigned purpose/intent
Unassigned	Residual balance not otherwise restricted

- 1. <u>Non-Spendable Fund Balance:</u> The portion of fund balance that includes amounts that are either (a) not in a spendable form, or (b) legally or contractually required to be maintained intact. Examples of Non-spendable fund balance include:
 - a. <u>Reserve for Inventories:</u> The value of inventories purchased by the City but not yet issued to the operating Departments is reflected in this account.
 - b. <u>Reserve for Long-Term Receivables and Advances:</u> This category is used to identify and segregate the City's financial assets that are not due to be received for an extended period of time, so are not available for appropriation during the budget year.
 - c. <u>Reserve for Prepaid Assets:</u> This category includes resources that have been paid to another entity in advance of the accounting period in which the resource is deducted from fund balance. A common example is an insurance premium, which is typically payable in advance of the coverage period. Although prepaid assets have yet to be deducted from fund balance, they are no longer available for appropriation.
- 2. <u>Restricted Fund Balance:</u> The portion of fund balance that reflects constraints placed on the use of resources (other than non-spendable items) that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments (e.g. Debt Reserve funds); or (b) imposed by law through constitutional provisions or enabling legislation. The City operates a number of special revenue funds that account for items such as gas tax revenues distributed by the State, local return portions of County-wide sales tax overrides dedicated to transportation, grants from Federal or State agencies with specific spending restrictions, and Section 8 and CDBG funds from the Federal government with very specific spending limitations, to name a few. Since these funds are established because of the specific spending limitations on them, any year-end balances are still restricted for these purposes.
- 3. <u>Committed Fund Balance:</u> That portion of fund balance that includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action by the government's highest level of decision making authority, and remain binding unless removed in the same manner. The City considers adoption of a Resolution as a formal action for the purposes of establishing committed fund balance. The action to constrain resources must occur within the fiscal reporting period; however the amount can be determined subsequently. City Council imposed Commitments are as follows:
 - a. <u>Contingency Funds</u>: The Contingency Funds shall have a target balance of twenty percent (20%) of General Fund "Operating Budget" as originally adopted. Operating Budget for this purpose shall include current expenditure appropriations and shall exclude Capital Improvement Projects and Transfers Out. Appropriation and/or access to these funds are reserved for emergency situations only. The parameters by which the Contingency Funds could be accessed would include the following circumstances:
 - i. A catastrophic loss of critical infrastructure requiring an expenditure of greater than or equal to five percent (5%) of the General Fund, Operating Budget, as defined above.
 - ii. A State or Federally declared state of emergency where the City response or related City loss is greater than or equal to five percent (5%) of the General Fund, Operating Budget.
 - iii. Any settlement arising from a claim or judgment where the loss exceeds the City's insured policy coverage by an amount greater than or equal to five percent (5%) of the General Fund Operating Budget, and there are insufficient reserves available in the Self Insurance Fund to cover the loss.
 - iv. Deviation from budgeted revenue projections in the top three General Fund revenue categories, namely, Sales Taxes, Property Taxes and Business Taxes, in a cumulative amount greater than or equal to five percent (5%) of the General Fund Operating Budget.

- v. Any action by another government that eliminates or shifts revenues from the City amounting to greater than or equal to five percent (5%) of the General Fund, Operating Budget.
- vi. Inability of the City to meet its debt service obligations in any given year.
- vii. Any combination of factors a) i-vi amounting to greater than or equal to five percent (5%) of the General Fund Operating Budget in any one fiscal year.

Use of Contingency Funds must be approved by the City Council. Should Contingency Funds be used, the City Manager shall present a plan to City Council to replenish the funds within five years.

- 4. <u>Assigned Fund Balance:</u> That portion of a fund balance that includes amounts that are constrained by the City's intent to be used for specific purposes, but that are not restricted or committed. This policy hereby delegates the authority to the City Manager or Finance Director to modify or create new assignments of fund balance. Constraints imposed on the use of assigned amounts may be changed by the City Manager or Finance Director. Appropriations of balances are subject to the Budget Policy concerning budget adoption and administration. Examples of assigned fund balance may include, but are not limited to:
 - a. <u>Reserves for Encumbrances:</u> Purchase Orders and contracts executed by the City express intent to purchase goods or services. Generally, such documents include a cancellation clause, where the City would then only be responsible to pay for goods received or services provided. The City recognizes the obligation to pay for these goods and services as a reservation of fund balance, but because the City can ultimately free itself of this obligation if necessary, it does not meet the requirements of the more restrictive fund balance categorizations.
 - b. <u>Change in Fair Market Value of Investments</u>: As dictated by GASB 31, the City is required to record investments at their fair value (market value). This accounting practice is necessary to insure that the City's investment assets are shown at their true value as of the balance sheet. However, in a fluctuating interest rate environment, this practice records market value gains or losses which may never be actually realized. The City Manager or Finance Director may elect to reserve a portion of fund balance associated with an unrealized market value gain. However, it is impractical to assign a portion of fund balance associated with an unrealized market value loss.

When the City Manager or Finance Director authorizes a change in General Fund, Assigned Fund Balance, City Council shall be notified quarterly.

5. <u>Unassigned fund balance/Reserve</u>: The residual portion of available fund balance that is not otherwise restricted, committed or assigned. This amount is considered the City's available reserve, or budget reserve.

General Fund Surplus

At the end of each fiscal year, the difference between General Fund revenues and expenditures results in either a surplus (adding to fund balance) or deficit (subtracting from fund balance). In the case of a surplus, the policy for allocation shall follow these priorities:

- 1. Full funding of the twenty percent (20%) Contingency Fund.
- 2. If the Contingency Funds are fully satisfied, the remainder shall revert to Unassigned fund balance/reserve.

The City Manager may recommend a different allocation for approval by the City Council.

Proprietary Fund Reserves (Net Working Capital)

In the case of Proprietary Funds (Enterprise and Internal Service Funds), Generally Accepted Accounting Principles (GAAP) do not permit the reporting of reserves on the face of City financial statements. However, this does not preclude the City from setting policies to accumulate financial resources for prudent financial management of its proprietary fund operations. Since proprietary funds may include both long-term capital assets and long-term liabilities, the most comparable measure of liquid financial resources that is similar to fund balance in proprietary funds is net working capital, which is the difference between current assets and current liabilities. For all further references to reserves in Proprietary Funds, Net Working Capital is the intended meaning.

- 1. Water, Sewer and Refuse Funds
 - a. <u>Stabilization and Contingency Funds</u>: This amount is used to provide sufficient funds to support seasonal variations in cash flows and, in more extreme conditions, to maintain operations for a reasonable period of time so the City may reorganize in an orderly manner or effectuate a rate increase to offset sustained cost increases. The intent is to provide funds to offset cost increases that are projected to be short-lived, thereby partially eliminating the volatility in annual rate adjustments. It is not intended to offset ongoing, long-term pricing structure changes. The target level of the Contingency Fund is twenty-five percent (25%) of the annual operating budget. This reserve level is intended to provide a reorganization period of three months with zero income or twelve months at a twenty-five percent (25%) loss rate. The City Council must approve the use of these funds, based on City Manager recommendation. Funds collected in excess of the Stabilization reserve target would be available to offset future rate adjustments, while extended reserve shortfalls would be recovered from future rate increases. Should catastrophic losses occur, Stabilization and Contingency Funds may be called upon to avoid disruption to service. The Stabilization and Contingency principle applies to each proprietary fund individually, not all proprietary funds collectively.
 - b. <u>Infrastructure Replacement Funding</u>: This funding principle is intended to be a temporary repository for cash flows associated with the funding of infrastructure replacement projects provided by the Water Master Plan and Sewer Master Plan. The contribution rate is intended to level-amortize the cost of infrastructure replacement projects over a long period of time. The annual funding rate of the Water and Sewer Master Plans is targeted at an amount that, when combined with prior or future year contributions, is sufficient to provide for the eventual replacement of assets as scheduled in each respective Plan. This contribution principle should be updated periodically based on the most current Master Plan. There are no minimum or maximum balances contemplated by this funding principle. However, the contributions level should be reviewed periodically or as major updates to the Wastewater Master Plan occur. Annual funding is contingent on many factors and may ultimately involve a combined strategy of cash funding and debt issuance with the intent to normalize the burden on customer rates.

2. Internal Service Funds

Internal Service Funds are used to centrally manage and account for specific program activity in a centralized cost center. Their revenue generally comes from internal charges to departmental operating budgets rather than direct appropriations. The function of Internal Service Funds include:

- a. Normalizing departmental budgeting for programs that have life-cycles greater than one year; thereby facilitating level budgeting for expenditures that will, by their nature, be erratic from year to year. This also facilitates easier identification of long-term trends.
- b. Acting as a strategic savings plan for long-term assets and liabilities.
- c. Enabling appropriate distribution of City-wide costs to individual departments, thereby more readily establishing true costs of various operations.

Since departmental charges to Internal Service Funds duplicate the ultimate expenditure from the Internal Service Fund, they are eliminated when consolidating entity-wide totals.

The measurement criteria, cash flow patterns, funding horizon and acceptable funding levels are unique to each program being funded. Policy regarding target balance and/or contribution policy, gain/loss amortization assumption, source data, and governance for each of the City's Internal Service Funds is set forth as follows:

<u>For All Internal Service Funds</u>: The Finance Director may transfer part or all of any unencumbered fund balance between Internal Service Funds, provided that the transfer would not cause insufficient reserve levels or insufficient resources to carry out the fund's intended purpose. This action is appropriate when the decline in cash balance in any fund is precipitated by an off-trend non-recurring event (e.g. a large judgment funded by the Self Insurance Fund). The Finance Director will make such recommendations as part of the annual budget adoption or through separate City Council action.

<u>Equipment</u> Replacement Fund Reserve: The Equipment Replacement Fund receives operating money from the operating Departments to fund the regular replacement of major pieces of equipment (mostly vehicles) at their economic obsolescence.

Operating Departments are charged annual amounts sufficient to accumulate funds for the replacement of vehicles, communications equipment, technology equipment and other equipment determined appropriate by the Finance Director. The City Manager recommends annual rate adjustments as part of the budget preparation process. These adjustments are based on pricing, future replacement schedules and other variables.

The age and needs of the equipment inventory vary from year to year. Therefore the year-end fund balance will fluctuate in direct correlation to accumulated depreciation. In general, it will increase in the years preceding the scheduled replacement of relatively large percentage of the equipment, on a dollar value basis. However, rising equipment costs, dissimilar future needs, replacing equipment faster than their expected life or maintaining equipment longer than their expected life all contribute to variation from the projected schedule.

In light of the above, the target funding level is not established in terms of a flat dollar figure or even a percentage of the overall value of the equipment inventory. It is established at fifty percent (50%) of the current accumulated depreciation value of the equipment inventory, calculated on a replacement value basis. This will be reconciled annually as part of the year-end close out process by the Finance Department. If departmental replacement charges for

equipment prove to be excessive or insufficient with regard to this target funding level, new rates established during the next budget cycle will be adjusted with a view toward bringing the balance back to the target level over a three-year period.

<u>Self-Insurance Fund Reserve</u>: The Self-Insurance fund pays for insurance premiums, benefit and settlement payments, and administrative and operating expenses. It is supported by charges to other City funds for the services it provides. These annual charges for service shall reflect the five-year historical experience and shall be set to equal the annual expenses of the fund.

The Self-Insurance Fund reserve (Liability and Workers' compensation) will be maintained at a level which, together with purchased insurance policies, adequately indemnifies the City's property, liability, and health benefit risk from onetime fluctuations. A qualified actuarial firm shall be retained on an annual basis (typically through the City's insurance risk pool) in order to recommend appropriate funding levels, which will be approved by City Council. The City should maintain minimum reserves equal to sixty percent (60%) of the five-year average of total Self-Insurance Fund costs.

To lessen the impact of short-term annual rate change fluctuation, the City Manager may implement one-time fund transfers (rather than department rate increases) when funding shortfalls appear to be due to unusually sharp and non-recurring factors. Excess reserves in other areas may be transferred to the Self Insurance FUnd in these instances, but such transfers should not exceed the funding necessary to reach the reserve level defined above.

CHAPTER 7: POST-EMPLOYMENT BENEFIT FUNDING

<u>Pension Funding</u>: The City's principal Defined Benefit Pension program is provided through multiple contracts with California Public Employees Retirement System (CalPERS). The City's contributions to the plan include a fixed employer paid member contribution and an actuarially determined employer contribution that fluctuates each year based on an annual actuarial plan valuation. This variable rate employer contribution includes the normal cost of providing the contracted benefits plus or minus an amortization of plan changes and net actuarial gains and losses since the last valuation period.

It is the City's policy to make contributions to the plan equaling at least one hundred percent (100%) of the actuarially required contribution (annual pension cost). Because the City pays the entire actuarially required contribution each year, by definition, its net pension obligation at the end of each year is \$0. Any Unfunded Actuarial Liability (UAL) is amortized and paid in accordance with the actuary's funding recommendations. The City will strive to maintain its UAL within a range that is considered acceptable to actuarial standards. The City Council shall consider increasing the annual CalPERS contribution should the UAL status fall below acceptable actuarial standards.

<u>Other Post-Employment Benefits (OPEB) Funding:</u> The City contributes to a single-employer defined benefit plan to provide post-employment health care benefits. Subject to the terms provided in the applicable Memorandum of Understanding (MOU), the City pays 100% of all premiums charged for health insurance for qualifying retired employees, and their dependent spouses or survivors, and all active employees, and their dependent spouses or survivors, hired before July 1, 2015 that retire from the City. The City pays the minimum contribution required by the Public Employees Medical and Hospital Care Act (PEMHCA) for all employees hired after July 1, 2015 that retire from the City.

The City's annual OPEB cost is calculated based on the Annual Required Contribution (ARC) of the employer, an amount actuarially determined in accordance with parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded liabilities of the plan over a period not to exceed thirty years. The City is currently unable to make the full ARC payment and is funding this obligation on a pay-as-you-go basis, which creates a significant unfunded liability.

It is the City's intention to develop a plan to establish or participate in a pre-funding trust and fully fund the ARC. Once a plan is developed, the City will strive to maintain a funded status that will be within a range that is considered acceptable to actuarial standards. The City Council will consider increasing the annual OPEB contribution should the funded status fall below acceptable actuarial standards. The City Council will also consider increasing the annual OPEB contribution when possible to reduce the amortization period.

CHAPTER 8: GRANT ADMINISTRATION

Individual departments are encouraged to investigate sources of funding relevant to their respective departmental activities.

The department applying for a grant or receiving a restricted donation will generally be considered the Program Administrator of the grant. The Finance Department may assist in the financial administration and reporting of the grant, but the Program Administrator is ultimately responsible for meeting all terms and conditions of the grant, insuring that only allowable costs are charged to the grant program and adhering to City budgeting and purchasing procedures. Individual Departments and Program Administrators are not authorized to execute grant contracts. Grant contracts shall be reviewed by the City Attorney's Office and executed by the City Manager and/or City Council.

Refer to the City's Grant Management Policy for detailed information.

CHAPTER 9: USER FEES AND SERVICE CHARGES

The City charges user fees and charges for services which are of special benefit to easily identified individuals or groups. The City will establish appropriate cost-recovery targets for its fee structure and will annually adjust its Master Fee Schedule to ensure that the fees continue to meet cost recovery targets and account for changes in methods or levels of service delivery. The Finance Department may study, internally or using an outside consultant, the cost of providing such services and recommend fees to each department.

<u>General Concepts Regarding the User Fees and Service Charges</u>: The following general concepts will be used in developing and implementing user fees and service charges:

- 1. Revenues shall not exceed the reasonable cost of providing the service.
- 2. Cost recovery goals shall be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs, including, but not limited to, accounting, payroll, personnel, data processing, vehicle maintenance, and insurance.
- 3. The method of assessing and collecting fees should be as simple as possible in order to reduce the administrative cost of collection.
- 4. For rental of real property, rate structures should be sensitive to the "market" for similar services as well as to smaller, infrequent users of the service.
- 5. A unified approach should be used in determining cost recovery levels for various programs based on the factors discussed above.

<u>User Fee Cost Recovery Levels</u>: In setting user fee cost recovery levels, the following factors will be considered:

- 1. <u>Community-Wide vs. Special Benefit:</u> The level of user fee cost recovery should consider the community-wide versus special service nature of the program or activity. The use of general purpose (tax) revenues is appropriate for community-wide services, while user fees are appropriate for services which are of special benefit to easily identified individuals or groups.
- 2. <u>Service Recipient vs. Service Driver</u>: After considering community-wide versus special benefit of the service, the concept of service recipient versus service driver should also be considered. For example, it could be argued that the applicant is not the beneficiary of the City's development review efforts; the community is the primary beneficiary. However, the applicant is the driver of development review costs, and as such, cost recovery from the applicant is appropriate.
- 3. <u>Effect of Pricing on the Demand for Services</u>: The level of cost recovery and related pricing of services can significantly affect the demand and subsequent level of services provided. At full cost recovery, this has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly-stimulated by artificially low prices. Conversely, high-levels of cost recovery will negatively impact the delivery of services to lower income groups. This negative feature is especially pronounced, and works against public policy, if the services are specifically targeted to low income groups.
- 4. <u>Feasibility of Collection and Recovery:</u> Although it may be determined that a high-level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user. Accordingly, the feasibility of assessing and collecting charges should also be considered in developing user fees, especially if significant program costs are intended to be financed from that source.

<u>Factors Which Favor Low Cost Recovery Levels:</u> Very low cost recovery levels are appropriate under the following circumstances:

- 1. There is no intended relationship between the amount paid and the benefit received. Almost all "social service" programs fall into this category as it is expected that one group will subsidize another.
- 2. Collecting fees is not cost-effective or will significantly impact the efficient delivery of the service.
- 3. There is no intent to limit the use of (or entitlement to) the service. Again, most "social service" programs fit into this category as well as many public safety emergency response services. Historically, access to neighborhood and community parks would also fit into this category.
- 4. The service is non-recurring, generally delivered on a "peak demand" or emergency basis, cannot reasonably be planned for on an individual basis, and is not readily available from a private sector source. Many public safety services also fall into this category.
- 5. Collecting fees would discourage compliance with regulatory requirements and adherence is primarily self-identified, and as such, failure to comply would not be readily detected by the City. Many small-scale licenses and permits might fall into this category.

<u>Factors Which Favor High Cost Recovery Levels</u>: The use of user fees and service charges as a major source of funding service levels is especially appropriate under the following circumstances:

- 1. The service is similar to services provided through the private sector.
- 2. Other private or public sector alternatives could or do exist for the delivery of the service.
- 3. For equity or demand management purposes, it is intended that there be a direct relationship between the amount paid and the level and cost of the service received.
- 4. The use of the service is specifically discouraged. Police responses to disturbances or false alarms might fall into this category.
- 5. The service is regulatory in nature and voluntary compliance is not expected to be the primary method of detecting failure to meet regulatory requirements. Building permit, plan checks, and subdivision review fees for large projects would fall into this category.

Enterprise Fund Fees and Rates

- 1. The City will set fees and rates at levels which fully cover the total direct and indirect costs-including operations, capital outlay, and debt service of the following enterprise programs; Water, Sewer (wastewater), and Refuse.
- 2. The City will review and adjust enterprise fees and rate structures as required to ensure that they remain appropriate and equitable.

CHAPTER 10: COST ALLOCATION PLAN

A Cost Allocation Plan allows the City to fairly and completely allocate its administrative and overhead costs to all divisions. This allows the General Fund to recover costs from Enterprise Funds, Grant Funds, and also determines the overhead costs on the hourly rates of staff providing fee based services. A cost allocation study should be prepared by the Finance Department, either internally or using an outside consultant, at least biennially (i.e., every two years).

<u>Office of Management and Budget Circular A-87 (OMB A-87) Plan:</u> Using actual expenditures and documented time allocations, the OMB A-87 Plan follows the guidelines outlined by the Federal government through OMB Circular A-87. This plan is used for Federal grant administrative cost recovery.

<u>Total Cost Plan</u>: When grant regulations are not an issue, a Total Cost Plan, which uses the costs that the OMB A-87 Plan disallows, is able to allocate all indirect costs like the private sector routinely does. This plan is recommended whenever the goal is to fully allocate indirect costs for interfund transfers and fee calculations.

CHAPTER 11: DEBT MANAGEMENT

Debt levels and their related annual costs are important long-term obligations that must be managed within available resources. A disciplined thoughtful approach to debt management includes policies that provide guidelines for the City to manage its debt program in-line with those resources. Therefore, the objective of this policy is to provide written guidelines and restrictions concerning the amount and type of debt issued by the City and the ongoing management of the debt portfolio.

This debt management policy is intended to improve the quality of decisions, provide justification for the structure of debt issuance, identify policy goals and demonstrate a commitment to long-term financial planning, including a multi-year capital plan. Adherence to a debt management policy signals to rating agencies and the capital markets that a government is well managed and should meet its obligations in a timely manner.

Conditions and Purposes Of Debt Issuance

<u>Acceptable Conditions for the Use of Debt</u>: Prudent amounts of debt can be an equitable and cost- effective means of financing major infrastructure and capital project needs. As such, debt will be considered to finance such projects if:

- 1. It meets the City's goal of distributing the payments for the asset over its useful life so that benefits more closely match costs for both current and future residents;
- 2. It is the most cost-effective funding means available to the City, taking into account cash flow needs and other funding alternatives; or
- 3. It is fiscally prudent and meets the guidelines of this Policy. Any consideration of debt financing shall consider financial alternatives, including pay-as-you-go funding, proceeds derived from development or redevelopment of existing land and capital assets owned by the City, and use of existing or future cash reserves, or combinations thereof.

<u>Acceptable Uses of Debt</u>: The City will consider financing for the acquisition, substantial refurbishment, replacement or expansion of physical assets, including land improvements. The primary purpose of debt is to finance one of the following:

- 1. Acquisition and or improvement of land, right-of-way or long-term easements.
- 2. Acquisition of a capital asset with a useful life of three or more years.
- 3. Construction or reconstruction of a facility.
- 4. Refunding, refinancing, or restructuring debt, subject to refunding objectives and parameters discussed in the Refunding Guidelines section of the Policy.
- 5. Although not the primary purpose of the financing effort, project reimbursables that include project planning design, engineering and other preconstruction efforts; project-associated furniture fixtures and equipment; capitalized interest, original issuer's discount, underwriter's discount and other costs of issuance.
- 6. Interim or cash flow financing, such as anticipation notes.

Prohibited Uses of Debt: Prohibited uses of debt include the following:

1. Financing of operating costs except for anticipation notes with a term of less than one year.

- 2. Debt issuance used to address budgetary deficits.
- 3. Debt issued for periods exceeding the useful life of the asset or projects to be financed.

Use of Alternative Debt Instruments

The City recognizes that there are numerous types of financing structures and funding sources available, each with specific benefits, risks, and costs. All potential funding sources are reviewed by management within the context of the Debt Policy and the overall portfolio to ensure that any financial product or structure is consistent with the City's objectives. Regardless of what financing structure(s) is utilized, due-diligence review must be performed for each transaction, including the quantification of potential risks and benefits, and analysis of the impact on City creditworthiness and debt affordability and capacity.

<u>Variable Rate Debt</u>: Variable Rate Debt affords the City the potential to achieve a lower cost debt depending on market conditions. However, the City will seek to limit the use of Variable Rate Debt due to the potential risks of such instruments.

The City shall consider the use of Variable Rate Debt for the purposes of:

- 1. Reducing the costs of debt issues.
- 2. Increasing flexibility for accelerating principal repayment and amortization.
- 3. Enhancing the management of assets and liabilities (matching short-term "priced debt" with the City's short-term investments).
- 4. Diversifying interest rate exposure.

<u>Considerations and Limitations on Variable Rate Debt</u>: The City may consider the use of all alternative structures and modes of Variable Rate Debt to the extent permissible under State law and will make determinations among different types of modes of Variable Rate Debt based on cost, benefit, and risk factors. The Finance Director shall consider the following factors in considering whether to utilize Variable Rate Debt:

- 1. Any Variable Rate Debt should not exceed twenty percent (20%) of total City General Fund supported debt.
- 2. Any Variable Rate Debt should be fully hedged by expected future unrestricted General Fund reserve levels.
- 3. Whether interest cost and market conditions (including the shape of the yield curves and relative value considerations) are unfavorable for issuing fixed rate debt.
- 4. The likelihood of projected debt service savings when comparing the cost of fixed rate bonds.
- 5. Costs, implementation and administration are quantified and considered.
- 6. Cost and availability of liquidity facilities (lines of credit necessary for Variable Rate Debt obligations and commercial paper in the event that the bonds are not successfully remarketed) are quantified and considered.
- 7. Ability to convert debt to another mode (daily, monthly, fixed) or redeem at par at any time is permitted.

8. The findings of a thorough risk management assessment.

<u>Risk Management – Variable Rate Debt:</u> Any issuance of Variable Rate Debt shall require a rigorous risk assessment, including, but not limited to factors discussed in this section. Variable Rate Debt subjects the City to additional financial risks (relative to fixed rate bonds), including interest rate risk, tax risk, and certain risks related to providing liquidity for certain types of Variable Rate Debt.

The City will properly manage the risks as follows:

- 1. <u>Interest Rate Risk and Tax Risk:</u> The risk that market interest rates increase on Variable Rate Debt because of market conditions, changes in taxation of municipal bond interest, or reductions in tax rates. *Mitigation* Limit total variable rate exposure per the defined limits and match the variable rate liabilities with short term assets.
- 2. Liquidity/Remarketing Risk: The risk that holders of variable rate bonds exercise their "put" option, tender their bonds, and the bonds cannot be remarketed requiring the bond liquidity facility provider to repurchase the bonds. This will result in the City paying a higher rate of interest to the facility provider and the potential rapid amortization of the repurchased bonds. *Mitigation* Limit total direct variable-rate exposure. Seek liquidity facilities which allow for longer (five to ten years) amortization of any draws on the facility. Secure credit support facilities that result in bond ratings of the highest short-term ratings and long-term ratings not less than AA. If the City's bonds are downgraded below these levels as a result of the facility provider's ratings, a replacement provider shall be sought.
- 3. <u>Liquidity/Rollover Risk:</u> The risk that arises due to the shorter-term of most liquidity provider agreements (one to five years) relative to the longer-term amortization schedule of the City's variable-rate bonds. In particular, (1) the City may incur higher renewal fees when renewal agreements are negotiated; and (2) the liquidity bank market constricts such that it is difficult to secure third party liquidity at any interest rate. *Mitigation* Negotiate longer-terms on provider contracts to minimize the number of rollovers.

<u>Derivatives:</u> The use of certain derivative products to hedge Variable Rate Debt, such as interest rate swaps, may be considered to the extent the City has such debt outstanding or under consideration. The City will exercise <u>extreme caution</u> in the use of derivative instruments for hedging purposes, and will consider their utilization only when sufficient understanding of the products and sufficient expertise for their appropriate use has been developed. A comprehensive derivative policy will be adopted by the City prior to any utilization of such instruments.

Refunding Guidelines

The Finance Director shall monitor, at least annually, all outstanding City debt obligations for potential refinancing opportunities. The City will consider refinancing of outstanding debt to achieve annual savings. Absent a compelling economic reason or financial benefit to the City, any refinancing should not result in any increase to the weighted average life of the refinanced debt.

The City will generally seek to achieve debt service savings which, on a net present value basis, are at least three percent (3%) of the debt being refinanced. The net present value assessment shall factor in all costs, including issuance, escrow, and foregone interest earnings of any contributed funds on hand. Any potential refinancing shall additionally consider whether an alternative refinancing opportunity with higher savings is reasonably expected in the future.

Any potential refinancing executed more than ninety days in advance of the outstanding debt optional call date shall require a higher savings threshold. Consideration of this method of refinancing shall place greater emphasis on determining whether

an alternative refinancing opportunity with higher savings is reasonably expected in the future.

Market Communication, Administration, and Reporting

<u>Rating Agency Relations and Annual or Ongoing Surveillance:</u> The Finance Director shall be responsible for maintaining the City's relationships with Standard & Poor's Ratings Services, Fitch Ratings and Moody's Investor's Service. The City is committed to maintaining, or improving upon, its existing rating levels. In addition to general communication, the Finance Director shall:

- 1. Ensure the rating agencies are provided updated financial information of the City as it becomes publically available.
- 2. Communicate with credit analysts at each agency as often as is requested by the agencies.
- 3. Prior to each proposed new debt issuance, schedule meetings or conference calls with agency analysts and provide a thorough update on the City's financial position, including the impacts of the proposed debt issuance.

<u>Continuing Disclosure Compliance</u>: The City shall remain in compliance with Security and Exchange Commission Rule 15c2-12 by filing its annual financial statements and other financial and operating data for the benefit of its bondholders within 270 days of the close of the fiscal year, or as required in any such agreement for any debt issue. The City shall maintain a log or file evidencing that all continuing disclosure filings have been made promptly.

<u>Debt Issue Record-Keeping:</u> A copy of all debt-related records shall be retained at the City's offices. At minimum, these records shall include all official statements, bond legal documents/transcripts, resolutions, trustee statements, leases, and title reports for each City financing (to the extent available).

<u>Arbitrage Rebate:</u> The use of bond proceeds and their investments must be monitored to ensure compliance with all Internal Revenue Code Arbitrage Rebate Requirements. The Chief Financial Officer shall ensure that all bond proceeds and investments are tracked in a manner which facilitates accurate calculation; and, if a rebate payment is due, such payment is made in a timely manner.

Credit Ratings

The City will consider published ratings agency guidelines regarding best financial practices and guidelines for structuring its capital funding and debt strategies to maintain the highest possible credit ratings consistent with its current operating and capital needs.

Legal Debt Limit

Section 18 of Article XVI of the California Constitution defines the absolute maximum legal debt limit for the City; however, it is not an effective indicator of the City's affordable debt capacity.

<u>Affordability</u>

Prior to the issuance of debt to finance a project, the City will carefully consider the overall long-term affordability of the proposed debt issuance. The City shall not assume more debt without conducting an objective analysis of the City's ability to assume and support additional debt service payments. The City will consider its long-term revenue and expenditure trends, the impact on operational flexibility and the overall debt burden on the tax payers. The evaluation process shall include a

review of generally accepted measures of affordability and will strive to achieve and or maintain debt levels consistent with its current operating and capital needs. The Finance Director shall review benchmarking results of other California cities of comparable size with the City's Financial Planning and Budget Subcommittee prior to any significant project financing.

<u>General Fund-Supported Debt</u>: General Fund Supported Debt generally includes Certificates of Participation (COPs) and Lease Revenue Bonds (LRBs) which are lease obligations that are secured by an installment sale or by a lease-back arrangement between the City and another public entity. The general operating revenues of the City are pledged to pay the lease payments, which are, in turn, used to pay debt service on the bonds or Certificates of Participation.

These obligations do not constitute indebtedness under the State constitutional debt limitation and, therefore, are not subject to voter approval.

Payments to be made under valid leases are payable only in the year in which use and occupancy of the leased property is available, and lease payments may not be accelerated. Lease financing requires the fair market rental value of the leased property to be equal to or greater than the required debt service or lease payment schedule. The lessee (City) is obligated to place in its Annual Budget the rental payments that are due and payable during each fiscal year the lessee has use of the leased property.

The City should strive to maintain its net General Fund-backed debt service at or less than eight percent (8%) of available annually budgeted revenue. This ratio is defined as the City's annual debt service requirements on Certificates of Participation and Lease Revenue Bonds compared to total General Fund Revenues net of interfund transfers. This ratio, which pertains to only General Fund-backed debt, is often referred to as "lease burden."

<u>Revenue Bonds</u>: Long-term obligations payable solely from specific pledged sources, in general, are not subject to a debt limitation. Examples of such long-term obligations include those which achieve the financing or refinancing of projects provided by the issuance of debt instruments that are payable from restricted revenues or user fees (Enterprise Revenues) and revenues generated from a project.

In determining the affordability of proposed revenue bonds, the City will perform an analysis comparing projected annual net revenues (exclusive of depreciation which is a non-cash related expense) to estimated annual debt service. The City should strive to maintain a coverage ratio of one hundred twenty-five percent (125%) using historical and/or projected net revenues to cover annual debt service for bonds. The City may require a rate increase to cover both operations and debt service costs, and create debt service reserve funds to maintain the required coverage ratios.

<u>Special Districts Financing</u>: The City's Special Districts primarily consist of 1913/1915 Act Assessment Districts (Assessment Districts). The City will consider requests for Special District formation and debt issuance when such requests address a public need or provide a public benefit. Each application will be considered on a case by case basis, and the Finance Department may not recommend a financing if it is determined that the financing could be detrimental to the debt position or the best interests of the City.

<u>Conduit Debt</u>: Conduit financing provides for the issuance of securities by a government agency to finance a project of a third party, such as a non-profit organization or other private entity. The City may sponsor conduit financings for those activities that have a general public purpose and are consistent with the City's overall service and policy objectives. Unless a compelling public policy rationale exists, such conduit financings will not in any way pledge the City's faith and credit.

Structure of Debt

Term of Debt: Debt will be structured with the goal of distributing the payments for the asset over its useful life so that benefits

more closely match costs for both current and future residents. Borrowings by the City should be of a duration that does not exceed the useful life of the improvement that it finances. The standard term of long-term borrowing is typically fifteen to thirty years.

<u>Rapidity of Debt Payment:</u> Accelerated repayment schedules reduce debt burden faster and reduce total borrowing costs. The Finance Department will amortize debt through the most financially advantageous debt structure and to the extent possible, match the City's projected cash flow to the anticipated debt service payments. "Backloading" of debt service will be considered only when one or more of the following occur:

- 1. Natural disasters or extraordinary or unanticipated external factors make payments on the debt in early years prohibitive.
- 2. The benefits derived from the debt issuance can clearly be demonstrated to be greater in the future than in the present.
- 3. Such structuring is beneficial to the City's aggregate overall debt payment schedule or achieves measurable interest savings.
- 4. Such structuring will allow debt service to more closely match project revenues during the early years of the project's operation.

<u>Level Payment:</u> To the extent practical, bonds will be amortized on a level repayment basis, and revenue bonds will be amortized on a level repayment basis considering the forecasted available pledged revenues to achieve the lowest rates possible. Bond repayments should not increase on an annual basis in excess of two percent (2%) without a dedicated and supporting revenue funding stream.

<u>Serial Bonds, Term Bonds, and Capital Appreciation Bonds:</u> For each issuance, the City will select serial bonds or term bonds, or both. On the occasions where circumstances warrant, Capital Appreciation Bonds (CABs) may be used. The decision to use term, serial, or CAB bonds is driven based on market conditions.

<u>Reserve Funds</u>: The City shall strive to maintain the fund balance of governmental or proprietary funds (based on the security for the debt) at a level equal to or greater than the maximum annual debt service of existing obligations.

Tax-Exempt and Tax-Advantaged Bonds - Post Issuance Tax Compliance

The purpose of these Post-Issuance Tax Compliance Procedures is to establish policies and procedures in connection with tax-exempt obligations, including general obligations bonds, certificates of participation, tax-exempt leases, bond anticipation notes, and also any type of "tax-advantaged" obligations (collectively, "Bonds") issued by or on behalf of the City of San Fernando (the "City"), including entities controlled by the City, such as community facilities districts or joint powers agencies (collectively, the "Issuer"), in order to ensure that the Issuer complies with all applicable post-issuance requirements of federal income tax law needed to preserve the tax-exempt or other advantaged status of the Bonds.

<u>General</u>

Ultimate responsibility for all matters relating to the Issuer's financings, including any refunding and refinancing, rests with the Director of Finance of the Issuer (the "Responsible Officer").

Post-Issuance Compliance Requirements

External Advisors / Documentation

It is the policy of the Issuer to actively participate in discussions of its tax and state law compliance requirements during and after each issuance of Bonds. Such discussions will be with bond and tax counsel, as well as any financial advisor for the Bond issue, and other parties. The Responsible Officer shall be familiar with the representations and covenants made by the Issuer in the documents executed for the Bond issue, including, as necessary, being briefed by tax counsel on the particular requirements, as set forth in the tax document (e.g., a Tax Certificate) for each Bond issue, prior to signing such document.

The Responsible Officer and other appropriate Issuer personnel shall consult with bond counsel and other legal counsel and advisors, as needed, throughout the Bond issuance process to identify requirements and to establish procedures necessary or appropriate so that the Bonds will continue to qualify for the appropriate tax status. Those requirements and procedures shall be documented in a district or issuer resolution(s), Tax Certificate(s) and/or other documents finalized at or before issuance of the Bonds. Those requirements and procedures shall include future compliance with applicable arbitrage rebate requirements and all other applicable post-issuance requirements of federal tax law throughout (and in some cases beyond) the term of the Bonds.

The Responsible Officer and other appropriate Issuer personnel also shall consult with bond counsel and other legal counsel and advisors, as needed, following issuance of the Bonds to ensure that all applicable post-issuance requirements in fact are met. This shall include consultation in connection with future contracts with respect to the use or sale of Bond-financed assets, and future contracts with respect to the use of output or throughput of Bond-financed assets (e.g., solar leases).

Whenever necessary or appropriate, the Issuer shall engage expert advisors (each a "Rebate Service Provider") to assist in the calculation of arbitrage rebate payable in respect of the investment of Bond proceeds, to prepare written rebate reports and to assist the Issuer with any requisite filings of rebate-related forms required by and payments to the Internal Revenue Service (the "IRS").

Role of the Bond Issuer

It is the Issuer's responsibility to know how Bond proceeds will be invested, and that such funds shall only be invested in permitted investments, as set forth in the authorizing resolution or other document pertaining to a given Bond issue. The investment earnings must be tracked and quantified, as the Issuer may not be able to keep all or a portion of said earnings, depending upon whether or not certain arbitrage rebate conditions are met. The investment activity data is a key component of rebate analysis and the Issuer will make sure such data is readily available for the Rebate Service Provider.

The documents governing the Issuer's tax-exempt debt obligations may provide for Bond proceeds to be administered by a trustee or any other agent, including a commercial bank or City official (as used herein, a "Trustee"), and the Issuer shall arrange for such Trustee to provide regular, periodic (e.g., monthly) statements regarding the investments and transactions involving Bond proceeds.

Unless otherwise provided as in the prior paragraph, unexpended Bond proceeds shall be tracked by the Issuer, and the investment of Bond proceeds shall be managed or overseen by the Responsible Officer. The Responsible Officer shall maintain records and shall prepare regular, periodic statements to the Issuer regarding the investments and transactions involving Bond proceeds.

Arbitrage Rebate and Yield

The Issuer has obligations to prepare or cause to be prepared calculations related to rebate for each Bond issue. Unless the

applicable Tax Certificate or other document sets forth bond counsel has advised the Issuer that arbitrage rebate will not be applicable to an issue of Bonds:

• The Issuer shall engage the services of a qualified Rebate Service Provider (if not performed internally), and the Issuer or the Trustee shall deliver periodic statements concerning the investment of Bond proceeds to the Rebate Service Provider on a prompt basis;

• Upon request, the Responsible Officer and other appropriate Issuer personnel shall provide to the Rebate Service Provider additional documents and information reasonably requested by the Rebate Service Provider;

• The Responsible Officer and other appropriate Issuer personnel shall monitor efforts of the Rebate Service Provider and assure payment of required rebate amounts, if any, no later than 60 days after each 5-year anniversary of the issue date of the Bonds, and no later than 60 days after the last Bond of each issue is redeemed; and

• During the construction period of each capital project financed in whole or in part by Bonds, the Responsible Officer and other appropriate Issuer personnel shall monitor the investment and expenditure of Bond proceeds and shall consult with the Rebate Service Provider to determine compliance with any applicable exceptions from the arbitrage rebate requirements during each 6-month spending period up to 6 months, 18 months or 24 months, as applicable, following the issue date of the Bonds.

The Issuer shall retain copies of all arbitrage reports, investment and expenditure records, and trustee statements as described below under "Record Keeping Requirements."

Allocation of Bond Proceeds

Within the proper timelines, which are currently no later than 18 months after expenditure or the project's placed-in-service date, but in no event after 5 years from the date of issuance of the applicable issue of new money bonds, the Issuer will allocate Bond proceeds to expenditures for rebate and private use purposes.

Use of Bond Proceeds

In order to preserve the tax-exempt or tax-advantaged status of the Bonds, the Issuer is responsible for making sure that the facilities financed or refinanced with Bond proceeds cannot be used by private businesses (or non-profit corporations or the U.S. Government) in amounts that exceed the permitted limits, or sold while the Bonds are outstanding, unless a remedial action is taken to preserve the tax-exempt or tax-advantaged status. The Responsible Officer and other appropriate Issuer personnel shall:

• Monitor the use of Bond proceeds, the use of Bond-financed assets (e.g., facilities, furnishings or equipment) and the use of output or throughput of Bond-financed assets throughout the term of the Bonds (and in some cases beyond the term of the Bonds) to ensure compliance with covenants and restrictions set forth in applicable Issuer resolutions and Tax Certificates;

• Maintain records identifying the assets or portion of assets that are financed or refinanced with proceeds of each issue of Bonds;

• Consult with Bond Counsel and other professional expert advisers in the review of any contracts or arrangements involving use or sale of Bond-financed facilities to ensure compliance with all covenants and restrictions set forth in applicable district or Issuer resolutions and Tax Certificates;

• Maintain records for any contracts or arrangements involving the use or sale of Bond-financed facilities as might be necessary or appropriate to document compliance with all covenants and restrictions set forth in applicable district or Issuer resolutions and Tax Certificates; and

• Meet at least [annually] with personnel responsible for Bond-financed assets to identify and discuss any existing or planned use or sale of Bond-financed, assets or output or throughput of Bond-financed assets, to ensure that those uses are consistent with all covenants and restrictions set forth in applicable district or Issuer resolutions and Tax Certificates.

All relevant records and contracts shall be maintained as described below.

Record Keeping Requirements

The Issuer will adopt, incorporate and follow procedures to maintain appropriate records while the Bonds are outstanding and up to 3 years afterward. The Issuer acknowledges that it is both prudent practice to maintain comprehensive records, but it is also necessary in the event that the IRS requests such documents in the course of an examination.

Unless otherwise specified in applicable district or Issuer resolutions or Tax Certificates, the Issuer shall maintain the following documents for the term of each issue of Bonds (including refunding Bonds, if any) plus at least three years:

• A copy of the Bond closing transcript(s) and other relevant documentation delivered to the Issuer at or in connection with closing of the issue of Bonds;

• A copy of all material documents relating to capital expenditures financed or refinanced by Bond proceeds, including (without limitation) construction contracts, purchase orders, invoices, trustee requisitions and payment records, as well as documents relating to costs reimbursed with Bond proceeds and records identifying the assets or portion of assets that are financed or refinanced with Bond proceeds;

• A copy of all contracts and arrangements involving private use of Bond-financed assets or for the private use of output or throughput of Bond-financed assets; and

• Copies of all records of investments, investment agreements, arbitrage reports and underlying documents, including trustee statements.

Section 3. Authority.

By order of City Council Resolution No. 7767 adopted by the City Council on December 5, 2016.

June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager By: J. Diego Ibañez, Director of Finance
Date:	June 21, 2021
Subject:	Consideration to Adopt a Resolution Setting the Fiscal Year 2021-2022 Article XIIIB Appropriations (Gann) Limit

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 8072 (Attachment "A") setting the Fiscal Year (FY) 2021-2022 Article XIIIB Appropriation Limit at \$64,240,357.

BACKGROUND:

- 1. In November 1979, the voters of the State of California approved Proposition 4, commonly known as the (Paul) Gann Initiative. Proposition 4 created Article XIIIB of the State Constitution and placed an annual limit on the amount of revenue that can be spent by all entities of government using each entity's 1978-1979 revenues as the base year.
- 2. The Appropriation Limit of Proposition 4 had little impact in its early years, but in 1987 the State of California refunded \$1.1 billion to taxpayers as a result of unexpectedly reaching their limit. The Proposition was also a major barrier to increasing gas taxes in the late 1980's.
- To increase accountability of local governments in adopting their limits, the State voters approved Proposition 111 in June 1990. Proposition 111 amended Article XIIIB (Proposition 4) by requiring local jurisdictions to establish an annual review of the Appropriation Limit calculation.

ANALYSIS:

Appropriation Limit controls the amount of revenue that can be appropriated in any fiscal year to the "Proceeds of Taxes." Proceeds of Taxes include: all taxes levied by or for an agency, any revenues from license fees, general use charges and user fees to the extent that the proceeds exceed the cost of providing the service covered by the fee, and discretionary State subventions.

An increase over the prior year's limitation is allowed in three instances:

- 1. Percentage change in California fourth quarter personal income or the increase in the non-residential assessed valuation due to new construction, whichever is greater;
- 2. Percentage change in the population of the jurisdiction or the county in which the jurisdiction is located, whichever is greater; and
- 3. Corrections for previous computation errors.

Cities use the following adjustment factors to calculate the Gann:

- A. *Inflation Adjustment Factor*: Either the "Per Capita Personal Income Change" or the "Non-Residential Assessed Value Change."
- B. *Population Adjustment Factor*: Either the "City Population Change" or the "Los Angeles County Population Change."

The components used for the FY 2021-2022 Gann Limit calculation, as noted in Exhibit "1" of Attachment "A," are the increase in the Per Capita Personal Income Change of +5.73% and the City Population Change of +1.00%. The use of the two above-mentioned adjustment factors results in an increase in the Appropriation Limit of 6.73%, establishing an Appropriation Limit of \$64,240,357 for FY 2021-2022.

BUDGET IMPACT:

The total FY 2021-2022 revenues subject to the Appropriation Limit are well below the Appropriation Limit of \$64,240,357. Therefore, there is no impact to the FY 2021-2022 budget.

CONCLUSION:

A full analysis of appropriations subject to the Appropriations Limit is not required since the total General Fund budget, including Special Revenue Funds, is less than the Appropriation Limit. Approving the Resolution will set the FY 2021-2022 Article XIIIB Appropriation Limit at \$64,240,357.

ATTACHMENT:

A. Resolution No. 8072

RESOLUTION NO. 8072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, FIXING THE APPROPRIATION LIMITATION IN THE CITY OF SAN FERNANDO FOR THE FISCAL YEAR 2021-2022

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

SECTION 1. In accordance with Article XIIIB of the California Constitution as amended by Proposition 111 and the Gann Implementation Bill 1352, the Appropriation Limit (Exhibit "A") in the City of San Fernando for Fiscal Year 2021-2022 is hereby fixed at Sixty Four Million, Two Hundred Forty Thousand, and Three Hundred Fifty Seven dollars (\$64,240,357.00).

SECTION 2. This Resolution shall take effect immediately upon its adoption.

SECTION 3. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the Office of the City Clerk.

PASSED, APPROVED, AND ADOPTED THIS 21st day of June, 2021.

ATTEST:

Sylvia Ballin, Mayor of the City of San Fernando, California

Julia Fritz, City Clerk

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. 8072 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 21st day of June, 2021, 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 _____, ____.

Julia Fritz, City Clerk

Article XIIIB Appropriations (GANN) Limit Fiscal Year 2021-2022

FY 2020-2021 Adopted Appropriation Limit	\$ 60,758,874
<u>A. Inflation Adjustment Factor*</u> Per Capita Personal Income Change** Ratio	5.73 1.0573
Non-Residential Assessed Value Change*** Ratio	1.03 1.0103
<u>B. Population Adjustment Factor*</u> City Population Change** Ratio	0 1
Los Angeles County Population Change** Ratio	-0.9 0.991
<u>C. Calculation of Appropriation Limit:</u> Step 1:	
Per Capita Personal Income Change	1.0573
City Population Change Ratio	X <u>1</u>
Appropriations Limit Factor	1.0573
Step 2:	
FY 2020-2021 Appropriations Limit	\$ 60,758,874
Appropriation Limit Factor	X <u>1.0573</u>
FY 2021-2022 Appropriation Limit	\$ 64,240,357

NOTES:

* The City may choose to use the higher of the two Inflation Adjustment Factors and the greater of the two Population Adjustment Factors to calculate the Appropriation Limit.

**Information provided by the California State Department of Finance

***Information provided by HdL (City Consultant)

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June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager By: Michael E. Okafor, Personnel Manager
Date:	June 21, 2021
Subject:	Consideration to Adopt Resolutions Approving the Salary Plan and Table of Organization for Fiscal Year 2021-2022

RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8070 (Attachment "A") approving the Salary Plan for Fiscal Year (FY) 2021-2022;
- b. Adopt Resolution No. 8071 (Attachment "B") approving the Table of Organization for FY 2021-2022; and
- c. Authorize the City Manager to make non-substantive corrections and execute all related documents.

BACKGROUND:

- 1. On June 18, 2018, the City Council approved a five-year MOU (Contract No. 1887) with the San Fernando Public Employees' Association (SFPEA) that includes certain changes in salaries and benefits for FY 2017-2018 through FY 2021-2022.
- 2. On February 19, 2019, the City Council approved a three-year MOU (Contract No. 1905) with the San Fernando Management Group (SFMG) that includes certain changes in salaries and benefits for FY 2018-2019 through FY 2020-2021.
- 3. On August 19, 2019, the City Council approved a three-year MOU (Contract No. 1928) with the San Fernando Police Civilians' Association (SFPCA) that includes certain changes in salaries and benefits for FY 2018-2019 through FY 2020-2021.

- 4. On September 23, 2019, the City Council approved a five-year MOU (Contract No. 1932) with the San Fernando Police Officers' Association (SFPOA) that includes certain changes in salaries and benefits for FY 2019-2020 through FY 2023-2024.
- 5. On January 27, 2020, the City Council approved Resolution No. 7973 that established the salary and benefits for Department Heads for FY 2019-2020 through FY 2023-2024. Except for retirement benefits, the said salaries and benefits also apply to the Police Chief.
- 6. On February 3, 2020, the City Council approved a five-year MOU (Contract No. 1939) with the San Fernando Police Officers' Association Police Management Unit (SFPOA-PMU) that includes certain changes in salaries and benefits for FY 2019-2020 through FY 2023-2024.
- 7. On February 3, 2020, the City Council approved Contract No. 1906(a) amending Contract No. 1906 to include among other things, adjusted salary and benefits for the City Manager.
- 8. On March 2, 2020, the City Council adopted Resolution No. 7991 to include a monthly stipend for the City's Representative to the Greater Los Angeles County Vector Control District.
- On May 18, 2020, the City Council adopted Resolution No. 7973 (a) amending Resolution No. 7973 to include the City Clerk in the Executive Compensation Plan for Department Head classifications.
- 10. On March 1, 2021, the City Council approved the extension of the MOU (Contract No.1838(a)), between the City and the San Fernando Part-time Employees Bargaining Unit (SFPEBU) from July 1, 2020 through June 30, 2021, with an option to further extend it to December 31, 2021.

ANALYSIS:

The attached Salary Plan and Table of Organization reflect salaries, benefits and personnel changes addressed in the FY 2021-2022 proposed Budget, as well as provisions of applicable MOUs, Resolutions, and Employment Agreements that have already been approved by the City Council. The Salary Plan also includes the extension of similar benefits to the unrepresented confidential employees as with the general employees.

The existing compensation and benefits plan for both elected officers and non-elected officers, including commissioners, full-time employees, seasonal and part-time employees are also included in the Salary Plan.

BUDGET IMPACT:

Sufficient funds are included in the FY 2021-2022 Budget to cover all the salary and benefit adjustments as stipulated in the MOUs and Employment Agreements.

CONCLUSION:

Approval of the amended Salary Plan and Table of Organization is necessary to implement applicable changes in the FY 2021-2022 Budget, as well as the provisions of applicable MOUs, Resolutions, and Employment Agreements.

ATTACHMENTS:

- A. Resolution No. 8070
- B. Resolution No. 8071

RESOLUTION NO. 8070

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ADOPTING A SALARY PLAN FOR CERTAIN ELECTED, NON-ELECTIVE OFFICERS AND EMPLOYEES OF THE CITY OF SAN FERNANDO AND REPEALING RESOLUTION NO. <u>8014</u> ADOPTED JUNE 15, 2020 AND ALL RESOLUTIONS AMENDATORY THEREOF AND ALL MOTIONS OR ACTIONS OF THE CITY COUNCIL IN CONFLICT HEREWITH

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

SECTION 1:

The following schedules are hereby adopted as the salary range and step schedules for nonelective officers and employees of the City of San Fernando:

SCHEDULE "G": FOR GENERAL - SAN FERNANDO PUBLIC EMPLOYEES' ASSOCIATION (SFPEA) SCHEDULE "GPD": FOR GENERAL - SAN FERNANDO POLICE CIVILIANS' ASSOCIATION (SFPCA) • SCHEDULE "C": FOR CONFIDENTIAL EMPLOYEES • SCHEDULE "M": FOR MANAGEMENT EMPLOYEES - SAN FERNANDO MANAGEMENT GROUP (SFMG) SCHEDULE "MP": FOR SWORN - SAN FERNANDO POLICE OFFICERS' ASSOCIATION MANAGEMENT UNIT (SFPOA-PMU) SCHEDULE "P": FOR SWORN - SAN FERNANDO POLICE OFFICERS' ASSOCIATION (SFPOA) SCHEDULE "DH": FOR DEPARTMENT HEADS • SCHEDULE "H": FOR HOURLY EMPLOYEES - SAN FERNANDO PART-TIME EMPLOYEES' **BARGAINING UNIT (SFPEBU)** FOR HOURLY FULL-TIME EQUIVALENT - SAN FERNANDO PART-TIME SCHEDULE "HFE": **EMPLOYEES' BARGAINING UNIT (SFPEBU)** • SCHEDULE "PFE": FOR HOURLY FULL-TIME EQUIVALENT – POLICE SERVICE EMPLOYEES

(Details of the respective schedules are on pages 2 through 5)

		SCHEDU	LE G		
		FOR	ł		
	GE	ENERAL EMPLO	YEES (SFPEA)		
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
65	3612	3811	4021	4242	4475
67	3762	3972	4189	4420	4663
68	3820	4030	4257	4486	4733
69	3870	4085	4307	4544	4793
71	3975	4192	4423	4665	4923
72	4089	4314	4549	4800	5062
73	4176	4401	4644	4898	5168
74	4217	4446	4691	4949	5221
75	4256	4494	4738	4999	5272
76	4342	4576	4829	5096	5374
78	4452	4695	4953	5225	5513
79	4545	4794	5058	5338	5631
80	4613	4866	5134	5418	5716
82	4752	5014	5291	5580	5886
88	5199	5485	5787	6104	6438
89	5277	5566	5873	6198	6537
96	5857	6176	6516	6877	7254
103	6498	6854	7235	7631	8051
104	6597	6957	7343	7745	8171
105	6696	7062	7453	7861	8294

		SCHEDUL FOR			
	GENERAL EMP	LOYEES (POLIC	CE DEPARTMEN	IT - SFPCA)	
SALARY					
RANGE					
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
74	3685	3886	4099	4327	4562
77	3855	4067	4290	4524	4772
82	4132	4357	4598	4851	5119
83	4187	4416	4660	4915	5185
92	4706	4963	5234	5521	5823
94	4829	5076	5349	5635	5934
107	5963	6290	6636	6999	7383

		SCHEDU	ILE C		
		FOR	ł		
	CONFIDEN	TIAL EMPLOYE	ES (UNREPRES	ENTED)	
SALARY					
RANGE					
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
68	4254	4468	4688	4923	5168
71	4579	4807	5048	5300	5565
77	5311	5576	5857	6149	6456

		SCHEDU FOR			
	MA	NAGEMENT EI	MPLOYEES (SFN	/IG)	
SALARY					
RANGE					
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
55	5933	6229	6543	6870	7215
64	7307	7672	8055	8459	8882
68	8027	8428	8850	9291	9756

		SCHEDUI FOF			
	SWORN P	OLICE MANAG	EMENT (SFPOA	-PMU)	
SALARY					
RANGE					
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
75	10726	11260	11823	12414	13036

		SCHEDU FOR			
	SWO	RN POLICE EMP	PLOYEES (SFPO	A)	
SALARY					
RANGE					
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
73	6407	6758	7134	7520	7938
95	7964	8403	8865	9353	9870

			ł		
	DEPARI	MENT HEADS	(UNREPRESEN	IED)	
SALARY					
RANGE					
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
75	9875	10369	10888	11432	12004
79	11734	12321	12934	13584	14260
82	12698	13333	13998	14700	15433
84	13924	14620	15351	16118	16925

		SCHEDU FOR	1		
	PART-TII	ME HOURLY EN	/IPLOYEES (SFP	EBU)	
SALARY					
RANGE					
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
44	14.00	14.59	15.21	15.85	16.54
45	14.22	14.86	15.54	16.24	16.97
47	14.67	15.30	15.98	16.67	17.40
48	14.87	15.55	16.24	16.97	17.82
52	15.36	16.04	16.72	17.46	18.22
65	15.88	16.75	17.69	18.67	19.68
71	18.43	19.30	20.25	21.20	22.21
72	20.00	21.59	22.67	23.81	25.00

SCHEDULE HFE
FOR

PART TIME HOURLY EMPLOYEES – FULL TIME EQUIVALENT (SFPEBU)

SALARY					
RANGE					
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
100	21.26	22.42	23.65	24.96	26.32
104	22.24	23.46	24.75	26.10	27.53
105	22.33	23.57	24.85	26.22	27.65
120	24.54	25.78	27.05	28.40	29.82
122	27.15	28.63	30.20	31.85	33.59

SCHEDULE PFE FOR HOURLY POLICE SERVICE EMPLOYEES - FULL TIME EQUIVALENT (UNREPRESENTED)							
SALARY RANGE							
NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E		
140	36.96	38.99	41.16	43.38	45.80		

SECTION 2: ELECTED, NON-ELECTIVE OFFICERS AND EMPLOYEES

The following non-elective officers and employees of the City of San Fernando shall be paid for their services to the City the compensation as hereinafter set forth.

(A) <u>SALARY RANGE NUMBER AND SCHEDULES ASSIGNED</u> – Non-elected officers and employees set forth in this subsection (a) shall be paid the salary and wages for the classification assigned at the range and step of the applicable salary schedule.

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Administrative Assistant	74G	4217	4446	4691	4949	5221
Assistant to the City Manager	64M	7307	7672	8055	8459	8882
Associate Planner	96G	5857	6176	6516	6877	7254
Building & Safety Supervisor	103G	6498	6854	7235	7631	8051
City Clerk	FLAT RATE	10052.38				
City Electrician	79G	4545	4794	5058	5338	5631
City Manager	FLAT RATE	17821.97				
City Mechanic	79G	4545	4794	5058	5338	5631
Civil Engineering Assistant II	104G	6597	7062	7453	7861	8294
Community Development Technician	80G	4613	4866	5134	5418	5716

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Community Preservation Officer	92GPD	4706	4963	5234	5521	5823
Community Service Officer	77GPD	3855	4067	4290	4524	4772
Community Services Supervisor	88G	5199	5485	5787	6104	6438
Deputy City Clerk/ Management Analyst	55M	5933	6229	6543	6870	7215
Director of Community Development	79DH	11734	12321	12934	13584	14260
Director of Finance	79DH	11734	12321	12934	13584	14260
Director of Public Works	82DH	12698	13333	13998	14700	15433
Director of Recreation and Community Services	75DH	9875	10369	10888	11432	12004
Economic Development Manager	68M	8024	8428	8850	9291	9756
Executive Assistant	78G	4452	4695	4953	5225	5513
Executive Assistant to the City Manager	77C	5311	5576	5857	6149	6456
Finance Office Specialist	68G	3820	4030	4257	4486	4733
Management Analyst	55M	5933	6229	6543	6870	7215
Meter Technician	72G	4089	4314	4549	4800	5062
Office Specialist	71G	3975	4192	4423	4665	4923
Payroll Technician	68C	4254	4468	4688	4923	5168
Personnel Assistant	68C	4254	4468	4688	4923	5168
Personnel Manager	68M	8027	8428	8850	9291	9756
Personnel Technician	71C	4579	4807	5048	5300	5565

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Police Administrative Assistant	82GPD	4132	4357	4598	4851	5119
Police Cadet	73P	6407	6758	7134	7520	7938
Police Chief	84DH	13924	14620	15351	16118	16925
Police Desk Officer	94GPD	4829	5076	5379	5635	5934
Police Lieutenant	75MP	10726	11260	11823	12414	13036
Police Officer	73P	6407	6758	7134	7520	7938
Police Records Administrator	107GPD	5963	6290	6636	6999	7383
Police Records Specialist	74GPD	3685	3886	4099	4327	4562
Police Sergeant	95P	7964	8403	8865	9353	9870
Program Specialist	69G	3870	4085	4307	4544	4793
Property Control Officer	83GPD	4187	4416	4660	4915	5185
Public Works Field Supervisor I	82G	4752	5014	5291	5580	5886
Public Works Field Supervisor II	89G	5277	5566	5873	6198	6537
Public Works Maintenance Worker	67G	3762	3972	4189	4420	4663
Public Works Operations Manager	68M	8027	8428	8850	9291	9756
Public Works Superintendent	105G	6696	7062	7453	7861	8294
Public Works Technician	80G	4613	4866	5134	5418	5716
Recreation & Community Services Coordinator	75G	4256	4494	4738	4999	5272
Recreation Supervisor	88G	5199	5485	5787	6104	6438

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Senior Account Clerk	68G	3820	4030	4257	4486	4733
Senior Accountant	64M	7307	7672	8055	8459	8882
Senior Planner	64M	7307	7672	8055	8459	8882
Senior Maintenance Worker	73G	4176	4401	4644	4898	5168
Treasurer Assistant	65G	3612	3811	4021	4242	4475
Water Operations Manager	68M	8027	8428	8850	9291	9756
Water Pump Operator/ Backflow Technician	76G	4342	4576	4829	4996	5269
Water Superintendent	105G	6565	6924	7307	7707	8131

(B) <u>SEASONAL AND HOURLY POSITIONS</u> – Seasonal employees and employees hired on an hourly basis shall be paid hourly rates for assigned classifications as follows:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Administrative Intern	72H	20.00	21.59	22.67	23.81	25.00
City Maintenance Helper	65H	15.88	16.75	17.69	18.67	19.68
Community Development Intern	72H	20.00	21.59	22.67	23.81	25.00
Community Preservation Officer	122HFE	27.15	28.63	30.20	31.85	33.59
Community Service Officer	104HFE	22.24	23.46	24.75	26.10	27.53
Crossing Guard	44H	14.00	14.59	15.21	15.85	16.54
Day Camp Counselor	44H	14.00	14.59	15.21	15.85	16.54

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Finance Intern	72H	20.00	21.59	22.67	23.81	25.00
Junior Cadet	45H	14.22	14.86	15.54	16.24	16.97
Office Clerk/Cashier	48H	14.87	15.55	16.24	16.97	17.82
Personnel Assistant	120HFE	24.54	25.78	27.05	28.40	29.82
Police Cadet	140PFE	36.96	38.99	41.16	43.38	45.80
Police Reserve Officer	140PFE	36.96	38.99	41.16	43.38	45.80
Police Records Specialist	100HFE	21.26	22.42	23.65	24.96	26.32
Pool Attendant/ Cashier	44H	14.00	14.59	15.21	15.85	16.54
Program Specialist	105HFE	22.33	23.57	24.85	26.22	27.65
Public Works Intern	72H	20.00	21.59	22.67	23.81	25.00
Public Works Maintenance Helper	65H	15.88	16.75	17.69	18.67	19.68
Recreation Leader I	44H	14.00	14.59	15.21	15.85	16.54
Recreation Leader II	47H	14.67	15.30	15.98	16.67	17.40
Recreation Leader III	71H	18.43	19.30	20.25	21.20	22.21
Senior Day Camp Counselor	52H	15.36	16.04	16.72	17.46	18.22

(C) <u>SEASONAL AND HOURLY POSITIONS IMPACTED BY THE 2022 MINIMUM WAGE</u> <u>INCREASES</u>

Effective the first pay period that includes January 1, 2022, the following hourly rates shall apply for the following job classifications with salary ranges that includes hourly rates that are less than, or directly impacted by, the required minimum wage increase mandated by the State of California per Senate Bill (SB) 3:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Crossing Guard	44H	15.00	15.64	16.30	16.99	17.73
Day Camp Counselor	44H	15.00	15.64	16.30	16.99	17.73
Junior Cadet	45H	15.26	15.93	16.66	17.41	18.19
Office Clerk/Cashier	48H	15.94	16.67	17.41	18.19	19.10
Pool Attendant/ Cashier	44H	15.00	15.64	16.30	16.99	17.73
Recreation Leader I	44H	15.00	15.64	16.30	16.99	17.73
Recreation Leader II	47H	15.73	16.40	17.13	17.87	18.65
Recreation Leader III	71H	19.76	20.69	21.71	22.73	23.81
Senior Day Camp Counselor	52H	16.47	17.19	17.92	18.71	19.53

(D) <u>COMPENSATION FOR COMMISSIONS, BOARDS, COMMITTEE MEMBERS, AND COUNCIL</u> <u>LIAISON</u>

The members of the following commissions, boards, and committees, as well as City Council Liaison, who are not employees of the City, shall be paid the amount hereinafter specified for each meeting.

COMMISSION/COMMITTEE/LIAISON	COMPENSATION PER MEETING
	ATTENDED (NOT TO EXCEED
	ONE MEETING PER MONTH)
Disaster Council	\$75.00
Education Commission	\$75.00
Planning and Preservation Commission	\$75.00
Parks, Wellness, and Recreation Commission	\$75.00
Transportation and Safety Commission	\$75.00
City Council Liaison to the Greater Los Angeles County Vector Control District	\$150.00

(E) <u>COMPENSATION FOR COUNCIL MEMBERS</u>

The members of the City Council shall be paid compensation in the amount of \$580.00 per month.

For other benefits applicable to Council members, please refer to Section 3(H) below.

(F) <u>COMPENSATION FOR CITY TREASURER</u>

The City Treasurer shall be paid compensation in the amount of \$50.00 per month.

SECTION 3: ADDITIONAL COMPENSATION AND BENEFITS

The following elective and non-elective officers, as well as employees shall be paid compensation in addition to the basic salary set forth in Section 2 as follows:

(A) <u>GENERAL AND CONFIDENTIAL EMPLOYEES</u>

Salary and benefits listed here apply to full-time employees assigned to **Schedule G** for fulltime General Employees (SFPEA) and reflect stipulations in the last MOU. They also apply to non-represented full-time employees assigned to **Schedule C** for regular Confidential Employees.

(1) <u>SALARY</u>

- A. The salary ranges shown under **Schedules G and C** reflect the following, per the last negotiated MOU between the City and SFPEA:
 - i. Effective the first full pay period following July 1, 2021, the base salary for each of the classifications shall be increased by two percent (2%).

In computing benefits that are a percentage of base salary (e.g., Longevity, Special Assignment Pay, etc.), each benefit is calculated independently over the base salary of each respective employee.

(2) LONGEVITY PAY

- A. The City shall pay unit employees that have completed 10 years of continuous service with the City, an additional 3% above the base salary step.
- B. The City shall pay unit employees that have completed 20 years of continuous service with the City, an additional 1% above the previous first longevity step, for a total of 4% above their base salary.
- C. The City shall pay unit employees that have completed 30 years of continuous service with the City, an additional 1% above the previous second longevity step, for a total of 5% above their base salary.

D. An employee on leave of absence without pay or any form of leave without pay, with the exception of Federal or State family medical leave and/or military leave under the Uniformed Services Employment and Reemployment Rights Act (USERRA) and/or the California Military and Veterans Code, shall not have such leave time credited as service time for purposes of calculating the years of service.

(3) **BILINGUAL BONUS**

A monthly bilingual bonus shall be paid to those unit employees that qualify in accordance with the following conditions:

- A. Field Employees: \$50 per month provided:
 - i. The employee has demonstrated to the satisfaction of the City his/her fluency in the Spanish language based on a bi-annual oral testing procedure selected by the City;
 - ii. The employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department Head and approved in writing by the City Manager.
- B. <u>Counter Employees: \$100 per month provided:</u>
 - i. The employee has demonstrated to the satisfaction of the City his/her fluency in the Spanish language based on a bi-annual oral testing procedure selected by the City.
 - ii. The employee is employed in a job classification whose primary duties require the employee to communicate with members of the public.
- C. <u>Written Translation of City Materials: \$25 per month:</u> Employees who otherwise qualify for a bilingual bonus under subsection A and B above, shall receive an additional \$25 per month bilingual bonus when asked to translate City materials to Spanish for official publication.
- D. <u>Grandfather Provision</u>: Any field employee who has received bilingual pay of \$100 per month on a continuous basis since July 1, 2017 will receive the bilingual bonus in accordance with provisions set forth in subsection B above.

(4) <u>OVERTIME</u>

Non-exempt employees who work under the regular 7:30 a.m. - 5:30 p.m., 8a.m. - 5:00 p.m., Monday–Friday schedule, must be paid overtime or granted compensatory time off (CTO) at the employee's request, for all hours worked over forty (40) hours in a seven-day work period. Non-exempt employees who are under the 9/80 or other flex work schedule shall have a designated fixed workweek, and any hours worked over the specified maximum hours within the designated workweek must be paid as overtime or granted compensatory time off at the employee's request. The City shall

comply with the provisions of the Fair Labor Standard Act (FLSA), and shall define the parameters of a standard workweek.

Overtime shall be paid at the rate of one and one-half (1.5) times the regular rate of pay for the excess time (overtime hours) worked during the workweek. The payment of overtime to non-exempt, employees will be based upon actual hours worked, which shall include vacation, holiday, and sick time.

Overtime will be equitably distributed amongst qualified employees within their department and classification. The City will develop a form which will be provided to the employee who is offered the overtime and which allows the employee to indicate by his/her signature in what manner they want the overtime to be compensated (i.e. monetarily or through CTO).

The rate at which Contract (i.e., MOU) Overtime is calculated shall not include the City's Cafeteria Plan Allowance, the opt-out allowance, or any cash back an employee may receive from the Cafeteria Plan Allowance as set forth in applicable section of the SFPEA MOU, by choosing benefits which cost less than the Allowance.

(5) COMPENSATORY TIME OFF (CTO)

Unit employees may accrue a maximum of 100 CTO hours. CTO hours in excess of 100 hours must be paid at the rate of one and one-half (1.5) times the regular rate of pay.

The scheduling and use of CTO shall be subject to the approval of the employee's immediate supervisor or their designee. An employee who has requested the use of CTO is permitted to use such time "within a reasonable period" after making the request, unless it is determined that the employee's request would "unduly disrupt" the Department operations or impose an unreasonable burden on the Department's ability to provide services of acceptable quality and quantity for the public during the time required without the use of the employee's services.

(6) <u>COURT APPEARANCE PAY</u>

Any unit employee required to appear in court on behalf of the City during off-duty hours, shall be paid at one and one-half $(1\frac{1}{2})$ times his/her regular rate of pay for the duration of the court appearance, with a minimum of two (2) hours.

(7) <u>SHIFT DIFFERENTIAL PAY</u>

The City pays, in addition to base salary, an additional ninety dollars (\$90) per month to unit members required to work swing shift, and one hundred and twenty dollars (\$120) per month to unit members required to work graveyard shift.

When an employee is assigned to a specific shift eligible for shift differential pay, the employee will be paid the shift differential rate for that shift. In the event an employee

works a different shift to fill in for sick leave, vacation, etc., employee will be paid at the rate for his/her assigned shift.

(8) <u>STAND-BY PAY</u>

All employees who are assigned to mandatory stand-by on the weekends and holidays shall be paid stand-by pay at the rate of \$1.50 per hour during the period when they are required to stand-by.

Employees assigned to mandatory stand-by must:

- A. Provide a phone number at which they can be contacted if a stand-by phone is not issued.
- B. Report to work within 1 hour of being contacted.
- C. Not be under the influence of alcohol, unlawful substances, or prescribed drugs that may impair their ability to perform duties.

At no point shall more than three (3) employees be on stand-by from all the divisions combined (including Water, Street and Tree, and Facilities).

(9) SPECIAL PROJECTS BONUS PAY

Employees in Public Works when assigned to the Special Projects Squad shall receive \$5.00 per hour for each hour over their base salary worked on designated special projects. Special Projects pay will not be paid in addition to Inspector pay. No more than three (3) persons will be authorized to receive Special Projects pay for any project; a fourth employee may be assigned to the Special Projects crew at the discretion of the Director of Public Works or their designee.

A "special project" shall be any new project work approved by the Director of Public Works which meets the following first criterion and at least one or more of the remaining criteria:

- A. <u>Nature of Work</u>: Special projects shall typically be one time, unique construction projects, and does not include on-going routine maintenance duties or deferred maintenance duties.
- B. <u>Short Deadline</u>: Work that would normally be performed as contractual services, but due to an immediate deadline, cannot reasonably be procured in a timely manner by the informal or formal City procurement process.
- C. <u>Unique Knowledge/Skills</u>: Work that would normally be performed as contractual services, but may be performed more efficiently or effectively by Public Works

employees due to their unique knowledge of the project and/or work conditions, or due to special skills.

D. <u>Demonstrated Cost Savings</u>: Work which would normally be performed by contractual services, but when assigned to Public Works employees can be performed more efficiently or effectively resulting in demonstrated project cost savings.

(10) WEEKEND BONUS PAY

The City shall provide weekend bonus pay to any employees assigned to rotating weekend work assignments. Employees who request to work the weekend shall not be eligible for Weekend Bonus Pay.

Any eligible employee that is required and scheduled to perform Weekend Shift duties will be compensated at the rate of an additional \$2.50 per hour over his or her base salary, for those hours spent on weekend assignment. To be eligible for Weekend Bonus Pay, the staff member must be regularly assigned and scheduled to work a weekend. Compensation for weekend shift shall be the employee's base salary plus the weekend bonus pay for hours worked on weekends. Weekend Bonus Pay shall not be included in the determination of Overtime premium rate or comp time. It shall not be combined with other established premium compensation such as stand-by pay, or any other shift pay.

(11) INSPECTOR DUTY PAY

The City agrees to continue the specialized inspector pay provisions consistent with agreed upon procedures including but not limited to requiring approval by the Department Head and providing for no more than one (1) inspector per project except by official exemption.

Any eligible Public Works field/building maintenance and/or utility employee who is required and scheduled to perform Inspector duties, which are outside of the duties provided in their class specification, will be compensated at the rate of an additional \$6.00 per hour over his or her base salary, for those hours actually spent on inspection.

To be eligible for Inspector Duty Pay, the employee must be certified and be on a Certification List created by the appropriate Department Head. An employee qualifies as "certified" for purposes of Inspector Duty Pay if they have (1) received state or local certification in the inspection subject, or in a related field, and/or (2) received and successfully completed City-sponsored trainings in the inspection subject or in a related field.

(12) CALL BACK

Any employee called back to work other than as continuation (immediately preceding or following) of his/her regular established work schedule shall be compensated at the rate of pay equal to one and one-half (1.5) times his/her regular hourly pay. The minimum period to be compensated for any such "callback" time shall be two (2) hours.

(13) WORKING OUT OF CLASS

An employee assigned by his or her Department Head, with City Manager approval, to perform duties outside of his or her job classification on a temporary basis will be paid at the rate of five percent (5%) higher than their current base salary. This five percent working out of class pay shall continue until such time that the Department Head determines that the duties are no longer necessary or the position is reclassified.

(14) ACTING OUT OF CLASS

An employee assigned by his or her Department Head, with City Manager approval to perform duties of a higher level position or to act in a higher capacity outside of their own classification shall be paid at the rate of five percent (5%) higher than their current BASE salary, retroactive to the first day of the assignment, effective the fifth consecutive business day of working in that higher level assignment. If that assignment lasts longer than ten (10) consecutive work days, then the employee shall be paid at Step A of the higher classification or five percent (5%), whichever is higher, effective after the tenth consecutive business day of working in that higher level assignment.

In the event the employee is promoted to the higher level position, and has completed at least six (6) consecutive months in the higher level position to which they were promoted, and has received a satisfactory evaluation within 30 days prior to their promotion, the probation period shall be waived. All consecutive time worked of more than six consecutive months in that higher level position shall be considered time served in the position for seniority as it relates to bumping rights.

No employee shall be assigned to an acting out of class assignment for more than 960 hours.

The City shall ensure that anyone assigned to act in a higher capacity is adequately trained to fulfill the requirements of that higher class. Assignments to perform higher-level duties must be formal and in writing, and approved by the Department Head.

(15) HOLIDAY LEAVE

Employees who are required to work on a holiday shall receive holiday compensation at the rate of time and one-half $(1 \ 1/2)$ times their base salary rate of pay in addition to their regular rate of pay for all hours worked.

Each unit employee shall be entitled to the following holidays with pay:

New Year's Day Martin Luther King, Jr. Da Presidents' Day	ау
Cesar Chavez Birthday	(When Cesar Chavez birthday falls on any day except Monday, the holiday will be observed on the Friday following the actual holiday).
Memorial Day Independence Day	
Labor Day	
Float day	(Each July 1, employees will accrue a Floating holiday, if not used within 12 months of receipt of the holiday, the Floating holiday is lost).
Veterans Day Thanksgiving Day Day after Thanksgiving	

(16) VACATION LEAVE

Christmas Day

Vacation leave is intended to provide time for an employee to be away from the work environment and to enable such employee to return to work mentally and physically refreshed.

Unit members may, at the employee's discretion, carryover up to and including two years' worth of his/her current annual vacation allowance for use in the following year.

An employee who is denied vacation leave due to the Departments staffing issues, and who exceeds his/her maximum vacation accrual cap due to such denial, shall continue to accrue vacation time over and above the cap until such time as the department is able to allow sufficient vacation leave to bring the employee under the cap. This provision shall not apply if an employee first requests vacation leave within 24 hours or less of reaching his/her accrual cap.

The City shall provide for vacation leave accrual on a payroll to payroll basis as follows:

Α.	Yea	ars of Service and Annual Accrual	Accrual Cap
	1.	10 days (80 hours) for 1 to 4 years of service	160 hours
	2.	15 days (120 hours) for 5 to 10 years of service.	240 hours
	3.	16 days (128 hours) for 11 years of service	256 hours
	4.	17 days (136 hours) for 12 years of service	272 hours
	5.	18 days (144 hours) for 13 years of service	288 hours
	6.	19 days (152 hours) for 14 years of service	304 hours

- 7. 20 days (160 hours) for 15 years of service 320 hours
- B. <u>Vacation Cash Out</u>: On or before the pay period which includes December 15 of each calendar year, an employee may make an irrevocable election to cash out up to 40 hours of accrued vacation (in whole hour increments) which will be earned in the following calendar year at the employee's base rate of pay.

On the pay day for the pay period which includes Thanksgiving in the following year, the employee will receive cash for the amount of vacation the employee irrevocably elected to cash out in the prior year, provided the employee still has a minimum of eighty (80) hours of accrued vacation remaining after the cash out. If, however, the employee's vacation leave balance would result in less than eighty (80) hours remaining after the cash out), the employee will receive cash for the amount of leave above eighty (80) hours that the employee has accrued at the time of the cash out.

(17) OTHER BENEFITS

For other benefits such as uniform allowance, tuition and mileage reimbursements, sick leave, bereavement, catastrophic leave, Workers' Compensation, medical, dental, vision insurance, and retirement, and so on, that apply to Schedule G, please refer to their MOU (Contract No. 1887).

(B) NON-SWORN GENERAL EMPLOYEES

Salary and benefits listed here apply to full-time, non-sworn general employees (i.e., San Fernando Police Civilians' Association (SFPCA) members) assigned to **Schedule GPD**, and reflect stipulations in the last MOU.

(1) <u>SALARY</u>

The salaries shown for SFPCA unit employees reflect stipulations from the last negotiated MOU (Contract No. 1928), which expires June 30, 2021. Therefore, there is zero Cost of Living Adjustment (COLA) pending conclusion of negotiations.

If applicable, benefits that are a percentage of base salary shall be applied to the employee's base salary only. If an employee is entitled to multiple percentage based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

The salaries and benefits for the San Fernando Police Civilians' Association (SFPCA) may change depending on the outcome of pending negotiations.

(2) LONGEVITY PAY

Employees hired by the City on or before June 30, 2018 are eligible for Longevity pay under the following terms:

- A. Upon completion of 10 years of continuous service from date of hire, an additional 3% above the base salary step for each eligible employee.
- B. Upon completion of 20 years of continuous service from date of hire, an additional 1% above the previous first longevity step, for a total of 4% above the base salary step of each eligible employee.
- C. Upon completion of 30 years of continuous service from date of hire, an additional 1% above the previous second longevity step, for a total of 5% above the base salary step of each eligible employee.
- D. An employee on leave of absence without pay or any form of leave without pay, with the exception of Federal or State family medical leave and/or military leave under the Uniformed Services Employment and Reemployment Rights Act (USERRA) and/or the California Military and Veterans Code, shall not have such leave time credited as service time for purposes of calculating the years of service.
- E. Employees whose original or rehire date is after July 1, 2018 are ineligible for Longevity pay.

(3) BILINGUAL PAY

A bonus of \$100.00 per month shall be paid to those unit employees that qualify in accordance with the following conditions:

- A. The employee has demonstrated to the satisfaction of the City his/her fluency in the Spanish language based on written and/or oral testing procedure selected by the City with such testing to be conducted every five years;
- B. Employees receiving bilingual pay as of July 1, 2018 must pass the testing by June 30, 2021 to continue to receive the bilingual pay; and
- C. The employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department Head and approved in writing by the City Manager.

(4) OVERTIME

Non-exempt employees who work under the regular 8a.m. – 5:00 p.m., Monday– Friday schedule, must be paid overtime or granted compensatory time off (CTO) at the employee's request as defined in Article 9, section 9.02 for all hours worked over forty (40) hours in a seven (7) day work period.

Non-exempt employees who are under the 9/80 or other flex work schedule shall have a designated fixed workweek, and any hours worked over the specified maximum hours within the designated workweek must be paid as overtime or granted

compensatory time off at the **e**mployee's request as defined in Article 9, section 9.02. The City shall comply with the provisions of the Fair Labor Standard Act (FLSA), and shall define the parameters of a standard workweek.

Overtime shall be paid at the rate of one and one-half (1.5) times the regular rate of pay for the excess time (overtime hours) worked during the workweek. The payment of overtime to non-exempt, employees will be based upon actual hours worked.

Overtime will be equitably distributed amongst qualified employees on a rotational basis. Overtime worked cannot interfere with an employee's assigned work schedule, which would allow seven and one-half (7 ½) hours between assigned work shifts (e.g. an employee cannot work a twelve-hour shift followed by an overtime shift or more than four hours; and then work his/her assigned shift consecutively as this would leave less than seven and one-half hours of rest time between assigned shifts).

Overtime offered to bargaining unit employees shall be posted to give members ample time to sign up for the overtime. A senior unit member may bump a junior member, as long as it does not interfere with the senior member's assigned work shift schedule. If a bargaining unit member calls out sick, overtime (if needed to cover the shift) will be offered on a seniority basis to cover the employee that has called out for his/her work shift (as long as overtime does not interfere with unit member's assigned shifts).

(5) <u>COMPENSATORY TIME OFF (CTO)</u>

The maximum number of CTO hours any non-exempt, non-sworn employee may accrue is 100 hours. CTO hours in excess of 100 hours must be paid at the rate of one and one-half (1.5) times the regular rate of pay.

The scheduling and use of CTO shall be subject to the approval of the employee's Department Head. An employee who has requested the use of CTO is permitted to use such time "within a reasonable period" after making the request, unless it is determined that the employee's request would "unduly disrupt" the Department operations or impose an unreasonable burden on the Department's ability to provide services of acceptable quality and quantity for the public during the time required without the use of the employee's services.

(6) <u>CALL BACK</u>

Any employee called back to work other than as continuation (immediately preceding or following) of his/her regular established work schedule shall be compensated at the rate of pay equal to one and one-half (1.5) times his/her regular hourly pay. The minimum period to be compensated for any such "callback" time shall be two (2) hours.

(7) HOLIDAY LEAVE

Each unit employee shall be entitled to the following holidays with pay (8 hours per holiday):

New Year's Day Martin Luther King, Jr. Day Presidents' Day Cesar Chavez Birthday Memorial Day Independence Day Labor Day Veteran's Day Thanksgiving Day Day after Thanksgiving Christmas Day Floating Holiday

Floating holiday hours are credited each July 1st and must be used before June 30th. Unused floating holiday hours are not to be carried forward.

Employees that work a 5/8 or 9/80 schedule who are required to work on a holiday shall receive holiday compensation at the rate of time and one-half (1-1/2) times their normal rate of pay in addition to pay for all hours worked.

Employees that work a modified 3/12 work week shall be granted the same holidays as above and shall accrue 96 hours of Holiday leave per year, and shall be credited with 48 hours of Holiday leave each January 1st, and an additional 48 hours of Holiday leave each July 1st. Employees on the 3/12 work week shall schedule holiday leave in accordance with Police Departmental procedures.

Employees on the 3/12 work week will only be permitted to carry over 96 hours of accrued but unused holiday leave from one calendar year to the next. Employees on the 3/12 work week who, as of January 1st, have not lowered their accrued Holiday leave to 96 hours or less, shall not accrue additional hours until such time as the employee brings his/her accrual to (or under) the 96-hour cap. At that time, the employee will receive his/her full 48-hour allotment for that half year. Upon employee's separation from the City, any unused holiday leave shall be compensated at his/her regular rate of pay.

(8) UNIFORM ALLOWANCE

The City shall provide uniforms and/or equipment, as well as provide allowances as follows:

- A. Except for the Community Preservation Officer, unit members will receive two (2) complete sets of uniforms at time of hire, with two (2) replacements each year, an initial issue of one outdoor jacket with biennial (every two years) replacements, and an annual uniform allowance of \$300 per year. Clerical staff also receive one casual polo shirt. The Community Preservation Officer will receive five (5) replacement polo shirts per year, and one outdoor jacket with biennial replacements.
- B. <u>Boots/Shoes:</u> Employees who are required to wear certain shoes/boots for their position will receive \$100 per fiscal year to purchase work shoes/boots. All purchases shall be made in accordance with the City's purchasing policy.
- C. Uniforms shall consist of:

Clerical – Shirt/Casual Polo, skirt or pants, blazer, and vest

Police Desk Officer - Shirt, skirt or pants, name tag, tie, tie bar, and belt

Where uniform allowances are to be paid as stipulated above, they shall be paid by separate payroll checks semi-annually in the first full non-payroll week after November 15th and May 15th. Worn uniforms may be replaced by the City subject to the Department Head's approval. All worn uniforms must be turned in upon being replaced.

D. <u>Rain Gear</u>: The City shall provide rain gear to employees assigned to work in the rain.

(9) <u>COURT APPEARANCE PAY</u>

Any bargaining unit employee required to appear in court on behalf of the City during off-duty hours, shall be paid at one and one-half (1 %) times his/her regular rate of pay for the duration of the court appearance, with a minimum of two (2) hours.

(10) WORKING OUT OF CLASS

An employee assigned by his or her Department Head, with City Manager approval, to perform duties outside of his or her job classification on a temporary basis will be paid at the rate of five percent (5%) higher than their current base salary. This 5% working out of class pay shall continue until such time that the Department Head determines that the duties are no longer necessary or the position is reclassified. This provision will not apply to an employee temporarily assigned to fill a vacant higher-level classification, which shall be governed by "Acting Out of Class" provisions below (i.e., Section 9.05 of SFPCA MOU, Contract No. 1928)

(11) ACTING OUT OF CLASS

An employee assigned by his or her Department Head, with City Manager's approval, to perform the duties of a higher level classification due to a vacancy or prolonged absence in that higher level classification (e.g. vacation or other leave of absence) shall be paid as follows:

- 1. Effective on the fifth consecutive business day of assignment in that higher–level classification, five percent (5%) higher than their current base salary, retroactive to the first day of the assignment.
- 2. If that assignment lasts longer than ten (10) consecutive work days, then the employee shall be paid at Step A of the higher classification, or 5% higher than their current base salary, whichever is greater, effective after the tenth consecutive business day of working in that higher level assignment.

In the event the employee is promoted to the higher-level position, and has completed at least six (6) consecutive months in the higher-level position to which they were promoted, and has received a satisfactory evaluation within 30 days prior to their promotion, the probation period shall be waived. All consecutive time worked of more than six (6) consecutive months in that higher-level position shall be considered time served in the position for seniority as it relates to bumping rights.

No employee shall be assigned to an acting out of class assignment for more than 960 hours. The City shall ensure that anyone assigned to act in a higher capacity is adequately trained to fulfill the requirements of that higher class. Assignments to perform higher —level duties must be formal and in writing, and approved by the Department Head.

(12) OTHER BENEFITS

For other benefits such as tuition and mileage reimbursements, vacation leave, medical, dental, vision insurance, retirement, and so on, that apply to Schedule GPD, please refer to their specific MOU (Contract No. 1928).

(C) PART-TIME EMPLOYEES

Salary and benefits listed here apply to part-time employees assigned to **Schedules H** (regular Hourly employees), **HFE** (Hourly Full-Time Equivalent employees), and **PFE** (Hourly Police Service employees), respectively, and reflect stipulations in the last MOU.

Schedule PFE shall apply to police service employees, such as Police Cadet, and Police Reserve Officers when activated for active Police Officer duties on an hourly basis. The salaries and benefits for the San Fernando Part-time Employees' Bargaining Unit (SFPEBU) may change depending on the outcome of pending negotiations.

(1) <u>SALARY</u>

The hourly rates shown under **Schedules H** and **HFE** reflect stipulations in the last MOU (Contract No. 1838), as follows:

- A. Classifications without Full-time Equivalency (FTE), categorized as **Schedule H**, and which have salary ranges above the required minimum wage, shall receive an increase in base salary, which is equal to the average increase received by classifications in the City's full-time non-sworn and non-management bargaining units (i.e., SFPEA and SFPCA). Such increases shall be effective on the same date as the classifications with an FTE.
- B. Classifications with Full-Time Equivalency (FTE), categorized as **Schedule HFE**, shall receive the same increase in base salary as the FTE positions. Such increases shall be effective on the same date as the FTE positions.
- C. For Classifications that are directly impacted by the State mandated Minimum Wage Standard, as per State Senate Bill (SB) 3, effective July 1, 2021, salaries currently listed in this Resolution reflect no Cost of Living Adjustment. However, effective the pay period which includes January 1, 2022, base salaries of applicable classifications shall be increased by seven and two-tenths percent (7.2%), as per the MOU, and the minimum wage shall be fifteen dollars (\$15.00) per hour (See Schedule in Section 2C above).

(2) VACATION LEAVE

In order to facilitate the transition in methodology from accruals based upon continuous years of employment to accruals based upon actual hours of service, the MOU (Contract No. 1838) stipulates as follows:

Effective January 1, 2017, each employee shall accrue vacation leave based upon hours actually worked each pay period, and the leave shall be calculated at a rate based upon total hours of City service, as follows:

- A. An employee with less than ten thousand (10,000) total hours of City service shall not accrue any vacation leave hours.
- B. An employee with then thousand (10,000) and up to twenty thousand (20,000) total hours of City service shall accrue 0.04 hours of vacation leave for each hour actually worked.
- C. An employee with twenty thousand (20,000) and up to twenty-five thousand (25.000) total hours of City service shall accrue 0.06 hours of vacation leave for each hour actually worked.
- D. An employee with twenty-five thousand (25,000) or more total hours of City

service shall accrue 0.07 hours of vacation leave for each hour actually worked.

The maximum vacation leave accumulation for each unit employee shall be one hundred (100) hours. Except as otherwise provided hereafter, employees shall cease to accrue any additional hours until the vacation leave bank falls below the maximum accumulation cap. An employee denied vacation due to department staffing issues, who exceeds the maximum vacation accumulation cap due to such denial, shall continue to accrue vacation leave in excess of the cap until the department is able to allow sufficient vacation leave to bring the employee under the cap. However, this provision shall not apply if an employee does not request vacation leave until twentyfour (24) hours or less of reaching the maximum accumulation cap.

Upon death, retirement, or separation from service, an employee or his/her designated beneficiary, shall be paid out for one hundred (100%) of his/her accumulated vacation leave. Such vacation hours shall be paid out at the employee's current hourly base salary at the time of the payout. For stipulations regarding deposit of previously earned paid leave, please refer to the MOU (Contract No. 1838).

(3) BILINGUAL PAY

The City shall pay a bilingual bonus at the end of each month worked, to unit employees that qualify in accordance with the following conditions:

- A. The employee has demonstrated to the satisfaction of the City his/her fluency in the Spanish language based on an oral testing procedure selected by the City; and
- B. The employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department head and approved in writing by the City Manager.

The bonus shall be paid as follows:

- A. An employee who works seventy-nine (79) hours or less per month shall be paid fifty dollars (\$50.00) per month.
- B. An employee who works eighty (80) hours or more per month shall be paid one hundred dollars (\$100.00) per month.

(4) UNIFORM ALLOWANCE/EQUIPMENT

The City shall provide each employee, who is required to wear a uniform, with three (3) complete sets of uniforms upon hire and in July of each fiscal year.

A. The City will replace up to two (2) sets of uniforms per fiscal year due to damage or excessive wear and tear.

- B. The uniforms shall consist of those that the department deems necessary.
- C. All purchases shall be made in accordance with the City's purchasing policy.
- D. For the purpose of cleaning and laundering such uniforms, the City will continue to provide non-sworn part-time employees in the Police Department with an annual uniform allowance equal to fifty percent (50%) of the amount received by non-sworn full-time employees in the Police Department. As of July 1, 2016, this amount was one hundred and fifty dollars (\$150.00) for eligible employees in this unit.

The City shall provide appropriate gear to employees assigned to work in inclement weather, including but not limited to rain gear and jackets.

Employees who are required to wear specific shoes/boots for their position (i.e. Community Service Officers, Junior Cadets, Community Preservation Officers, and Maintenance Helpers, etc.) shall receive reimbursement for the purchase of such work shoes/boots of up to one hundred dollars (\$100.00) in July of each fiscal year.

(5) WORKING OUT OF CLASS

Any assignment to perform duties of a higher level position or act in a higher capacity outside one's job classification will be paid at the rate of at least 5% higher than the employee's current base salary for the duration of such assignment. The City shall ensure that anyone working in a higher capacity is adequately trained to fulfill the requirements of that higher class. Assignments to perform higher-level duties must be formally approved in writing by the Department head.

(6) OTHER BENEFITS

For other part-time employee benefits, please refer to their MOU (Contract No. 1838).

(D) POLICE OFFICERS' ASSOCIATION

Salary and benefits listed here apply to regular full time employees assigned to **Schedule P**, for Sworn Police Officers and Sergeants, and reflect stipulations in the last MOU (Contract No. 1932)

(1) <u>SALARY</u>

The following salary ranges shown under **Schedule P** are consistent with the following provisions negotiated in the last MOU:

A. Effective on the first day of the first full pay period beginning after July 1, 2021, the base salary for each represented unit classification shall be increased by four (4) percent, with classic CalPERS members picking up an additional one percent (1%) of the City's contribution to CalPERS for a total employee pickup of three (3%) of the City's contribution.

If applicable, benefits that are a percentage of base salary will be applied to the employee's base salary only. If an employee is entitled to multiple percentage based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

(2) LONGEVITY PAY

- **A.** <u>Tier One</u>: For unit employees hired prior to January 1, 2012, the City shall pay Longevity to all eligible unit members as follows:
 - i. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional five percent (5%) over and above the base salary step for each employee in this category.
 - ii. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of seven and one-half percent (7½%) over and above the base salary step for each employee in this category.
 - iii. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of ten percent (10%) over and above the base salary step for each employee in this category.
- **B.** <u>Tier Two:</u> For unit employees hired on or after January 1, 2012, the City shall pay Longevity to all eligible unit members as follows:
 - i. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional three percent (3%) over and above the base salary step for each employee in this category.
 - ii. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of four percent (4%) over and above the base salary step for each employee in this category.
 - iii. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of five percent (5%) over and above the base salary step for each employee in this category.
- **C.** <u>Elimination of Tiers</u>: Effective July 1, 2023, all unit shall be eligible to receive Longevity pay under Tier One.

(3) BILINGUAL PAY

The City shall provide bilingual pay in the amount of one hundred dollars (\$100) per month to unit employees that satisfy the following conditions:

- A. Employee has satisfactorily demonstrated to the City his/her fluency in the Spanish language, based on written and/or oral testing procedures as selected by the City; and
- B. Employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department head and approved in writing by the City Manager.

(4) FIELD TRAINING OFFICER

The City shall pay any sworn employee whom the department designates as a Field Training Officer (FTO) additional six percent (6%) per month above his or her base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a) (4) and CCR §571.1(b) (3), Training Premium.

(5) MOTOR OFFICER

The City shall pay any sworn employee whom the department designates as a Motor Officer additional six percent (6%) per month above his or her base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a) (4) and CCR §571.1(b) (3), Motorcycle Patrol Premium.

(6) <u>CANINE OFFICER</u>

Employees who are assigned to canine officer detail are entitled to compensation for the off-duty hours spent caring for, cleaning, grooming, feeding and training their canine and maintaining (including cleaning) their canine vehicle/unit. The City and the Association acknowledge that the Fair Labor Standards Act, which governs the entitlement to compensation for canine duties, entitles the parties to agree to the approximate number of hours per month spent for the performance of canine duties. The Fair Labor Standards Act also allows the City and the Association to agree on appropriate compensation for the performance of canine duties. It is the intent of the City and the Association through the provisions of this article to fully comply with the requirements of the Fair Labor Standards Act. In addition, the City and the Association believe that the following canine pay provision does comply with the requirements of the Fair Labor Standards Act.

The City shall provide special assignment pay to any sworn employee assigned to canine duty in the amount of six percent (6%) above his or her base salary. In addition, the City shall pay each canine officer two (2) hours of premium overtime compensation each week. This amount recognizes that the time spent off duty to care for, clean, feed, groom and train his or her assigned dog and the maintenance

(including cleaning) of his or her assigned vehicle/unit shall be considered hours worked. The City and the Association have analyzed this issue and it has been determined that unit members spend, on average, 20 hours per month performing such work off-duty and that the compensation set forth above is adequate.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(4) and CCR §571.1(b)(3), Canine Officer/Animal Premium.

(7) <u>DETECTIVES</u>

The City shall pay any sworn employee whom the department designates as a Detective additional six percent (6%) per month above his or her base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(4) and CCR §571.1(b)(3), Detective Division Premium.

(8) <u>SCHOOL RESOURCE OFFICER</u>

The City shall provide special assignment pay to any sworn employee who works as a School Resource Officer in the amount of six percent (6%) above that employee's base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(4) and CCR §571.1(b)(3), D.A.R.E. Premium.

(9) POST CERTIFICATE AND EDUCATIONAL INCENTIVE PAYS

In order to receive Post Certificate and/or Educational Incentive Pay, unit employees must present certificates or degrees to the Personnel Division for verification and payroll processing. The employee shall be paid effective from the date the certificate or degree was officially received by the officially received by the Personnel Office. Transcripts shall not be accepted in lieu of eligible certificates or degrees.

The City shall provide Post Certifcate/Educational Incentive Pay as follows:

- i. Employees with an intermediate POST certificate will receive an additional four percent (4%) above their base salary.
- ii. Employees with an Advanced POST certificate and/or a Bachelor of Arts or Science (BA/BS) Degree will receive an additional four percent (4%) above their base salary.

iii. Employees with a Supervisory POST certificate and/or a Master of Arts or Science (MA/MS) Degree will receive an additional two and one-half percent (2.5%) above their base salary.

Employees that were receiving compensation for possession of an Associate's Degree as of January 1, 2012 are "grandfathered" and will continue to receive compensation in an amount equal to the Intermediate POST compensation. Otherwise, the City does not provide additional compensation for an Associate Degree.

An employee who possesses more than one of the degrees or certificates above shall receive the pay for each degree or certificate possessed. (Example: An employee with a Bachelor's degree and an intermediate POST certificate would receive 4% for the Bachelor's, and 4% for the Intermediate POST, for a total of eight percent (8%) above their base salary. If the employee also had a Master's degree, the employee would receive an additional 2.5%, for a total of 10.5% above his or her base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(2) and CCR §571.1(b)(2), Educational Incentive or POST Incentive, as applicable.

(10) UNIFORM ALLOWANCE

The City shall pay employees a uniform allowance of \$800 per year. The allowance may be paid in equal semi-annual installments in the first pay periods of June and December, each year. In addition, on a biennial basis, the City shall provide employees with one all-weather jacket.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(5), Uniform Allowance.

(11) OVERTIME

Employees shall receive time and one-half their regular rate of pay for all hours worked in excess of their regularly scheduled hours. In the event an employee takes sick leave on a regularly scheduled workday, and works beyond his/her regularly scheduled hours on that day, then the employee shall receive straight time compensation for the work beyond their regular schedule up to the duration of the sick leave used that day. Thereafter, all work beyond their regularly scheduled hours shall be compensated at the time and one-half rate. Employees may elect to be paid for overtime hours worked or receive compensatory time off, but in no event shall their compensatory time bank exceed 100 hours.

(12) COMPENSATORY TIME OFF

Employees are permitted to accrue up to one hundred (100) hours of compensatory time off at any given time. Compensatory time off is accrued at one and one-half hours

for each hour of overtime worked. An employee will be allowed to use accrued but unused compensatory time off in compliance with the requirements of the FLSA.

(13) CALL BACK COMPENSATION

Any employee called back to work other than as a continuation (immediately preceding or following) of his/her regular established work schedule, shall be paid at one and one-half (1½) times the regular rate of pay for the actual time worked, with a minimum of three (3) hours.

When the employee is required to perform work by phone or computer, the employee shall receive one and one half (1.5) times the regular rate of pay for the actual time worked, with a minimum of one (1) hour. Telephone calls under 15 minutes per day shall be deemed *de minimus* and receive no compensation.

(14) ON-CALL/STAND-BY FOR COURT

Any employee required to be on-call for court during off-duty hours, shall be paid at one and one-half (1½) times his/her regular rate of pay for two (2) hours for the morning session and two (2) hours for the afternoon session. If an employee is placed on-call for court and is subsequently called to testify during that same court session, the employee shall be paid for the combined duration of the actual time spent on-call and the actual time spent in the court appearance, at time and one-half (1.5) times his/her regular rate of pay, with a minimum of two hours.

(15) COURT APPEARANCE PAY

Any employee required to appear in court during off-duty hours, shall be paid at one and one-half $(1\frac{1}{2})$ times his/her regular rate of pay for the duration of the court appearance, with a minimum of two (2) hours.

(16) OUT OF CLASS PAY

Any unit member appointed to act in a higher classification and serving continuously in said classification for at least fifteen (15) continuous working days shall receive the pay established for said higher classification during the acting period, retroactive to the first day of said assignment.

(17) PRE-EMPLOYMENT CONTRACT

Any employee hired after July 1, 2008 who voluntarily leaves the City within thirty-six (36) months of accepting employment as a police cadet or police officer, and who obtains employment as a police officer within the State of California within the subsequent 12 months, will be required to repay the City for the actual cost of training that employee, not to exceed \$500 per month for each month short of 36. Said payments may be accomplished by relinquishing accrued but unused Vacation leave, Holiday leave or CTO leave, or in monthly installments of \$500, or both, at the employee's option.

(18) OTHER BENEFITS

For other benefits such as holiday leave, medical, dental, vision insurance, and retirement, that apply to Schedule P, please refer to their MOU (Contract No. 1932).

(E) POLICE MANAGEMENT UNIT

Salaries and benefits listed here apply to regular full time employees assigned to **Schedule MP**, for Sworn Police Lieutenants, and reflect stipulations in the last approved MOU (Contract No. 1939).

(1) <u>SALARY</u>

The following salary ranges shown under **Schedule MP** are consistent with the following provisions negotiated in the last MOU:

A. Effective on the first day of the first full pay period beginning after July 1, 2021, the base salary for each represented unit classification shall be increased by four (4) percent, with classic CalPERS members picking up an additional one percent (1%) of the City's contribution to CalPERS for a total employee pickup of three (3%) of the City's contribution.

If applicable, benefits that are a percentage of base salary shall be applied to the employee's base salary only. If an employee is entitled to multiple percentage based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

(2) <u>ANNUAL LEAVE</u>

Employees earn Annual Leave In lieu of Vacation and Sick Leave. Annual Leave is intended to provide time for an employee to be away from the work environment and to enable such employee to return to work mentally and physically refreshed.

The City shall provide for Annual Leave to accrue on a payroll basis prorated in accordance with the following rates:

160 hours for 1-5 years of City service 200 hours for 6-10 year of City service 240 hours for 11 or more years of City service

Annual Leave may be taken upon prior approval and in the manner prescribed by the Police Chief or his/her designee.

Unit members may accrue up to 800 hours of Annual Leave. Upon the employee's separation from City service, the employee shall be compensated for any unused Annual Leave at his or her regular rate of pay.

Annual Leave Cash Out:

On or before December 31st of each calendar year, an employee may make an irrevocable election to cash out up to eighty (80) hours of accumulated Annual Leave at their regular rate of pay unit members may, at the employee's discretion, receive compensation for up to 80 hours of accumulated Annual Leave at their regular rate of pay in the following calendar year. On the pay day for the pay period which includes Thanksgiving in the following year, the employee will receive cash for the amount of Annual Leave the employee irrevocably elected to cash out in the prior year, provided the employee still has a minimum of eighty (80) hours of accrued Annual Leave remaining after the cash out. For more details regarding this benefit, please refer to the MOU, Contract No. 1939).

(3) MANAGEMENT LEAVE

Management Leave provides a means of compensation for hours worked by exempt employees beyond their normal work schedule.

The City shall provide one hundred and twenty (120) hours of Management Leave per year, to be credited as follows:

- i. On January 1st of each year, employees shall be credited with eighty (80) hours Management Leave per year. On July 1st of each year, employees shall be credited with an additional forty (40) hours of Management Leave per year.
- ii. In the first pay period of December each year, the City shall cash out the employee's accrued balance of unused management leave, not to exceed 40 hours per year. With the exception of the maximum 40 hours of management leave that may be cashed out, all management leave hours must be used in the year earned, and cannot be carried over from one calendar year to the next.

(4) LONGEVITY PAY

- A. <u>Tier One</u>: For unit employees hired prior to January 1, 2012, the City shall pay Longevity to all eligible unit members as follows:
 - i. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional five percent (5%) over and above the base salary step for each employee in this category.
 - ii. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of seven and one-half percent (7½%) over and above the base salary step for each employee in this category.
 - iii. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of ten percent (10%) over and above the base salary step for each employee in this category.

- **B.** <u>Tier Two:</u> For unit employees hired on or after January 1, 2012, the City shall pay Longevity to all eligible unit members as follows:
 - i. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional three percent (3%) over and above the base salary step for each employee in this category.
 - ii. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of four percent (4%) over and above the base salary step for each employee in this category.
 - iii. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of five percent (5%) over and above the base salary step for each employee in this category.
- **C.** <u>Elimination of Tiers</u>: Effective July 1, 2023, all unit shall be eligible to receive Longevity pay under Tier One.

For unit employees hired prior to January 1, 2012:

The City shall pay longevity to all eligible unit members as follows:

- i. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional five percent (5%) over and above the base salary step for each employee in this category.
- ii. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of seven and one-half percent (7½%) over and above the base salary step for each employee in this category.
- iii. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of ten percent (10%) over and above the base salary step for each employee in this category.

For unit employees hired on or after January 1, 2012:

The City shall pay longevity to all eligible unit members as follows:

i. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional three percent (3%) over and above the base salary step for each employee in this category.

- ii. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of four percent (4%) over and above the base salary step for each employee in this category.
- iii. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of five percent (5%) over and above the base salary step for each employee in this category.
- **D.** <u>Elimination of Tiers</u>: Effective July 1, 2023, all unit shall be eligible to receive Longevity pay under Tier One.

(5) **POST CERTIFICATE AND EDUCATIONAL INCENTIVE PAYS**

In order to receive Post Certificate and/or Educational Incentive Pay, unit employees must present certificates or degrees to the Personnel Division for verification and payroll processing. The employee shall be paid effective from the date the certificate or degree was officially received by the officially received by the Personnel Office. Transcripts shall not be accepted in lieu of eligible certificates or degrees.

The City shall provide Post Certifcate/Educational Incentive Pay as follows:

- i. Employees with an intermediate POST certificate will receive an additional four percent (4%) above their base salary.
- Employees with an Advanced POST certificate and/or a Bachelor of Arts or Science (BA/BS) Degree will receive an additional four percent (4%) above their base salary.
- Employees with a Supervisory POST certificate and/or a Master of Arts or Science (MA/MS) Degree will receive an additional two and one-half percent (2.5%) above their base salary.

Employees that were receiving compensation for possession of an Associates Degree as of January 1, 2012 are "grandfathered" and will continue to receive compensation in an amount equal to the Intermediate POST compensation. Otherwise, the City does not provide additional compensation for an Associate Degree.

An employee who possesses more than one of the degrees or certificates above shall receive the pay for each degree or certificate possessed. (Example: An employee with a Bachelor's degree and an intermediate POST certificate would receive 4% for the Bachelor's, and 4% for the Intermediate POST, for a total of eight percent (8%) above their base salary. If the employee also had a Master's degree, the employee would receive an additional 2.5%, for a total of 10.5% above his or her base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(2) and CCR §571.1(b)(2), Educational Incentive or POST Incentive, as applicable.

(6) <u>UNIFORM ALLOWANCE</u>

Uniform allowance for Police Lieutenants shall be \$800 per year, payable in equal semi-annual installments in the first pay periods of June and December, each year. In addition, on a biennial basis, the City shall provide employees with one all-weather jacket.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable for all Classic CalPERS members pursuant to CCR §571(a)(2) and CCR §571.1(a)(5), Uniform Allowance.

(7) OUT OF CLASS PAY

Any unit member appointed by the Police Chief, with City Manager approval, to act in a higher classification, due to a vacancy or prolonged absence in that higher classification, and serving continuously in said classification for at least fifteen (15) continuous working days, shall receive the pay established for said higher classification during the acting period, retroactive to the first day of said assignment.

(8) <u>CONTRACT DUTY</u>

Unit members who, at the employee's discretion, work special assignments, typically referred to as "Contract Duty" shall be compensated on an hourly basis for all contract duty worked at one and one-half (1.5) times the "Top Step" base pay of a City Police Sergeant plus any longevity and certificate pay to which the employee is entitled.

"Contract Duty" shall mean police services contracted through the City and/or paid for by a private person, business, organization, entity or other government agency. Contract Duty may include police services paid for by grant funds received from other government agencies.

(9) <u>VEHICLES</u>

Unit members shall be assigned an unmarked multi-purpose police vehicle for use to and from work locations and for official City business in accordance with City policy.

(10) OTHER BENEFITS

For other benefits such as medical, dental, vision insurance, retirement, and so on, that apply to Schedule MP, please refer to their MOU (Contract No. 1939).

(F) DEPARTMENT HEADS AND MANAGEMENT

Salaries and benefits listed here apply to regular full-time employees designated as Department Heads (**Schedule DH**), as well as non-sworn Management employees assigned

to **Schedule M**, and reflect stipulations in the applicable below referenced Resolutions for Department Heads, and MOU for Management employees.

(1) <u>SALARY</u>

- A. For Department heads, the salary ranges shown under **Schedule DH** reflect the provisions in Resolution No. 7973 with cost of living adjustment as stipulated below:
 - i. Effective the first day of the first pay period beginning after July 1, 2021, the employee's base salary shall be increased by four percent (4%), with Classic CalPERS members picking up an additional one percent (1%) of the City's contribution to CalPERS for a total employee pickup of three (3%) of the City's contribution.
- B. For non-sworn Management (San Fernando Management Group) employees, the salary ranges shown under Schedule M reflect zero Cost of Living Adjustments (COLA) for FY 2021-2022, pending conclusion of negotiations. Salaries and benefits shown here reflect stipulations from the last approved MOU (Contract No. 1905), which expires June 30, 2021.
- C. The salaries and benefits for the San Fernando Management Group (SFMG) may change depending on the outcome of pending negotiations.

In computing benefits that are a percentage of base salary (e.g., longevity, bilingual, etc.) each benefit is calculated independently over the base salary of each respective employee.

(2) BILINGUAL PAY

For Department Heads and Management employees, the City shall provide bilingual pay in the amount of \$100.00 per month to employees that satisfy the following conditions:

- A. The employee has satisfactorily demonstrated to the City his/her fluency in the Spanish language based on an oral testing procedure selected by the City; and
- B. The employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by his/her Department Head, and approved in writing by the City Manager.
- C. Per the MOU for Management employees (Contract No. 1905), employees shall be subject to a bi-annual written and/or oral testing procedures as selected by the City.

(3) ANNUAL LEAVE

- A. Unit employees shall be entitled to 100% of their annual leave accrual balance to be received in compensation at termination or separation at their regular rate of pay. However, per Resolution No. 7807, "Department heads may, at their discretion, accrue up to four hundred (400) hours of Annual Leave," and per Contract No.1905, Management employees, at their discretion, may "accrue up to eight hundred (800) hours of Annual Leave."
- B. Annual Leave accrual per pay period for all Department heads and Management employees is as follows: 0 4 years of service: 6.15 Hours; 5 9 years of service: 7.69 Hours; and 10 or more years of service: 9.23 Hours.
- C. Employees who have pre-existing Sick Leave and/or Vacation accrual balance shall convert Sick Leave to Annual Leave at the rate of One (1) Hour of Sick Leave to 0.5 Hours of Annual Leave; and convert Vacation to Annual Leave at the rate of One (1) Hour of Vacation to One (1) Hour of Annual Leave.

(4) MANAGEMENT LEAVE

The City shall grant Department heads 120 hours of management leave per calendar year, to be credited each January 1. Up to 120 hours of any unused leave will be cashed out in December of each year. At the time of separation, any unused management leave hours will be paid at the employee's current rate of pay.

For Management employees (SFMG), the City shall grant 80 hours of management leave per calendar year, to be credited each January 1. Up to 80 hours of any unused leave will be cashed out in December of each year. At the time of separation, any unused management leave hours will be paid at the employee's current hourly rate of pay, on a pro-rated basis.

(5) <u>ACTING PAY</u>

Employees who, by written assignment, perform the duties of a position with a higher salary classification than that in which they are regularly employed shall receive the compensation specified for the position to which assigned, if performing the duties thereof for a period of fifteen (15) or more consecutive work days. The increased compensation shall be at the step within the higher classification as will accord the employee an increase of at least 5% of his or her current regular compensation.

(6) LONGEVITY PAY

Department heads (with the exclusion of the Police Chief, per Resolution No.7807) shall be eligible to receive longevity pay as stipulated below. Per the MOU (Contract No. 1905), only Management employees hired on or before July 1, 2018 are eligible for longevity pay. Eligible Department heads and Management employees shall receive longevity pay under the following terms:

- A. Unit employees that have completed 10 years of service from date of hire, an additional 3% above the base salary step for each employee.
- B. Unit employees that have completed 20 years of service from date of hire, a total of 4% over and above the base salary.
- C. Unit employees that have completed 30 years of service from date of hire, a total of 5% over and above the base salary.

Any unit employee on leave of absence without pay with the exception of Family & Medical Leave (FMLA), shall not have such leave time credited as service time for purposes of calculating the years of service.

(7) <u>CAR ALLOWANCE</u>

Department heads will receive a City-provided vehicle or car allowance of \$300/month as compensation for attendance at off-site meetings, conferences, professional development, and any other business-related travel. Department heads receiving a City-provided vehicle or car allowance will not be reimbursed for mileage.

(8) MILEAGE REIMBURSEMENT

Management employees who are required by the City to use their private vehicles for City business shall be reimbursed for mileage at the prevailing IRS rate.

(9) <u>TUITION REIMBURSEMENT</u>

The City shall reimburse Department heads and Management employees for preapproved courses to a maximum of \$3,000 per fiscal year. Approval must be obtained from the City Manager prior to enrolling in the course. Requests for reimbursement and approval must be in accordance with the City's policy on tuition reimbursement.

Tuition reimbursement shall be contingent upon employee satisfactorily completing course(s) with a minimum of a "B" grade, and commit to continued service (employment) to the City of San Fernando for the equivalent of the school units, not to exceed two years.

(10) TECHNOLOGY REIMBURSEMENT

Department heads may elect to receive a technology reimbursement of \$100/month in lieu of a City-issued cell phone. Department heads that continue to receive a City-issued phone will not receive the reimbursement.

(11) DEPUTY CITY MANAGER

Per Resolution No. 7973, the City Manager may at his or her discretion, designate no more than one (1) Department head as Deputy City Manager. A Department head designated as Deputy City Manager will receive ten percent (10%) special assignment pay on top of his or her base salary.

(12) OTHER BENEFITS

For other benefits such as medical, dental, vision insurance, retirement, and so on, that apply to Schedules DH and M, please refer to Council Resolution Nos. 7973 (for Department Heads), and MOU (Contract No. 1905) for Management employees.

(G) <u>CITY MANAGER</u>

For the City Manager position, the following shall apply, but can change contingent upon negotiated contract:

(1) <u>SALARY</u>

The salary shown for the City Manager in this salary schedule reflects a Flat Rate as stipulated in his Contract Nos. 1906, and 1906 (a).

A. Per Contract No. 1906, effective July 1st of each calendar year, during the term of the Agreement, the City Manager's base salary shall be adjusted by a percentage equal to the annual percentage change to the May Consumer Price Index for All Urban Consumers (CPI-U) for the Los Angeles-Long Beach-Anaheim area.

Per the latest report issued by the U.S. Department of Labor, Bureau of Labor Statistics, the May 2021 CPI is 3.9%.

- B. Effective February 1, 2020, and each July 1st thereafter, the City Manager shall contribute two percent (2%) of his base salary toward the City's CalPERS pension cost until his contribution totals eight percent (8%).
- C. Effective February 1, 2020, the City shall deposit the sum of Five Hundred Dollars (\$500) per month in employee's 457 Deferred Compensation Plan.

(2) MISCELLANEOUS BENEFITS

The City Manager shall receive the following benefits in the manner prescribed under Resolution No. 7807 (which established the Salary and Benefits for Department Heads, and now replaced by Resolution No. 7973): Annual Leave, Management Leave, Bereavement Leave, Wellness Reimbursement, Holidays, and Automobile Allowance.

(3) OTHER BENEFITS

For other benefits such as severance pay, medical, dental, vision, retirement, and so on, that apply to the City Manager, please refer to Contract No. 1906 and 1906 (a).

(H) <u>CITY COUNCIL</u>

In addition to the compensation reported under Section 2 (D) above, members of the City Council shall also receive the following benefits:

(1) AUTOMOBILE ALLOWANCE

The City shall provide City Council members with an automobile allowance in the amount of Three Hundred Dollars (\$300) per month to assist the members with the cost of using and operating their own private vehicle, and to offset expenses such as gasoline, auto insurance, maintenance, repair, and other automobile related costs and expenses.

(2) MEDICAL, DENTAL AND VISION INSURANCE

City Council members shall receive any and all employee medical, dental, and vision insurance benefits otherwise accorded the City's executive management employees (Department heads). However, where a fixed Cafeteria Plan allotment is accorded for purchase of medical, dental, and vision insurance, and the Council member does not spend his or her entire allotment, the balance shall be placed into a deferred compensation plan (Section 457 Plan) maintained by the City.

(3) <u>RETIREMENT</u>

City Council members shall be entitled to retirement benefits, as per the stipulations of the State of California Public Employees' Retirement Laws.

(4) TECHNOLOGY REIMBURSEMENT

City Council members may elect to receive a technology reimbursement of \$100/month in lieu of a City-issued cell phone. Members that elect to receive a City-issued phone will not receive the reimbursement.

(5) WELLNESS REIMBURSEMENT

The City shall reimburse City Council members up to annual maximum of \$600 for reimbursable "wellness" expenses specifically incurred for health and welfare to the extent defined and permitted by Government Code, Section 53200(d). Medical exams, uninsured medical care costs, vision and dental expenses may qualify as health and welfare benefits. However, health club/fitness center membership, registration fees for health classes, and entrance fees for competitive events shall not qualify as health and welfare benefits.

SECTION 4: EMPLOYEES PLACED IN SAME STEP

For the purpose of placing this Resolution in effect as of the first day of the first pay period that includes July 1, 2021 and for the purpose of interpretation, each employee shall be placed in that salary step which he or she presently occupies in the range set forth for said position.

SECTION 5: INTERPRETATION INEQUITY

In case of an inequity of hardship affecting any employee in a particular classification by reason of the adoption of this Resolution, the Council may adjust the same and the Council's action thereon as entered on the minutes shall be final. The Council shall determine all matters of interpretation of this Resolution and placement of employees in the proper salary steps and classification, and Council's decision on such matters as entered on the minutes shall be final.

SECTION 6: INTENT OF COUNCIL

It is the specific intent of the City Council that all officers and employees of the City for whom a salary range is specified in this Resolution or any amendment hereto shall be governed by the provision of this Resolution.

SECTION 7: REPEAL

Resolution No. <u>8014</u>, adopted June 15, 2020, all Resolutions amendatory thereof or in conflict herewith and all motions and actions of the City Council in conflict herewith or covering the same matters heretofore adopted or taken to be the same are hereby repealed.

SECTION 8: EFFECTIVE DATE

The City Clerk shall certify to the passage of this Resolution, and the same shall be in full force and effect as of the first day of the first pay period that includes July 1, 2021.

PASSED, APPROVED, AND ADOPTED THIS 21st day of JUNE, 2021.

ATTEST:

Sylvia Ballin, Mayor of the City of San Fernando, California

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. 8070 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 21st day of June, 2021, 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 _____, ____.

RESOLUTION NO. 8071

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING THE TABLE OF ORGANIZATION FOR THE 2021-2022 FISCAL YEAR AND REPEALING PORTIONS OF SECTION 1 OF RESOLUTION NO. 8015, ADOPTED JUNE 15, 2020, AND ALL RESOLUTIONS AMENDATORY THEREOF, AND ALL MOTIONS OF THE CITY COUNCIL IN CONFLICT HEREWITH.

WHEREAS, the City Council of the City of San Fernando is scheduled to adopt the Fiscal Year 2021-2022 Budget on June 21, 2021; and

WHEREAS, the Budget to be adopted for Fiscal Year 2021-2022 has provisions for various positions and classifications;

WHEREAS, it is necessary that said positions be assigned to specific departments, divisions and activities by title and number; and

WHEREAS, it is necessary that a new Table of Organization be adopted to reflect the positions assigned to specific departments, divisions, and activities by title and number;

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

SECTION 1: That that portion of the said Table of Organization adopted on June 15, 2020, per Resolution No. 8015, and all Resolutions amendatory thereof, be repealed, and that a new Table of Organization be added assigning the positions to the departments, divisions and activities as herein designated per attached Exhibit "A".

SECTION 2: Except as amended herein, all other provisions of the said Table of Organization adopted on June 15, 2020, per Resolution No. 8015, remains unchanged and in full force and effect.

SECTION 3: The City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and her certification to be filed in the office of the City Clerk.

PASSED, APPROVED, AND ADOPTED THIS 21st day of June, 2021.

ATTEST:

Sylvia Ballin, Mayor of the City of San Fernando, California

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. 8071 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 21st day of June, 2021, 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 _____, ____.

Exhibit "A"

CITY OF SAN FERNANDO FY 2021-2022 - TABLE OF ORGANIZATION

			AVG		
DEPARTMENT/TITLE	BUDGETED	FULL TIME	NUMBER OF		
<u>DEFARTMENT/THEE</u>	HOURS	EQUIVALENT	PERSONNEL		
	(PER WEEK)	(FTE) STATUS	IN POSITION		
ADMINISTRATION		<u>(I I E / O I / I O O</u>			
City Manager	40	1	1		
Executive Assistant to the City Manager	40	1	1		
Administrative Intern	18.4	0.46	2		
		0.40	2		
Personnel Manager	Personnel Division				
Personnel Technician	40	1	1		
	40	1	1		
Personnel Assistant TOTAL	40 218.4	5.46	7		
	210.4	5.40	1		
<u>CITY CLERK</u>	40	1	1		
City Clerk		1	1		
Deputy City Clerk/Management Analyst TOTAL	40	2	2		
	80	2	۷		
COMMUNITY DEVELOPMENT			_		
Director of Community Development	40	1	1		
Associate Planner	40	1	1		
Community Development Technician	40	1	1		
Community Preservation Officer	80	2	2		
Community Preservation Officer (P/T)	38	0.95	3		
City Maintenance Helper (P/T) - Grafitti	30	0.75	3		
Community Development Intern	18.4	0.46	2		
TOTAL	286.4	7.16	13		
<u>FINANCE</u>					
Director of Finance	40	1	1		
Senior Accountant	40	1	1		
Senior Account Clerk	80	2	2		
Payroll Technician	40	1	1		
Treasury Assistant	40	1	1		
Finance Office Specialist	40	1	1		
Finance Intern	18.4	0.46	1		
TOTAL	298.4	7.46	8		
POLICE					
Police Chief	40	1	1		
Police Lieutenant	80	2	2		
Police Sergeant	200	5	5		
Police Officer	1080	27	27		
Police Officer	1080	27	27		

			AVG		
DEPARTMENT/TITLE	BUDGETED	FULL TIME	NUMBER OF		
<u>DEFAILIMENT/TITEE</u>	HOURS	EQUIVALENT	PERSONNEL		
	(PER WEEK)	(FTE) STATUS	IN POSITION		
<u>POLICE (Continued)</u>					
Community Service Officer	120	3	3		
Executive Assistant	40	1	1		
Police Administrative Assistant	40	1	1		
Police Desk Officer	320	8	8		
Police Records Administrator	40	1	1		
Police Records Specialist	80	2	2		
Property Control Officer	40	1	1		
Community Service Officer (P/T)	0	0	0		
Crossing Guard (P/T)	40	1	6		
Junior Cadet (P/T)	78.4	1.96	4		
Police Records Specialist (P/T)	18.46	0.46	1		
TOTAL	2216.86	55.42	63		
PUBLIC WORKS					
Director of Public Works	40	1	1		
Management Analyst	40	1	1		
Executive Assistant	40	1	1		
Public Works Technician	40	1	1		
Public Works Operations Manager	40	1	1		
Public Works Intern	18.4	0.46	1		
Electrical Div	vision				
City Electrician	40	1	1		
Engineering Division					
Civil Engineering Assistant II	80	2	2		
	Facility Maintenance Division				
Public Works Superintendent	40	1	1		
Public Work Field Supervisor II	40	1	1		
Senior Maintenance Worker	40	1	1		
Public Works Maintenance Worker	160	4	4		
Equipment N	laintananaa Dii	laian			
	laintenance Div 40	<u>/ision</u> 1	1		
City Mechanic	40	I	I		
<u>Street</u> Servic	Street Services Division				
Senior Maintenance Worker	80	2	2		
Public Works Maintenance Worker	80	2	2		
Public Works Maintenance Helper (P/T)	110.4	2.76	6		

	BUDGETED		AVG NUMBER OF
DEPARTMENT/TITLE	HOURS	FULL TIME EQUIVALENT	PERSONNEL
	(PER WEEK)	(FTE) STATUS	IN POSITION
	(FER WEER)	<u>(FIE) STATUS</u>	
PUBLIC WORKS (Continued)			
Water Servic	es Division		
Water Operations Manager	40	1	1
Water Superintendent	40	1	1
Public Works Field Supervisor II	40	1	1
Public Works Field Supervisor I	40	1	1
Senior Maintenance Worker	40	1	1
Public Works Maintenance Worker	40	1	1
Meter Technician	40	1	1
Water Pumping Operator/Backflow Techn	80	2	2
TOTAL	1288.8	32.22	36
RECREATION & COMMUNITY SERVICES			
Director of Rec. & Community Services	40	1	1
Administrative Assistant	40	1	1
Executive Assistant	40	1	1
Community Services Supervisor	40	1	1
Rec & Comm Services Coordinator	40	1	1
Recreation Supervisor	40	1	1
Program Specialist	40	1	1
Day Camp Counselor (P/T)	280	7	14
Office Clerk/Cashier (P/T)	12	0.3	1
Recreation Leader I, II & III (P/T)	255.2	6.38	12.76
Senior Day Camp Counselor (P/T)	101.2	2.53	5.06
TOTAL	928.4	23.21	39.82
GRAND TOTAL	5317.26	132.93	168.82

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June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager By: Matt Baumgardner, Director of Public Works
Date:	June 21, 2021
Subject:	Consideration to Adopt a Resolution Accepting Senate Bill 1: The Road Repair and Accountability Act of 2017 Funds and Approving the Project List for Fiscal Year 2021-2022

RECOMMENDATION:

It is recommended that the City Council:

- a. Accept \$484,234 in Senate Bill 1 (SB 1) Funds and approve project list for the SB 1 Local Streets and Roads Program (Attachment "A"); and
- b. Adopt Resolution No. 8073 (Attachment "B") adopting the list of projects for Fiscal Year (FY) 2021-2022 funded by SB 1: The Road Repair and Accountability Act of 2017.

BACKGROUND:

- 1. In April 2017, the State Legislature passed the Road Repair and Accountability Act of 2017 (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.
 - 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 \$100 vehicle registration tax on zero emission vehicles model year 2020 and later that went into effect July 1, 2020.
- e. Annual rate increases, which began July 1, 2020 and will continue every July 1st thereafter, based on the change in the California Consumer Price Index.
- 3. Pursuant to Streets and Highways Code Section 2030, 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 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.

ANALYSIS:

The City is projected to receive approximately \$500,000 annually in RMRA funds at full implementation. The estimated revenues the City will receive from RMRA funding for FY 2021-2022 is \$484,234.

For the purpose of keeping local residents aware and updated on projects being proposed for funding by SB 1 in their area, the State developed a number of accountability and transparency provisions. Public agencies are required to follow the provisions in order to be eligible to receive funding through the program.

Provision 1.

Annually, cities and counties must adopt, via resolution, a list of projects they intend to fund through SB 1 in order to be eligible for funding in the upcoming fiscal year. SB 1 funded project lists must be adopted by resolution. Adopting a project list through the budget process is not sufficient to meet this requirement.

Provision 2.

Cities must upload their adopted project lists to the California Transportation Commission (CTC) via the SB 1 Programs Project Intake Tool (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 Database. May 1 is the deadline to submit project lists and relevant information for the upcoming fiscal year that begins on July 1. Uploading required documents and project information must be completed in order to be eligible for RMRA funding.

Recommended Project.

After analyzing potential street projects that are eligible for RMRA funds, staff recommends using funds toward the following sections of streets in the FY 2021-22 Annual Street Resurfacing Project:

- Arroyo Street between Glenoaks Boulevard and Eighth Street
- Fourth Street between Workman Street and Hubbard Avenue
- Pico Street between Kalisher Street and San Fernando Mission Boulevard

This project is expected to be completed by Summer 2022 and is included in the proposed FY 2021-2022 CIP Budget.

BUDGET IMPACT:

Estimated SB 1 revenues/expenditures of \$484,234 are included in the FY 2021-2022 Budget (Fund 025: Road Repair and Maintenance Fund). The recommended streets are part of the CIP plan presented to City Council through the budget process.

CONCLUSION:

Staff recommends that the City Council accept the estimated \$484,234 in Senate Bill 1 (SB 1) funds, approve project list for the SB 1 Local Streets and Roads Program and adopt Resolution No. 8073 adopting the list of projects for FY 2021-2022 funded by SB 1: The Road Repair and Accountability Act of 2017.

ATTACHMENTS:

- A. Senate Bill 1 Funded Project List
- B. Resolution No. 8073

SENATE BILL 1 FUNDED PROJECT LIST

FISCAL YEAR 2021-2022

- Arroyo Street between Glenoaks Boulevard and Eighth Street
- Fourth Street between Workman Street and Hubbard Avenue
- Pico Street between Kalisher Street and San Fernando Mission Boulevard

RESOLUTION NO. 8073

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-2022 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 \$484,234 in RMRA funding in Fiscal Year 2021-22 from SB 1; and

WHEREAS, this is the fifth year in which the City is receiving SB 1 funding and funds 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 three (3) 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:

<u>SECTION 1.</u> 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 2021-22 Road Maintenance and Rehabilitation Account revenues:

- Arroyo Street between Glenoaks Boulevard and Eighth Street
- Fourth Street between Workman Street and Hubbard Avenue
- Pico Street between Kalisher Street and San Fernando Mission Boulevard

These three (3) streets are part of the overall 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 2022 and the estimated useful life is 20 years.

SECTION 3. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the Office of the City Clerk.

PASSED, APPROVED, AND ADOPTED this 21st day of June, 2021.

Sylvia Ballin, Mayor of the City of San Fernando

ATTEST:

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. 8073 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 21st day of June 2021, 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 June, 2021.

June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers	
From:	Nick Kimball, City Manager	
Date:	June 21, 2021	
Subject:	Consideration to Approve an Executive Order Establishing and Implementing the COVID-19 Outdoor Services Permit Program through December 31, 2021	

RECOMMENDATION:

It is recommended that the City Council approve Executive Order No. 2021-06-21 (Attachment "A") establishing COVID-19 Outdoor Services Permit regulations through December 31, 2021.

BACKGROUND:

- 1. On March 16, 2020, the City Council of the City of San Fernando ("City") declared a Local Emergency pursuant to San Fernando Municipal Code Chapter 26 Section 2 in response to the public threat caused by the Coronavirus (COVID-19) pandemic. Such declaration grants specific duties to the officers and employees of the City as set forth in Chapter 26 Section 63.
- 2. On March 21, 2020, the County of Los Angeles Department of Public Health (the "Health Department") first issued the "Safer at Home Order for the Control of COVID-19" (the "Safer at Home Order") and has issued a succession of updated iterations to the same since with the most recent iteration of the Safe at Home Order being issued on February 18, 2021.
- 3. On July 23, 2020, pursuant to the powers as the Director of Emergency Services during a declared local emergency, the City Manager issued Executive Order No. 2020-07-23 establishing Outdoor Service Permit regulations that authorized businesses to setup outdoor service beyond what was already permitted in an effort to ensure proper social distancing protocols. The regulations established by this Executive Order were set to expire on December 31, 2020, unless extended by the Director of Emergency Services due to the extension of economic restrictions imposed by the County Public Health Officer or similar order.
- 4. On February 4, 2021, pursuant to the powers as the Director of Emergency Services during a declared local emergency, the City Manager issued Executive Order No. 2021-02-04 extending the rules, regulations and procedures authorized pursuant to Executive Order Nos.

2020-07-23, 2020-08-26, and 2020-09-29 through June 30, 2021 due to the continued economic restrictions being imposed by the County Health Order.

ANALYSIS:

As COVID-19 infections and hospitalizations in the State and Los Angeles County have drastically decreased and vaccination rates have been increasing, the state of California has lifted the "Blueprint for a Safer Economy" restrictions and replaced them with a "Beyond the Blueprint" plan to fully, yet cautiously, reopen the economy in a "post-COVID" era.

Despite the significant progress in reducing COVID infections, a surge in infections and hospitalizations due to a new variant that is resistant to the current vaccines remains a threat. The state of California and Los Angeles County Department of Public Health continue to urge caution over the coming months to protect against a surge. Although the City's vaccination rate is steadily increasing, approximately 60% of the City's 16+ population is currently fully or partially vaccinated, which means that approximately 40% of the local population remains vulnerable.

Additionally, the California Alcohol and Beverage Control Board (ABC) has extended the COVID-19 Temporary Catering Authorization through December 31, 2021, which allows busineses with an existing ABC permit to expand their alcohol service to an outdoor area that is adjacent to the licensed premises and under the control of the licensee.

Therefore, staff is recommending that the City continue to provide the Outdoor Services permit as an option for businesses that would like to continue to provide an outdoor option for customers.

Staff is recommending the existing permit regulations for Outdoor Services remain in effect, which include, but are not limited to:

- The permit application must be accompanied by a plan showing the proposed outdoor service area, the existing business establishment, existing parking areas, all property boundaries, and ingress/egress for the property.
- Protective barriers, such as K-rails, must be placed around outdoor service area in such a way as to provide safety for patrons from vehicles traveling through parking lot. The City has a limited number of K-rails that can be provided free of charge on a first-come, first-served basis.
- Businesses providing outdoor service pursuant to this permit must undertake appropriate measures to ensure that the level of noise associated with the outdoor service area does not disturb the right to quiet enjoyment of the neighboring properties and businesses. No

sound, apart from ambient noise from the utilization of the space, shall be permitted in the outside service area.

- The business and property owner shall maintain the outdoor service area clear of litter, food scraps, service waste, packaging, soiled dishes, grease, and gum. At the close of business daily, the permittee and property owner shall remove all trash and clean the area in and around the outdoor service area.
- ADA disabled access parking stalls may not be impacted by the outdoor service area.

Businesses that wish to continue to provide Outdoor Services pursuant to these revised COVID-19 Outdoor Service Encroachment Permit guidelines included herein must submit a new application to the Public Works Department.

Applications will be submitted to the Public Works Department and reviewed by the Public Works Department, Community Development Department, Police Department and Finance Department for compliance with the prior COVID-19 Outdoor Service Encroachment Permit issued pursuant to Executive Order 2020-07-23, if applicable, and to ensure the applicant is current with all outstanding City permit and licensing requirements. The City will review applications and compliance with any prior permits and may deny applications for those businesses that are not in good standing.

BUDGET IMPACT:

Ratification of this Executive Order will have minimal direct fiscal impact on the City's General Fund budget. As a comparison, the typical processing fee for right-of-way encroachment permits is \$106.08. The proposed Outdoor Services Permit Application would waive any application fee. Businesses that apply for the permit must have a valid Business License and all other regulatory permits.

CONCLUSION:

Staff recomends that the City Council approve Executive Order No. 2021-06-21 establishing COVID-19 Outdoor Services Permit regulations through December 31, 2021.

ATTACHMENT:

A. Executive Order 2021-06-21 with Attachment "A"

CITY OF SAN FERNANDO CITY MANAGER/DIRECTOR OF EMERGENCY SERVICES EXECUTIVE ORDER NO. 2021-06-21

(EXTENDED COVID-19 OUTDOOR SERVICE REGULATIONS)

Issue Date: June 21, 2021

1. Findings and Intent.

- A. San Fernando ("City") Municipal Code ("Municipal Code") Section 26-63(a) provides for the preparation and carrying out of plans for the protection of persons and property within the City of San Fernando in the event of an emergency; the direction of the emergency organization; and the coordination of the emergency functions of the City with all other public agencies, corporations, and affected private persons.
- B. International, national, state, and local health and governmental authorities are responding to an outbreak of a respiratory disease caused by a novel coronavirus named "SARS-CoV-2," and the disease it causes has been named "Coronavirus disease 2019" ("COVID-19").
- C. On March 4, 2020, Governor Newsom declared a state of emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and department, and help the state prepare for broader spread of COVID-19.
- D. On March 16, 2020, pursuant to the City's Municipal Code Section 2 (Definitions) of Chapter 26 (Civil Emergencies), the City Council for the City of San Fernando declared the existence of a local emergency in response to the COVID-19 pandemic.
- E. On March 19, 2020, Governor Newsom issued Executive Order No. N-33-20 requiring all individuals to stay home or at their place of residence except as needed to maintain the continuity of operations of the federal critical infrastructure sectors.
- F. On March 19, 2020, the Los Angeles County Health Officer ("County") issued a Safer at Home Order for Control of COVID-19 ("Safer at Home Order"). Among other things, the Safer at Home Order required closure of hair salons and barber shops, gyms and fitness establishments, personal care establishments, places of worship, and restaurants except for delivery, drive thru, and carry out service.

- G. On July 7, 2020, the City issued Executive Order No. 2020-07-23 establishing regulations for COVID-19 Outdoor Services Permits to allow outdoor services in certain areas, including sidewalks and private parking lots, pursuant to social distancing protocols in all zones that allow commercial uses, including C-1 (limited commercial), C-2 (commercial), SC (service commercial), PD (precise development overlay), and all SP-5 districts except the General Neighborhood District (GN).
- H. On February 4, 2021, the City issued Executive Order No. 2021-02-04 extending the rules, regulation, and procedures authorized pursuant to, among other Orders, Executive Order No. 2020-07-23 through June 30, 2021, unless earlier canceled or further extended by the City Manager/Director of Emergency Services or the City Council.
- I. Section 26-63 (Powers and duties of officers) of Chapter 26 (Civil Emergencies) of the City's Municipal Code authorizes the City Manager/Director of Emergency Services to make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency.
- J. The purpose of this Executive Order is to allow outdoor services in certain areas, including sidewalks and private parking lots, pursuant to social distancing protocols in all zones that allow commercial uses, including C-1 (limited commercial), C-2 (commercial), SC (service commercial), PD (precise development overlay), and all SP-5 districts except the General Neighborhood District (GN).
- 2. <u>Regulations</u>.
 - A. The COVID-19 Outdoor Service Regulations set forth in the attached Exhibit "A" are adopted. Businesses offering outdoor service shall comply with such regulations and all applicable laws.
 - B. The COVID-19 Outdoor Service Regulations supersede any conflicting provisions in the City's Municipal Code.
- 3. <u>Duration</u>. This Executive Order shall be effective immediately and shall remain in effect through December 31, 2021 unless rescinded by City Council or Executive Order by the City Manager/Director of Emergency Services, or superseded by order of the County Public Health Officer or other similar order.
- 4. <u>Interpretation</u>. This Executive Order is not intended to create, and shall not be interpreted as creating, any substantive or procedural rights or benefits with respect to businesses offering of outdoor services. This Executive Order may be cancelled by the City Manager/Director of Emergency Services, or by the City Council if previously confirmed by the City Council, at any time without cause.
- 5. <u>Severability</u>. If any section, subsection, sentence, clause, phrase or portion of this Executive Order is for any reason held to be invalid or unconstitutional by the decision

of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Executive Order. The City Manager/Director of Emergency Services declares that he would have issued this Executive Order and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

6. <u>Dissemination</u>. This Executive Order shall be given widespread publicity and notice in accordance with Government Code Section 8654.

ISSUED:

Date: June 21, 2021 Time:

Nick Kimball City Manager/Director of Emergency Services

Extended COVID-19 Outdoor Service Regulations

Purpose

These temporary regulations allow for a business to setup outdoor service beyond what is already permitted for in an effort to ensure proper social distancing protocols are being followed in all zones that allow commercial uses, including C-1 (limited commercial), C-2 (commercial), SC (service commercial), PD (precise development overlay), and all SP-5 districts except General Neighborhood District (GN).

Compliance with Law

Restaurants shall comply with all applicable laws, including, but not limited to:

- Americans with Disabilities Act
- California Alcoholic Beverage Control Regulations
- California Department of Public Health Regulations
- California Department of Consumer Affairs
- City of Los Angeles Building & Safety Codes
- City of Los Angeles Fire Department Codes
- Los Angeles County Health Officer Orders
- San Fernando Municipal Code

Application Submittal Requirements and Permit Duration

Effective on June 30, 2021, all COVID-19 Outdoor Service Encroachment Permits issued pursuant to Executive Order 2020-07-23, and further extended by Executive Order 2021-02-04, will expire. Any applicants that desire to provide, or continue providing, outdoor dining services pursuant to these revised COVID-19 Outdoor Service Encroachment Permit guidelines included herein must submit a new application to the Public Works Department.

Applications will be submitted to the Public Works Department and review by the Public Works Department, Community Development Department, Police Department and Finance Department for compliance with the prior COVID-19 Outdoor Service Encroachment Permit issued pursuant to Executive Order 2020-07-23, if applicable, and to ensure the applicant is current with all outstanding City permit and licensing requirements. The City may deny applications for those businesses that are not in good standing.

All COVID-19 Outdoor Service Encroachment Permits issued pursuant to this Executive Order for outdoor services shall expire on December 31, 2021, unless earlier rescinded or extended by the City Manager/Director of Emergency Services or by the City Council.

All other COVID-19 Outdoor Services must move services indoor as soon as permitted by the County of Los Angeles Department of Public Health – Health Officer Order. Any City issued property, including, but not limited to, K-rails or other City provided barricades shall be returned as soon as practical.

Permit Overview

1. LOCATION:

- A. The outdoor service area must be located adjacent to the business, unless by written agreement with another property owner, and must not be located on any of the following: unpaved areas, on-street parking spaces, public parks, and right-of-way that cannot provide the minimum requirement of 5-feet clear path of travel.
- B. An outdoor service area shall not be located or operated in a manner that jeopardizes the safety of pedestrians or vehicles. The City Traffic Engineer may impose safety measures as necessary to protect the safety of pedestrians, customers, and vehicles in and around the proposed outdoor service area. Owner or City provided barricades, such as K-rails, shall be erected along the perimeter of the outdoor service area in order to maintain safety of patrons. Subject to availability, K-rails may be temporarily provided by the City at no cost on a first-come, first-served basis.
- C. Use of any private property requires review by the Community Development Department.

2. HEALTH OFFICER PROTOCOLS:

- A. All businesses shall ensure that the most current Los Angeles County Department of Public Health - Health Officer protocols are adhered to by persons in the outdoor service area, on any adjacent public sidewalk area, or standing in line waiting for service.
- B. Businesses shall follow all safety and Health Officer protocols per the Los Angeles County Department of Public Health.

3. NOISE:

- A. The business owner must undertake appropriate measures to ensure that the level of noise associated with the outdoor service area does not disturb the right to quiet enjoyment of the neighboring properties and businesses.
- B. No sound, apart from ambient noise from the utilization of the space, shall be permitted in the outside service area.

C. Amplified music is permitted to the extent it remains in compliance with the City of San Fernando's Noise Ordinance (SFMC Sec. 34-26 through 71).

4. MAINTENANCE:

- A. The permittee and the property owner shall maintain the outdoor service area clear of litter, food scraps, service waste, packaging, soiled dishes, grease, and gum. At the close of business daily, the permittee and property owner shall remove all trash and clean the area in and around the outdoor service area.
- B. The permittee and the property owner shall store and maintain all outdoor furniture inside whenever the outdoor service area is closed.
- C. The City may temporarily revoke any permit to conduct any necessary repairs or maintenance on public facilities.

5. PARKING:

- A. Use of a private parking lot to provide service will require approval from the Community Development Department to ensure adequate parking is provided to customers. Businesses must be able to demonstrate the ability to provide a minimum of 50% of their required parking spaces per City Standards.
- B. Existing disabled (ADA) access parking stalls and path of travel shall not be impacted by outdoor service.

6. SIGNAGE:

A. This permit does not confer any new rights for signage.

7. ALCOHOL CONSUMPTION:

A. Alcoholic beverage consumption in the outdoor service area requires COVID-19 Temporary Catering Authorization approval from the California Department of Alcoholic Beverage Control (ABC).

8. RETAIL:

A. Retail uses are currently allowed indoor operations and do not qualify for this permit.

9. NON-TRANSFERABLE:

A. This permit is non-transferable.

Submittal Requirements

A complete application package includes the following:

- 1. Completed Application submitted to the Public Works Department. NOTE: The permit fee is waived as part of the City's COVID-19 Relief Programs;
- 2. Site Plan.
- 3. Certificate of General Liability Insurance; Must include the City of San Fernando as Additional Insured.

June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers	
From:	Nick Kimball, City Manager By: Matthew Baumgardner, Director of Public Works Patsy Orozco, Civil Engineering Assistant II	
Date:	June 21, 2021	
Subject:	A Public Hearing to Consider Adoption of a Resolution Approving the 2020 Urban Water Management Plan	

RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, adopt Resolution No. 8074 (Attachment "A") adopting all components of the 2020 Urban Water Management Plan.

BACKGROUND:

- The Urban Water Management Act (AB 797) was enacted in 1983, and it requires all California urban water retailers supplying more than 3,000 acre-feet per year, or providing water to more than 3,000 customers, to develop an Urban Water Management Plan (UWMP). The purpose of the Act is to ensure water agencies conduct long-term resource planning to provide adequate water supplies meeting existing and future water demands. Plans must be updated every five years and filed with the California Department of Water Resources (DWR).
- The Act originally placed major emphasis on water conservation practices. In November 2009, the California Legislature adopted SB X7-7 that requires agencies to reduce their water consumption by 20% by 2020. Staff has prepared a revised and updated 2020 Urban Water Management Plan according to the latest revisions and requirements.
- 3. A public hearing is the final step in the review process for the UWMP. The notice has been published for a public hearing (Attachment "B"), and the Plan has been made available for review by the public and the City Council.

ANALYSIS:

The Urban Water Management Plan (UWMP) is prepared every five years in accordance with requirements set forth by the California Department of Water Resources (DWR). A UWMP is required of all water systems that supply 3,000 acre-feet of water annually or serve more than 3,000 customers. The plan focuses on evaluating water demand, supply, and conservation activities of the water system.

The City of San Fernando continues to have a strong water supply for current customers with an actual water usage of 2,862 acre-feet in the year 2020 and projected water usage of 3,114 acre-feet in the year 2045. The projected supplies come from both ground water sources and The Metropolitan Water District of Southern California (MWD) water purchases. The City has not purchased water from MWD since 2014. It is projected that the Sylmar groundwater basin will provide the City with a firm yield of 3,570 acre-feet per year. An annual Tier 1 supply from MWD will provide up to 629 acre-feet per year, for a total supply of 4,199 acre-feet per year. MWD's updated 2020 UWMP finds that they are able to continue to meet full service demands of its member agencies through 2045 even with factoring in multiple dry years. This coupled with the stability of the Sylmar Basin suggests that reliability of the City's water supply will remain strong through 2045. That being stated, the City will continue to focus on water conservation, proactive capital improvements to the water system, and bringing all four of its groundwater extraction wells online with effective treatment systems.

Water Conservation.

Water conservation efforts began in 1977 through adoption of Ordinance No. 1108 (San Fernando City Code 94-296 to 94-303), which prohibits water wastage and provides penalties for violations. The City's success in water conservation is mainly attributable to voluntary water use reduction. Public education and community awareness has been increased through the City's public information and education campaign. The overall goal was to meet the State's hydrologic region target of 134 gallons per capita per day (GPCD). This is established as the compliance target and, in 2020, the City had a per capita water use of 101 GPCD, or 75 percent of the target.

Capital Improvement Program (CIP).

The CIP for the City's water system will focus on evaluating and upgrading aging infrastructure and equipment, including the replacement of a water reservoir, water mains, undersized electrical panels, and booster pumps. In addition to these improvements, the CIP looks to modernize the system through fully implementing a GIS (geographical information system) upgrade that will enable staff to efficiently track the condition of the water distribution system and monitor the maintenance effort. This is also a vital tool in planning future capital projects, as it provides critical data on infrastructure condition and allows staff to plan for upgrades to targeted sections of the distribution system. These improvements will provide long-term reliability of the overall water system.

Water Treatment System.

The City currently extracts groundwater from three of its four wells. With the planned implementation of the Well 3 nitrate treatment system, all four wells will be operational. Plans are in place to develop a nitrate treatment system for the largest yielding well (Well 2A) to provide resiliency to the entire water supply.

BUDGET IMPACT:

The completion of the 2020 UWMP was funded through previous appropriations from the Water Fund. The adoption of the plan will not require any additional budget appropriations. CIP improvements, including the nitrate treatment system, for Fiscal Year 2021-2022 and future years are funded through annual budget appropriations from the Water Fund and other grant sources.

CONCLUSION:

The proposed 2020 UWMP describes and evaluates reasonable and practical efficient water uses, reclamation, and conservation activities. The plan has been prepared in accordance with the Urban Water Management Act (AB 797) and California Water Code, Division 6, Part 2.6.

If approved, staff will forward three copies of the plan to the Department of Water Resources within 30 days for filing.

ATTACHMENTS:

- A. Resolution No. 8074
- B. Public Hearing Notice

RESOLUTION NO. 8074

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ADOPTING ALL COMPONENTS OF THE 2020 URBAN WATER MANAGEMENT PLAN

WHEREAS, the California State Legislature enacted Assembly Bill 797 - Urban Water Management Planning Act, requiring preparation of water management plans by urban water purveyors serving a specified number of customers; and

WHEREAS, the City of San Fernando falls under the requirements of AB 797 and must prepare and adopt an updated urban water management plan every five years for its service area; and

WHEREAS, this plan (Exhibit "A") was prepared in compliance with California Water Code, Division 6, Part 2.6 describing and evaluating reasonable and practical efficient water uses, reclamation, and conservation activities; and

WHEREAS, the people served by the City of San Fernando Water Department benefit from the implementation of effective water conservation programs that help to manage available water supplies;

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

SECTION 1. The San Fernando City Council adopts the City of San Fernando 2020 Urban Water Management Plan for the City of San Fernando (Exhibit "A").

SECTION 2. The City of San Fernando City Council declares its intent to support water conservation activities within the City boundaries.

SECTION 3. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the Office of the City Clerk.

ADOPTED AND APPROVED this 21st day of June, 2021.

Sylvia Ballin, Mayor of the City of San Fernando, California

ATTEST:

Julia Fritz, City Clerk

CERTIFICATION

I, Julia Fritz, City Clerk of the City of San Fernando, do hereby certify that the foregoing Resolution No. 8074 was duly adopted by the City Council and signed by the Mayor of said City at a meeting held on the 21st day of June, 2021; and the same was passed by the following vote, to wit:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have here unto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of June, 2021

Julia Fritz, City Clerk

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2020 URBAN WATER MANAGEMENT PLAN city of san fernando









URBAN WATER MANAGEMENT PLAN



City of San Fernando

117 MACNEIL STREET SAN FERNANDO, CALIFORNIA 91340 PHONE: (818) 898-1293, FAX: (818) 898-3221

JUNE 2021 PUBLIC DRAFT

Prepared by:



CONSULTING ENGINEERS 1130 W. Huntington Drive Unit 12 Arcadia, CA 91007 (626) 821-3456

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• •	
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ACRONYMS

Act	Urban Water Management Planning Act
AF	acre-feet
AFY	acre-feet per year
Basin	Sylmar Groundwater Basin
BMP	Best Management Practice
cfs	cubic feet per second
CII	Commercial Industrial Institutional
CIMIS	California Irrigation Management Information System
City	City of San Fernando
CRA	Colorado River Aqueduct
CUWCC	California Urban Water Conservation Council
DBPs	Disinfection Byproducts
DDW	State Water Resources Control Board Division of Drinking Water
DMM	Demand Management Measure
DOF	California Department of Finance
DWR	Department of Water Resources
eARDWP	electronic Annual Report to the Drinking Water Program
EPA	United States Environmental Protection Agency
ETo	Evapotranspiration
GPCD	Gallons per capita per day
gpd	gallons per day
gpm	gallons per minute
hcf	hundred cubic feet
HECW	High Efficiency Clothes Washer
HR	Hydraulic Region
IRP	Integrated Resources Plan
LADWP	City of Los Angeles Department of Water and Power
MAF	Million Acre-Feet
MCL	Maximum Contaminant Level
MGD	Million Gallons per Day
mg/L	milligrams per liter
µg/L	micrograms per liter
MARS	Member Agency Response System
MOU	Memorandum of Understanding
MSL	Mean Sea Level
MWD	Metropolitan Water District of Southern California
NDMA	N-nitrosodimethylamine

NOAA	National Oceanic and Atmospheric Administration
PCE	Perchloroethylene
PHET	Premium High-Efficiency Toilet
PPCPs	Pharmaceuticals and Personal Care Products
SBx7-7	Senate Bill x7-7: The Water Conservation Act of 2009
SMSS	Soil Moisture Sensor System
SWP	State Water Project
TCE	Trichloroethylene
TDS	Total Dissolved Solid
ULARA	Upper Los Angeles River Area
UWMP	Urban Water Management Plan
VOCs	Volatile Organic Compounds
WARN	Water Agencies Response Network
WBIC	Weather-Based Irrigation Controller
WSAP	Water Supply Allocation Plan
WSCP	Water Shortage Contingency Plan
WSDM	Water Surplus and Drought Management Plan

EXECUTIVE SUMMARY & LAY DESCRIPTION

INTRODUCTION

This report serves as the 2020 update of the City of San Fernando's (City) Urban Water Management Plan (UWMP). This UWMP has been prepared consistent with the requirements under Water Code Sections 10610 through 10656 of the Urban Water Management Planning Act (Act). The Act requires that "every urban water supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually, to prepare and adopt, in accordance with prescribed requirements, an urban water management plan." These plans must be filed with the California Department of Water Resources (DWR) every five years describing and evaluating reasonable and practical efficient water uses, reclamation, and conservation activities. 2020 UWMP updates are to be adopted by July 1, 2021.

The Act has been amended on several occasions since its initial passage in 1983. New requirements of the Act due to SBx7-7 state that per capita water use within an urban water supplier's service area must decrease by 20 percent by the year 2020 in order to receive grants or loans administered by DWR or other state agencies. The legislation sets an overall goal of reducing per capita urban water use by 20 percent by December 31, 2020. Each urban retail water supplier developed water use targets by July 1, 2016. Effective 2021, urban retail water suppliers who do not meet the 2020 water conservation requirements established by this bill are not eligible for state water grants or loans.

Section 1.4 offers a summary of each section of this 2020 UWMP.

SERVICE AREA AND FACILITIES

The City provides water to a population of approximately 25,207 throughout its service area. The City primarily receives its water from the Sylmar Groundwater Basin. The City can also acquire imported water from Metropolitan Water District of Southern California (MWD), but has not done so in years. The City provides potable drinking water to its customers via three active groundwater wells (four wells total). The City distributes water to approximately 5,238 service customers through a 66.5-mile network of distribution mains ranging from 4 to 20 inches in size. The water system consists of two pressure zones that provide modified pressure to customers.

WATER DEMAND

The total water demand for the 25,207 people served by the City is over 2,800 acre-feet of potable water for the 2020 calendar year.

The City has selected to comply with **Method 3**. Under Compliance Option 3, the City chose to achieve 95 percent of the State's hydrologic region target of 134 gallons per capita per day (GPCD) by 2020. In addition, since the City's 20 percent reduction target (112 GPCD) far exceeds the minimum reduction requirement of 134 GPCD, it is feasible for the City to select 134 GPCD as its 2020 water use target. Therefore, the City's compliance target for 2020 per capita water consumption is 134 GPCD. A description of the compliance options is discussed in **Section 4.4**.

In 2020, the City has a per capita water use of **101 GPCD**. As a result, **the City achieved its 2020 final water use target**.

WATER SOURCES AND SUPPLIES

On average, 100 percent of the City's source water is local ground water supply in the Basin. All of the City's ground water wells are located along the Sylmar Groundwater Basin. The City continues to use MWD's connections for emergency use only.

FUTURE WATER SUPPLY PROJECTS

The City continually reviews practices that will provide its customers with adequate and reliable supplies. The City projects water demands within its service area to remain relatively constant over the next 25 years due to minimal growth combined with water use efficiency measures. At the moment, the City has plans to reactivate Well 3 to increase groundwater production capabilities. Currently, the well is inactivated due to high levels of nitrates and has future plans of installing an ion-exchange system with the well.

WATER SERVICE RELIABILITY

It is required that every urban water supplier assess the reliability to provide water service to its customers under normal, dry, and multiple dry water years. MWD's 2015 Integrated Water Resources Plan update describes the core water resource strategy, which will be used to meet full-service demands at the retail level under all foreseeable hydrologic conditions from 2025 through 2045. Furthermore, MWD's 2020 UWMP finds that MWD is able to meet full service demands of its member agencies with existing supplies from 2025 through 2045 during normal years, single dry year, and multiple dry years. As for groundwater supplies, the Basin remained stable and production rights remained the same throughout the recent drought. As a result, groundwater supplies continue to be a reliable source into the future. The City is therefore capable of meeting the water demands of its customers in normal, single dry, and multiple dry years between 2025 and 2045, as illustrated in **Table 6.4** to **Table 6.10** in **Section 6**.

CHALLENGES AHEAD & STRATEGIES FOR MANAGING RELIABILITY RISKS

The City faces challenges in the near future regarding water supply including:

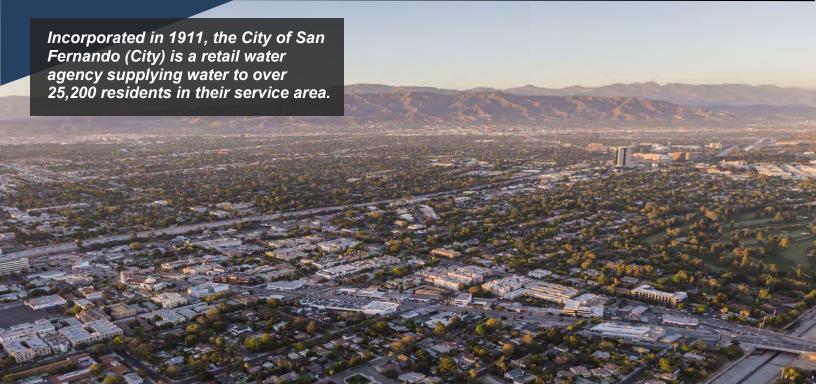
• Over the last decade, drastic changes in annual hydrologic conditions have negatively affected water supplies available from the State Water Project (SWP) and the Colorado River Aqueduct (CRA).

• The declining ecosystem of the Bay-Delta has resulted in a reduction in water supply deliveries to MWD.

The City's strategies for managing these reliability risks include:

- Continuing a progressive and effective water conservation program.
- Supplementing water supplies through water transfers and exchanges.
- Replacing deteriorating water infrastructure through a proactive capital improvement program, which will reduce water main leaks and conserve water.
- Implementing shortage response actions under the Water Shortage Contingency Plan (WSCP) to conserve limited supplies.
- Reactivating ground water wells impacted by water quality contaminants with the addition of treatment systems.

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SECTION 1: INTRODUCTION CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 1 INTRODUCTION

1.1 PURPOSE AND SUMMARY

This is the 2020 Urban Water Management Plan (UWMP) for the City of San Fernando (City). This plan has been prepared in compliance with the Urban Water Management Planning Act (Act), per Division 6 of the California Water Code, Sections 10610 to 10657 (**Appendix A**), which has been most recently amended by SB 606 in 2018.

As part of the Act, the legislature declared that waters of the state are a limited and renewable resource subject to ever increasing demands; that the conservation and efficient use of urban water supplies are of statewide concern; that successful implementation of plans is best accomplished at the local level; that conservation and efficient use of water shall be actively pursued to protect both the people of the state and their water resources; that conservation and efficient use of urban water supplies shall be a guiding criterion in public decisions; and that urban water suppliers shall be required to develop water management plans to achieve conservation and efficient use.

The Act requires "every urban water supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre-feet (AF) of water annually, to prepare and adopt, in accordance with prescribed requirements, an urban water management plan." These plans must be filed with the California Department of Water Resources (DWR) every five years describing and evaluating reasonable and practical efficient water uses, reclamation, and conservation activities (*See generally* Wat. Code § 10631).

The Act has been amended on several occasions since its initial passage in 1983. New requirements of the Act due to Water Conservation Act of 2009 (SBx7-7) state that per capita water use within an urban water supplier's service area must decrease by 20 percent by the year 2020 in order to receive grants or loans administered by DWR or other state agencies. The legislation sets an overall goal of reducing per capita urban water use by 20 percent by December 31, 2020. The state was required to make incremental progress towards this goal by reducing per capita water use by at least 10 percent by December 31, 2015. Effective 2021, urban retail water suppliers who do not meet the water conservation requirements established by this bill are not eligible for state water grants or loans.

1.2 COORDINATION

In preparing this 2020 Plan, the City has encouraged broad community participation as indicated by **Table 1.1**. Copies of the City's draft plan were made available for public review at City Hall and the local public libraries in the City. The City noticed a public hearing to review and accept comments on the draft plan with more than two weeks in advance of the hearing. The notice of the public hearing was published in the local press and mailed to the City Clerk. On June 21, 2021, the City held a noticed public hearing to review and accept comments on the draft plan. Notice of the public hearing was published in the local press. Following the consideration of public comments received at the public hearing, the City adopted the 2020 Plan on June 21, 2021. A copy of the City Council resolution approving the 2020 Plan is included in **Appendix D**.

As required by the Act, the 2020 Plan is being provided by the City to DWR, the California State Library, and the public within 30 days of the City's adoption. The 2020 UWMP will be available to the public during normal business hours within 30 days of submitting the 2020 UWMP to DWR.

Agency	Participated in Plan Preparation	Notice of Preparation/ Contacted for Assistance	Commented on Draft	Notified of Public Hearing	Attended Public Hearing
City Water Dept. Staff	✓	\checkmark	\checkmark	\checkmark	\checkmark
City Public Works Dept. Staff		\checkmark	\checkmark	\checkmark	\checkmark
City Manager's Office				\checkmark	\checkmark
City Council				\checkmark	\checkmark
Metropolitan Water District (MWD)		\checkmark		\checkmark	
LA County Dept. of Public Works		\checkmark		\checkmark	
LADWP		\checkmark		\checkmark	
ULARA Water Master				\checkmark	
City of LA Bureau of Sanitation				\checkmark	
Interested General Public				\checkmark	

 Table 1.1: Coordination and Public Involvement

1.3 UPDATES TO THE UWMP ACT

Since the 2015 UWMPs, there are no significant changes affecting the 2020 UWMPs on the level of SBx7-7; however, there are numerous minor to major updates to the UWMP Act affecting the 2020 UWMPs as follows:

- Water Loss: Quantify distribution system water loss for each of the five years preceding the plan update (CWC § 10631 (d) (3) (A), SB 1414, 2019)
- **Drought Risk Assessment:** Assess water supply reliability over a 5-year period examining water supplies, water uses, and the reasonable predicted water supply reliability for five consecutive dry years (CWC § 10635 (b), SB 606, 2018)

- **Reporting of Energy Intensity:** Provide information that the water supplier can readily obtain on the energy used to process water (CWC § 10631.2 (a), SB 606, 2018)
- Lay Description: Include a lay description of the fundamental determinations of the UWMP, especially regarding water service reliability, challenges ahead, and strategies for managing reliability risks (CWC § 10630.5, SB 606, 2018)
- Climate Change Impacts and Considerations: Provide details on the impacts of climate change and consider them into projections (CWC § 10630, SB 606, 2018)
- Water Shortage Contingency Plan (WSCP): The water shortage contingency analysis required in previous UWMPs by former law has been replaced by a WSCP mandate with new elements, which include new six standard water shortage levels (CWC § 10632, SB 606, 2018, AB 1414, 2019)
- Seismic Risk Assessment and Mitigation Plan: As part of the WSCP, water suppliers are required to assess seismic risks to their water system facilities and measures to mitigate those risks (CWC § 10632.5, SB 664, 2015)

Of the above, the inclusion of the WSCP (including the seismic risk assessment and mitigation plan as part of the WSCP) as a separate document with revised elements is the most significant update affecting the 2020 UWMPs. AB 1414, SB 606, and SB 664, which amended the WSCP, mark a continued focus on water shortage preparedness and pre-planned strategies for mitigating catastrophic service disruptions.

1.4 FORMAT OF THE PLAN

The sections and information contained in this 2020 UWMP correspond to the items in the Act and other amendments to the Water Code, as follows:

Section 1 - Introduction	This section describes the Act, the City's planning and coordination process, the history of the City's water supply system, and a description of its water service area. This section also describes the local climate, population served, and the water system.
Section 2 – Water Sources & Supplies	This section describes the City's water supplies, including imported water from the State Water Project (SWP), and how the City handles those water supplies. This section also discusses potential water supplies and energy intensity.
Section 3 – Water Quality	This section discusses the quality of the City's water sources, including a discussion on the treatment and testing of water. This section also discusses water quality effects on management strategies and supply reliability.
Section 4 – Water Demands	This section describes past, current, and projected future water demands within the City's service area. This chapter also discusses the requirements of the SBx7-7.

Section 5 – Climate Change	This section discusses climate change, its overall impacts on society, and its impact on the City's water supplies. This section also discusses potential future impacts, current efforts to combat climate change, and climate change considerations for water supply and demand projections.
Section 6 – Reliability Planning	This section discusses the need for reliability planning due to historic and recent droughts. This section also presents an assessment of the reliability of the City's water supplies by comparing projected future water demands within City of San Fernando's service area with expected water supplies under three different hydrologic conditions: a normal year; a single dry year; and multiple dry years.
Section 7 – Demand Management	This section addresses the City's compliance with the current Best Management Practices (BMPs), otherwise known as Demand Management Measures (DMMs).
Section 8 – Water Shortage Contingency Plan	This section describes the City's efforts that will be utilized in the event of a water supply interruption, such as a drought. City of San Fernando's Board adopted an ordinance in 2014 (City Ordinance No. 1638) which encourages conservation and recommends minimum restrictions be placed on water use. In addition, Metropolitan Water District of Southern California's (MWD) Water Surplus and Drought Management Plan (WSDM) is also described. This section will also include a description of the seismic risk that may impact the City's supply and member agencies.
Section 9 – Recycled Water	This section describes past, current and projected recycled water use, along with a description of wastewater collection and treatment facilities.
Appendices	The appendices contain references, supplemental information, and specific documents relating to the City, used to prepare this 2015 UWMP.

1.5 UPDATES TO THE 2020 PLAN

In addition to updated information for the years 2015 - 2020, the City's UWMP has undergone several changes since the 2015 UWMP. The most significant change is the inclusion of the climate change section (Section 4). A summary of the changes to the 2015 UWMP is provided below:

- Revised UWMP layout (double column to single)
- New Section: Climate Change (Section 5)
- Updated Section 8 Water Shortage Contingency Plan
- Added new topics not previously discussed in the 2015 UWMP (Energy Intensity, Seismic Risk, etc.)
- Updated data, facts, and figures previously included in the 2015 UWMP
- Added new data, facts, and figures not previously included in the 2015 UWMP

In addition to the above changes, there are multiple minor changes. The changes reflect both those that are required by the Water Code and those that the City elected to include or modify.

1.6 WATER SYSTEM HISTORY

In the early 1900s, much of the western Los Angeles area was unincorporated, which prompted the City of Los Angeles to offer a reliable imported water supply (via the Los Angeles Aqueduct) as an incentive for annexation to the City of Los Angeles. For many areas, this was a welcomed opportunity for many communities. In 1911 however, the City of San Fernando was incorporated and remained autonomous by relying on groundwater to meet its water needs.



Figure 1.1: San Fernando Valley

Due to the continued development of Southern California, several water agencies came together to form the Metropolitan Water District of Southern California (MWD) in 1928. MWD was originally created to build the Colorado River Aqueduct to supplement the water supplies of the original founding members. In 1972, MWD augmented its supply sources to include deliveries from the State Water Project via the California Aqueduct. Today, the MWD serves more than 145 cities and 94 unincorporated communities through its 26 member agencies.



Figure 1.2: Metropolitan Water District (MWD)

As a result of the City's urban growth, the City of San Fernando realized the benefits of reliable imported supplies and became a member agency of MWD in 1971 (due to an earthquake that destroyed the City's wells). Today, the City of San Fernando is one of 14 retail water agencies served by MWD and receives imported water to supplement its groundwater supplies on an as-needed basis only.

Typically, the City has been able to meet 100 percent of its demand from its groundwater wells. Occasionally, the City experiences high water demand which causes the City to purchase imported water. For this reason, the City has been working on equipping two of the City wells (Well 7A and Well 3) with an ion-exchange nitrate treatment system in order to decrease the need for imported water while increasing groundwater utilization. At the end of 2018, Well No. 7A's treatment system completed construction and was reactivated, providing additional pumping capabilities of 1,000 gallons per minute (gpm). Well No. 3's treatment system is planned for the near future and also has a capacity of 1,000 gpm.

1.7 WATER SERVICE AREA

The City is located in the San Fernando Valley northwest of downtown Los Angeles and is bounded on all sides by the City of Los Angeles. The City's total area is 1,550 acres or 2.42 square

miles and overlies both the San Fernando and Sylmar groundwater basins. The water service area comprises the entire City limits and serves all of the City's residents. The City is primarily a residential community but also has a mixture of commercial, industrial, and landscape water users.

1.8 CLIMATE

San Fernando has a Mediterranean climate with moderate, dry summers with an average temperature of about 73°F and cool, wet winters with an average temperature of 55°F. The average annual rainfall for the region is below 10 inches. Evapotranspiration in the region averages (ETo) approximately 58.6 inches annually. Table 1.2 lists the average ETo, temperatures, precipitation from 2012 to 2020 for the City.

Monthly average ETo, precipitation, and temperature data was obtained from Arleta Station (#216) from the California Irrigation Management Information System (CIMIS).

1.9 POPULATION

According to the most recent population figures from the California Department of Finance (DOF), the current 2020 resident population of the City is approximately 25,207 persons. Since the City's service area accounts for all of the City's total residents, the total current resident population served by the City's water system is approximately 25,207 persons. Population growth over the past 5 years, was approximately 0.3 percent. Population projections in accordance with this growth rate over the next 25 years are shown in **Table 1.3**.

Annual

58.57

Table 1 3. Current &	Projected Service	Area Population	Projections	(DWR Table 3-1 Retail)
Table 1.5. Current o	c I I Ujetteu Sel vite .	Alea I opulation	1 rojections	(DWK Table 3-1 Ketall)

Population	2020	2025	2030	2035	2040	2045
Served	25,207	25,637	26,075	26,521	26,974	27,434

Since the City is a not a major commercial center for the region, daytime populations estimates are not significantly higher than the City's resident population; however, the City does experience some increases in daytime population that affect overall water consumption.

			indi detter istres		
Month	Avg. ETo	Precip.	Temperatures (°F)		
WOITT	(in.)	(in.)	Min	Max	
Jan.	2.53	2.54	45.28	69.29	
Feb.	3.01	2.16	45.11	69.15	
Mar.	4.40	1.51	47.54	72.58	
Apr.	5.52	0.41	49.28	75.94	
May	5.77	0.38	52.26	75.59	
Jun.	6.85	0.13	56.65	82.50	
Jul.	7.47	0.17	61.05	88.60	
Aug.	7.33	0.11	61.14	90.23	
Sep.	5.81	0.11	60.43	88.96	
Oct.	4.53	0.30	55.33	82.98	
Nov.	2.98	0.56	49.23	75.34	
Dec.	2.37	1.60	44.44	67.03	

9.97

52.31

78.18

Table 1.2: Historical Climate Characteristics

1.10 WATER SYSTEM

1.10.1 Imported Water

The City's imported water supply is delivered through its 48-inch connection to MWD. Imported water is conveyed from Northern California via the State Water Project and treated by MWD at its Joseph Jensen Treatment Plant. The City's imported water supply does not consist of water received from the Colorado River.



Figure 1.3: MWD's Jensen Treatment Plant

1.10.2 Groundwater

Currently, the City produces groundwater from three active wells (Wells 2A, 4A, and 7A). The wells extract groundwater from the Sylmar Groundwater Basin and range in capacity from 450 gpm to 2,100 gpm. Well 7A was recently reactivated with a newly equipped ion-exchange system to treat the high nitrate levels. Well 3 continues to be inactive with future plans for installing an ion-exchange system.



Figure 1.4: Well No. 2A

1.10.3 Distribution System

The City distributes water to approximately 5,238 service customers through a 66.5-mile network of distribution mains ranging from 4 to 20 inches in size. The water system consists of two pressure zones that provide modified pressure to customers. The water service area and zoning map are shown in **Figures 1.5** and **1.6** on the following pages.



Figure 1.5: City of San Fernando Water Service Area

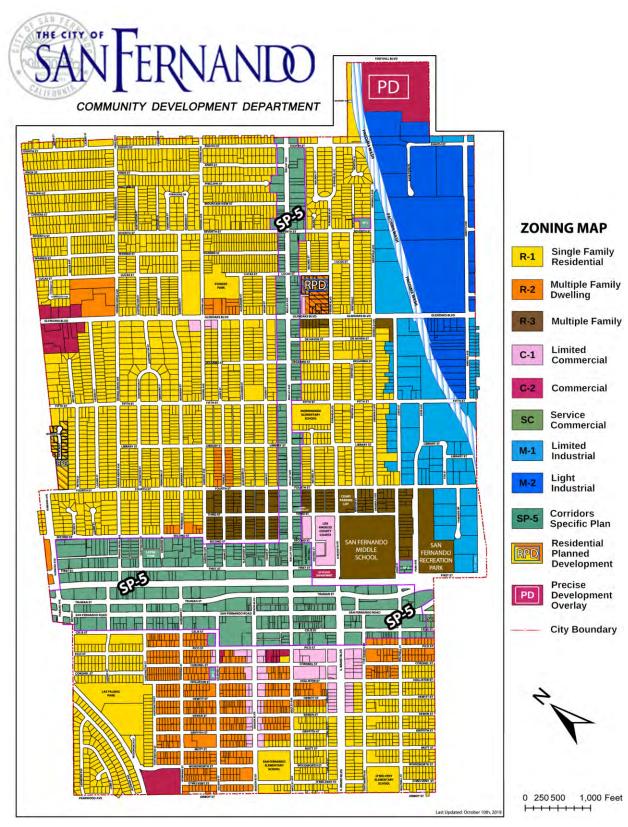


Figure 1.6: City of San Fernando Zoning Map

Water Storage

For storage needs, the City of San Fernando maintains 4 storage reservoirs with a combined storage capacity of 8.9 MG. The City's reservoirs, which are designated as 2A, 3A, 4, and 5, are located adjacent to the City limits.

Table 1.4 lists the City's reservoirs and theircapacities:



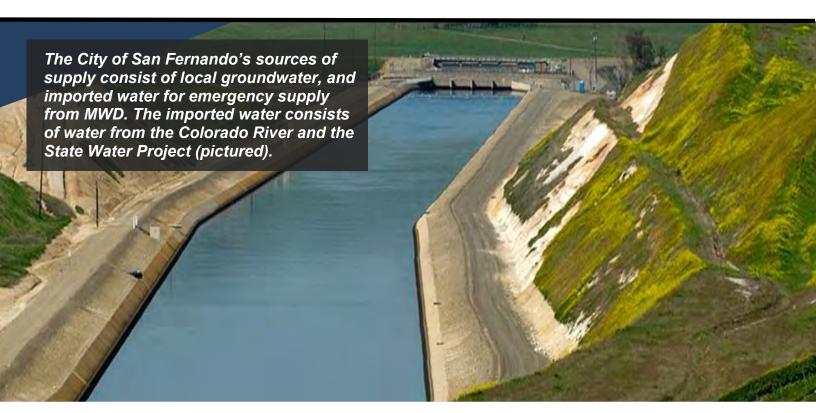
Figure 1.7: Upper Reservoirs 3A and 4

Reservoir Description		Capacity (MG)
2A	Concrete/ Partially Underground	3
3A	Concrete/ Partially Underground	2.5
4	Concrete/ Partially Underground	1
5	Concrete/ Partially Underground	2.4
	Total Capacity:	8.9

Table 1.4: City of San Fernando Reservoirs

Emergency Interconnection

In addition to its imported water and groundwater, the City's water supply system also includes a 6-inch emergency connection with the City of Los Angeles Department of Water and Power (LADWP) distribution system. During emergencies, this connection enables the City to provide a minimum amount of water to its citizens.



SECTION 2: WATER SOURCES & SUPPLY

CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 2 WATER SOURCES & SUPPLIES

2.1 INTRODUCTION

The City's water supply sources consist of imported water from MWD, and groundwater produced from the Sylmar Groundwater Basin.

2.2 WATER SUPPLY SOURCES

2.2.1 Imported Water

The City has access to imported water from the Colorado River and the Sacramento-San Joaquin River Delta in Northern California. These two water systems provide Southern California with over 2 million acre-feet (MAF) of water annually for urban uses.



Colorado River

The Colorado River supplies California with 4.4 MAF annually for agricultural and urban uses with

Figure 2.1: Parker Dam at Colorado River

approximately 3.85 MAF used for agriculture in Imperial and Riverside Counties. The remaining unused portion (600,000 - 800,000 acre-feet (AF)) is used for urban purposes in MWD's service area.

Bay-Delta

In addition to the Colorado River, the Sacramento-San Joaquin River Delta provides a significant amount of supply annually to Southern California. The Delta is located at the confluence of the Sacramento and San Joaquin Rivers east of the San Francisco Bay and is the West Coast's largest estuary. The Delta supplies Southern California with over 1 MAF of water annually.

The use of water from the Colorado River and the Sacramento-San Joaquin Delta continues to be a critical issue. In particular, Colorado River water Figure 2.2: Sacramento-San Joaquin Delta allotments have been debated among the seven



basin states and various regional water agencies at both the federal and state levels. The use of Delta water has been debated as competing uses for water supply and ecological habitat have jeopardized the Delta's ability to meet either need and have threatened the estuary's ecosystem.

In order to provide Southern California imported water, two separate aqueduct systems (one for each source of supply) are utilized to obtain its supplies. These two aqueduct systems convey



Figure 2.3: Colorado River Aqueduct

water from each source into separate reservoirs whereupon the water is pumped to one of several treatment facilities before entering MWD's distribution system. One of these aqueduct systems is known as the Colorado River Aqueduct (CRA). The CRA was constructed as a first order of business shortly after MWD's incorporation in 1928. The CRA is 242 miles long and carries water from the Colorado River to Lake Matthews and is managed by MWD.

In addition to the CRA, MWD receives water from northern California via the California Aqueduct. Also known as the State Water Project (SWP), the California Aqueduct is 444 miles long and carries water from the Delta to Southern California and is operated by DWR.

The previously mentioned aqueducts supply Southern California with a significant amount of its water and are crucial to its sustainability. In addition to these two water systems, there are also several other aqueducts that are vital to the State. The major aqueducts in California are shown in **Figure 2.5**.



Figure 2.4: California Aqueduct

Imported Water Purchases

As a wholesale agency, MWD distributes imported water to 26 member agencies throughout Southern California as shown in **Figure 2.6**. The City is one of 14 retail agencies served by MWD. The City has one 48-inch imported connection to MWD with a capacity of approximately 4,400 gpm (about 7,100 AFY). **Table 2.1** presents the City's imported water purchased from 2015 to 2020.

As can be noted from **Table 2.1**, the City imports water on an as-needed basis only. The City currently has a Tier 1 limit of 629 AFY with MWD.

(i urchases irom wive)					
Year	Purchases (AF)				
2015	0				
2016	0				
2017	0				
2018	0				
2019	0				
2020	0				
Average:	0				

Table 2.1: Imported Water Supply 2015 – 2020 (Purchases from MWD)

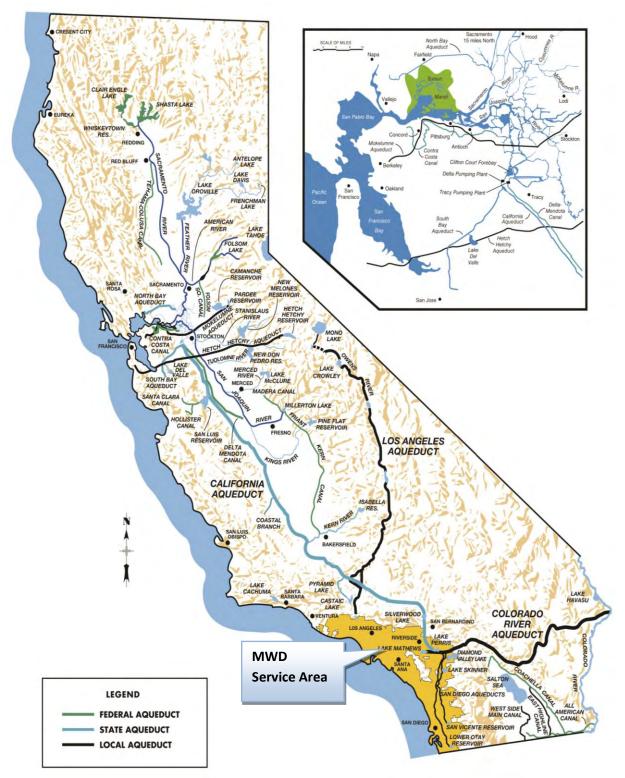


Figure 2.5: Aqueduct Systems in California



Figure 2.6: MWD Service Area Map

2.2.2 Groundwater

The City obtains its groundwater supply from the Sylmar Groundwater Basin (Basin). The Basin is located in the San Fernando Valley and underlies the City of San Fernando and unincorporated communities of the City of Los Angeles (see **Figures 2.7** and **2.8**). The Basin is in the northerly part of the Upper Los Angeles River Area (ULARA) basins (as shown in **Figure 2.7**), and consists of 5,600 acres and comprises 4.6 percent of the total valley fill. The Sylmar Basin is separated from the San Fernando Basin by the Sylmar Fault zone. The Basin is bounded to the north and northeast by the San Gabriel Mountains, and to the north and northwest by the Santa Susana Mountains.

Water-bearing deposits of the Sylmar Basin include unconsolidated and semi-consolidated marine and alluvial sediments deposited over time. The water-bearing sediments consist of the lower Pleistocene Saugus Formation, Pleistocene and Holocene age alluvium (CSWRB 1962). The ground-water in this basin is mainly unconfined with some confinement within the Saugus Formation in the western part of the basin and in the Sylmar and Eagle Rock areas (CSWRB 1962). The average specific yield for deposits within the basin varies from about 14 to 22 percent (DPW 1934). Well yield averages about 1,220 gpm with a maximum of about 3,240 gpm.

Groundwater in the Basin is replenished naturally by percolation from precipitation, receiving an average annual precipitation of about 23.13 inches, and by stream flow and subsurface inflows from the Santa Susana and San Gabriel Mountains. Since the Basin is mostly urbanized and soil surfaces have been paved to construct roads, homes, buildings, and flood channels, natural replenishment to the basin's water-bearing formations is limited to only a small portion of basin soils. Since the Basin does not receive any artificial recharge through injection wells or spreading basins, groundwater production is limited by low safe-yield limits.

Groundwater levels in the Sylmar Basin are typically at or above mean sea level (MSL), with water levels of about 1,000 feet underneath the City of San Fernando. A few portions of the Basin, however, contain deeper aquifers with groundwater as deep as 6,000 feet below surface levels.

Groundwater flow in the Sylmar Basin is generally from the Santa Susana and San Gabriel Mountains in the north towards the south/southeast into the San Fernando Basin in the south as water levels are substantially higher in the Sylmar Basin; however, there are no stipulations regarding these outflows into the San Fernando Basin.

The total storage in the Sylmar Basin is estimated to be about 310,000 AF. The natural safe yield is currently estimated to be about 7,140 AFY according to a July 2012 assessment. This is a temporary safe yield that will be in place for at least five years. In the 1984 Sylmar Basin Judgment, the Cities of Los Angeles and San Fernando were granted an equal share to the safe yield of the Sylmar Basin, which stood at 6,210 AFY at the time the judgment was issued. Since then, the safe yield limit was increased three times and currently stands at 7,140 AFY (3,570 AFY per City). Additionally, the City and the City of Los Angeles each have the right to receive stored water credit in the Sylmar Basin.

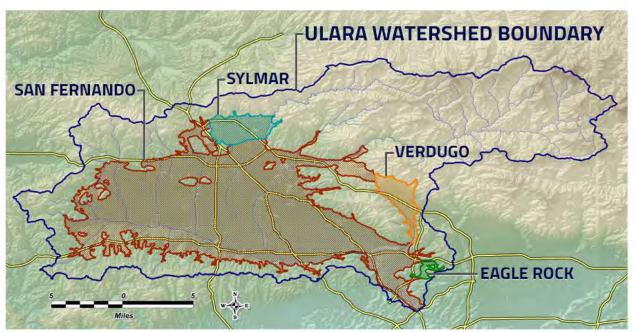


Figure 2.7: ULARA Groundwater Basins

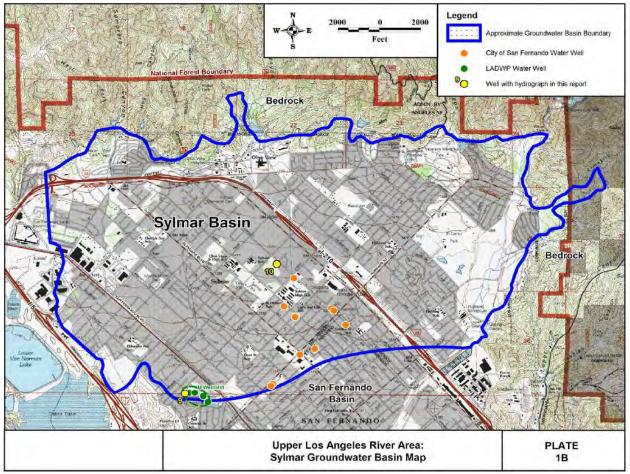


Figure 2.8: Sylmar Groundwater Basin

The Sylmar Basin is an adjudicated basin and the management of water resources and operations in the Basin is provided by the ULARA Watermaster. A copy of the judgment is attached in **Appendix I**. The California State Water Resources Control Board's Division of Drinking Water (DDW) helps monitor groundwater quality and contaminant levels. The key characteristics of the Sylmar Basin are listed below in **Table 2.2**.

ltem	Capacity
Depth to Groundwater	50-6,000 ft.
Thickness of Groundwater Table	180-1,050 ft.
Storage Capacity	310,000 AF
Operating Safe Yield	7,140 AFY
Adjudicated Rights	7,140 AFY
Spreading Basins (Total)	0
Wells (Active)	3
Wells (Inactive)	1

Table 2.2: Sylmar Basin Summary Characteristics

Groundwater Production

The City currently has three active wells (Wells 2A, 4A, and 7A) for groundwater extraction. Well No. 3 is currently on stand-by due to high nitrate levels; however, a nitrate treatment plant for this well is currently in the planning stages. Well No. 2A is the City's most productive well with a rated capacity of 2,100 gpm. Occasionally, the City's groundwater facilities experience contamination issues that can affect their supply reliability. In the past, the City has used imported water to maintain supply reliability; however, in more recent years, the City has looked to other options in order to decrease imported water while increasing groundwater quality and production.

The City has recently completed the installation of a nitrate treatment ion-exchange plant for Well No. 7A, and the well was reactivated in 2018. A similar ion-exchange treatment plant is also in the planning stages for Well No. 3. All four wells combined provide the City the capabilities to pump at a rate of 4,450 gpm.



Figure 2.9: Ion-Exchange Facility at Well No. 7A

To monitor the City's groundwater extraction, each of the City's wells are equipped with flowmeters to measure well production. Well production is recorded monthly by City water staff and reported monthly to the ULARA Watermaster and annually to DDW. Every year, as part of their conservation and documentation efforts, the City completes and submits the Electronic Annual Report to the Drinking Water Program (eARDWP), as pursuant to Section 116530 of the California Health and Safety Code. The total groundwater production since 2016 is shown below in **Table 2.3**.

Groundwater Type	Location or Basin Name	2016	2017	2018	2019	2020
Alluvial Basin	Sylmar Groundwater Basin	2,766	2,842	2,845	2,725	2,862
	TOTAL	2,766	2,842	2,845	2,725	2,862

Table 2.3: 2016 - 2020 Groundwater Productio	n (AF) (DWR Table 6-1 Retail)
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2.3 WATER SUPPLY SUMMARY

Over the past five years, the City's groundwater pumping ability has led the City to be completely independent of imported water. Due to rising costs of imported water, the continued reliance of groundwater provide cost savings for the City. **Table 2.4** shows the 2020 water supply. **Table 2.5** shows the water supply from 2016 to 2020.

Table 2.4: 2020 Water Supply (AF) (DWR Table 6-8 Retail)

	Additional Detail on	2020			
Water Supply	Water Supply	Actual Volume	Water Quality	Total Right or Safe Yield	
Purchased or Imported Water	MWD	0	Drinking Water	629	
Groundwater (not desalinated)	Sylmar Groundwater Basin	2,862	Drinking Water	3,570	
	2,862		4,199		

Table 2.5: 2016 – 2020 Water Supply Summary

Year	Imported (AF)	Ground (AF)	Total (AF)
2016	0	2,766	2,766
2017	0	2,842	2,842
2018	0	2,845	2,845
2019	0	2,725	2,725
2020	0	2,862	2,862
Average (2015-2020):	0	2,808	2,808

2.4 PROJECTED WATER SUPPLY

The City expects to maintain their low levels of imported water purchases through groundwater production from its well facilities. It is unlikely that the City will add to these supply sources to include recycled water, as the infrastructure is not in place to receive recycled water. **Table 2.6** displays the City's projected supply availability outlook during a normal water year based on the City's adjudicated groundwater rights and MWD's Tier 1 limit.

Water Supply	Additional Detail on	Projected Water Supplies				
water suppry	Water Supply	2025	2030	2035	2040	2045
Purchased or Imported Water	MWD	629	629	629	629	629
Groundwater (not desalinated)	Sylmar Groundwater Basin	3,570	3,570	3,570	3,570	3,570
Total		4,199	4,199	4,199	4,199	4,199

Table 2.6: Projected Water Supply Availability (AF) (DWR Table 6-9 Retail)

Although the City's groundwater rights are currently at 3,570 AFY, the City's overall water supply reliability is expected to remain consistent or improve slightly due to limited population growth coupled with conservation. The City will also continue to benefit indirectly from regional conservation efforts and also through MWD's efforts to augment its supplies and improve reservoir storage capacities. **Section 6** discusses reliability issues and compares the City's projected water supplies to projected demands for normal, dry, and multiple dry years through 2045.

2.5 ALTERNATE WATER SOURCES

This section provides an overview of alternative water sources (non-potable supplemental supplies) and their potential uses. Alternative water sources include recycled water, recycled stormwater, greywater, and desalinated seawater.

2.5.1 Recycled Water

Recycled water is the reuse of treated wastewater for non-potable and indirect potable reuse applications. Wastewater is treated to different levels of purification based on the usage need. Recycled water is often used to irrigate landscapes, replenish groundwater aquifers, and provide industrial users with an alternative water supply to meet their non-personal water use needs.

Wastewater Collection & Treatment System

Municipal wastewater is generated in the City's service area from a combination of residential, commercial, and industrial sources. The quantities of wastewater generated are generally proportional to the population and the water used in the service area. Under a contract entered into in 1969, the City's wastewater is collected and discharged to the City of Los Angeles for treatment

and disposal. The contract provides the City with purchased capacity rights in the Hyperion Treatment Plant in El Segundo, for average daily flow of 1.14 million gallons per day (MGD) and an instantaneous peak flow of 3.2 cfs.

Recycled Water Potential in the City

Due to the high costs involved in constructing recycled water infrastructure, the City has not considered using recycled water in the past and the City currently does not use recycled water. As a result, the City has not considered any formal plans nor has specifically identified any potential recycled water users. If the City were to use recycled water in the future (with help from LADWP or MWD), the City would benefit as typical recycled water users (large



Figure 2.10: Wastewater Treatment at Hyperion in El Segundo, CA

landscapes, City parks & medians, and dual-plumbed buildings) could receive recycled water. If the City anticipates receiving recycled water in the near future, the City could prepare an optimization plan which identifies specific recycled water customers. Currently, the City encourages the efficient use of potable water while raising awareness of alternative water sources such as recycled water.

Section 9 discusses future use for Recycled water within the City service area.

2.5.2 Greywater

Greywater systems have been used in California to provide a source of water supply for subsurface irrigation and also as a means to reduce overall water use. Greywater consists of water discharged from sinks, bathtubs, dishwashers, and washing machines. Greywater systems consist of an underground tank and pumping system. Greywater is currently legal for subsurface irrigation in the State of California; however, strict regulations and high installation costs have impeded installation of professional greywater systems and have the unintended consequence of undocumented and noncompliant use of greywater.

The promotion of greywater systems as a means to reduce the City's overall water use is not recommended since the use of greywater is currently limited to subsurface irrigation and therefore the overall service area-wide reduction in water use (in AF) would be minimal at best. The City does not currently have a formal program in place to support greywater use.

2.5.3 Desalinated Seawater

Seawater desalination is a process whereby seawater is treated to remove salts and other constituents to develop both potable and non-There are over 10,000 potable supplies. desalination facilities worldwide that produce over 13 million AFY. Desalinated water can add to Southern California's supply reliability by diversifying its water supply sources and mitigating against possible supply reductions due to water shortage conditions. With its Seawater Desalination Program, the MWD facilitates Figure 2.11: Desalination Plant implementation and provides financial incentives



for the development of seawater desalination facilities within its service area.

A total of five member agencies submitted projects totaling 142,000 AFY. In 2004, MWD adopted an Integrated Resource Plan (IRP) update, which included a desalination goal of 150,000 AFY by the year 2025. Currently, the five-member agency projects are in various levels of development. Since the City's service area is not located adjacent to the ocean, there are no plans to incorporate desalinated seawater into its supply sources.

2.6 TRANSFERS OR EXCHANGES

The City owns rights to extract 3,570 AF of groundwater annually; however, the City may experience at times reliability issues with its wells due to mechanical or water quality issues that limits the City's groundwater production. Conversely, the City may extract amounts in excess of 3,570 AFY based on the Sylmar Basin Judgment (up to 10 percent) or based on leases with the City of Los Angeles. The City may consider short-term or long-term leases of its groundwater either to or from the City of Los Angles, based on the need. Additionally, the City has a 6-inch interconnection with the City of Los Angeles that is capable of transferring water to the City during short-term emergencies.

Over the long term, the City expects to reduce dependency on imported water while increasing water use efficiency. Groundwater is expected provide the majority of the City's water supplies while imported water will be purchased to meet the gap between total demand and groundwater production. Since the City's population is not expected to increase significantly, the City does not foresee a need to lease or to purchase groundwater rights as a long-term practice.

2.7 PLANNED SUPPLY PROJECTS

The City continually reviews practices that will provide its customers with adequate and reliable supplies. Due to this fact, the City is currently in the design phase of a denitrification treatment plant for Well No. 3. This is in addition to the denitrification treatment plant (ion-exchange) that completed construction for Well No. 7A in 2018. Since Well No. 3 has had nitrate readings slightly above the MCL of 10 mg/l in the past, it has been taken offline and production has temporarily

halted. With the completion of these treatment plants, groundwater quality and production will be increased.

The City's local groundwater source from the Sylmar Basin provides a reliable local water source which is an asset utilized to minimize the City's dependence on imported water. The City will continue effective operation and maintenance efforts to ensure all well sites and water infrastructure are used in an efficient manner.

2.8 ENERGY INTENSITY

2.8.1 Overview

New to the 2020 UWMP, it is required that every urban water supplier assess the energy required to distribute their water supply to their consumers or member agencies. The water supplier's energy intensity is required for to the preparation of an UWMP, as defined in CWC Section 10631.2(a). Energy intensity vary with climate, topography, source characteristics, proximity, and other factors. Therefore, urban water suppliers face issues related to the economic costs of the energy required for their operations, as well as issues related to the sustainable supply of energy and water. Knowing how much energy is needed to deliver water to customers is important because of its significance for the State's total energy demands, and for its implications regarding greenhouse gas (GHG) emissions and climate goals for the region and State.

This Section includes an assessment of the energy intensity of the water supply operation for the City. Energy is required for the pumping, conveyance, treatment and distribution of water, and for collection, treatment, and discharge of wastewater, and/or conveyance and distribution of recycled water. **Figure 2.12** illustrates a typical water use diagram.

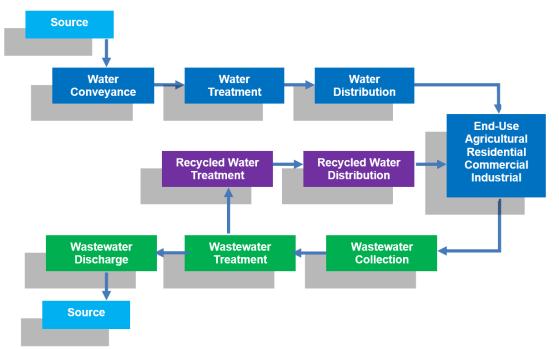


Figure 2.12: Typical Municipal Water Use Diagram

Energy intensity in respect to water supplies is a measure of unit energy consumption an urban water supplier expends per AF to convey water from the point where the supplier acquires the water to the point of delivery. Energy for public water and wastewater services are measured in kilowatt-hours of electricity, which is then normalized by water volume to express energy intensity in kilowatt-hour per acre-feet (kWh/AF).

Some of the main differences between energy use associated with various water supply sources are the distances the water must be transported from its origins (the amount of pumping necessary to harvest and distribute the water) and the location of treatment facilities in relation to the end users, among others.

2.8.2 Water Use & Energy Relationship

Energy production can emit a number of different types of Greenhouses Gas (GHGs). California's Air Resources Board recognizes that energy production accounts for between 30 and 40 percent of total GHG production in California, and include the following inventory of GHGs: Carbon dioxide (CO2), methane (CH4), nitrous oxide (N2O), sulfur hexafluoride (SF6), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), and nitrogen trifluoride (NF3). These GHGs vary in magnitude in terms of their GHG strength, and therefore are converted to be equivalent to CO2 for the purposes of measuring GHG emission across the state. CO2 emissions (or the equivalent for other GHGs) are the common measurement for GHG emissions. Currently, statewide water uses accounts for nearly 20 percent of electricity use, and 30 percent of non-power plant related natural gas consumption. Water use and energy are linked in at least three critical ways:

- Water pumping and purification: The amount of energy used to pump water will depend upon the source (e.g., surface versus groundwater), the distance and height the water must be moved, and treatment requirements.
- Wastewater treatment: The amount of energy used in wastewater treatment plant typically ranges from 1,100 to 4,600 kWh per million gallons of wastewater treated.
- Water heating: In an average California home, 41 percent of the water is used for dishwashing, faucets, laundry, and bathing water that is often heated.

These amounts, in total, are so significant that one must also count the amount of GHGs from the fossil fuels that are burned to produce the oil, gas, coal and other combustibles which are then burned to produce the electricity. The City understands the water-energy nexus and aims to conserving water saves the energy that would have been used to convey and distribute the water. Reducing the energy consumption in water operations leads to the decreases production of GHGs.

2.8.3 Energy Usage and Intensity

In order to determine energy use related to water supply processes under the City's operational control, the City collected billing and energy quantity data provided by Southern California Edison (SCE) for 2020 (January 1, 2020 to December 31, 2020) representing the comprehensive one-year reporting period. The billing amounts for each facility were converted to an energy use quantity measured in kilowatt hours (kWh) for electricity. **Table 2.7** summarizes the energy intensity for the City. As shown, over 2.2 million kWh of energy was used to deliver over 2,800 AF of potable

water. This equates to an energy intensity of 789 kWh/AF. DWR requires the reporting of energy intensity as kWh per million gallons (kWh/MG). Therefore, the City's energy intensity is 2,421.2 kWh/MG.

Enter Start Date for Reporting Period	1/1/2020	Urban Water Supplier Operational Control		
End Date	12/31/2020			
s upstream embedded in the values		Sum of All Water	Non-Co	nsequential
reported?		Management Processes		ropower
Water Volume Units Used	AF	Total Utility	Hydropower	Net Utility
Volume of Water Entering Process (volume unit)		2861.89		2861.89
Energy Consumed (kWh)		2257920		2257920
Energy Intensity (kWh/vol. converted to MG)		2421.2	#DIV/0!	2421.2

Table 2.7: City of San Fernando Total Energy Intensity (DWR Table O1-B)

Water quality is a concern not only to public health but also to the City of San Fernando's ability to meet future demands. The City treats its own ground water before distribution. Likewise, the City has access to treated imported water (pictured).

SECTION 3: WATER QUALITY CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 3 WATER QUALITY

3.1 WATER QUALITY SUMMARY

In 1974, Congress passed the Safe Drinking Water Act in order to protect public health by regulating the nation's drinking water supply. As required by the Safe Drinking Water Act, the City provides annual Water Quality Reports to its customers. Currently, all of the water that the City distributes to its customers meet federal Environmental Protection Agency (EPA) standards and the State Water Resources Control Board (State Water Board) standards.

The quality of water distributed to the City water system is directly related to the quality of the supply sources from which they obtain their water. This section explores the quality of the City's supply sources and examines important water contaminants that are actively monitored as part of its efforts to supply safe drinking water to its customers.

3.2 QUALITY OF SOURCES

The two main sources of the City's water supply as mentioned in Section 2 are imported water from MWD and groundwater from the Sylmar Basin. Thus, the quality of water delivered to the City's customers is a result of the efforts of both the City and MWD.

3.2.1 Imported Water Overview

The City receives imported water from MWD on an as-needed basis for emergency purposes to meet federal and state standards. Imported water obtained from the SWP and the CRA contain specific contaminants that are characteristic of the Bay Delta and the Colorado River regions. Some of the contaminants of concern include: salinity, biological loads, disinfection by-products, perchlorate, uranium, and arsenic. MWD's 2020 UWMP discusses the water quality concerns of its supplies in detail.

To provide safe drinking water to its Figure 3.1: Jensen Treatment Plant began Utilizing Solar customers, MWD treats its water supply at Power in 2018



five separate treatment plants, three of which blend a mixture of SWP and CRA water. Of the five plants that serve Southern California, the City has access to treated effluent from the Jensen Treatment Plant.

Although MWD water meets all regulatory requirements, MWD understands the need for stringent testing and quality assurance for its customers. Water is analyzed and tested at one central, state-of-the-art treatment facility in addition to five satellite laboratories at each treatment facility to ensure the quality and safety of its water.

3.2.2 Imported Water Quality

MWD is responsible for providing the City with water that meets all drinking water regulations contained in California's Title 22 and federal regulations contained in the Code of Federal Regulations, Volume 40, Section 141. The City does not provide any additional treatment prior to delivery of water to its customers; however, the City operates its distribution system in a manner that maintains the water quality of the water received from MWD.

MWD's supplies originate from the CRA and from the SWP. Both supplies are generally of high quality; however, both supplies face water quality challenges.



Figure 3.2: MWD's Weymouth Treatment Plant Provides a Safe Supply of Water

Salinity

Colorado River Aqueduct - Water imported from the Colorado River via the CRA has the highest level of salinity of all of MWD's sources of supply, averaging around 630 milligrams per liter (mg/L). The salts found in the Colorado River system are indigenous and pervasive, mostly resulting from saline sediments in the Basin and deposits from prehistoric marine environments. The salts are susceptible to erosion, and frequently dissolve and travel into the river system. To offset these salinity levels, CRA water often blends (mixed) with lower-salinity water from the SWP to meet MWD's flow-weighted TDS standard of 500 mg/L for imported water; however, due to limited availability during the recent drought, MWD treated lower blends of SWP supply resulting in TDS averages above MWD's goal of 500 mg/L.



Figure 3.3: Native Rock Adds to the Salinity of the Colorado River Water Supplies

State Water Project - SWP supplies have significantly lower TDS concentrations when compared to the Colorado River, averaging approximately 250 mg/L from the SWP East Branch and 325 mg/L from the SWP West Branch according to MWD's 2020 UWMP. Because of SWP's lower salinity level, MWD blends SWP water with CRA to reduce the salinity of the delivered water. MWD has set a salinity objective for delivered water in its Salinity Management Policy of less than of 500 mg/L of TDS.

Perchlorate

Perchlorate is both a naturally occurring and manmade contaminant increasingly found in groundwater, surface water, and soil. Perchlorate, known to inhibit the thyroid's ability to produce growth and development hormones, was first detected in Colorado River water in June of 1997 and traced back to the Las Vegas Wash.

Perchlorate, unlike other contaminants, does not tend to interact readily with soil and does not degrade in natural environments. Conventional drinking water treatment, used at MWD's water treatment facilities, is not effective in removing perchlorate. Mitigation efforts are the most viable option for removing perchlorate from drinking water. To facilitate perchlorate remediation of the Colorado River, MWD and other federal and state agencies collaborated to reduce and prevent perchlorate contamination issues in the Colorado River. According to MWD's Annual Report 2020, mitigation efforts have been successful in reducing perchlorate loading into the Las Vegas Wash by more 90 percent since 1998.

As of October 2007, the State Water Resources Control Board Division of Drinking Water (DDW) has established a perchlorate maximum contaminant level (MCL) of 6 micrograms per liter (μ g/L). DDW is currently in the process of reviewing the updated public health goal MCL of 1 μ g/L established in 2015 by EPA's Office of Environmental Health Hazard Assessment (OEHHA). MWD routinely monitors perchlorate within its system, and levels currently remain at non-detectable levels (below 2 μ g/L). MWD has not detected perchlorate in the SWP since monitoring began in 1997.

Disinfection Byproducts Formed By Reacting With Total Organic Carbon & Bromide

Disinfection byproducts (DBPs) are contaminants affecting SWP supplies. When source water containing high levels of total organic carbon (TOC) and bromide meets disinfectants, such as chlorine, disinfection byproducts form. Elevated levels of DBPs may link to adverse health effects, including certain cancers.

TOC and bromide levels are significantly high throughout the Delta due to agricultural drainage and seawater intrusion. Because of these high levels of TOC and bromide, in August 2000, CALFED adopted water quality goals for the Bay-Delta region that specify standards of bromide and TOC for drinking water in order to protect public health. The federal government took action to regulate DBP contaminants in 2002 and 2006 when EPA introduced new regulations to protect against the risk of DBP exposure.

While lower in salinity, SWP supplies are much higher in chemical content due to the agriculture of the Bay-Delta region.

MWD has taken several steps to decrease DBP presence in SWP water supplies. In 2003 and 2005, MWD completed upgrading two of its water treatment plants, Mills and Jensen, to utilize ozone as the primary disinfectant, preventing the formation of DBPs that would normally form in chlorine treatment of SWP water. In 2010, 2015, and 2017, MWD completed ozone upgrades at Skinner, Diemer, and Weymouth water treatment plants, respectively.

Nutrients

Elevated nutrient levels in the SWP can adversely affect MWD's imported water quality by stimulating biomass growth such as algae and aquatic weeds. Nutrients can also provide a source of food leading to the growth of nuisance biological species. This can lead to taste and odor concerns and can impede normal treatment operations. MWD offsets the nutrient rich SWP water by blending it with CRA water in MWD's blend reservoirs. Although nutrient loading is a concern and is anticipated to have cost implications, with its comprehensive monitoring program and response actions to manage algal related issues, there should be no impact on availability of water supplies. MWD's source water protection program will continue to focus on preventing future increases in nutrient loading as a result of urban and agricultural sources.

Arsenic

Arsenic is a naturally occurring element found in rocks, soil, water, and air. Arsenic typically has presence in wood preservatives, alloying agents, certain agricultural applications, semiconductors, paints, dyes, and soaps. It can travel into water from the natural erosion of rocks, dissolution of ores and minerals, runoff from agricultural fields, and discharges from industrial processes. Long-term exposure to elevated levels of arsenic in drinking water may link to certain cancers, skin pigmentation changes, and hyperkeratosis (skin thickening).

In April 2004, OEHHA set a public health goal for arsenic of 0.004 μ g/L. The MCL for arsenic in domestic water supplies lowered to 10 μ g/L on January 2006 in the federal regulations and on November 2008 in the California regulations. The standard affects both groundwater and surface

water supplies. Historically, MWD's water supplies have had low levels of this contaminant and did not require treatment changes or capital investment to comply with the standard.

The detection limit for purposes of reporting (DLR) for arsenic is 2 μ g/L. Between 2010 and June 2020, arsenic levels in MWD's water treatment plant effluents ranged from non-detect (< 2 μ g/L) to 3.3 μ g/L. For MWD's source waters, levels in the Colorado River water have ranged from 2.2 to 2.8 μ g/L, while levels in SWP water have ranged from non-detect to 4.8 μ g/L. Increasing coagulant doses at water treatment plants can reduce arsenic levels for delivered water.

Uranium

Uranium is a naturally occurring radioactive material that has known cancer risks. Uranium can infiltrate a water source either directly or indirectly through groundwater seepage. Due to past uranium mill activities near the Colorado River, a 16-million-ton pile of uranium mill tailings exists that has the potential for contamination. Ongoing remediation actions are successful at removing the tailings and contaminated groundwater from the site. Although uranium levels measured at MWD's intake are below State MCL levels, MWD has only limited ability to remove uranium through traditional treatment, and thus mitigation methods are crucial to avoiding uranium contamination.

Chromium VI

Chromium VI is a drinking water contaminant of concern. Hexavalent chromium is used in electroplating stainless-steel production, tanning leather, manufacturing textiles, manufacturing dyes and pigments, and preserving wood as an anti-corrosion agent. Chromium VI is a health hazard to humans, causing cancer when inhaled; however, the long-term health effects of ingested chromium VI are currently being determined. In July 2014, an MCL of 10 μ g/L for hexavalent chromium became effective for drinking water. California also regulates the total chromium (including chromium III and chromium VI) in drinking water as an MCL of 50 μ g/L. In May 2017, the Superior Court of Sacramento County issued a judgment invalidating the MCL on the basis that CDPH (now DDW), had not properly considered the economic feasibility of complying with the MCL. DDW therefore rescinded the chromium VI MCL; however, chromium VI remains regulated as part of total chromium which does have an MCL. In February 2020, DDW released a white paper discussion on an updated economic feasibility analysis of chromium VI treatment for the consideration of a new chromium VI MCL. Over the past five years, the Colorado River water supply has contained levels of chromium VI that are mainly less than 0.03 μ g/L but also ranging from 0.03 to 0.085 μ g/L. SWP's water supply has contained levels ranging from 0.03 to 1.0 μ g/L.

1, 2, 3 – Trichloropropane (1,2,3-TCP)

1,2,3-TCP is a chlorinated hydrocarbon with high chemical stability. It is a manmade chemical found at industrial or hazardous waste sites. It has been used as a cleaning and degreasing solvent and also is associated with pesticide products. In July 2017, SWRCB adopted an MCL of 5 parts per trillion (ppt) for 1,2,3-TCP and related requirements, including establishing a DLR, identifying the best available technology for treatment, and setting public notification and consumer confidence report language. The regulations also included a method for public water systems to substitute existing water quality data for initial monitoring requirements under certain circumstances. Under the new regulation, drinking water agencies are required to perform

quarterly monitoring of 1,2,3-TCP. To this day, there have been no detections of 1,2,3-TCP in MWD's system.

N-Nitrosodimethylamine

N-Nitrosodimethylamine (NDMA) is an emerging contaminant of drinking water. NDMA forms as a disinfection byproduct when source waters containing certain organic material mix with chloramines at treatment plants. EPA and DDW consider NDMA to be a probable human carcinogen; however, neither has yet established an MCL. Since 1998, DDW has kept a notification level of 0.01 μ g/L. In addition, in December 2006, OEHHA set a public health goal for NDMA of 0.003 μ g/L. Since 1999, MWD has conducted voluntary monitoring of the five treatment plant effluents and representative distribution system locations semi-annually. NDMA is the only detected nitrosamine in MWD's treated water systems, and it is in the range of non-detect (<0.002 μ g/L) to 0.006 μ g/L.

Pharmaceuticals and Personal Care Products

Pharmaceuticals and personal care products (PPCPs) have recently become contaminants of concern for water supplies. Discoveries of PPCPs include trace amounts found in treated wastewater, surface water, and sometimes even in finished drinking water. Currently, there is no detected health hazard associated with long-term exposure to low concentrations (low nanograms per liter (ng/L); parts per trillion) of PPCPs found in some drinking water. No state or federal regulations currently exist to regulate this contaminant.

Microplastics

In 2018, Senate Bill No. 1422 added section 116376 to the Health and Safety Code, which required the State Water Board to adopt a definition of microplastics in drinking water on or before July 1, 2020. On June 16, 2020, the SWRCB adopted a definition acknowledging the definition is a work in progress, and stated the State Water Board will re-visit the microplastic definition as knowledge in the field progresses. MWD is participating in a study with the Southern California Coastal Water Research Project to develop analytical methods for microplastics.

Per- And Polyfluoroalkyl Substances (Pfas)

Drinking water containing perfluorooctanoic acid (PFOA), perfluorooctanesulfonic acid (PFOS) – and the larger family of per- and polyfluoroalkyl substances (PFAS) – has become an increasing concern due to the persistence of these chemicals in the environment and their tendency to accumulate in groundwater. In August 2019, DDW updated its guidelines for local water agencies to follow in detecting and reporting the presence of these chemicals in drinking water. The guidelines lower the notification levels from 14 ppt to 5.1 ppt for PFOA and from 13 ppt to 6.5 ppt for PFOS. These levels are based on updated health recommendations from OEHHA, which is part of the EPA. Notification levels are non-regulatory, precautionary health-based measures for concentrations of chemicals in drinking water that warrant notification level in drinking water that is provided to consumers, DDW recommends that the utility inform its customers and consumers about the presence of the chemical, and about health concerns associated with exposure to it.

Legislation that took effect on January 1, 2020 (California Assembly Bill 756), requires that water systems that receive a monitoring order from SWRCB and detect levels of PFAS that exceed their respective response level must either take a drinking water source out of use or provide specified public notification if they continue to supply water above the response level.

MWD has not detected PFOA or PFOS in its raw water. In 2019, NWD detected in its supplies low levels of perfluorohexanoic acid (PFHxA), which is not acutely toxic or carcinogenic and is not currently regulated in California or at the federal level. No other PFAS have been detected in MWD's imported or treated supplies; however, some of its member agencies have experienced detections in their groundwater wells. As DDW moves to establish an MCL for PFOA/PFOS, MWD's member agencies may be confronted with the choice of implementing treatment or inactivating their affected sources to remain in compliance with DDW regulations. This may cause those systems to supplement their water needs with increased purchases of MWD's water.

3.2.3 Groundwater Quality

In addition to imported water quality concerns, the City is also concerned with groundwater quality pumped from the Sylmar Basin. In general, groundwater in the main producing aquifers of the basins of the ULARA Basins has significant contamination issues. However, groundwater produced from the Sylmar Basin typically has better quality than groundwater produced form other ULARA Basins. Some of the main constituents of concern that have affected well production in the Sylmar Basin include perchlorate, nitrate and volatile organic compounds (VOCs), trichloroethylene (TCE) in particular, which have been detected in various wells over the past five years. Other ULARA constituents of concern include high total dissolved solids (TDS) and total hexavalent chromium. Currently, the City is undergoing well upgrades to include denitrification systems to increase pumping capabilities. In 2015, only 50 percent of the City's pumps were active (Wells 2A and 4A) while the remaining wells (Wells 3 and 7A) were inactive due to the high nitrate levels. In 2018, Well 7A completed construction of an ion-exchange system to treat the nitrate contaminants and has resumed pumping. The City is currently working on implementing the same system onto Well 3 and plan to reactivated by 2022.

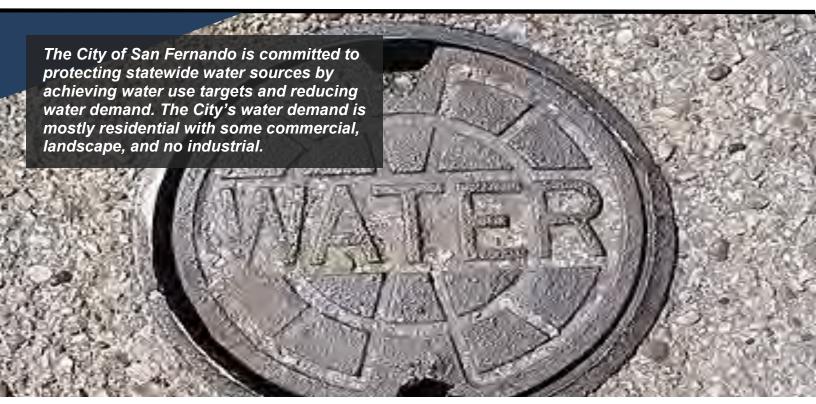
3.3 WATER QUALITY EFFECTS

The previous subsection summarized the general water quality issues of MWDs imported water and the Basin's groundwater supplies. The same water quality concerns apply to the City's water supply. Groundwater that does not meet drinking water standards now must be provided wellhead treatment, since blending with imported water to meet state and federal standards is no longer in effect.

Due to the mitigation actions undertaken by the City and MWD, the City does not anticipate any reductions in its water supplies due to water quality issues. Future regulatory changes enacted by the EPA and/or the State legislature will be met through additional mitigation actions in order to meet the standards and to maintain water supply to the City's customers.

Additionally, during times of groundwater supply reduction due to water quality concerns, the City will import water to meet demand until mitigation actions are complete and the City is operating its groundwater facilities at full capacity. Thus, the City does not expect water quality to be a major factor in its overall supply reliability or management considerations.

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SECTION 4: WATER DEMANDS CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 4 WATER DEMANDS

4.1 INTRODUCTION

Water use within the City is variable and depends on a number of factors which range from irrigation to industrial use and from inefficient plumbing to water losses. Changes in residential plumbing fixtures and customer usage habits can significantly affect water usage for most agencies. This section explores the water usage trends within the City and quantifies total usage per customer type. In addition, the provisions of the SBx7-7 are explored in detail.

4.2 CURRENT CITY WATER NEEDS

The City of San Fernando, like many other cities of Southern California, began as an agricultural area and throughout the years has transformed into a suburban town. Initially the land uses in the City were primarily agricultural with some residential. By 1920, the City's population reached 3,204 persons and the City continued to grow at a rate of about 275 people per year until 1990, when the population growth rate began to level off.

The City's population growth rate has decreased in the past 20 years and is currently at under 0.3 percent annually. The



Figure 4.1: Residential Irrigation

City is approaching ultimate "built-out" with remaining expected future water demands primarily attributable to possible land use changes in residential densities, such as multi-story residence complexes, and in-fill land development projects. Due in part to this slowed growth, the City's water use over the past 15 years has been fairly consistent and recent total water consumption reported for calendar year 2009 is slightly less than total water consumption reported for calendar years 1995 through 1997. As a result, the City's local groundwater sources and imported supply capacity put the City in a position of providing a reliable source of quality water for its water users due to this consistency of water demands.

The City supports water conservation while maintaining the beauty of its community parks, schools, and recreational facilities both in the private and in the public sector. Since the City is zoned mainly for residential use and the majority of residential water consumption in the City is used for non-personal purposes (i.e., irrigation, car washing, etc.), the City has a significant number

of residential lots which require consistent irrigation to maintain landscapes. Of the water used for personal purposes, the majority of water consumed is attributable to toilet flushing and clothes washing.

In the commercial and institutional sector, water needs vary as customers range from restaurants to offices and from retail stores to schools. Office buildings and retail stores require significantly less water than restaurants and schools and are not usually the key focus of water conservation efforts.

In order to maintain civic pride and a sense of community, City parks and other City right of ways (medians, etc.) require consistent irrigation. To prevent water



Figure 4.2: Las Palmas Park

waste, the City follows an irrigation schedule that limits the length of irrigation to avoid overspray runoff and also eliminates evapotranspiration from daytime watering.

Overall water use characteristics within the City's service area reflect regional water use characteristics within Southern California. As a result of these water needs, the City has passed a conservation ordinance similar to other agencies which limits or restricts non-personal water use during periods of drought to conserve water use for the more important health and safety needs of its customers. The City's Conservation Ordinance is discussed in greater detail in **Sections 6** and **7**.

4.3 WATER USE STATISTICS

The City maintains records of water consumption and bills its customers on a monthly basis for its water service. Table 4.1 shows a comparison of the City's service connections from 2015 and 2020. The City currently has over 5,200 service connections with a mixture of residential, commercial, institutional, industrial, and landscape irrigation customers. Over 83 percent of the total metered connections are residential (single & multi-family). Commercial & institutional accounts comprise nearly 10 percent of the City's metered connections. Industrial accounts make up about 3 percent of the total metered connections. Water sales data is compiled by City water staff and recorded on the eARDWP and submitted to DDW annually. Tables 4.2 and 4.3 show the 2020 and past years water consumption, respectively.

Table 4.1: Service Connections Comparison (2015 – 2020)

Sector	2015	2020	
Single Family Residential	3,837	3,920	
Multi-Family Residential	459	457	
Commercial/Institutional	599	549	
Industrial	171	176	
Landscape Irrigation	70	67	
Other	6	69	
Total Connections:	5,142	5,238	

	2020 Actual				
Use Type	Additional Description	Level of Treatment When Delivered	Volume		
Single Family		Drinking Water	1,411		
Multi-Family		Drinking Water	451		
Commercial		Drinking Water	171		
Institutional/Governmental		Drinking Water	173		
Landscape		Drinking Water	87		
Other Potable		Drinking Water	52		
Losses		Drinking Water	517		
		TOTAL	2,862		

Table 4.2: 2020 Water Demands (AF) (DWR Table 4-1 Retail)

Table 4.3: Historic Water Demand by Sector (AF)

Sector	2015	2016	2017	2018	2019	2020
Single Family Residential	1,341	1,333	1,348	1,415	1,311	1,411
Multi-Family Residential	420	427	416	419	418	451
Commercial/Institutional	337	213	219	225	234	344
Industrial	188	-	-	-	-	-
Landscape Irrigation	100	99	87	95	81	87
Other	123	26	30	33	50	52
Total Water Sales:	2,509	2,098	2,100	2,186	2,094	2,344

Table 4.4 shows the water losses in the past five years. Unaccounted for water contributes to a significant portion of the City's overall water use of the total water supply into the City's distribution system. Unaccounted for water consists of routine flushing, unmetered use, and water losses. The reasons for water losses may be from a difference in accuracy of the meter at the production side compared to the service meters, periodic main line flushing, reservoir and other water system maintenance that is typical in the operation and maintenance of a water system. Water losses are

Table 4.4: City's Past Water Losses (AF) (DWR Table 4-4 Retail)

Reporting Period Start Date (mm/yyyy)	Volume of Water Loss
05/2015	152.475
01/2017	288.573
01/2018	285.236
01/2019	159.846
01/2020	517.000

calculated based on the water system balance methodology developed by the American Water Works Association (AWWA) through water loss audit forms. These forms are required to be validated and submitted to DWR on an annual basis. Note that the losses for 2020 are estimates and not the actual amount to be validated and submitted on the AWWA Water Loss Audit.

Recently, the City has identified a leak in Reservoir No. 4, and is planning rehabilitation of this reservoir following the completion of the denitrification treatment plant for Well No. 3.

Although water losses have cost impacts on water agencies, they cannot be prevented entirely. Instead, effort is given to controlling the quantity of water losses (to a cost-effective extent) in order to reduce the cost impact of water losses on water operations.

4.4 WATER CONSERVATION ACT

4.4.1 SBx7-7 Background

Due to the limited amount of water allowed to be pumped in the San Joaquin Delta, the CA Legislature drafted the Water Conservation Act of 2009 (SBx7-7) to protect statewide water sources. The legislation called for a 20 percent reduction in water use in California by the year 2020. The legislation amended the Water Code to call for 2015 and 2020 water use targets in the 2010 UWMPs, updates or revisions to these targets in the 2015 and 2020 UWMPs, and allows DWR to enforce compliance to the new water use standards. In essence, the bill requires each urban retail water supplier to develop urban water use targets to help meet the 20 percent goal by 2020 and an interim 10 percent goal by 2015.

The bill establishes methods for urban retail water suppliers to determine their targets to help achieve statewide water reduction targets, which may or may not be a strict 20 percent level. The retail water supplier must select one of the four target-setting methods as described in **Section 4.4.3**. The retail agency may also choose to comply with SBx7-7 as an individual or as a region in collaboration with other water suppliers. Under the regional compliance option, the retail water supplier is mandated to report the water use target for its individual service area. The bill also includes reporting requirements in the 2010, 2015, and 2020 UWMPs. Beginning in 2016, failure to comply with interim and final targets makes a retail agency ineligible for grants and loans from the state needed to attain water self-sufficiency by 2020; however, if an agency which is not in compliance documents a plan and obtains funding approval to come into compliance, it could then become eligible for grants or loans.

Wholesale water suppliers, are not required to determine baseline daily per capita water use, urban water use target, interim urban water use target, or compliance daily per capita water use. Instead, wholesale water suppliers are required to include in their UWMPs discussions of programs they intend to implement to support the retail water suppliers, such as City of San Fernando, in attaining their reduction goals and targets.

4.4.2 SBX7-7 Provisions

In addition to an overall statewide 20 percent water use reduction, the objective of SBx7-7 is to reduce water use within each hydrologic region in accordance with the agricultural and urban water needs of each region. Currently, DWR recognizes 10 separate hydrologic regions in California as shown in **Figure 4.3**. Each hydrologic region has been established for planning purposes and corresponds to the State's major drainage areas. The City is located in the South Coast Hydrologic Region (HR), which includes all of Orange County, most of San Diego and Los Angeles counties, parts of Riverside, San Bernardino, and Ventura counties, and a small amount of Kern and Santa Barbara counties. The South Coast HR is shown in **Figure 4.4**.

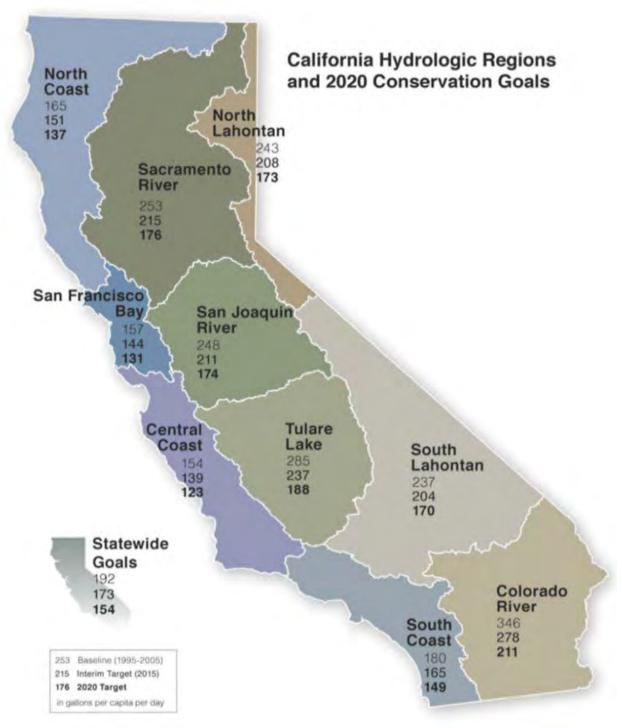


Figure 4.3: California's 10 Hydrologic Regions (with Baselines by Region)



Per capita water use, measured in gallons per capita per day (GPCD), in the South Coast HR varies between different water agencies, depending on the geographic and economic conditions of the agency's service area. The South Coast HR has an overall baseline per capita water use of 180 GPCD and DWR has established a regional target of 149 GPCD for the region as a compliance target to satisfy SBx7-7 legislation.

4.4.3 SBx7-7 Methodologies

To satisfy the provisions of SBx7-7, the City previously established a per capita water use target for the year 2020 as well as an interim target (2015). DWR provided guidelines for determining these targets in its *Methodologies for Calculating Baseline and Compliance Urban Per Capita Water Use* (released 2010; revised 2011 and 2016) and also in the 2015 and 2020 UWMP Guidebooks. In the 2010 UWMP, the City's baseline water use was determined based on the City's historic water use by the procedure shown in **Figure 4.5**.

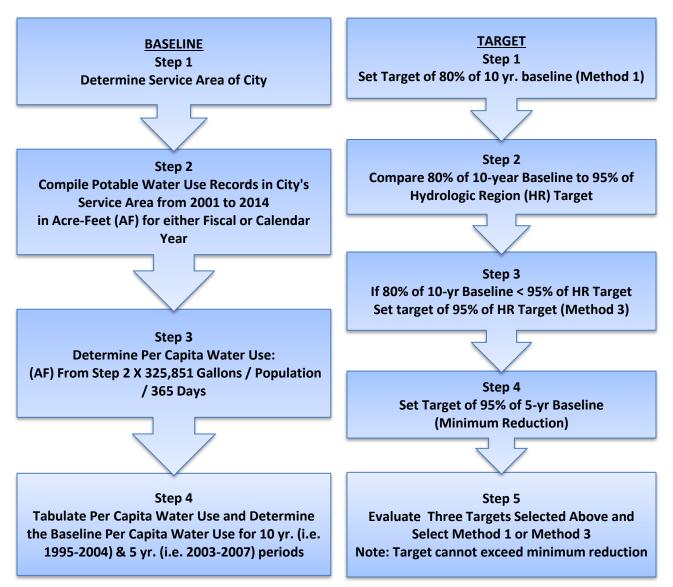


Figure 4.5: Procedure for Determining Baseline and Per Capita Water Use

In the same fashion, the City was responsible for determining a 5-year baseline water use in accordance with DWR's guidelines. The Methodologies guidebook made provisions that allowed a water supplier to meet the target requirements by achieving any one of a number of target requirements, provided that the water supplier's per capita water use is low enough relative to the region within which it supplies water. DWR has established four compliance methods for urban retail water suppliers to choose from. Each supplier is required to adopt one of the four methods to comply with SBx7-7 requirements. The four options are shown in Table 4.5.

These options were established in order to avoid placing any undue hardship on water agencies that have already been implementing water conservation measures. The basic procedure for determining the applicable water reduction target is illustrated by **Figure** **Table 4.5: DWR Compliance Methods**

Methods	Description
Method 1	A strict 20 percent reduction from the baseline by 2020 and 10 percent by 2015
Method 2	 A budget-based approach by requiring an agency to achieve a performance standard based on three metrics: Residential indoor water use of 55 GPCD Landscape water use commiserate with a Model Landscape Ordinance 10 percent reduction in baseline CII water
Method 3	Requires achievement of 95 percent of the applicable state hydrologic region target as set forth in the State's 20x2020 Water Conservation Plan
Method 4	Requires the subtraction of Total Savings from the Base GPCD: • Total Savings includes indoor residential savings, meter savings, CII savings, and landscape and water loss savings

4.5. If an agency's 10-year baseline is slightly higher than the Hydrologic Region's target, that agency still must achieve a five percent reduction from its 5-year baseline. If an agency has a per capita water use of 100 GPCD or less, that agency will not have to adhere to any reduction targets as that agency is already considered water efficient.

4.4.4 SBx7-7 Water Use Targets

During the development of the 2015 UWMP, it was observed that the service area populations for 1995 to 2009 calculated in the 2010 UWMP were not obtained from the U.S. Census. According to Methodology 2: Service Area Population of DWR's *Methodologies for Calculating Baseline and Compliance Urban Per Capita Water Use*, if a water supplier did not use Census data to calculate baseline population in the 2010 UWMP, the water supplier must recalculate the values for the 2015 UWMP using Census data. Therefore, the City of San Fernando revised their baseline water use and SBx7-7 targets for the 2015 UWMP.

Table 4.6 provides the base period ranges used to calculate the baseline water use for the City as well as the service area population and annual water use data from the base daily per capita water use. The data was used to calculate the continuous 10-year and 5-year average baseline. Since the City does not use recycled water, a 10-year instead of a 15-year rolling average was calculated. The City's baseline water use is **141 GPCD**, which was obtained from the 10-year period January 1, 1995 to December 31, 2004.

Calendar Year	Service Area Population	Gross Water use (AF)	Daily Per Capita Water use (GPCD)
1995	22,811	3,460	135
1996	22,774	3,564	140
1997	22,869	3,575	140
1998	23,005	3,324	129
1999	23,193	3,996	154
2000	23,477	3,735	142
2001	23,725	3,649	137
2002	23,843	3,786	142
2003	23,915	3,791	142
2004	23,965	3,894	145
2005	23,867	3,650	137
2006	23,846	3,699	138
2007	23,677	3,757	142
10-Year Averag	141		
5-Year Averag	141		
	South C	oast Hydrologic Region	180

Table 4.6: Past GPCD Water Use

As determined previously in the City's 2015 UWMP, the City's 10-yr and 5-yr baselines were determined to be both 141 GPCD. Thus, the same SBx7-7 targets apply.

In order to determine the correct compliance target, the City's baseline water use was compared to the regional compliance target in order to determine the applicable reduction amounts per the SBx7-7 additions to the water code. The legal stipulations applicable to the City and the required target to be enforced by DWR are shown in **Table 4.7**.

As indicated, the City can select an SBx7-7 target of 134 GPCD (five percent from its five-year baseline) as this amount is less than 142 GPCD (five percent reduction from the South Coast HR's target). Therefore, SB7: 10608.22 applies to the City. In addition, since the City's 20 percent reduction target (112 GPCD) far exceeds the minimum reduction requirement of 134 GPCD, it is feasible for the City to select 134 GPCD as its 2020 water use target. Therefore, the City's compliance target for 2020 per capita water consumption is 134 GPCD in accordance with SB7: 10608.22.

Min. Reduction Requirement (10608.22)	20% Target (10608.20) (b)(1)	5% Reduction from Regional Target (10608.20) (b)(3)
134	112	142
	2020 Per Capita Target:	134
	Interim (2015) Target:	137

Table 4.7: City of San Fernando SBx7-7 2020 Water Use Targets

Although the requirements of SBx7-7 seem stringent, it is noteworthy to mention that the City has seen an increase in water efficiency. **Table 4.8** shows the water use efficiency from 2008 to 2020. This is due in part to a greater achievement of conservation measures, saturation of water-saving plumbing fixtures, and overall water conservation awareness. Altogether, the City is not only meeting its SBx7-7 requirements, but also exceeding them.

Calendar Year	Service Area Population	Gross Water use (AF)	Daily Per Capita Water use (GPCD)
2008	23,677	3,653	138
2009	23,680	3,395	128
2010	23,671	3,121	118
2011	23,686	3,141	118
2012	23,803	3,329	125
2013	24,121	3,406	126
2014	24,232	3,225	119
2015	24,558	2,768	101
2016	24,590	2,766	100
2017	24,566	2,842	103
2018	24,532	2,845	104
2019	24,798	2,725	98
2020	25,207	2,862	101

Table 4.8: City GPCD from 2008 - 2020

4.4.5 Water Demand Impacts from COVID-19 Pandemic & 2020 SBx7-7 Compliance

DWR recognizes that extraordinary events may have an impact towards water demands. On March 4, 2020, Governor Newsom proclaimed a state of emergency for the entire state due to the spread of COVID-19. Following Governor Newsom's statement, the County of Los Angeles also declared a state of emergency the same day. On March 11, 2020, the World Health Organization (WHO) declared COVID-19 a global pandemic. As a result, on March 19, 2020, Executive Order N-33-20 ("Safter at Home, Stay at Home" order) and a Public Health Order directed all Californians to stay home with the exception of going to an essential job or to shop for essential needs. This also required most Californians to work remotely from home.

This event resulted in a significant increase to water demands for various water agencies. However, the City observed minimal impacts due to this event as shown in Table 4.8 as water demands remained at slightly above average. In 2020, the water usage was 2,862 AF and the average from 2015 to 2019 was 2,789 AF.

DWR allows water purveyors to make adjustments to their 2020 Gross Water Use in the event of usual events considered as Extraordinary Events, Economic Adjustment, or Weather Normalization; however, according to Section 5.5.1.4 of 2020 UWMP Guidebook, adjustments for COVID-19 are not allowed. This slight impact resulted in no issues for the City to achieve their 2020 targets as shown in **Table 4.9**.

	2020 GPCD		2020 Confirmed	Did Supplier Achieve	
Actual 2020 GPCD	2020 TOTAL Adjustments	Adjusted 2020 GPCD	Target GPCD	Targeted Reduction for 2020?	
101	0	101	134	YES	

Table 4.9: City's 2020 Compliance (DWR Table 5-2)

4.5 WATER USE REDUCTION PLAN

In order to remain below the SBx7-7 targets, the City will continue to implement the water use efficiency measures described in **Section 7** of this UWMP and continue to participate in water use efficiency programs offered by MWD rebate programs for its retail agencies. Because residential homes are the largest water use sector in the region, the focus of water conservation efforts will continue to be residential rebate programs and public outreach programs. Single family residential homes and some large landscapes are common in the City.

In addition to the SBx7-7 provisions, agencies also sought to manage the provisions of Governor Brown's Executive Order B-29-2015. Governor Brown granted this Executive Order in April 2015 that mandated a statewide 25 percent reduction in water use through February 28, 2016, as compared to the amount used in 2013. This executive order helped to further the goals of SBx7-7. Even after the strict 25 percent reduction was lifted, Californians continued to save water, with cumulative water use savings of about 22 percent between June 2015 and January 2017. As Governor Brown ended the drought state of emergency in most of California in April 2017 with Executive Order B-40-17, state agencies released a long-term plan that advanced measures to better prepare the state for future droughts and make conservation a California way of life.



Figure 4.6: SBx7-7 Seeks to Preserve the Waters of the Bay-Delta

Through financial incentive programs and various public outreach campaigns and events, the City has met its SBx7-7 target as shown previously in **Table 4.9**.

4.5.1 Future MWD Programs

Overview

In 2016, MWD, in collaboration with its member agencies, released the 2015 Update to the Integrated Water Resources Plan (IRP). The inaugural IRP was adopted in 1996, with previous updates in 2004 and 2010. The 2015 Update continues to assess and address how MWD plans to adapt to the changing conditions facing Southern California. The goals of the 2015 IRP include:

- Maintain Colorado River Aqueduct Supplies: Develop programs to ensure that a minimum of 900,000 AF is available when needed, with access to 1.2 million acre-feet (MAF) in dry years.
- Stabilize State Water Project Supplies: Manage SWP supplies in compliance with regulatory restrictions in the near-term for an average of

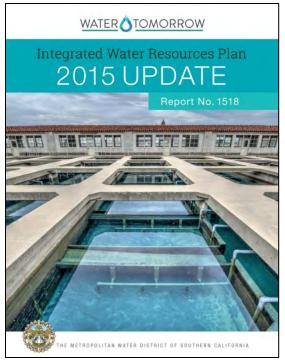


Figure 4.7: MWD's Integrated Water Resources Plan

980,000 AF of SWP supplies. Pursue a successful outcome in the Delta Conveyance Plan and California EcoRestore efforts for long-term average supplies of about 1.2 MAF.

- Achieve Additional Conservation Savings: Pursue further water conservation savings of 485,000 AF annually by 2040 through increased emphasis on outdoor water-use efficiency using incentives, outreach/education and other programs.
- **Develop Additional Local Water Supplies:** Develop 230,000 AF of additional local supplies produced by existing and future projects. The region would reach a target of 2.4 MAF by 2040, a key to providing water supply reliability into the future.
- Maximize the Effectiveness of Storage & Transfer: Develop a comprehensive strategy to pursue transfers and exchanges to hedge against shorter-term water demands and supplies imbalances until long-term solutions are in place.
- Encourage Innovation: Facilitate innovation in recycled water, desalination, stormwater capture and groundwater cleanup through a growing portfolio of initiatives, technologies and new ideas.

MWD is currently in the process of updating its IRP once again. The 2020 IRP is expected to be completed sometime in 2021.

4.6 PROJECTED WATER DEMAND

Future water use projections must consider significant factors on water demand, such as development and/or redevelopment, and climate patterns, among other less significant factors that affect water demand. Although redevelopment is expected to be an ongoing process, it is not expected to significantly impact water use since the City is already in a near "built-out" condition.

Rainfall and warmer temperatures, however, will continue to extend a major influence on demand as drought conditions and climate change could increase demand at a time when these supplies are limited. Therefore, it is imperative to continue implementing water conservation policies and programs to ensure permanent water savings not just short-term behavior change.

For planning purposes, the City's projected water use for 2025-2045 is broken down by sector, these water demands are included in future water demand projections for single and multi-family homes and listed in **Table 4.10**. Demand projections were determined using 101.3 GPCD, based on the past five-year average and projection population growth. Per capita consumption rates should be expected to remain under 101.3 GPCD and trend further below that rate to continue water conservation efforts to combat climate change. The projections also include low-income households within the City. The residential sector includes low-income housing units as the Housing Element for the City (2013-2021) lists 87 low to very low-income housing units to meet the City's Housing Needs Assessment. These water demands are included in future water demand projections for single family and multi-family homes listed in **Table 4.10** below. **Table 4.11** shows the overall projected demands.

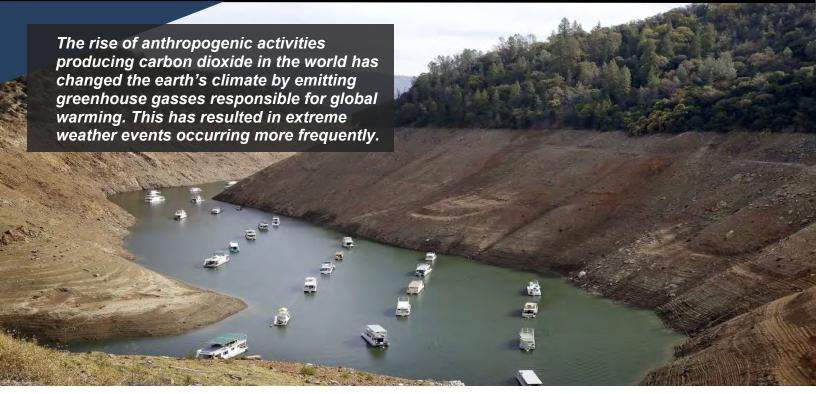
	Additional Description	Projected Water Use				
Use Type		2025	2030	2035	2040	2045
Single Family		1,435	1,459	1,484	1,510	1,535
Multi-Family		458	466	474	482	490
Commercial	w/ Institutional	174	176	179	183	186
Landscape		88	90	92	93	95
Other Potable		53	54	55	56	57
Losses		702	714	727	739	752
	2,910	2,960	3,011	3,062	3,114	

Table 4.10: Projected Water Demand by Sector (AF) (DWR Table 4-2 Retail)

Table 4.11: Total Current & Projected Water Demands for 2020 – 2045 (AF) (DWR Table 4-3 Retail)

	2020	2025	2030	2035	2040	2045
Potable Water, Raw, Other Non- potable	2,862	2,910	2,960	3,011	3,062	3,114
Recycled Water Demand	0	0	0	0	0	0
Optional Deduction of Recycled Water Put Into Long-Term Storage	0	0	0	0	0	0
TOTAL WATER USE	2,862	2,910	2,960	3,011	3,062	3,114

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SECTION 5: CLIMATE CHANGE CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 5 CLIMATE CHANGE

5.1 INTRODUCTION

The rise of anthropogenic activities producing carbon dioxide in the world has changed the earth's climate by emitting greenhouse gasses responsible for global warming. This has resulted in extreme weather events occurring more frequently. The severity and frequency of climate change impacts on temperature and precipitation patterns can be difficult to forecast due to dramatic shifts in weather patterns as a result of increased concentrations of carbon dioxide in the atmosphere. While the precise timing, severity, and regional impacts of these temperature and precipitation changes are uncertain, climate researchers have identified several important issues of concern for water planners in California. The climate change impacts of concern are as follows:

<u>Temperature</u> <u>Increases</u>	 More winter precipitation falling as rain rather than snow, leading to reduced snowpack water storage, reduced long term soil humidity, reduced groundwater and downstream flows, and reduced imported water deliveries Higher irrigation demands as temperatures alter evapotranspiration rates, and growing seasons become longer Exacerbated water quality issues associated with dissolved oxygen levels, increased algal blooms, and increased concentrations of salinity and other constituents Impacted habitats for temperature-sensitive fish and other life forms, and
	increased susceptibility of aquatic habitats to eutrophication
<u>Precipitation</u> <u>Pattern</u> <u>Changes</u>	 Increased flooding (both coastal and inland) caused by more intense storms Changes to growth and life cycle patterns caused by shifting weather patterns Threats to soil permeability, adding to increased flood threat and decreased water availability Reduced water supply caused by the inability to capture precipitation from more intense storms, and a projected progressive reduction in average annual runoff (though some models suggest that there may be some offset from tropical moisture patterns increasingly moving northward) Increased turbidity caused by more extreme storm events, leading to increased water treatment needs and impacts to habitat Increased wildfires with less frequent, but more intense rainfall, and possibly differently timed rainfall through the year, potentially resulting in vegetation cover changes Reduction in hydropower generation potential

Sea Level
Rise•Inundation and erosion of coastal areas (coastal bluffs in particular), including
coastal infrastructure

- Saline intrusion of coastal aquifers
- Increased risk of storm surges and coastal flooding and erosion during and after storms
- Changes in near-shore protective biogeography such as loss of sand, tide pools, wetlands, and kelp beds

Although the extent of these changes is uncertain, the City is already planning ahead to ensure long lasting reliability of its source for their customers.

5.2 PROJECT CLIMATE CHANGE IMPACTS TO SUPPLIES

Extensive research has been done on the future impacts due to climate change on the State of California. The state released its latest research on climate, called the California's Fourth Climate Change Assessment (California Assessment), detailing the potential impacts of climate change that affects California such as temperature, sea level rise, droughts, and wildfires. The assessment utilizes historic data and the latest computer models to analyze these potential impacts. Alongside with the California Assessment, released regional assessments as well. The California Assessment for the Los Angeles Region detail the major impacts of climate change in Los Angeles County as well as Ventura, Orange, San Bernardino, and Riverside County. The LA Region report outlines the key projected climate change impacts:

- Continued future warming over the LA region (max temperatures to increase by 4-5°F by midcentury and 5-8°F by late century)
- Extreme temperatures and number of extreme hot days is expected to increase
- Dry and wet extremes expected to increase
- Sea level projected to rise by 1-2 feet by mid-century and 8-10 feet by end of century based on most extreme projections
- Increased likelihood of wildfires throughout southern California

5.2.1 Temperature

The LA Region report of the California Assessment anticipates temperatures to increase throughout southern California. Studies indicated that based on historic records from 1896 – 2015 from the National Oceanic and Atmospheric Administration (NOAA) shows a trend of annual average, maximum, and minimum temperature increase of around 0.16°C per decade. In recent years, the top five warmest years in terms of annual average temperatures have occurred since 2012 where 2014 was the warmest followed by 2015, 2017, 2016, and 2012. Based on computer models (RCP4.5 and RCP8.5), the number of extremely hot days is expected to increase. For instance, historical records at the Los Angeles International Airport experiences nearly 15 days per year of temperatures equal to or greater than 90°F. Models project that the number of days may increase to 50-90 of such days per year by the end of the century.

5.2.2 Precipitation & Stormwater Runoff

Precipitation for the LA region is also impacted by climate change. Based on historical records, precipitation is flexible from year to year and only five storms are typically observed per year making up roughly 50 percent of the annual precipitation total. As a result, precipitation in the LA region shows no typical trend. Based on the LA Region report of the California Assessment, dry and wet extremes are both expected to increase in the future. Based on computer models (RCP8.5), some areas are expected to have increased precipitation by 25-30 percent. Similarly, computer models also project increased periods of extremely dry years by double or more by the end of the century. The extreme dry years can lead to prolonged drought periods, significantly impacting water supplies within the region.

5.3 CLIMATE CHANGE IMPACTS TO CITY'S WATER SUPPLIES

Climate data has been recorded in California since 1858. Since then, California has experienced several periods of severe drought: 1928-34, 1976-77, 1987-91, 2007-09, and most recently in 2012-15. California has also experienced several periods of less severe drought. The year 1977 is considered to be the driest year of record in the Four Rivers Basin by DWR. These rivers flow into the Delta and are the source of water for the SWP. Southern California sustained few adverse impacts from the 1976-77 drought, but the 1987-91 drought created considerably more concern.

The drought of 2007-09 resulted in significant impacts on the state's water supplies. SBx7-7 was signed into law by Governor Schwarzenegger that requires mandatory water conservation up to 20 percent by 2020. The recent drought in 2011-16 brought a significant hit to the state's water supplies. The drought strained reservoir levels all across the state. **Table 5.1** compares the reservoir levels in October 2013 during the drought and in present day (February 2021). As shown, the majority of the state's reservoirs were all below average levels. To this day, California is still in a recovery stage from the recent droughts.

Reservoir	Drought Period (Oct. 30, 2013)	Current Levels (Feb. 9, 2021)	Historic Average
Trinity Lake	50%	51%	72%
Lake Shasta	38%	48%	70%
Lake Oroville	43%	36%	54%
New Melones Lake	43%	65%	108%
San Luis Reservoir	21%	54%	67%
Millerton Lake	54%	30%	47%
Perris Lake	45%	93%	114%
Castaic Lake	85%	77%	92%
Pine Flat Reservoir	16%	23%	47%
Lake McClure	25%	38%	77%
Don Pedro Reservoir	50%	68%	98%
Folsom Lake	30%	30%	57%

Table 5.1: California Reservoirs Level During Drought (2013) and Current (2021)

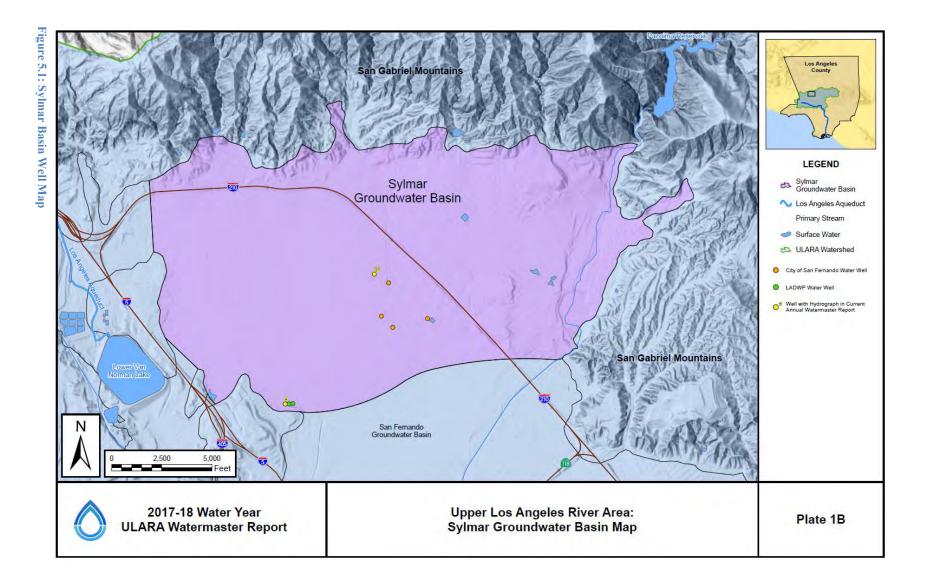
In January of 2014, Governor Brown declared a state of emergency and directed state officials to take all necessary actions to prepare for water shortages. As the drought prolonged into 2015, to help cope with the drought mitigation, Governor Brown issued an Executive Order in April 2015 that mandated a statewide 25 percent reduction in potable water use from a baseline year of 2013.

In contrast, current groundwater supplies does not show significant impacts caused climate change. ULARA utilizes monitoring wells to monitor groundwater elevations as shown in **Figure 5.1** (yellow). **Figures 5.2** and **5.3** show the well hydrographs within the Sylmar Basin (Wells 9 and 10). Groundwater levels remained relatively constant throughout the recent drought periods and the City continues to solely rely on this source as their supply.

5.4 CLIMATE CHANGE CONSIDERATIONS TO SUPPLY & DEMAND PROJECTIONS

Climate change considerations when projecting supply and demand is crucial to ensure that the reliability on the City's water supply meets the future demands. For demand projections, the recent five-year GPCD average of 101.3 is utilized alongside with a steady annual population growth. Per capita consumption rates should be expected to remain under 101.3 GPCD and trend further below that rate to continue water conservation efforts to combat climate change. Climate change considerations for the City's supply offers challenges as supply availability is dependent on climatological conditions. Currently, the City primarily utilizes local supplies from groundwater. The City utilizes imported supplies as an emergency basis and is always available when needed.

Projections for water supply and demand will be analyzed through normal, single dry, and multiple dry year scenarios. Section 6: Reliability Planning outlines the projections under those scenarios for 2021 - 2045. Section 8: Water Shortage Contingency Plan discusses the five-year Drought Risk Assessment (DRA) for 2021 - 2025. This DRA analyzes water demands under normal conditions and supply under multiple dry year conditions. These assessments and analysis is necessary to ensure the City supply is reliable under these scenarios.



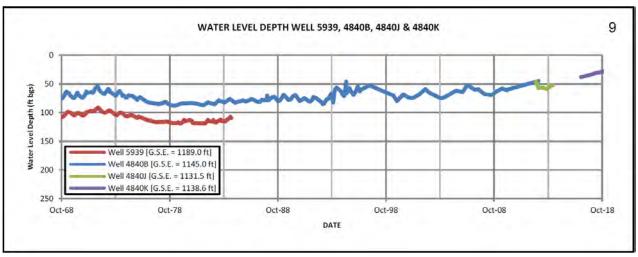


Figure 5.2: ULARA Well #9 Monitoring Well Hydrograph

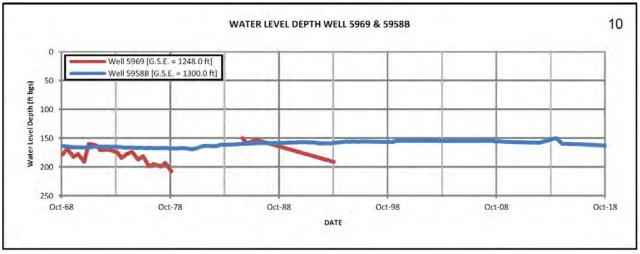


Figure 5.3: ULARA Well #10 Monitoring Well Hydrograph

The recent drought (pictured) has depleted the state's water supplies. The Water Conservation Act of 2009 (SBx7-7) was signed into law by Gov. Schwarzenegger which requires mandatory water conservation up to 20% by 2020. The City has established conservation targets in accordance with this act.

SECTION 6: RELIABILITY PLANNING CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 6 RELIABILITY PLANNING

6.1 INTRODUCTION

Drought conditions continue to be an issue for Southern California's water supply. As the population of Southern California continues to increase and as environmental regulations restrict imported and local water supplies, it is important that each agency manage its water consumption in the face of drought. Even during times of seasonal drought, each agency ought to anticipate a surplus of supply. This can be accomplished through conservation and supply augmentation, and additionally through prohibitions under penalty of law during times of seasonal or catastrophic shortage in accordance with local ordinances.

This section discusses local and regional efforts to ensure a reliable supply of water and compares projected supply to projected demand. Demand and supply projections are provided in **Tables 6.3** to **6.9**.

6.2 HISTORIC DROUGHTS

Climate data has been recorded in California since 1858. Since then, California has experienced several periods of severe drought: 1928-34, 1976-77, 1987-91, 2007-09 and most recently in 2012-16. California has also experienced several periods of less severe drought. According to DWR, water year 2014 is ranked as the third driest year on record in terms of statewide precipitation, with the five-year period of water years 2012-16 ranking as the driest consecutive three-year period on record in terms of statewide precipitation. The year 1977 is considered to be the driest year on record; however, Southern California sustained few



Figure 6.1: Lake Oroville during 2011-2016 Drought

adverse impacts from the 1976-77 drought, while the 1987-91 drought created considerably more concern.

As a result of previous droughts, the State legislature has enacted, among other things, the Urban Water Management Planning Act, which requires the preparation of this plan. Subsequent amendments to the Act have been made to ensure the plans are responsive to drought management. In 1991, several water agencies came together to form the California Urban Water Conservation Council (CUWCC) to manage the impacts of drought through the promotion of water

conservation. Eventually, the CUWCC disbanded, and members of the CUWCC worked together to form the California Water Efficiency Partnership (CalWEP).

The drought of 2007-09 resulted in significant impacts on the State's water supplies, and in November 2009, SBx7-7 was signed into law by Governor Schwarzenegger. SBx7-7, also known as the Water Conservation Act of 2009, requires mandatory water conservation up to 20 percent by 2020.

At the local level, water agencies have enacted their own ordinances to deal with the impacts of drought. The City has enacted several water conservation policies as part of the City's municipal code that manage water supply during droughts. Compliance ranges from voluntary to mandatory depending on the drought severity.

6.3 RECENT DROUGHT (2011-2016) AND CURRENT STATE

The recent drought of 2011 - 2016 was one of the most severe and lengthiest droughts in state history. The drought has depleted reservoir levels all across the state, as reflected by Figure 6.2. In January of 2014, Governor Brown declared a state of emergency and directed state officials to take all necessary actions to prepare for water shortages. As the drought prolonged into 2016, to help cope with the drought, Governor Brown gave an executive order in April 2015 which mandated a statewide Figure 6.2: Effects of Recent Drought on California's Reservoirs 25 percent reduction in water use.



In January of 2016, the DWR and the U.S. Bureau of Reclamation have finalized the 2016 Drought Contingency Plan that outlines State Water Project and Central Valley Project operations for February 2016 to November 2016. The plan was developed in coordination with staff from State and federal agencies. One of the key purposes of this plan is to communicate goals for 2016 water management and the potential operations needed to achieve those goals for water resources stakeholders and the public. The plan was updated in 2020 to reflect the recently dry conditions of 2019-2020.

Although the drought has more significantly impacted surfaces waters and other agencies that use water for agriculture, ALW is still affected by the drought, primarily due to reduced reliability of imported water.

During 2017, the state received an above average amount of rainfall in which significantly aided in the replenishment of the state's water supplies. As a result, in April 2017, Governor Brown ended the drought state of emergency in most of California, however, retains prohibition over water waste practices. This is to ensure the continued efforts for water conservation and to maintain supply reliability for the future.

6.3.1 Current State

As of 2021, the state is experiencing severe to exceptional drought and is in a second consecutive year of dry conditions. Furthermore, on April 21, 2021, Governor Gavin Newson visited Lake Mendocino and declared drought emergency for Sonoma and Mendocino Counties. An Executive Order was signed, which officially declared a drought emergency for these two counties. The executive order did not enact any mandates, but allows for mandates to follow should the conditions persist.

This declaration signifies a high probability of another prolonged drought in the near future. Although numerous reports indicate improvements in water supplies throughout the state since previous drought, water agencies across the state have plans in place in the event another prolonged drought period occurs.

6.4 REGIONAL SUPPLY RELIABILITY

As a result of continued challenges to its water supplies, MWD understands the importance of reliable water supplies. MWD strives to meet the water needs of Southern California bv developing new projects to increase the capacity of its supplies while encouraging its member agencies to develop local supply project to meet the needs of its customers.



Figure 6.3: Diamond Valley Lake, MWD's 800,000 AF Reservoir

Also, MWD is committed to developing and maintaining high-capacity storage reservoirs, such as Diamond Valley Lake, to meet the needs of the region during times of drought and emergency.

MWD operates Diamond Valley Lake, an 800,000 AF reservoir to avoid the repercussions of reduced supplies from the SWP and CRA. In addition, MWD operates several additional storage reservoirs in Riverside, San Bernardino, and San Diego Counties to store water obtained from the SWP and the CRA. Storage reservoirs like these are a key component of MWD's supply capability and are crucial to MWD's ability to meet projected demand without having to implement the Water Supply Allocation Plan (WSAP). This is crucial since the SWP and CRA have become more restricted, which could render the City's supplies more vulnerable to shortage.

6.4.1 Colorado River Aqueduct Reliability

Water supply from the CRA continues to be a critical issue for Southern California as MWD competes with several agricultural water agencies in California for unused water rights to the Colorado River. Although California's allocation has been established at 4.4 MAF per year, MWD's allotment stands at 550,000 AFY with additional amounts increasing MWD's allotment to 842,000 AFY if there is any unused water from the agricultural agencies.

MWD recognizes that competition from other states and other agencies within California has decreased the CRA's supply reliability. In 2003, the Quantification Settlement Agreement (QSA) was signed, which facilitated the transfer of water from agricultural agencies to urban uses. This historic agreement provides California the means to implement transfers and supply programs that will allow California to live within the State's 4.4 MAF basic annual apportionment of Colorado River water.

6.4.2 State Water Project Reliability

The reliability of the SWP impacts MWD's member agencies' ability to plan for future growth and supply. In August 2020, SWP released the 2019 Delivery Capability Report, providing information on the reliability of the SWP to deliver water to its contractors assuming historical precipitation patterns.

On an annual basis, each of the 29 SWP contractors, including MWD, request an amount of SWP water based on their anticipated yearly demand. In most cases, MWD's requested supply is equivalent to its full Table A Amount. After receiving the requests, DWR assesses the amount of water supply available based on precipitation, snow pack on northern California watersheds, volume of water in storage, projected carry over storage, and Sacramento-San Joaquin Bay Delta regulatory requirements. For example, the SWP annual delivery of water to contractors has ranged from 1.4 MAF in dry years to almost 4.0 MAF in wet years. Due to the uncertainty in water supply, contractors are not typically guaranteed their full Table A Amount, but instead a percentage of that amount based on the available supply.

Each December, DWR provides the contractors with their first estimate of allocation for the following year. As conditions develop throughout the year, DWR revises the allocations. Currently, the total contractor requested allocation for Table A water is 4.2 MAF. MWD initially requested 1.9 MAF, which is 45 percent of the total contractors' requests for Table A water. Due to the variability in supply for any given year, it is important to understand the reliability of the SWP to supply a specific amount of water each year to the contractors.

With the state undergoing a second consecutive dry year, DWR has already taken the steps to prolong the SWP supplies. On March 2021, DWR decreased the allocation of 2021 SWP deliveries for the contractors from 422,848 AF to 210,266 AF. Based on the recent low amount of precipitation and runoff, and an assessment of overall water supply conditions, SWP supplies are projected to be 5 percent of most SWP contractor's 2021 requested Table A Amounts. This reduction decreased MWD's initial request from 1,911,500 AF to 95,575 AF, and SGVMWD's initial request of 28,800 AF to 1,440 AF.

6.4.3 Current Reservoir Levels

Statewide, storage reservoir levels rise and fall due to seasonal climate changes, which induce increase in demand. During periods of drought, reservoir levels can drop significantly and can limit the amount of supplies available. As a result, both DWR and MWD monitor their reservoir levels regularly. In 2016, conditions of several key reservoirs indicated drought conditions. Currently, several reservoir levels are below historical average levels as indicated by **Figures 6.4** and **6.5** on the following pages.

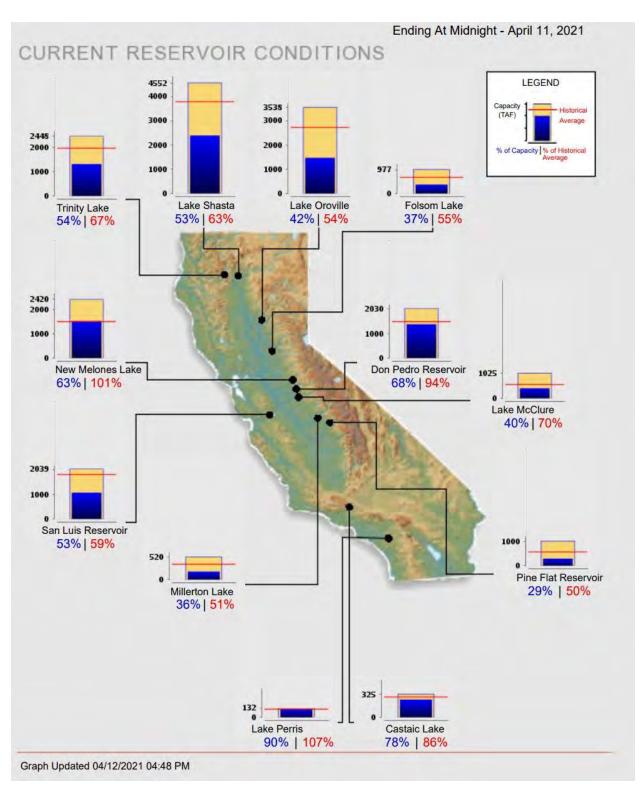
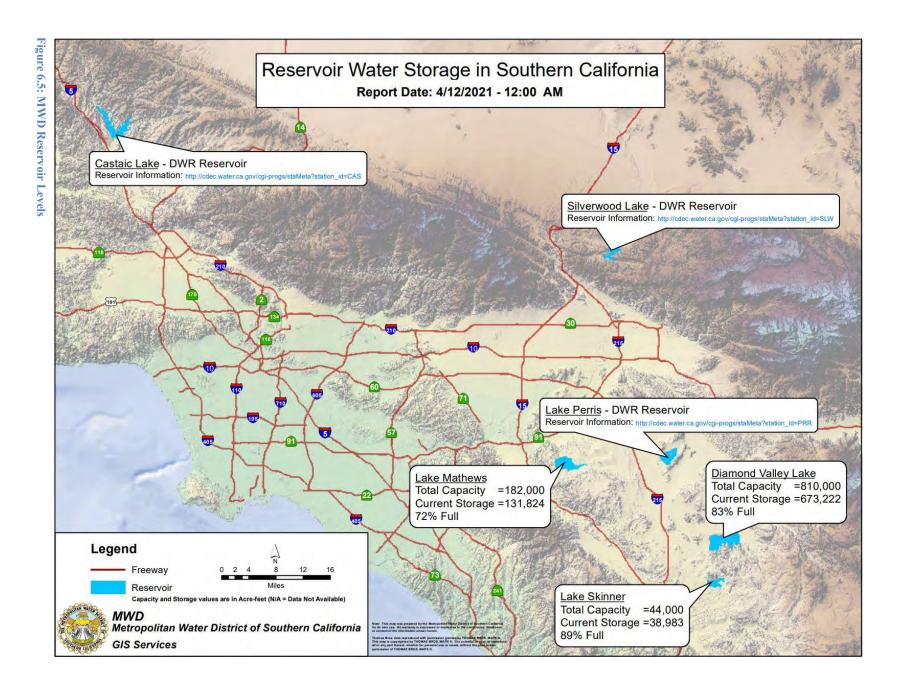


Figure 6.4: California State Reservoir Levels



6.5 SUPPLY VS. DEMAND

As the City obtains its water sources from local groundwater and imported water the City's water supply reliability is based on the capacity and vulnerability of its infrastructure in addition to the seasonal demand changes brought about by periods of drought. MWD's reliability of supply has direct impact on the City. Population growth will also continue to be a factor in future reliability projections. Since the City is pursuing 100 percent local groundwater sustainability, having continued access to imported water increases the City's supply reliability.

6.5.1 Regional Supply Reliability

Southern California is expected to experience an increase in regional demands in the years 2025 through 2045 as a result of population growth. Although increases in demand are expected, they are limited due to the requirements of SBx7-7, which provides a cap on water consumption rates (i.e., per capita water use). It can be reasonably expected that the majority of agencies have met or were near their compliance targets by 2020 and thereafter as conservation measures are more effectively enforced.



Figure 6.6: Lake Matthews, MWD Reservoir Storage

Tables 2.8 to 2.10 of MWD's 2020 UWMP

shows supply reliability projections for average and single dry years through the year 2045. The data in these tables is important to effectively project and analyze supply and demand over the next 25 years for many regional agencies. It is noteworthy that Projected Supplies During a Single Dry Year and Multiple Dry Years indicates MWD's projected supply will exceed its projected single dry year and multiple dry year demands in all years. Likewise, for average years, MWD supply exceeds projected demands for all years. The data contained in these tables has an indirect effect on the City's imported supply capacity, and thus this data will also be used to develop the City's projected supply and demand over the next 25 years.

6.5.2 City Supply Reliability

To project future supply and demand comparisons, it will be assumed that demand will increase annually based on population growth and a constant of 101.3 GPCD in accordance with SBx7-7 requirements. During times of drought, however, demand will increase at a time when supply will decrease. **Table 6.1** outlines the various base years and demand increases to project during single and multiple dry drought periods.

 Table 6.1: City's Demand during

 Single & Multiple Dry Years

		Base Year	Percent Increases
Single Dr	ry Year	2013-2015	111%
	Year 1	2011	116%
N/I. Itinio	Year 2	2012	122%
Multiple Dry Years	Year 3	2013	123%
Dry rears	Year 4	2014	115%
	Year 5	2015	95%

Tables 6.2 to **6.10**, shown on the following pages, provide an analysis of MWD and City supply and demand projections.

	Row	Region Wide Projections	2025	2030	2035	2040	2045
	A	Projected Supply: Average Year	3,932,000	3,962,000	3,960,000	3,598,000	3,622,000
Supply	В	Projected Supply: Dry Year	2,727,000	2,791,000	2,789,000	2,551,000	2,572,000
	C = B/A	Projected Dry Yr. / Avg. Yr. Supply (%)	69.4%	70.3%	70.4%	70.9%	71.0%
_	D	Projected Average Year Demand	1,274,000	1,256,000	1,273,000	1,294,000	1,319,000
Demand	E	Projected Dry Year Demand	1,402,000	1,387,000	1,408,000	1,431,000	1,457,000
	F=E/D	Projected Dry Year / Avg. Year (%)	110.0%	110.4%	110.6%	110.6%	110.5%
olus	G = A-D	Projected Surplus: Average Year	2,658,000	2,706,000	2,687,000	2,304,000	2,303,000
Surplus	H = B-E	Projected Surplus: Dry Year	1,325,000	1,404,000	1,381,000	1,120,000	1,115,000
Programs Jnder Dev.	I	Projected Capability of Programs (Average Year)	47,000	113,000	13,000	372,000	347,000
Progi Under	J	Projected Capability of Programs (Dry Year)	0	0	0	0	0
ential plus	K=A+I-D	Projected Surplus: Average Year	5,253,000	5,331,000	5,246,000	5,264,000	5,288,000
Pote Surp	L=B+J-E	Projected Surplus: Dry Year	4,129,000	4,178,000	4,197,000	3,982,000	4,029,000
arison	I = A/D	Projected Avg. Yr. Supply/Demand (%)	308.6%	315.4%	311.1%	278.1%	274.6%
Comparison	J = A/E	Projected Dry Yr. Supply/Demand (%)	280.5%	285.7%	281.3%	251.4%	248.6%

Table 6.2: MWD Regional Imported Water Supply Reliability Projections Average and Single Dry Years (AF) for 2025 to 2045

	Row	Region Wide Projections	2025	2030	2035	2040	2045
	Α	Projected Supply: Average Year	3,932,000	3,962,000	3,960,000	3,598,000	3,622,000
Supply	В	Projected Supply: Multiple Dry Year	2,198,000	2,210,000	2,209,000	1,973,000	1,995,000
	C = B/A	Projected Dry Yr. / Avg. Yr. Supply (%)	55.9%	55.8%	55.8%	54.8%	55.1%
_	D	Projected Average Year Demand	1,274,000	1,256,000	1,273,000	1,294,000	1,319,000
Demand	E	Projected Dry Year Demand	1,412,000	1,414,000	1,435,000	1,457,000	1,484,000
	F=E/D	Projected Dry Year / Avg. Year (%)	110.8%	112.6%	112.7%	112.6%	112.5%
olus	G = A-D	Projected Surplus: Average Year	2,658,000	2,706,000	2,687,000	2,304,000	2,303,000
Surplus	H = B-E	Projected Surplus: Multiple Dry Year	786,000	796,000	774,000	516,000	511,000
Programs Jnder Dev.	I	Projected Capability of Programs (Average Year)	47,000	113,000	13,000	372,000	347,000
Programs Under Dev	J	Projected Capability of Programs (Multiple Dry Year)	10,000	0	0	235,000	213,000
ntial olus	K=A+I-D	Projected Surplus: Average Year	5,253,000	5,331,000	5,246,000	5,264,000	5,288,000
Potential Surplus	L=B+J-E	Projected Surplus: Multiple Dry Year	4,129,000	4,178,000	4,197,000	3,982,000	4,029,000
Comparison	I = A/D	Projected Avg. Yr. Supply/Demand (%)	308.6%	315.4%	311.1%	278.1%	274.6%
Comp	J = A/E	Projected Dry Yr. Supply/Demand (%)	278.5%	280.2%	276.0%	246.9%	244.1%

Table 6.3: MWD Regional Imported Water Supply Reliability Projections Average and Multiple Dry Years (AF) 2025 to 2045

		2025	2030	2035	2040	2045
Water Service Area Population		25,637	26,075	26,521	26,974	27,434
	Imported Water	629	629	629	629	629
Supply	Groundwater	3,570	3,570	3,570	3,570	3,570
	Total Supply	4,199	4,199	4,199	4,199	4,199
Demand	Total Normal Demand	2,910	2,960	3,011	3,062	3,114
	% of 2015-2020 Avg. Demand (3,843)	104%	105%	107%	109%	111%
Supply/Demand Comparison	Supply/ Demand Difference	1,289	1,239	1,188	1,137	1,085
	Supply/Demand (%)	144%	142%	139%	137%	135%

Table 6.4: City of San Fernando's Water Supply Availability & Demand Projections - Normal Water Year (AF)

Table is intended only to show City has the capacity to meet demand for all years per the following*:

1. Total Demand based on 101.3 GPCD multiplied by population projections shown above.

2. Imported Water Supply based on maximum tier 1 limit with MWD.

3. Groundwater Supplies based on the City's adjudicated groundwater basin pumping right of 3,570 AFY.

*This Table is not intended to be a projection of City's actual groundwater production. City may pump amounts different (above or below) from its adjudicated right of 3,570 AFY based on leases to or from other agencies.

*This Table is not intended to be a projection of City's actual demand. Demand of 101.3 GPCD was used based on the past 5-year average GPCD.

		2025	2030	2035	2040	2045
Water Service Area Population		25,637	26,075	26,521	26,974	27,434
	Imported Water	0	0	0	0	0
	Groundwater	3,570	3,570	3,570	3,570	3,570
Supply	Total Supply	3,570	3,570	3,570	3,570	3,570
	Normal Year Supply	4,199	4,199	4,199	4,199	4,199
	% of Normal Year	85%	85%	85%	85%	85%
	Total Dry Demand	3,273	3,329	3,386	3,444	3,503
Demand	Normal Year Demand	2,910	2,960	3,011	3,062	3,114
	% of Normal Year	112%	112%	112%	112%	112%
Supply/Demand Comparison	Supply/Demand Difference	297	241	184	126	67
	Supply/Demand (%)	109%	107%	105%	104%	102%

Table 6.5: City of San Fernando's Water Supply Availability& Demand Projections - Single Dry Year (AF)

Table is intended only to show City will be able to meet demand for all years per the following*:

1. Total Demand based on 101.3 GPCD multiplied by population projections shown above and by single dry year increase of 112%.

2. All other items derived in similitude to Table 6.4.

		2021	2022	2023	2024	2025
Water Service	e Area Population	25,293	25,378	25,464	25,551	25,637
	Imported Water	0	0	0	0	0
	Groundwater	3,570	3,570	3,570	3,570	3,570
Supply	Total Supply	3,570	3,570	3,570	3,570	3,570
	Normal Year Supply	4,199	4,199	4,199	4,199	4,199
	% of Normal Year	85%	85%	85%	85%	85%
	Total Dry Demand	3,238	3,443	3,535	3,358	2,892
Demand	Normal Year Demand	2,871	2,881	2,891	2,900	2,910
	% of Normal Year	113%	120%	122%	116%	99%
Supply/Demand Comparison	Supply/Demand Difference	332	127	35	212	678
	Supply/Demand (%)	110.3%	103.7%	101.0%	106.3%	123.4%

Table 6.6: City of San Fernando's Water Supply Availability & Demand
Projections - Multiple Dry Years (2021 – 2025) (AF)

Table is intended only to show City will be able to meet demand for all years per the following*:

1. Total Demand based on 101.3 GPCD multiplied by population projections shown above and by multiple dry year increases of 113%, 120%, 122%, 116%, and 99%.

2. All other items derived in similitude to Table 6.4.

		2026	2027	2028	2029	2030
Water Service	Water Service Area Population		25,812	25,899	25,987	26,075
	Imported Water	0	0	0	0	0
	Groundwater	3,570	3,570	3,570	3,570	3,570
Supply	Total Supply	3,570	3,570	3,570	3,570	3,570
	Normal Year Supply	4,199	4,199	4,199	4,199	4,199
	% of Normal Year	85%	85%	85%	85%	85%
	Total Dry Demand	3,293	3,502	3,595	3,416	2,942
Demand	Normal Year Demand	2,920	2,930	2,940	2,950	2,960
	% of Normal Year	113%	120%	122%	116%	99%
Supply/Demand Comparison	Supply/Demand Difference	277	68	-25	154	628
	Supply/Demand (%)	108%	102%	99%	105%	121%

Table 6.7: City of San Fernando's Water Supply Availability & Demand
Projections - Multiple Dry Years (2026 – 2030) (AF)

Table is intended only to show City will be able to meet demand for all years per the following*:

1. Total Demand based on 101.3 GPCD multiplied by population projections shown above and by multiple dry year increases of 113%, 120%, 122%, 116%, and 99%.

2. All other items derived in similitude to Table 6.4.

		2031	2032	2033	2034	2035
Water Service	e Area Population	26,164	26,253	26,342	26,431	26,521
	Imported Water	0	0	0	0	0
	Groundwater	3,570	3,570	3,570	3,570	3,570
Supply	Total Supply	3,570	3,570	3,570	3,570	3,570
	Normal Year Supply	4,199	4,199	4,199	4,199	4,199
	% of Normal Year	85%	85%	85%	85%	85%
	Total Dry Demand	3,349	3,562	3,656	3,474	2,992
Demand	Normal Year Demand	2,970	2,980	2,990	3,000	3,011
	% of Normal Year	113%	120%	122%	116%	99%
Supply/Demand Comparison	Supply/Demand Difference	221	8	-86	96	578
	Supply/Demand (%)	107%	100%	98%	103%	119%

Table 6.8: City of San Fernando's Water Supply Availability & DemandProjections - Multiple Dry Years (2031 – 2035) (AF)

Table is intended only to show City will be able to meet demand for all years per the following*:

1. Total Demand based on 101.3 GPCD multiplied by population projections shown above and by multiple dry year increases of 113%, 120%, 122%, 116%, and 99%.

2. All other items derived in similitude to Table 6.4.

		2036	2037	2038	2039	2040
Water Service Area Population		26,611	26,701	26,792	26,882	26,974
	Imported Water	0	0	0	0	0
	Groundwater	3,570	3,570	3,570	3,570	3,570
Supply	Total Supply	3,570	3,570	3,570	3,570	3,570
	Normal Year Supply	4,199	4,199	4,199	4,199	4,199
	% of Normal Year	85%	85%	85%	85%	85%
	Total Dry Demand	3,406	3,623	3,719	3,533	3,043
Demand	Normal Year Demand	3,021	3,031	3,041	3,052	3,062
	% of Normal Year	113%	120%	122%	116%	99%
Supply/Demand Comparison	Supply/Demand Difference	164	-53	-149	37	527
	Supply/Demand (%)	105%	99%	96%	101%	117%

Table 6.9: City of San Fernando's Water Supply Availability & Demand
Projections - Multiple Dry Years (2036 – 2040) (AF)

Table is intended only to show City will be able to meet demand for all years per the following*:

1. Total Demand based on 101.3 GPCD multiplied by population projections shown above and by multiple dry year increases of 113%, 120%, 122%, 116%, and 99%.

2. All other items derived in similitude to Table 6.4.

		2041	2042	2043	2044	2045
Water Service	Water Service Area Population		27,157	27,249	27,342	27,434
	Imported Water	0	0	0	0	0
	Groundwater	3,570	3,570	3,570	3,570	3,570
Supply	Total Supply	3,570	3,570	3,570	3,570	3,570
	Normal Year Supply	4,199	4,199	4,199	4,199	4,199
	% of Normal Year	85%	85%	85%	85%	85%
	Total Dry Demand	3,465	3,684	3,782	3,594	3,095
Demand	Normal Year Demand	3,072	3,083	3,093	3,104	3,114
	% of Normal Year	113%	120%	122%	116%	99%
Supply/Demand Comparison	Supply/Demand Difference	105	-114	-212	-24	475
	Supply/Demand (%)	103%	97%	94%	99%	115%

Table 6.10: City of Fernando's Water Supply Availability & Demand
Projections - Multiple Dry Years (2041 – 2045) (AF)

Table is intended only to show City will be able to meet demand for all years per the following*:

1. Total Demand based on 101.3 GPCD multiplied by population projections shown above and by multiple dry year increases of 113%, 120%, 122%, 116%, and 99%.

2. All other items derived in similitude to Table 6.4.

Based on the data contained in **Tables 6.4** to **6.10**, the City can expect to meet future demands through 2045 for all climatologic classifications. Projected groundwater supply capacities are not expected to be significantly affected during times of low rainfall and over short-term dry periods of up to three years; however, during prolonged periods of drought, the City's imported water supply capacities may potentially be reduced significantly due to reductions in MWD's storage reservoirs resulting from increases in regional demand.

For years where there is a shortfall in groundwater supplies, the City may supplement by using imported water from MWD. The City may also consider a groundwater lease agreement with the City of Los Angeles to lease additional ground water pumping rights in times of supply shortage.

6.6 VULNERABILITY OF SUPPLY

Due to the semi-arid nature of the City's climate and as a result of past drought conditions, the City is vulnerable to water shortages due to its climatic environment and seasonally hot summer months. While the data shown in **Tables 6.4** through **6.10** identifies water availability during single and multiple dry year scenarios, response to a future drought would follow the water use efficiency mandates of the City's Water Conservation Plan (Ordinance No. 1638, see **Appendix G**) along with implementation of the appropriate stage of regional plans, such as the WSDM Plan (MWD). These programs are discussed in **Section 8**.

6.7 WATER SUPPLY OPPORTUNITIES

6.7.1 City Projects

The City continually reviews practices that will provide its customers with adequate and reliable supplies. Recently, the City completed construction of an ion exchange treatment plant for Well No. 7A to treat for the high nitrate levels found in the well. A similar treatment plant for Well No. 3 is in the planning stages, with construction expected to begin sometime after the completion of Well No. 7A's plant. In addition, a 1 MG round reservoir next to Reservoir #3A will be replaced with a 1.1 MG square reservoir and will be named Reservoir #4.

In general, the City is always looking into possibilities for upgrades to its distribution infrastructure in order to ensure a reliable supply and to prevent system losses.

6.7.2 Regional Projects (MWD)

MWD is implementing water supply alternative strategies for the region and on behalf of member agencies to ensure available water in the future. Some of these strategies include:

- Conservation
- Water recycling & groundwater recovery
- Storage/groundwater management programs within the region
- Storage programs related to SWP and CRA
- Other water supply management programs outside of the region

MWD has made investments in conservation and supply augmentation as part of its long-term water management strategy. MWD's approach to a long-term water management strategy was to develop an IRP to include many supply sources. A brief description of the various programs implemented by MWD to improve reliability is included in **Table 6.11** on the following page.

Table 6.11: MWD IRP Regional Resources Status

Supply		Description					
Colorado River Aqueduct (CRA)		sic apportionment of Colorado River water and has priority for an additional g on availability of surplus supplies. Water management programs supplement ments.					
State Water Project (SWP)	MWD receives water delivered under State Water Contract provisions, including Table A contract supplies, use of carryover storage in San Luis Reservoir, and Article 21 interruptible supplies.						
		ember agencies sponsor numerous conservation programs in the region that and development, incentives, and consumer behavior modification.					
	Code-Based Conservation	Water savings resulting from plumbing codes and other institutionalized water efficiency measures.					
Conservation	Active Conservation	Water saved as a direct result of programs and practices directly funded by a water utility, e.g., measures outlined by the CUWCC BMPs. Water savings from active conservation completed through 2008 will decline to zero as the lifetime of those devices is reached. This will be offset by an increase in water savings for those devices that are mandated by law, plumbing codes or other efficiency standards.					
	Price Effect Conservation	Reductions in customer use attributable to changes in the real (inflation adjusted) cost of water.					
	Groundwater	Member-agency produced groundwater from the groundwater basins within the service area.					
	Groundwater Recovery	Locally developed and operated, groundwater recovery projects treat contaminated groundwater to meet potable use standards. MWD offers financial incentives to local and member agencies through its Local Resources Program for recycled water and groundwater recovery. Details of the local resources programs are provided in Appendix 5.					
Local Resources	Los Angeles Aqueduct (LAA)	A major source of imported water is conveyed from the Owens Valley via the LAA by Los Angeles Department of Water and Power (LADWP). Although LADWP imports water from outside of MWD's service area, MWD classifies water provided by the LAA as a local resource because it is developed and controlled by a local agency.					
	Recycling	Recycled water projects recycle wastewater for M&I use.					
	Surface Water	Surface water used by member agencies comes from stream diversions and rainwater captured in reservoirs.					
Groundwater Conjunctive Use Storage Programs	MWD sponsors various groundwater storage programs, including, cyclic storage programs, long-term replenishment storage programs, and contractual conjunctive use programs. Details of the groundwater storage programs are provided in Appendix 4.						
Surface Water Storage	MWD reservoirs (Diamond Valley Lake, Lake Mathews, Lake Skinner) and flexible storage in DWR reservoirs (Castaic Lake, Lake Perris). Details of the surface storage reservoirs are provided in Appendix 4.						
Central Valley Storage & Transfers	Central Valley storage programs consist of partnerships with Central Valley water districts to allow MWD to store SWP supplies in wetter years for return in drier years. MWD's Central Valley transfer programs consist of partnerships with Central Valley Project and SWP settlement contractors to allow MWD to purchase water in drier years. Details of the Central Valley Storage and Transfer programs are provided in Appendix 3.						

6.8 REDUCED DELTA RELIANCE REPORTING

6.8.1 Introduction

An urban water supplier that anticipates participating in or receiving water supply benefits from a proposed project ("covered action") such as a multi-year water transfer, conveyance facility, or new diversion that involves transferring water through, exporting water from, or using water in the Delta, should provide information in their 2015 and 2020 UWMPs that can then be used in the covered action process to demonstrate consistency with Delta Plan Policy WR P1, Reduce Reliance on the Delta Through Improved Regional Water Self-Reliance (California Code Reg., tit. 23, § 5003). A "covered action" is an activity that may



Figure 6.7: Delta Plan Aims to Protect Bay-Delta's Fragile Ecosystem

cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, directly undertaken by any public agency that will occur, in whole or in part, within the boundaries of the Delta or Suisun Marsh.

6.8.2 Infeasibility of Accounting Supplies from the Delta Watershed for MWD's Member Agencies and Their Customers

MWD's service area, as a whole, reduces reliance on the Delta through investments in non-Delta water supplies, local water supplies, and regional and local demand management measures. MWD's member agencies coordinate reliance on the Delta through their membership in MWD, a regional cooperative providing wholesale water service to its 26 member agencies. Accordingly, regional reliance on the Delta can only be measured regionally, not by individual MWD member agencies and not by the customers of those member agencies.

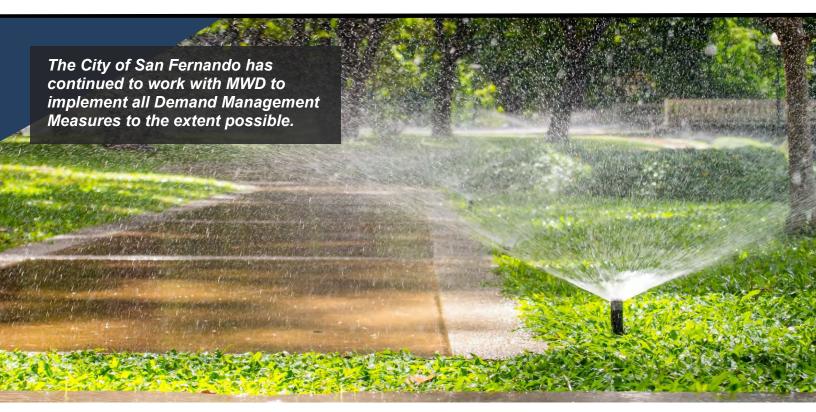
MWD's member agencies, and those agencies' customers, indirectly reduce reliance on the Delta through their collective efforts as a cooperative. MWD's member agencies do not control the amount of Delta water they receive from MWD. MWD manages a statewide integrated conveyance system consisting of its participation in the SWP, its CRA including Colorado River water resources, programs and water exchanges, and its regional storage portfolio. Along with the SWP, CRA, storage programs, and MWD's conveyance and distribution facilities, demand management programs increase the future reliability of water resources for the region. In addition, demand management programs provide system-wide benefits by decreasing the demand for imported water, which helps to decrease the burden on the MWD's infrastructure and reduce system costs, and free up conveyance capacity to the benefit of all member agencies.

MWD's costs are funded almost entirely from its service area, with the exception of grants and other assistance from government programs. Most of MWD's revenues are collected directly from its member agencies. Properties within MWD's service area pay a property tax that currently provides approximately 8 percent of the fiscal year 2021 annual budgeted revenues. The rest of

MWD's costs are funded through rates and charges paid by MWD's member agencies for the wholesale services it provides to them. Thus, MWD's member agencies fund nearly all operations MWD undertakes to reduce reliance on the Delta, including Colorado River Programs, storage facilities, Local Resources Programs and Conservation Programs within MWD's service area.

Because of the integrated nature of MWD's systems and operations, and the collective nature of MWD's regional efforts, it is infeasible to quantify each of MWD member agencies' individual reliance on the Delta. It is infeasible to attempt to segregate an entity and a system that were designed to work as an integrated regional cooperative.

In addition to the member agencies funding MWD's regional efforts, they also invest in their own local programs to reduce their reliance on any imported water. Moreover, the customers of those member agencies may also invest in their own local programs to reduce water demand. However, to the extent those efforts result in reduction of demands on MWD, that reduction does not equate to a like reduction of reliance on the Delta. Demands on MWD are not commensurate with demands on the Delta because most of MWD member agencies receive blended resources from MWD as determined by MWD, not the individual member agency. For most member agencies, the blend varies from month-to-month and year-to-year due to hydrology, operational constraints, use of storage, and other factors.



SECTION 7: DEMAND MANAGEMENT

CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 7 DEMAND MANAGEMENT

7.1 INTRODUCTION

As a result of diminished existing supplies and difficulty in developing new supplies, water conservation is important to Southern California's sustainability. Therefore, the City acknowledges that efficient water use is the foundation of its current and future water planning and operations policies. The City implements water conservation through a combination of programs, resources, and policies.



Figure 7.1: Water Waste Is Prohibited by City Code

In March 2018, the CUWCC disbanded, and members of the CUWCC worked together to form the CalWEP. CalWEP's mission is to maximize urban water efficiency and conservation throughout California by supporting and integrating innovative technologies and practices; encouraging effective public policies; advancing research, training, and public education; and building collaborative approaches and partnerships. The CUWCC (now CalWEP) drafted the Memorandum of Understanding Regarding Urban Water Conservation (MOU) in 1991. At that time, the MOU established 14 Best Management Practices (BMPs) which define policies, programs, practices, rules, regulations, or ordinances that result in the more efficient use or conservation of water. Eventually the original 14 BMPs were diminished to 5 BMPs as shown in **Section 7.1.1**.

This section of the UWMP satisfies the requirements of § 10631 (f) & (j) of the CWC and describes how the City implements each applicable BMP and how the City evaluates the effectiveness of the BMPs. This section also provides an estimate of existing conservation savings where information is available.

7.1.1 CalWEP BMPs

The updated CalWEP BMPs from 2015 will still be in effect for the 2020 UWMP. The BMPs are:

- •BMP 1: Utility Operations
- •BMP 2: Public Education & Outreach
- •BMP 3: Residential Programs

- *BMP 4: Commercial, Institutional, Industrial Programs*
- **BMP 5**: Landscape Programs

7.2 CONSERVATION MEASURES

As signatory to the CalWEP MOU, the City has committed to use good-faith efforts to implement all applicable BMPs. In addition, the City has continued to work with MWD to increase the effectiveness of its DMM programs and educate people on the importance of water conservation.

Overall, the City's conservation efforts as a member of CalWEP have led to efficient water use. To this end, the City established a Water Conservation Program, which was adopted by the City Council in October 2014 as Ordinance No. 1638 (**Appendix G**), originally derived from the Code of 1957. To this day, the City is continuously working with MWD towards implementing the BMPs through means of various conservation measures.

Table 7.1 on the following page provides a status overview of the City's Conservation Measures. It also includes the list of DMMs

ВМР	Description
BMP 1: Utility Operations	Deals with water waste prohibitions, water efficiency ordinances, metering, conservation pricing, and other items related to managing water use.
BMP 2: Public Education & Outreach	Deals with outreach efforts including emails, newsletters, advertisements, presentations, promotions, etc. related to outreach & education.
BMP 3: Residential Programs	Deals with showerheads, faucets, toilets, turf removal, and leak detection surveys related to residential water use.
BMP 4: Commercial, Industrial, & Institutional Programs	Deals with toilets, urinals, steamers, cooling towers, food/restaurant equipment, medical equipment, and items related to commercial, institutional, and industrial water use.
BMP 5: Landscape Programs	Deals with establishing parameters for large landscapes, including measurements, budgets, audits, prohibitions, incentives, etc., related to large landscapes.
Other	Any additional BMPs supported by the City.

Table 7.1: List of Current BMPs (for CUWCC Members) Relative to Current and Previous DMMs

7.2.1 BMP 1: Utility Operations

This BMP deals with water waste prohibitions, water efficiency ordinances, metering, conservation pricing, and other items related to managing water use.

Water Waste Prohibition Ordinance

Under City Ordinance No. 1638 (Section 4 – Water Conservation, 10-20-2014), "No person shall cause or permit water under his or her control to be wasted." A number of additional prohibition ordinances are summarized in **Section 8** with the complete list found in **Appendix G**.

Additionally, MWD supports its member agencies and cities to adopt ordinances that will reduce wasting water.

Metering

All of the City water accounts are metered and billed according to commodity rates and meter consumption. In addition, the City encourages the installation of dedicated landscape meters, which allows the City to recommend the appropriate irrigation schedules through future landscape programs. Meter calibration and periodic replacement ensures that customers are paying for all of the water they consume, and therefore encourages conservation.



Figure 7.2: Water Meter

Metering allows the City to conserve a total of 20 to 30 percent of the water demand overall and up to 40 percent savings during peak demand periods as estimated by the CalWEP's BMP Costs and Savings Study. The measure of effectiveness will include a comparison of water use before and after meter calibration.

Conservation Pricing



Figure 7.3: Water Waste

The City's water rate structure consists of two components: a commodity charge and a fixed service charge. The fixed service charge is a fixed monthly charge, included in each customer's water bill that is based on the size of the customer's connection. As the service size increases, so does the amount of the service charge. The monthly service charge applies to domestic, commercial, agriculture, and municipal users, and was set to increase incrementally every year.

In addition to the fixed service charge, the City utilizes a three-tier water commodity charge rate structure to provide financial incentives for residential customers that conserve water. Residential customers who consume 0 - 18 hundred cubic feet (ccf) are charged at the Block 1 Rate (the lowest rate). While those who consume 19 - 36 ccf are charged at the Block 2 Rate, which is more than double the Block 1 Rate. Finally, those who consume 36+ ccf are charged at the highest rate: Block 3 Rate. A copy of the current rates is shown in **Appendix F**.

The measure of effectiveness of the rate structure in terms of acting as a catalyst for water conservation will be assessed based on decreases in the total amount of consumption since the charges are based on total consumption rates.

Programs to Assess and Manage Distribution System Real Loss

The City's surveillance of its water system to detect leaks is an on-going operation. The City recognizes the urgency of repairing leaks and responds to any leak in an expedient manner. Field employees are trained in detection of leaks and signs of unauthorized uses of water. In addition, the customer billing system flags high or unusual water bills, which are then investigated for possible leaks in customer piping. When a leak is first noticed, the pipeline is inspected and promptly repaired. The City's system inspection and field reviews are triggered Figure 7.4: Leak Detection when pressure losses are experienced within the same locations of the distribution line.



To evaluate the effectiveness of these conservation measures, staff will review the data records to confirm that the unaccounted-for water losses remain low and consistent.

Water Conservation Program Coordination and Staffing Support

The Citv's Public Works (Water) Superintendent serves as the City's Conservation Coordinator for the water service area. Currently, the role of the Public Works Superintendent entails consistent water, street, and tree code enforcement, and as a result, regular communication with provided. customers is In addition, Works responsibilities of the Public Superintendent include conservation coordinator duties.



Figure 7.5: The City's Water Department Staff

7.2.2 BMP 2: Public Education & Outreach

This BMP deals with outreach efforts including emails, newsletters, advertisements, presentations, promotions, etc., related to outreach & education.

The City's Water Department Staff actively provides the community with educational opportunities through public events outreach.

School Programs

The City provides school education programs through MWD's Education Unit for teachers and students from pre-Kindergarten through college. These programs help to promote water conservation and awareness.

In 2014 and 2015 during a National Public Works Week event, the City coordinated with after-school programs which bussed in approximately 200 school children. The City's Water Department set up a booth where staff explained the origins of water, the importance of water conservation, and also passed out literature such as activity books, coloring books, and posters.

"Water is Life" Art Contest

Each year in the spring MWD sponsors an annual art contest that encourages youth to express the value of water through their artwork. Students in grades K-12 submit artwork through participating Member and Retail Agencies by March every year. This is a great way for students to remind us through art to consider how we use water today and whether there will be water available for the future.

MWD's World Water Forum

Ten years ago, in 2006, the "International Decade of Fresh Water" was proclaimed by the United Nations to raise awareness about global water issues. To underscore the importance of water quality and conservation issues, MWD partnered with the U.S. Bureau of Reclamation – U.S. Dept. of the Interior, Friends of the United Nations, Sanitation Districts of Los Angeles County and Water for People to create a grant competition for local colleges and universities that would promote new water conservation technologies and policies



Figure 7.6: School Programs Promote Water Awareness



Figure 7.7: MWD's "Water is Life" Art Contest



Figure 7.8: Public Outreach during Public Works Day

or communications programs. The Forum also helps to generate student interest in engineering, environmental science and related careers in the water industry, promoting economic and workforce development in Southern California.

MWD's Community Partnering Program

As a retail member, the City is able to participate in MWD's Community Partnering Program. MWD created the Community Partnering Program in 1999. It provides sponsorships for community-based organizations including nonprofit groups, professional associations, educational institutions and public agencies. Applications should promote discussion and educational activities for regional water conservation and water-use efficiency issues. MWD provides support for community water awareness programs, water-related education outreach programs, and public policy water conferences.

7.2.3 BMP 3: Residential Programs

This BMP deals with showerheads, faucets, toilets, and leak detection surveys related to residential water use.

Water Survey Assistance

As a member agency of MWD, the City receives funding for residential survey devices through MWD.

The City also responds to customer inquiries to high water bills that prompt informal water surveys to be completed by trained City water staff. A highwater bill triggers the City to inspect the accuracy of the water meter, conduct a flow test, and then suggest possible sources of water leaks or excessive water use.



Figure 7.9: Residential Water Survey

The City will measure the effectiveness of water survey programs through analyzing the number of surveys distributed and the difference in water consumption for the families after the surveys are conducted.

Other Residential Programs from MWD

The City also participates in various MWD programs aimed at increasing landscape water use efficiency for residential customers, including rebate programs that provide financial incentives. SoCal Water\$mart, formerly Save Water Save-A-Buck, is the conservation rebate program offered through MWD. The program offers rebates for high-efficiency clothes washers (HECW), premium high-efficiency toilets (PHET), weather-based irrigation controllers (WBIC), soil moisture sensor system (SMSS), rotating sprinkler nozzles, rain barrels/cisterns, and turf removal, as described below.

- *Weather-Based Irrigation Controllers (WBIC) Program* This program, previously called the "Smart Timer Rebate Program," started in FY 2004/05. Under this regional program, residential and small commercial properties are eligible for a rebate when they purchase and install a weather-based irrigation controller, which has the potential to save 13,500 gallons a year per residence. Rebates start at \$80 per controller for landscapes less than 1 acre in area and \$35 per station for more than 1 acre.
- **Rotating Nozzle Rebate Program** This rebate program started in 2007 and is offered to both residential and commercial customers. Through this program, site owners will purchase and install rotary nozzles, which can use up to 20 percent less water than conventional fan spray nozzles, in existing irrigation systems. These sprinklers reduce runoff onto sidewalks and into

local storm drain system and provide uniform water distribution onto the landscape. MWD offers \$2 per nozzle with a minimum of 30 nozzles.

- **Rain Barrels & Cisterns Program** Residential and commercial customers can receive rebates for installing rain barrels and/or cisterns to collect rainwater for re-use for watering their landscapes. Customers may receive rebates starting at \$75 per barrel or \$300 per cistern. The barrels and cisterns must adhere to specified design guidelines.
- Soil Moisture Sensor System Program For large residential sites, a soil moisture sensor, which measures soil moisture content in the active root zone, can be installed to receive rebates starting at \$80 or \$35 per SMSS. The sensor must be connected to a compatible irrigation system controller.



Figure 7.10: Rain Barrel

• **Turf Removal Program** – Through this program, residential and small commercial customers of participating retail water agencies are eligible to receive a minimum of \$2 per square foot of turf removed for qualifying projects. Currently, Turf Removal incentives are no longer being offered throughout the MWD region due to high popularity that led to the exhaustion of funds.

Residential Plumbing Retrofit

The City offers rebates through MWD's SoCal Water\$mart program for high-efficiency clothes washers (HECWs) and premium high-efficiency toilets (PHETs) that use less than 1.1 gpf. Through this program, water-wasting plumbing fixtures are replaced with highly efficient ones with a rebate incentive for qualifying models.

7.2.4 BMP 4: Commercial, Institutional, & Industrial Programs

The City has a relatively small number of commercial, industrial, and institutional (CII) accounts; however, the City still offers financial incentives under MWD's SoCal Water\$mart Program, which offers rebates for various water efficient devices to qualifying CII customers.

SoCal Water\$mart – MWD launched this program on July 1, 2008 and offers rebates to assist CII customers in replacing high-flow plumbing fixtures with low-flow fixtures. Rebates are available only on those devices listed in **Table 7.2** on the following page. Installation of devices is the responsibility of each participant. Participants may purchase and install as many of the water saving devices as are applicable to their site.

Retrofit Device	Rebate Amount
High Efficiency Toilet	\$40
Ultra-Low-Water or Zero Water Urinal	\$200
Connectionless Food Steamers	\$485 per compartment
Air-Cooled Ice Machines	\$1,000
Cooling Tower Conductivity Controller	\$625
pH / Conductivity Controller	\$1,750
Dry Vacuum Pumps	\$125 per 0.5 HP
Weather Based Irrigation Controller & Computer Irrigation Controller	\$35 per station
Rotating Nozzles for Pop-up Spray Head Retrofits	\$2 (minimum of 30 per rebate)
Large Rotary Nozzles	\$13 per set

Table 7.2: SoCal Water \$mart Program Rebates

7.2.5 BMP 5: Landscape Programs

The City supports large landscape conservation through MWD's regional programs including:

SoCal Water\$mart Program – The City, through MWD, also offers rebates through SoCal Water\$mart program for landscape plumbing retrofitting. Landscape rebates are available for Weather- Based Irrigation Controllers (WBIC), Soil Moisture Sensor System Program (SMSS), rotating sprinkler nozzles, and turf removal. The available landscape programs are listed below:

- WBIC Program
- SMSS Program
- Rotating Nozzle Rebate Program
- Rain Barrels & Cisterns Program
- Turf Removal Programs

7.3 REBATE PROGRAM PARTICIPATION

Over the past six years (2015-2020), the City has found success in offering rebates through MWD's SoCal Water\$mart program. Since the beginning of 2015, there have been residents that have qualified and received rebates through the rebate program.



SECTION 8: WATER SHORTAGE CONTINGENCY PLAN

CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 8WATER SHORTAGE
CONTINGENCY PLAN

8.1 INTRODUCTION

Water supplies may be interrupted or reduced significantly in a number of ways including droughts, earthquakes, and power outages, which can hinder a water agency's ability to effectively delivery water. Drought impacts increase with the length of a drought as carry-over supplies in reservoirs are depleted and water levels in groundwater basins decline. The ability to manage water supplies in times of drought or other emergencies is an important part of water resources management for a community. Although the majority of the City's water supply is produced locally, response to an emergency will be a coordinated effort between its own staff and other local and regional water agencies.

Recent water supply challenges throughout the American Southwest and the State of California have resulted in the development of a number of policy actions that water agencies would implement in the event of a water shortage. In Southern California, the development of such policies has occurred at both the wholesale and retail level. This section addresses elements related to the urban water supplier's Water Shortage Contingency Plan (WSCP) describing new and existing policies that MWD and the City have in place to respond to water supply shortages, including a catastrophic interruption and a greater than 50 percent mandatory reduction in total potable water supply. The City will also coordinate with MWD to implement water shortage plans on a regional level.

8.2 WATER SUPPLY RELIABILITY ANALYSIS

8.2.1 Water Service Reliability Assessment

Southern California is expected to experience an increase in regional demands in the years 2025 through 2045 as a result of population growth. Although increases in demand are expected, future demands are effectively limited due to the requirements of SBx7-7. It can be reasonably expected that the majority of agencies have met or were near their compliance targets for 2020 and will continue to meet, or will soon meet, their per-capita usage limit in the future.

The data in the MWD 2020 UWMP shows supply reliability projections for average and single dry years and is important to effectively project and analyze supply and demand over the next 25 years for many regional agencies. Projected supplies during single and multiple dry year scenarios indicate MWD's projected supply will exceed its projected single dry year demands in all years. Likewise, for average years, MWD supply exceeds projected demands for all years.

Due to the semi-arid nature of the City's climate and as a result of past drought conditions, the City is vulnerable to water shortages due to its climatic environment and seasonally hot summer months. Section 6 describes the water availability during single and multiple dry year scenarios. Tables 8.1, 8.2, and 8.3 summarize the supply and demand comparisons during normal, single-dry year, and multiple dry year, respectively.

	2025	2030	2035	2040	2045
Supply totals	4,199	4,199	4,199	4,199	4,199
Demand totals	2,910	2,960	3,011	3,062	3,114
Difference	1,289	1,239	1,188	1,137	1,085

Table 8.1: Normal Year Supply & Demand Comparison (AF) (DWR Table 7-2 R)

Table 8.2: Single Dry Year Supply & Demand Comparison (AF) (DWR Table 7-3 R)

	2025	2030	2035	2040	2045
Supply totals	3,570	3,570	3,570	3,570	3,570
Demand totals	3,273	3,329	3,386	3,444	3,503
Difference	297	241	184	126	67

 Table 8.3: Multiple Dry Year Supply & Demand Comparison (AF) (DWR Table 7-4 R)

		2025	2030	2035	2040	2045
First year	Supply totals	3,570	3,570	3,570	3,570	3,570
	Demand totals	3,238	3,293	3,349	3,406	3,465
	Difference	332	277	221	164	105
	Supply totals	3,570	3,570	3,570	3,570	3,570
Second year	Demand totals	3,443	3,502	3,562	3,623	3,684
	Difference	127	68	8	(53)	(114)
	Supply totals	3,570	3,570	3,570	3,570	3,570
Third year	Demand totals	3,535	3,595	3,656	3,719	3,782
	Difference	35	(25)	(86)	(149)	(212)
	Supply totals	3,570	3,570	3,570	3,570	3,570
Fourth year	Demand totals	3,358	3,416	3,474	3,533	3,594
	Difference	212	154	96	37	(24)
	Supply totals	3,570	3,570	3,570	3,570	3,570
Fifth year	Demand totals	2,892	2,942	2,992	3,043	3,095
	Difference	678	628	578	527	475

As shown in **Tables 8.1** to **8.3**, the City can meet the majority of future demands through 2045; however, the City service area indicates supply deficits in the analysis. Because the City has access to MWD water, a shortfall of groundwater supplies may be supplemented by imported water supply from MWD. Furthermore, these projections do not include groundwater right agreements with outside agencies. The City may consider groundwater lease agreements with the City of Los Angeles to pump additional groundwater if they anticipate to exceed their adjudicated groundwater rights within the Sylmar Groundwater Basin.

8.2.2 Five-Year Drought Risk Assessment

Due to the surface and subsurface inflows from the Santa Susana and San Gabriel Mountains and natural percolation, the Sylmar Basin has moderate dry season groundwater supply protection. Additionally, due to the stipulations of the Sylmar Judgment, the City may extract up to 10 percent in excess of its adjudicated right of 3,570 AFY. If the City leases additional groundwater from the City of Los Angeles, this will result in even greater supply reliability benefits during dry seasons that may occur during the course of the City's lease. Furthermore, since the City will continue to have access to imported water, the City may import water to meet demand, if necessary.

Imported water supplies, like groundwater, are subject to demand increases and reduced supplies during dry years; however, MWD modeling in its 2020 UWMP, as referenced in **Tables 6.2** to **6.3** in **Section 6**, results in 100 percent reliability for full-service demands through the year 2045 for all climatic conditions. Based on the conditions described above, the City anticipates the ability to meet water demand for all climatic conditions for the near future

New to the 2020 UWMP is the Drought Risk Assessment (DRA) over a 5-year period examining the reliability of the City's water supplies. **Table 8.4** shows the results of the analysis. The analysis was done utilizing DWR's DRA Planning Tool to determine supply and demand projections, and to analyze the City's vulnerability to droughts. The tool also allows water purveyors to utilize potential water usage saving or supply augmentation methods to mitigate supply shortfalls. These water usages saving methods (restrictions) and supply augmentations are further discussed in the WSCP. As shown, the City is capable to meet the projected demands based on the estimated water supplies during drought conditions without the need for WSCP stage implementation.

	2021	2022	2023	2024	2025
Total Water Use	2,871	2,881	2,891	2,900	2,910
Total Supplies	3,570	3,570	3,570	3,570	3,570
Surplus/Shortfall w/o WSCP Action	699	689	679	670	660
Planned WSCP Actions (Use Reduction and Supply Augmentation)					
Supply Augmentation Benefit from WSCP Response	0	0	0	0	0
Use Reduction Savings Benefit from WSCP Response	0	0	0	0	0
Revised Surplus/Shortfall	699	689	679	670	660
Resulting % Use Reduction from WSCP Action	0%	0%	0%	0%	0%

Table 8.4: Five-Year Drought Risk Assessment (AF) (DWR Table 7-5)



Figure 8.1: Severe Droughts Highlight the Importance of Conservation Ordinances (Lake Oroville in 2014)

Response to a future drought would follow the water use efficiency mandates of the City's phased water conservation program along with implementation of the appropriate stage of regional plans, such as MWD's Water Surplus Drought Management (WSDM) Plan as described later in this section.

8.3 ANNUAL WATER SUPPLY AND DEMAND ASSESSMENT PROCEDURES

Under CWC Section 10632(a)(2), beginning by July 1, 2022, each urban water supplier is required to prepare their annual water supply and demand assessment (Annual Assessment) and submit an Annual Water Shortage Assessment Report to DWR. The Annual Water Shortage Assessment Report will be due by July 1 of every year, as required by CWC Section 10632.1.

This section outlines the City's procedures used in conducting an Annual Assessment, including the following: 1) written decision-making process for determining water supply reliability; and 2) key data inputs and assessment methodology for evaluating the water supply reliability for the current year and one dry year.

8.3.1 Decision-Making Process

The City's Annual Assessment will be mostly based on daily recorded water production and supply figures. Water consumption is monitored regularly through the metering of all City service connections in its distribution system. To determine its water supply reliability and actual reductions in water use during declared water shortages or emergencies, the City can rely on its daily records as well as the weekly, monthly, and annual reports prepared. These periodical

analyses are used by the City to manage resources to meet projected demands and adjust to changing conditions (i.e., precipitation) throughout the year.

Starting in 2022, City staff will submit and present a finalized Annual Water Shortage Assessment Report to the City Council for approval by June each year. City staff will also present determination of recommended water shortage response actions deemed appropriate as a result of the Annual Assessment. Following approval, City staff will submit the approved Annual Water Shortage Assessment Report to DWR by July 1 of every year. The functional procedures for the decision-making process are depicted in the following timeline shown in **Figure 8.2**.

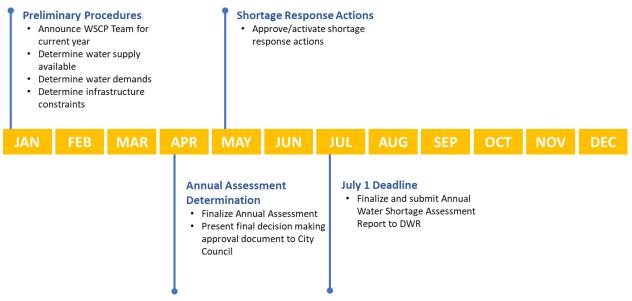


Figure 8.2: Sample Annual Assessment Decision-Making Process Timeline

8.3.2 Key Data Inputs and Assessment Methodology

This section defines the key data inputs and assessment methodology used to evaluate the water supply reliability for the anticipated conditions for the current year and for one dry year that follows. The Annual Assessment determination will focus on the current year unconstrained demand, infrastructure constraints, and total water supply availability. Moreover, the Annual Assessment will consider the current year's weather, population growth, policies in place that will impact demands, and other influencing factors. The current year available supply will incorporate the hydrological regulatory conditions for the current year and following dry year.

Locally Applicable Evaluation Criteria

The locally applicable evaluation criteria that will be consistently relied on for each Annual Assessment include the following:

- 1) Assumed unconstrained demand (i.e., demand without any conservation measures) for current year and one dry year
- 2) Assumed total water supply availability for current year and one dry year

- 3) Existing infrastructure capabilities and plausible constraints
 - Any known issues with the water facilities (including water quality conditions limiting local sources)
 - Planned power outages for operation and maintenance
 - New construction and repairs
 - Environmental mitigation measures
 - Other constraints that may affect near-term water supply reliability

Water Supply Sources Description and Quantification

As part of the Annual Assessment, the total available water supply evaluation criteria will comprise of the City's water supply sources as shown and quantified in **Tables 8.5** and **8.6**.

	Additional Detail on	2020			
Water Supply	Water Supply	Actual Volume	Water Quality	Total Right or Safe Yield	
Purchased or Imported Water	MWD	0	Drinking Water	629	
Groundwater (not desalinated)	Sylmar Groundwater Basin	2,862	Drinking Water	3,570	
	2,862		4,199		

Table 8.5: 2020 Water Supply (AF) (DWR Table 6-8 Retail)

Table 8.6: Projected Water Supply Availability (AF) (DWR Table 6-9 Retail)

Motor Currely	Additional Detail on		Project	ed Water S	upplies	
Water Supply	Water Supply	2025	2030	2035	2040	2045
Purchased or Imported Water	MWD	629	629	629	629	629
Groundwater (not desalinated)	Sylmar Groundwater Basin	3,570	3,570	3,570	3,570	3,570
	Total	4,199	4,199	4,199	4,199	4,199

Imported Water Purchases

The City receives its imported water supply from MWD. Supply from MWD originates from the Colorado River and the Sacramento-San Joaquin River Delta in Northern California. From 2015 to 2020, imported water has accounted for 0 percent of the City's potable water supply total. This independence from imported water is the result of the City's groundwater pumping ability. The City is projected to be able to have access to its full Tier 1 limit supply with MWD of 629 AFY as shown in **Table 8.6**.

Groundwater Supply

The City uses its groundwater wells to extract groundwater from the Sylmar Groundwater Basin and has an adjudicated right of about 3,570 AFY. The City currently maintains three active wells (Well Nos. 2A, 4A, and 7A) and one standby well (Well No. 3) for groundwater extraction.

8.4 SHORTAGE STAGES AND SHORTAGE RESPONSE ACTIONS

8.4.1 MWD Stages of Action

Water Surplus & Drought Management Plan (WSDM)

In addition to the provisions of the City's Conservation Ordinance, the City will also work in conjunction with MWD to implement conservation measures within the framework of MWD's WSDM Plan. The WSDM Plan was developed in 1999 by MWD with assistance and input with its member agencies. The plan addresses both surplus and shortage contingencies.

The WSDM Plan guiding principle is to minimize adverse impacts of water shortage and ensure regional reliability. The plan guides the operations of water resources (local resources, Colorado River, SWP, and regional storage) to ensure regional reliability. It identifies the expected sequence of resource management actions MWD will take during surpluses and shortages of water to minimize the probability of severe shortages that require curtailment of full-service demands. Mandatory allocations are avoided to the extent practicable; however, in the event of an extreme shortage, an allocation plan will be implemented.

MWD's WSDM and WSAP Plans help guide drought management for many agencies throughout the region.

In addition to its WSDM Plan, MWD developed a Water Supply Allocation Plan (WSAP), which provides a standardized methodology for allocation of supplies during times of extreme shortage (Stage 7 in MWD's WSDM Plan). During a shortage, the City's imported water supplies will be allocated based on the methodology documented in MWD's allocation plan.

The following description of shortage stages is from MWD's 2020 UWMP, page 2-29:

"**Shortage**: Metropolitan can meet full-service demands and partially meet or fully meet interruptible demands, using stored water or water transfers as necessary.

Severe Shortage: Metropolitan can meet full-service demands only by using stored water, transfers, and possibly calling for extraordinary conservation.

Extreme Shortage: Metropolitan allocates available supply to full-service customers.



Figure 8.3: Lake Mead "Bathtub Ring" (December 20, 2020)

The WSDM Plan also defines six shortage management stages to guide resource management activities. These stages are not defined merely by shortfalls in imported water supply, but also by the water balances in Metropolitan's storage programs. Thus, a 10 percent shortfall in imported supplies could be a stage one shortage if storage levels are high. If storage levels are already depleted, the same shortfall in imported supplies could potentially be defined as a more severe shortage.

When Metropolitan must make net withdrawals from storage to meet demands, it is considered to be in a shortage condition. Under most of these stages, Metropolitan is still able to meet all end-use demands for water. For shortage stages 1 through 3, Metropolitan will meet demands by withdrawing water from storage. At shortage stages 4 and 5, Metropolitan may undertake additional shortage management steps, including issuing public calls for extraordinary conservation and exercising water transfer options, or purchasing water on the open market."

MWD Water Supply Allocation Plan (for WSDM Shortage Stage 7)

In February 2008, MWD's Board of Directors adopted a WSAP, which includes a methodology for calculating supply allocations in the event that MWD enters a Shortage Stage 7 and is unable to meet the demands of its member agencies. MWD revised its WSAP in 2014 to include the following updates: new FY 12-13 to FY 13-14 baseline, implement a Conservation Demand

Surplus Stages	Actions		S	hortag	e Stage	es .	
4 3 2 1		1	2	3	4	5	6
	Put to SWP & CRA Groundwater Storage Put to SWP & CRA Surface Storage Put to Conjunctive Use Groundwater Put to DWR Flexible Storage Put to Metropolitan Surface Storage						
	Public Outreach						
	Take from Metropolitan Surface Storage Take from SWP Groundwater Storage Take from Conjunctive Use Storage Take from SWP & CRA Surface Storage Take from DWR Flexible Storage Extraordinary Conservation Reduce IAWP Deliveries Call Options Contracts Buy Spot Transfers Implement Water Supply Allocation Plan						



Hardening Adjustment, create a separate Groundwater Replenishment Allocation for applicable agencies, and replace WSAP Penalty Rates with Allocation Surcharges based on the marginal costs of turf removal. It should be noted that the WSAP is not a rationing plan. Rather, it is a pricing plan where water is allocated at regular prices and agencies that choose to take more than the allocated water pay surcharges. The surcharge pricing mechanism acts to discourage the use of water above the allocation. The WSAP uses a combination of estimated total retail demands and historical local supply production within the member agency service area to estimate the demands on MWD from each member agency in a given year. Based on a number of factors, including storage and supply conditions, MWD then determines whether it has the ability to meet these demands or will need to allocate its limited supplies among its member agencies. Thus, implicit in MWD's decision not to implement an allocation of its supplies is that, at a minimum, MWD will be able to meet the demands identified for each of the member agencies.

According to MWD's 2015 IRP, the approach seeks to balance the impacts of a shortage at the retail level while maintaining equity on the wholesale level and takes into account growth, local investments, changes in supply conditions and the demand hardening aspects of non-potable recycled water use and the implementation of conservation savings programs. The methodology attempts to allocate supplies based on an estimate of an agency's relative need for imported water using the following process:

1. Establish a baseline for total retail demands (and adjust for growth) to determine the allocation year total retail demands. ("*What are your total water demands?*")

When a WSDM Shortage Stage 7 is triggered, MWD's WSAP helps to assess resources in the most equitable way possible.



Figure 8.5: MWD's Diamond Valley Lake (Potential Reserves for WSAP Allocations)

- 2. Estimate the amount of local supplies to be utilized in the allocation year and subtract from total retail demands. This is the allocation year baseline demand on MWD. ("*How much imported water do you need from MWD?*")
- **3.** Apply the minimum allocation percentage (per the regional shortage level) to the allocation year baseline demand and provide minor adjustments based on various criteria. (*"Restrict normal supply deliveries and provide allocation."*)

Base Period Calculations (Used to Determine WSAP Reductions)

The Base Period is calculated using data from FY 2012-13 and FY 2013-14. Base Period wholesale demands are based on the two-year average of demands on MWD during the Base Period, including full-service, seawater barrier, seasonal shift, and surface storage operating agreement demands.

Local supplies for the base period are calculated using a two-year average of groundwater production, groundwater recovery, Los Angeles Aqueduct supply, surface water production, and other imported supplies. Non-potable recycling production is not included in this calculation, which, according to MWD, is intended to address the impact of demand hardening due to recycled water use.

Total potable retail demands for the Base Period are then calculated by adding the Base Period wholesale demands on MWD and the Base Period local supplies.

WSAP Allocation Year Calculations

The next step is to estimate water needs in an allocation year by (1) adjusting the Base Period total retail demands for population or economic growth, and (2) accounting for changes in local supplies.

The Base Period retail demands are adjusted for growth using the average annual rate of population growth occurring since the two-year base period based on county-level data generated by the California Department of Finance.

Next, these growth-adjusted demands are adjusted again to account for (1) gains and losses of local supply, and (2) extraordinary increases in production over the base year. According to MWD, these adjustments are made to give a more accurate estimate of actual supplies in the allocation year, and, in turn, more accurately reflect an agency's demand for MWD supplies.

The adjustment for gains in local supplies is intended to account for planned or scheduled gains in local supply production above the Base Period, which are not due to extraordinary actions to increase water supply in the allocation year. These previously scheduled increases in supply programs (i.e., San Diego County Water Authority/Imperial Irrigation District) or local production are added to the base period local supplies. Again, new supplies from non-potable recycling projects are not counted as local supplies.

While the local agency does become more reliable with the addition of the new supplies, assuming that the new supplies are available during an allocation, the benefits of these programs are partially offset because the impact of adding the new supplies to the Base Period local supplies is to reduce an agency's dependence on MWD and thus their allocation under the WSAP.

Alternatively, only a portion of the additional supplies from what are termed "extraordinary increases in production" are added back to Allocation Year local supplies depending on the retail shortage level. Extraordinary increases in production include such efforts as purchasing transfers or mining of groundwater basins. By adding only a percentage of the yield from these supplies to Allocation Year local supplies, it has the effect of "setting aside" the majority of yield for the agency who procured the supply.

Table 8.7 reflects the set of percentages used in the WSAP to establish water allocations for each agency.

Regional Shortage Level	Regional Shortage Percentage	Wholesale Minimum Percentage	Maximum Retail Impact Adjustment Maximum
1	5%	92.5%	2.5%
2	10%	85.0%	5.0%
3	15%	77.5%	7.5%
4	20%	70.0%	10.0%
5	25%	62.5%	12.5%
6	30%	55.0%	15.0%
7	35%	47.5%	17.5%
8	40%	40.0%	20.0%
9	45%	32.5%	22.5%
10	50%	25.0%	25.0%

Table 8.7: Water Allocation Percentages

8.4.2 City of San Fernando Response Plan

The City has implemented a water conservation program to reduce water demands since the drought period of the early 1990s. On October 20, 2014, the City Council adopted a revised version Water Conservation Ordinance (Ordinance No. 1638, see **Appendix G**), which establishes three phases of water shortage severity based on predicted or actual water supply reductions. The City implements certain initiatives to optimize water supply during water shortages or drought conditions. In the event of a water shortage, the director of utilities will declare the appropriate water conservation stage by resolution.

The objectives of the response plan are to:

- 1. Prioritize essential uses of available water
- 2. Avoid irretrievable loss of natural resources
- 3. Manage current water supplies to meet ongoing and future needs
- 4. Maximize local municipal water supplies
- 5. Eliminate water waste city-wide
- 6. Create equitable demand reduction targets
- 7. Minimize adverse financial effects

The following priorities for uses of available water are listed in order from highest to lowest priority:

1. Health and Safety including: consumption and sanitation for all water users; fire suppression; hospitals, emergency care, nursing/convalescent homes and other similar health care facilities; shelters and water treatment

- 2. Institutions, including government facilities and schools such as public safety facilities, essential government operations, public pools and recreation areas
- 3. All non-essential commercial and residential water uses
- 4. Landscaped areas of significance, including parks, cemeteries, open spaces, governmentfacility landscaped areas and green belt areas
- 5. New water demand

City of San Fernando Stages of Action

During water shortages, the City has the ability to meet its demands by applying a Phased Water Conservation Plan. This plan imposes phases of mandatory water reduction of water use up to and greater than 50 percent and consists of three phases that help reduce water use within the City's system in order to meet a water supply reduction target based on the severity of the drought conditions or supply shortage. The City's two potable water sources are local groundwater and imported deliveries through MWD. Rationing stages may be triggered by a shortage in one source or a combination of sources, and shortages may trigger a stage at any time. **Table 8.8** shows the stages of action of the ordinance.

Per CWC Section 10632(a)(3)(B), a supplier may continue using their own water shortage levels that were previously used. In accordance with this allowance, the City has chosen to continue to use its current water shortage levels in its new WSCP and has included a graphic (**Table 8.8**) to correlate its water shortage levels to the six standard water shortage levels mandated by CWC Section 10632(a)(3)(A).

	City Shortage Levels			d Standard ;e Levels
Stage Phase	Restriction Type	% Shortage	Shortage Level	% Shortage
I	Voluntary	Up to 10%	1	Up to 10%
II	Mandatory	Up to 20%	2	Up to 20%
			3	Up to 30%
Ш	Mandatory	Up to 50%	4	Up to 40%
		or greater	5	Up to 50%
			6	>50%

Table 8.8: Water Supply	y Shortage Stages and	Conditions – Rationing Stages
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As reflected in **Table 8.8**, the mandatory prohibitions applied by Phase 3 will curtail water use more than 50 percent below the projected water consumption level. Correspondingly, the City's shortage levels depicted in **Table 8.8** are bundled in such a way that if a conservation stage to reduce water consumption by 40 percent were mandated (CWC standard shortage level 4), the prohibitions and additional conservation measures activated by the City's Phase 3 will provide more than enough shortage responses to exceed the conservation goal.

The City Council will implement the provisions of the Phased Water Conservation Plan, following a public hearing, upon determination that the projected water shortage and the appropriate measures should be implemented. Any provision requiring curtailment in the use of water shall become effective no sooner than the first billing period commencing on or after the date of publication of the measures adopted.

The type of event that may prompt the City Council to declare a water shortage and implement the Water Conservation Plan includes a drought, a state or local emergency, a natural disaster that critically impacts the supply or water conveyance system, and a localized event that critically impacts the water supply. The water supply can be impacted due to deficient water treatment and/or water quality, and problems with storage, transmission, or the water distribution system. Also, restricted use could be triggered by the City's wholesale water agency requesting extraordinary water conservation efforts in order to avoid mandatory water allocations in accordance with the WSAP.

8.4.3 Prohibitions

Mandatory Prohibitions

In accordance with the City's conservation policies, the City has enacted several water use restrictions which are enacted during times of shortage as part of the City's Ordinance Code 1638 (see **Appendix G**). In addition, the City has planned to review its current conservation plan in the near future.

Prohibitions of the current conservation plan include, but are not limited to:

- *Gutter flooding* No person shall cause or permit any water furnished to any property to run or escape into any gutter if such running can be reasonably prevented.
- *Washing hard-surfaced areas* No person shall use any water furnished to any property within the city to wash sidewalks, driveways, etc. by hosing.
- *Irrigation* No person shall water any type of vegetation or landscaping during the hours of 10:00 am and 5:00 pm.
- *Ornamental facilities* No person shall refill any fountain, pool or other facility containing water solely for ornamental purposed.
- *Leaks* No person shall permit leaks of water which he/she has the authority to eliminate.
- *Restaurants* Restaurants shall only serve water to customers upon request.
- *Washing vehicles* Washing of vehicles, trailers, boats, etc. shall be done only with a handheld buckets or hose equipped with a shut-off nozzle for quick rinses, except that washing may be done with reclaimed water or a commercial car wash using recycled water.
- *Watering lawns and landscape* All lawns and landscape shall be watered not more than every other day, on the assigned day (either an odd-numbered or even-numbered day).
- *Wasting generally* No person shall cause or permit water under his or her control to be wasted.

8.4.4 Consumption Reduction Methods

In addition to the City's demand management measures, the following is a list of some of the consumption reduction methods that the City may implement during a water shortage:

- Reduced pressure in water mains
- Flow & water use restrictions
- Restrict building permits
- Restrict for only priority uses
- Water Shortage pricing
- Mandatory rationing

8.4.5 Catastrophic Supply Interruption

Given the great distances imported water supplies travel to reach the City service area, the region is vulnerable to interruptions along hundreds of miles of aqueducts, pipelines and other facilities associated with delivering the supplies to the region. Additionally, this water is distributed to customers through an intricate network of pipes and water mains that are susceptible to damage from earthquakes and other disasters, natural or otherwise.

MWD

MWD has comprehensive plans for stages of actions it would undertake to address a catastrophic interruption in water supplies through its WSDM and WSAP Plans. MWD also developed an Emergency Storage Objective to mitigate potential interruption in water supplies resulting from catastrophic occurrences within the Southern California region, including seismic events along the San Andreas Fault. In addition, MWD is working with the state to implement a comprehensive improvement plan to address catastrophic occurrences that could occur outside of the Southern California region, such as a probable maximum seismic event in the Delta that would cause levee failure and disruption of SWP deliveries.

In July 2019, MWD's Board adopted amendments to their Administrative Code allowing deliveries of member agency water supplies in MWD's system during an emergency. With these enabled deliveries, MWD's member agencies will be able to deliver their water through MWD's system under specific emergency conditions. Emergency deliveries using a portion of MWD's system can only be made if MWD is unable to make deliveries to a member agency due to physical damage to its system resulting from a natural disaster or other emergency, and there are no alternatives.

City of San Fernando

A water shortage emergency could be caused by a catastrophic event such as result of drought, failures of transmission facilities, a regional power outage, earthquake, flooding, supply contamination from chemical spills, and other adverse conditions.

The City has an Emergency Operations Center (EOC) that can be activated in times of local and regional emergencies. The City is also a part of the Member Agency Response System (MARS), a radio communication system developed by MWD, which allows the City to contact other water member agencies during an emergency or disaster for assistance. In addition, the City maintains its equipment and vehicles in good repair in preparation for responding to emergency conditions. The water system is designed with redundant features in its production, storage and distribution systems, and it has been recently automated by the installation of a telemetry and control system.



Figure 8.6: Reservoirs Provide Emergency Supplies (Lake Skinner)

The City is currently updating its Emergency Response Plan (ERP), which describes the actions the City will take during a catastrophic interruption of water supplies including, a regional power outage, an earthquake, a fire, emergency chlorination, damage or destruction to its facilities and other disaster.

Due to the planning efforts of the MWD, large reservoirs are capable of supplying the City's (and the region's) water needs for several months provided that the water use restrictions of each agency are met. Lake Castaic is a large nearby reservoir that can provide emergency supplies of up to 324,000 AF of emergency and non-emergency supplies.

During a disaster, the City will work cooperatively with LADWP and MWD through the radio communication MARS to facilitate the flow of information and requests for mutual-aid within MWD's 5,100 square mile service area. In the event of groundwater supply loss, all supply could be imported from MWD's reservoirs, and it is confirmed that the necessary capacity is available to do so.

Additional emergency services in the State of California include the Master Mutual Aid Agreement, California Water Agencies Response Network (WARN), and Plan Bulldozer. The Master Mutual Aid Agreement includes all public agencies that have signed the agreement and is planned out of the California Office of Emergency Services. WARN includes all public agencies that have signed the agreement to WARN and provides mutual aid assistance. It is managed by a State Steering Committee. Plan Bulldozer provides mutual aid for construction equipment to any public agency in times of disasters when danger to life and property exists.

8.4.6 Seismic Risk Assessment and Mitigation Plan

Introduction

Earthquakes can vary significantly in magnitude and the amount of damage caused. Major earthquakes can cause loss of electrical power, damage to the City's structures and equipment,

disruption of service, and injuries to staff. This section provides a description of the City's procedures (i.e., response and mitigation) after an earthquake event.

As mandated in CWC Section 10632.5, beginning January 1, 2020, water suppliers are required to include a seismic risk assessment and mitigation plan as part of their WSCP to assess the vulnerability of each of the various facilities of their water system and mitigate those vulnerabilities. If an urban water supplier does not have a seismic risk assessment and mitigation plan, the urban water supplier may instead, per CWC Section 10632.5(c), include a local hazard mitigation plan (LHMP) or a multi-hazard mitigation plan. This requirement is satisfied by the incorporation of elements and analyses from the City's Risk and Resilience Assessment (RRA) and ERP as well as the 2019 County of Los Angeles All-Hazards Mitigation Plan. The complete RRA and ERP documents are not presented within this plan due to the highly confidential nature of the reports. Although the City does not currently have a Seismic Risk Assessment and Mitigation Plan, it plans to prepare a Local Hazard Mitigation Plan by the end of 2021.

Seismology of Water Facilities & Vulnerability

An earthquake is caused by the shifting of tectonic plates beneath the Earth's surface. Ground shaking from moving geologic plates collapses buildings and bridges, and sometimes triggers landslides, avalanches, flash floods, fires and tsunamis. The strong ground motion of earthquakes has the potential to cause a great deal of damage to drinking water and wastewater utilities, particularly since most utility components are constructed from inflexible materials (i.e., concrete, metal pipes). Earthquakes create many cascading and secondary impacts that may include, but are not limited to:

- Structural damage to facility infrastructure and equipment
- Water tank damage or collapse
- Water source transmission line realignment or damage
- Damage to distribution lines due to shifting ground and soil liquefaction, resulting in potential water loss, water service interruptions, low pressure, contamination and sinkholes and/or large pools of water throughout the service area
- Loss of power and communication infrastructure
- Restricted access to facilities due to debris and damage to roadways

According to the maps provided on the California Office of Emergency Services' online planning tool (My Plan) and the California Geological Survey's online earthquake hazards zone application (EQ Zapp), one known fault traverses the City's service area, which is the San Fernando Fault Zone. In addition, there are areas with increased risk due to soil liquefaction. The known regional fault lines, landslide zones, and liquefaction zones are shown in **Figure 8.7**.

ERP – Earthquake Emergency Response

The City is currently preparing a new ERP to replace its existing ERP by December 31, 2021 in order to meet the requirements of America's Water Infrastructure Act of 2018 (AWIA). The ERP provides City staff with the necessary information, strategies, procedures, and mitigation actions

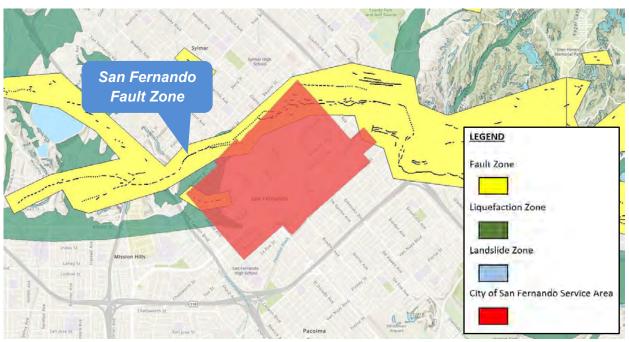


Figure 8.7: Seismic Hazards within the City's Service Area (California Geological Survey)

to address earthquake emergencies. The Water Operations Personnel will be a part of the City Emergency Response Team in case of a citywide emergency. The City's ERP policies are intended to guide disaster management planners and emergency responders, and to provide a consistently high level of preparedness at all the facilities.

Per the ERP, after a major earthquake, the EOC will be activated if potential or significant damage has occurred in the City, and the situation cannot be handled by routine public safety response or immediate mutual aid assistance. In the event of an emergency, the Public Works Superintendent will inform the Water Operations Personnel, who will be required to inspect all facilities for apparent signs of damage or abnormal conditions and conserve the existing water supply in the reservoirs from loss through water line breaks in the distribution system. In addition, Water Operations Personnel will notify the EOC to have the Police Department warn nearby residents if imminent danger from flooding might occur from structural damage to reservoirs. The Public Works Superintendent will also inform the Fire Department of the status of availability of water for firefighting and other purposes.

Mitigation Actions

Hazard mitigation may occur during any phase of a threat, emergency, or disaster. Mitigation can and may take place during the preparedness (before), response (during), and recovery (after) phases. The process of hazard mitigation involves evaluating a hazard's impact and identifying and implementing actions to minimize or eliminate the impact.

County of Los Angeles

The goals of the County of Los Angeles All-Hazards Mitigation Plan are based on a risk assessment, representing a long-term vision for hazard reduction or enhanced mitigation capabilities.

The five mitigation goals and descriptions are listed below:

1. **Protect Life and Property** – Implement activities that assist in protecting lives making homes. businesses. by infrastructure, critical facilities, and Figure 8.8: The Five Phases of Emergency Management other property more resistant to losses



from natural, human-caused, and technological hazards. Improve hazard assessment information to make recommendations for avoiding new development in high-hazard areas and encouraging preventive measures for existing development in areas vulnerable to natural, human-caused, and technological hazards.

- 2. *Enhance Public Awareness* Develop and implement education and outreach programs to increase public awareness of the risks associated with natural, human-caused, and technological hazards. Provide information on tools, partnership opportunities, and funding resources to assist in implementing mitigation activities.
- 3. Preserve Natural Systems Support management and land use planning practices with hazard mitigation to protect life. Preserve, rehabilitate, and enhance natural systems to serve hazard mitigation functions.
- 4. Encourage Partnerships and Implementation Strengthen communication and coordinate participation with public agencies, citizens, nonprofit organizations, business, and industry to support implementation. Encourage leadership within the County and public organizations to prioritize and implement local and regional hazard mitigation activities.
- 5. Strengthen Emergency Services Establish policy to ensure mitigation projects are considered for critical facilities, services, and infrastructure.

The mitigation actions and goals established by the County of Los Angeles to mitigate seismic risks and vulnerabilities are further described within its hazard mitigation plan.

City of San Fernando

After a major earthquake event, City staff will follow the emergency management phases described in the ERP, which include Immediate Actions, Post-Emergency Actions, and Incident Investigation Process and Reporting. After the Immediate Actions phase, City staff will begin review actions to repair damaged water facilities and prepare for future earthquake emergencies.

Post-Emergency Actions include the following:

- 1. Water Operations will prepare an action plan for cleanup and repair activities based on the damage caused by the earthquake.
- 2. If electric power and/or communications remain unavailable for an extended time, the Public Works Superintendent will plan frequent personnel visits to affected facilities.
- 3. Once the electricity is restored, the facility will be inspected and reset to ensure all active components are functioning properly, including the alarm systems. If any part of the alarm system cannot be restored, the Public Works Superintendent will plan frequent personnel visits to the affected facilities.
- 4. An incident report will be prepared. In addition, a Response Information Management Form will be completed.

To minimize recurrence and enhance the lessons learned from each earthquake event, an incident investigation will be conducted and a report produced. The following guidance statements are provided to facilitate the process:

- 1. Personnel directly involved with the incident may record the sequence of events of an incident.
- 2. An incident investigation shall be initiated by a Public Works Field Supervisor or appropriate Manager.
- 3. The following notes may facilitate the incident investigation process:
 - Photograph the area affected by the incident and any damaged equipment.
 - Put together a committee familiar with the systems affected and related operations and maintenance.
 - Convene at least one meeting of the committee to:
 - a) Review the facts and chain of events
 - b) Identify the root cause of the incident
 - c) Identify action items to improve the system and/or operation to minimize likelihood of recurrence
 - An incident investigation report shall be produced that may include the following:
 - a) Date and time of the event
 - b) Circumstances that led to event initiation

- c) Method by which the event was discovered
- d) Description of the event
- e) Actions taken by various employees and other entities
- f) Persons injured; extent of injury and reasons for the injury
- g) Equipment involved; reasons for involvement; extent of damage
- h) Agencies notified (time of notification and persons contacted)
- i) Observations in terms of what went right and what went wrong; what was the root causes of the event and "what went wrong", what can be done to minimize the likelihood of occurrence of such conditions or to minimize their adverse impact.

Specific seismic mitigation actions/measures are further described in the City's recently updated ERP.

8.5 COMMUNICATION PROTOCOLS

8.5.1 Introduction

The City's communication protocol includes the various channels that the City will utilize to convey critical messages regarding water shortage allocations and voluntary and mandatory actions. A strong communication strategy and a common understanding on the water supply situation and necessary actions between the City and its customers, the public, elected officials, and other key stakeholders are essential should the WSCP need to be activated. How the water shortage messages are addressed to the public are described in this communication protocol. The communication protocol will be in place prior to a water supply shortage and be initiated in Phase II water supply shortage. Activation of the communication protocol will continue through all subsequent water shortage phases. The City will ensure outreach efforts are reaching key audiences as needed.

It is important to communicate to its customers the following when urgent conservation is needed:

- Which shortage stage is being implemented;
- What response actions are triggered to save water;
- Why water needs to be saved; and
- What actions the City is taking to respond to the water supply situation.

8.5.2 Coordination

The goal of the City's outreach plans during dry periods and water shortages is to maintain effective coordination with key audiences. In order to maintain reliability in this communication, the City will work closely with the City Council. During dry periods or other times of limited supply, the frequency and extent of coordination will increase to ensure outreach tactics are consistent with the changing needs of the City and its customers. In addition to collaboration with

its wholesaler, MWD, the City will seek opportunities with outside organizations and agencies to complement its own outreach.

8.5.3 Communication Goals

Communication objectives during an existing or anticipated water shortage condition include the following:

- Motivate key audiences (i.e., customers) to increase conservation in following any voluntary or mandatory actions called for at the current stage of the WSCP.
- Raise awareness of the drought, regulations, or other conditions affecting water sources and supplies.
- Educate customers, key stakeholders, elected officials, and the general public about water supply reliability, water quality, and water delivery.
- Prepare customers for any potential escalation of the supply shortage stages.

8.5.4 Communication Protocol for Current or Predicted Shortage

A current or predicted shortage, as determined by the City's Annual Assessment, will be addressed to the public and its customers upon submittal of the Annual Water Shortage Assessment Report to DWR by July 1 of every year. This notice may be conducted by the City's website, signage in front of City Hall, and wholesale agency coordination.

8.5.5 Communication Protocol for Shortage Response Actions Triggered or Anticipated to be Triggered

The City's customers and public will be notified about any triggered or anticipated to be triggered shortage response actions. The City monitors and measures the projected supply and demand for water by its customers monthly and recommends the phase of conservation required to the Members of the City Council. The City Council will change the phase designation as appropriate; however, the City Council will not impose mandatory measures without first conducting a duly-noticed public hearing pursuant to CWC Sections 350 et seq., or 375 et seq. The appropriate phase of water conservation and the shortage response action triggered by the phase is then declared in a public notification posted on the City's website and published in a daily newspaper. Upon declaration by the City Council that a water shortage emergency exists, the WSCP shall be implemented. The plan shall remain in effect until the City Council declares the water shortage emergency has ended.

8.5.6 Other Relevant Communication Protocols

To reduce water use consumption during any water shortage phase, the City will increase its public education and outreach efforts to build awareness of needed actions from the public. Moreover, the City will regularly revise its outreach campaign to reflect current supply conditions. Key communication strategies and associated water shortage phase implementation are listed below:

• Promote available water assistance resources for vulnerable populations; specialized

outreach for impacted industries (Phase II).

- Keep stakeholders aware of conditions (all Phases).
- Proclaim phase change to key stakeholders and the general public (all Phases).
- Conduct meetings with elected officials and other key civic and business leaders (Phase II).
- Encourage reduced optional outdoor use through outreach (Phase I).

The City may implement these communication strategies through its newsletters, website, and social media platforms to reflect supply conditions. In addition, the City may conduct news briefings or other media outlets (i.e., TV, radio, newspapers) to announce changes in supply conditions.

8.5.7 Crisis Communication Protocol

In the event of a catastrophic supply interruption due to a natural disaster or damage to the City's facilities, the City will implement communication procedures in accordance with local, regional, state, and federal emergency response guidelines as outlined in its ERP. Depending upon the severity of the emergency and potential damage to the City's facilities, the City may determine that it is necessary to utilize the Standardized Emergency Management System (SEMS) response and the Incident Command System (ICS). Public information and crisis communication are an integral part of the ICS structure. National Incident Management System (NIMS), SEMS, and ICS have been integrated into the ERP. It provides for a strategic response by all employees and assigns specific responsibilities in the event the plan is activated.

When an incident occurs interrupting supply, the Public Works Superintendent will go to the designated EOC and begin implementation of City procedures and employ appropriate strategies from the shortage stages in **Table 8.8**. The City is required to use SEMS when the EOC is activated or a local emergency is declared in order to be eligible for state funding of response-related personnel costs.

Crisis communication efforts will concentrate on providing information to the public and external audiences. Furthermore, outreach messaging will reflect emergency conditions and the need to focus on health and public safety. The City will keep the Members of the City Council informed of incident status and coordinate with public health officials.

The City will maintain communication with its wholesaler and its customers. In addition, the City may also authorize release of public information to news media to announce conditions and explain needed action. Finally, the City will ensure ongoing coordination with emergency response services with daily advisories or alerts as needed.

8.6 COMPLIANCE AND ENFORCEMENT

The means by which the City will use to safeguard compliance with and enforcement of water shortage rules include, but are not limited to, the following:

• Warning and citation protocols

- Water-waste patrols
- Fines and surcharges
- Rules and measures associated with fixing breaks or leaks in irrigation systems
- Customer service, education, and communication programs
- Other responses

The City may penalize repeat violators of water waste prohibitions through an escalating series of imposed actions. Compliance and enforcement protocols for violators are further detailed in the City's Water Conservation Plan.

8.6.1 Penalties or Charges

Any customer who is suspected of violating the prohibitions triggered by the Water Conservation Plan, will be given a preliminary notice in writing of the violation including a description of the violation. The person will have 24 hours to correct the violation or terminate the use. If the violation is not corrected or the use terminated, the City's Water Division may either:

- (1) Disconnect service;
- (2) Install flow-restricting devices restricting water service; or
- (3) Order issuance of a second preliminary notice.

Service disconnected or restricted may only be restored upon payment of the turn-on and any other fixed charges by the Water Conservation Plan or the rules and regulations of the water division.

Violation of the regulations and restrictions on water use in accordance with the City's Water Conservation Plan will result in penalties punishable by fees and additional water restrictions as follows:

- 1) First Violation: \$50 fine
- 2) Second Violation: \$100 fine
- 3) Third Violation: \$200 fine along with a flow-restrictor at the customer's expense
- 4) *Fourth Violation:* Termination of service along with a \$100 fee for termination

8.6.2 Exemption from Compliance

A customer may be exempted from water shortage supply prohibitions to a certain type of use if the City's Public Works Director issues a permit allowing such use and if such permit issuance is based on a finding that the enforcement of the water use restriction would either:

- 1) Cause an unnecessary and undue hardship to the applicant or the public; or
- 2) Cause or threaten an emergency condition affecting the health, sanitation, fire protection or safety of the applicant or the public.

The Public Works Director may require the use of water conservation devices or practices as he deems appropriate as a condition of the exemption permit.

8.6.3 Enforcement

The Public Works Director, the fire chief, police chief, water superintendent, or designee have the duty and are authorized to enforce water shortage supply prohibitions and have all the powers and authority contained in the California Penal Code § 836.5, including the power to issue written notice to appear.

Each law enforcement officer shall, in connection with his duties imposed by law, diligently enforce this division.

8.7 LEGAL AUTHORITES

Under California law, including CWC Chapter 3 (commencing with Section 350) of Division 1, Parts 2.55 and 2.6 of Division 6, Division 13, and Article X, Section 2 of the California Constitution, the City Council is authorized to implement the water shortage response actions outlined in this section. In all water shortage cases, shortage response actions to be implemented will be at the discretion of the City Council and will be based on an assessment of the supply shortage, customer response, and need for demand reductions.

It is noted that upon proclamation by the Governor of a state of emergency under the California Emergency Services Act, Chapter 7 (commencing with Section 8550) of Division 1 of Title 2 of the Government Code, based on drought conditions, the state will defer to implementation of locally adopted water shortage contingency plans to the extent practicable. The City will coordinate with any city or county within which it provides water supply services for the possible proclamation of a local emergency, as defined in Section 8558 of the Government Code.

8.8 FINANCIAL CONSEQUENCES OF WSCP IMPLEMENTATION

The City's water rate structure is designed to provide adequate reserves to allow operation of the system during periods of low consumption due to water shortages. The rates have been designed to recover fixed costs through the monthly service charge based on meter size, and commodity charge based on water usage. The City generates a positive revenue stream from continued water sales and maintains a reserve fund. This structure minimizes the City's vulnerability to funding shortages when water consumption levels are reduced.

8.9 MONITORING AND REPORTING

8.9.1 Evaluation of Reductions

Under normal conditions, potable water production figures are recorded daily. Weekly and monthly reports are prepared and monitored. This data is used as a baseline to measure the effectiveness of any water shortage contingency stage that may be implemented.

During rationing conditions, the water budget will be monitored on a weekly, daily, or hourly basis depending on the severity of the drought. During a disaster shortage, production figures will be monitored on an ongoing basis. In addition, meter readings may be performed more frequently than the normal bi-monthly schedule.

The City prepares an annual report (eARDWP) that includes water production, consumption, and other information regarding its distribution system. Such reports are used to determine reductions in water use and take into consideration seasonal and annual fluctuations in water production.

8.10 SPECIAL WATER FEATURE DISTINCTION

As required under CWC 10632(b), water features that are not pools or spas must be analyzed and defined separately from pools and spas in the WSCP. Non-pool or non-spa water features may use recycled water, whereas, for health and safety considerations, pools and spas must use potable water. Although the City does not currently use recycled water and does not have the ability to use recycled water due to a lack of infrastructure, the City would use non-potable water for non-pool water features if and when recycled water supply ever becomes available to the City. Furthermore, the WSCP requires potable water recirculation for fountains and decorative water features.

8.11 WSCP ADOPTION AND REFINEMENT PROCEDURES

8.11.1 WSCP Public Notice and Adoption

To encourage broad community participation in the WSCP preparation process, the City provided 60-day notification letters to agencies within the City's service area. Copies of the draft WSCP were made available for public review at City Hall and on the City website prior to the public hearing. Shortly before the public hearing, a two-week and a one-week notice was published in the local press alerting the public of the public hearing. At a subsequent board meeting following the public hearing, the City's final WSCP was approved and adopted by its Councilmembers on June 21, 2021. **Appendix D** contains the City resolution adopting the WSCP. The final plan was submitted to DWR within 30 days of Board adoption and includes all information necessary to meet the requirements of CWC Section 10632.

By June 21, 2021, the City's approved WSCP was filed with DWR. By July 1, 2021, the City's plan was submitted to the California State Library, County of Los Angeles, and cities within its service area. The City will make the plan available for public review no later than 30 days after filing with DWR.

8.11.2 WSCP Refinement Procedures

This section discusses the process for reviewing and updating the WSCP to ensure it remains actively used, relevant and appropriate to the community, and consistent with applicable state and requirements. It is vital that the City's WSCP remain up to date so as to best ensure shortage risk tolerance is adequate, appropriate water shortage mitigation strategies are implemented as needed, proper procedures for water efficient practices are in place for the community, and better alignment with long-term water use goals.

The City's Public Works Superintendent is responsible for maintaining this plan and updating it as needed. The Civil Engineering Assistant is the primary City staff member who will carry out

this process, under the direction of the Public Works Superintendent or other appropriate staff member. In addition, the Public Works Superintendent, or their designee, will serve as the WSCP project manager and will coordinate maintenance of the plan, conduct the formal review process, and direct the plan updates. The project manager will assign tasks, which may include collecting data, developing new or updated water shortage mitigation measures, updating sections of the plan, and presenting the plan to others.

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SECTION 9: RECYCLED WATER CITY OF SAN FERNANDO | 2020 URBAN WATER MANAGEMENT PLAN

SECTION 9 RECYCLED WATER

9.1 INTRODUCTION

Recycled water is the reuse of treated wastewater for non-potable and indirect potable reuse applications. Wastewater is treated to different levels of purification based on the usage need. Recycled water is often used to irrigate landscapes, replenish groundwater aquifers, and provide industrial users with an alternative water supply to meet their non-personal water use needs.

9.2 WASTEWATER COLLECTION & TREATMENT

Municipal wastewater is generated in the City's service area from a combination of residential, commercial, and industrial sources. The quantities of wastewater generated are generally proportional to the population and the water used in the service area. There are no wastewater treatment facilities in the City's service area. All wastewater flows generated by the City (not including storm water) are collected by the City of Los Angeles. Under a contract entered into in 1969, the City's wastewater is collected and discharged to the City of Los Angeles for treatment and disposal. The contract provides the City with purchased capacity rights in the Hyperion Treatment Plant in El Segundo, for average daily flow of 1.14 million gallons per day (MGD) and an instantaneous peak flow of 3.2 cfs.

Wastewater collection volumes are shown in **Table 9.1**. Per City of Los Angeles Bureau of Engineering, average per wastewater flow in the Los Angeles area is estimated at 90 GPCD. This average is used to estimate the wastewater volumes generated by the City.

Wastewater Collection			Recipient of Collected Wastewater			
Name of Wastewater Collection Agency	Wastewater Volume	Volume of Wastewater Collected from UWMP Service Area 2020	Wastewater Treatment Agency Receiving Collected Wastewater	Treatment Plant Name	Is WWTP Located Within UWMP Area?	Is WWTP Operation Contracte d to a Third Party?
City of Los Angeles	Estimated	2,541	LACSD	Hyperion Treatment Plant	No	No
Total WastewaterCollected from Service2,541Area in 2020:1		2,541				

Table 9.1: Wastewater Collected Within Service Area (AF) (DWR Table 6-2 Retail)

9.3 **CURRENT & PROJECTED RECYCLED WATER USE**

Currently, the City does not use recycled water and does not have the ability to use recycled water due to a lack of infrastructure.

9.4 RECYCLED WATER POTENTIAL IN THE CITY

Due to the high costs involved in constructing recycled water infrastructure, the City has not considered using recycled water in the past and the City currently does not use recycled water. As a result, the City has not considered any formal plans nor has specifically identified any potential recycled water users. If the City were to use recycled water in the future (with help from LADWP or MWD), the City would benefit as typical recycled water users (large Figure 9.1: Wastewater Treatment at Hyperion in El Segundo, CA landscapes, City parks & medians, and



dual-plumbed buildings) could receive recycled water. Currently, the City is investigating a potential option with Southern California Edison as a funding partner to install a scalping plant and supply recycled water to irrigation customers. If the City anticipates receiving recycled water in the near future, the City could prepare an optimization plan which identifies specific recycled water customers. Currently, the City encourages the efficient use of potable water while raising awareness of alternative water sources such as recycled water.

In addition, MWD developed a Regional Recycled Water Supply Program. MWD's Regional Water Supply Program is exploring the potential of a water purification project to beneficially reuse water currently discharged to the Pacific Ocean for recharge of regional groundwater basins. Under a partnership with the Los Angeles County Sanitation Districts, MWD will purify wastewater to produce high quality water that could be used again. The program started in 2019 with a demonstration facility costing \$17M. Once approved, the full-scale program will take 11 years to complete and cost \$3.4B. The program would also include a new purification plant and distribution lines to groundwater basins in Los Angeles and Orange counties including a basin within the City's service area. The Regional Water Supply Program would represent the first inregion production of water by MWD. Diversifying the region's water supply sources, advancing conservation and maintaining imported supplies are all part of MWD's long-term Integrated Water Resources Plan.



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Appendix A: Urban Water Management Planning Act

on water management strategies and supply reliability.

(b) This part is intended to provide assistance to water agencies in carrying out their long-term resource planning responsibilities to ensure adequate water supplies to meet existing and future demands for water.

10610.4. The Legislature finds and declares that it is the policy of the state as follows:

(a) The management of urban water demands and efficient use of water shall be actively pursued to protect both the people of the state and their water resources.

(b) The management of urban water demands and efficient use of urban water supplies shall be a guiding criterion in public decisions.

(c) Urban water suppliers shall be required to develop water management plans to actively pursue the efficient use of available supplies.

WATER CODE SECTION 10611-10617

10611. Unless the context otherwise requires, the definitions of this chapter govern the construction of this part.

10611.5. "Demand management" means those water conservation measures, programs, and incentives that prevent the waste of water and promote the reasonable and efficient use and reuse of available supplies.

10612. "Customer" means a purchaser of water from a water supplier who uses the water for municipal purposes, including residential, commercial, governmental, and industrial uses.

10613. "Efficient use" means those management measures that result in the most effective use of water so as to prevent its waste or unreasonable use or unreasonable method of use.

10614. "Person" means any individual, firm, association, organization, partnership, business, trust, corporation, company, public agency, or any agency of such an entity.

10615. "Plan" means an urban water management plan prepared pursuant to this part. A plan shall describe and evaluate sources of supply, reasonable and practical efficient uses, reclamation and demand management activities. The components of the plan may vary according to an individual community or area's characteristics and its capabilities to efficiently use and conserve water. The plan shall address measures for residential, commercial, governmental, and industrial water demand management as set forth in Article 2 (commencing with Section 10630) of Chapter 3. In addition, a strategy and time schedule for implementation shall be included in the plan.

10616. "Public agency" means any board, commission, county, city

California Urban Water Management Planning Act 2010

supplier will be reviewing the plan and considering amendments or changes to the plan. The urban water supplier may consult with, and obtain comments from, any city or county that receives notice pursuant to this subdivision.

(c) The amendments to, or changes in, the plan shall be adopted and filed in the manner set forth in Article 3 (commencing with Section 10640).

WATER CODE SECTION 10630-10634

10630. It is the intention of the Legislature, in enacting this part, to permit levels of water management planning commensurate with the numbers of customers served and the volume of water supplied.

10631. A plan shall be adopted in accordance with this chapter that shall do all of the following:

(a) Describe the service area of the supplier, including current and projected population, climate, and other demographic factors affecting the supplier's water management planning. The projected population estimates shall be based upon data from the state, regional, or local service agency population projections within the service area of the urban water supplier and shall be in five-year increments to 20 years or as far as data is available.

(b) Identify and quantify, to the extent practicable, the existing and planned sources of water available to the supplier over the same five-year increments described in subdivision (a). If groundwater is identified as an existing or planned source of water available to the supplier, all of the following information shall be included in the plan:

(1) A copy of any groundwater management plan adopted by the urban water supplier, including plans adopted pursuant to Part 2.75 (commencing with Section 10750), or any other specific authorization for groundwater management.

(2) A description of any groundwater basin or basins from which the urban water supplier pumps groundwater. For those basins for which a court or the board has adjudicated the rights to pump groundwater, a copy of the order or decree adopted by the court or the board and a description of the amount of groundwater the urban water supplier has the legal right to pump under the order or decree. For basins that have not been adjudicated, information as to whether the department has identified the basin or basins as overdrafted or has projected that the basin will become overdrafted if present management conditions continue, in the most current official departmental bulletin that characterizes the condition of the groundwater basin, and a detailed description of the efforts being undertaken by the urban water supplier to eliminate the long-term overdraft condition.

(3) A detailed description and analysis of the location, amount, and sufficiency of groundwater pumped by the urban water supplier for the past five years. The description and analysis shall be based on information that is reasonably available, including, but not limited to, historic use records.

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(J) Wholesale agency programs.

(K) Conservation pricing.

(L) Water conservation coordinator.

(M) Water waste prohibition.

(N) Residential ultra-low-flush toilet replacement programs.

(2) A schedule of implementation for all water demand management measures proposed or described in the plan.

(3) A description of the methods, if any, that the supplier will use to evaluate the effectiveness of water demand management measures implemented or described under the plan.

(4) An estimate, if available, of existing conservation savings on water use within the supplier's service area, and the effect of the savings on the supplier's ability to further reduce demand.

(g) An evaluation of each water demand management measure listed in paragraph (1) of subdivision (f) that is not currently being implemented or scheduled for implementation. In the course of the evaluation, first consideration shall be given to water demand management measures, or combination of measures, that offer lower incremental costs than expanded or additional water supplies. This evaluation shall do all of the following:

(1) Take into account economic and noneconomic factors, including environmental, social, health, customer impact, and technological factors.

(2) Include a cost-benefit analysis, identifying total benefits and total costs.

(3) Include a description of funding available to implement any planned water supply project that would provide water at a higher unit cost.

(4) Include a description of the water supplier's legal authority to implement the measure and efforts to work with other relevant agencies to ensure the implementation of the measure and to share the cost of implementation.

(h) Include a description of all water supply projects and water supply programs that may be undertaken by the urban water supplier to meet the total projected water use as established pursuant to subdivision (a) of Section 10635. The urban water supplier shall include a detailed description of expected future projects and programs, other than the demand management programs identified pursuant to paragraph (1) of subdivision (f), that the urban water supplier may implement to increase the amount of the water supply available to the urban water supplier in average, single-dry, and multiple-dry water years. The description shall identify specific projects and include a description of the increase in water supply that is expected to be available from each project. The description shall include an estimate with regard to the implementation timeline for each project or program.

(i) Describe the opportunities for development of desalinated water, including, but not limited to, ocean water, brackish water, and groundwater, as a long-term supply.

 (j) For purposes of this part, urban water suppliers that are members of the California Urban Water Conservation Council shall be deemed in compliance with the requirements of subdivisions (f) and
 (g) by complying with all the provisions of the "Memorandum of Understanding Regarding Urban Water Conservation in California,"

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determine that an urban water supplier is eligible for a water management grant or loan even though the supplier is not implementing all of the water demand management measures described in Section 10631, if an urban water supplier submits to the department for approval documentation demonstrating that a water demand management measure is not locally cost effective. If the department determines that the documentation submitted by the urban water supplier fails to demonstrate that a water demand management measure is not locally cost effective, the department shall notify the urban water supplier and the agency administering the grant or loan program within 120 days that the documentation does not satisfy the requirements for an exemption, and include in that notification a detailed statement to support the determination.

(B) For purposes of this paragraph, "not locally cost effective" means that the present value of the local benefits of implementing a water demand management measure is less than the present value of the local costs of implementing that measure.

(b) (1) The department, in consultation with the state board and the California Bay-Delta Authority or its successor agency, and after soliciting public comment regarding eligibility requirements, shall develop eligibility requirements to implement the requirement of paragraph (1) of subdivision (a). In establishing these eligibility requirements, the department shall do both of the following:

(A) Consider the conservation measures described in the Memorandum of Understanding Regarding Urban Water Conservation in California, and alternative conservation approaches that provide equal or greater water savings.

(B) Recognize the different legal, technical, fiscal, and practical roles and responsibilities of wholesale water suppliers and retail water suppliers.

(2) (A) For the purposes of this section, the department shall determine whether an urban water supplier is implementing all of the water demand management measures described in Section 10631 based on either, or a combination, of the following:

(i) Compliance on an individual basis.

(ii) Compliance on a regional basis. Regional compliance shall require participation in a regional conservation program consisting of two or more urban water suppliers that achieves the level of conservation or water efficiency savings equivalent to the amount of conservation or savings achieved if each of the participating urban water suppliers implemented the water demand management measures. The urban water supplier administering the regional program shall provide participating urban water suppliers and the department with data to demonstrate that the regional program is consistent with this clause. The department shall review the data to determine whether the urban water suppliers in the regional program are meeting the eligibility requirements.

(B) The department may require additional information for any determination pursuant to this section.

(3) The department shall not deny eligibility to an urban water supplier in compliance with the requirements of this section that is participating in a multiagency water project, or an integrated regional water management plan, developed pursuant to Section 75026 of the Public Resources Code, solely on the basis that one or more of

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sequence for the agency's water supply.

(3) Actions to be undertaken by the urban water supplier to prepare for, and implement during, a catastrophic interruption of water supplies including, but not limited to, a regional power outage, an earthquake, or other disaster.

(4) Additional, mandatory prohibitions against specific water use practices during water shortages, including, but not limited to, prohibiting the use of potable water for street cleaning.

(5) Consumption reduction methods in the most restrictive stages. Each urban water supplier may use any type of consumption reduction methods in its water shortage contingency analysis that would reduce water use, are appropriate for its area, and have the ability to achieve a water use reduction consistent with up to a 50 percent reduction in water supply.

(6) Penalties or charges for excessive use, where applicable.

(7) An analysis of the impacts of each of the actions and conditions described in paragraphs (1) to (6), inclusive, on the revenues and expenditures of the urban water supplier, and proposed measures to overcome those impacts, such as the development of reserves and rate adjustments.

(8) A draft water shortage contingency resolution or ordinance.

(9) A mechanism for determining actual reductions in water use pursuant to the urban water shortage contingency analysis.

(b) Commencing with the urban water management plan update due December 31, 2015, for purposes of developing the water shortage contingency analysis pursuant to subdivision (a), the urban water supplier shall analyze and define water features that are artificially supplied with water, including ponds, lakes, waterfalls, and fountains, separately from swimming pools and spas, as defined in subdivision (a) of Section 115921 of the Health and Safety Code.

10633. The plan shall provide, to the extent available, information on recycled water and its potential for use as a water source in the service area of the urban water supplier. The preparation of the plan shall be coordinated with local water, wastewater, groundwater, and planning agencies that operate within the supplier's service area, and shall include all of the following:

(a) A description of the wastewater collection and treatment systems in the supplier's service area, including a quantification of the amount of wastewater collected and treated and the methods of wastewater disposal.

(b) A description of the quantity of treated wastewater that meets recycled water standards, is being discharged, and is otherwise available for use in a recycled water project.

(c) A description of the recycled water currently being used in the supplier's service area, including, but not limited to, the type, place, and quantity of use.

(d) A description and quantification of the potential uses of recycled water, including, but not limited to, agricultural irrigation, landscape irrigation, wildlife habitat enhancement, wetlands, industrial reuse, groundwater recharge, indirect potable reuse, and other appropriate uses, and a determination with regard to the technical and economic feasibility of serving those uses.

(e) The projected use of recycled water within the supplier's

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WATER CODE SECTION 10640-10645

10640. Every urban water supplier required to prepare a plan pursuant to this part shall prepare its plan pursuant to Article 2 (commencing with Section 10630).

The supplier shall likewise periodically review the plan as required by Section 10621, and any amendments or changes required as a result of that review shall be adopted pursuant to this article.

10641. An urban water supplier required to prepare a plan may consult with, and obtain comments from, any public agency or state agency or any person who has special expertise with respect to water demand management methods and techniques.

10642. Each urban water supplier shall encourage the active involvement of diverse social, cultural, and economic elements of the population within the service area prior to and during the preparation of the plan. Prior to adopting a plan, the urban water supplier shall make the plan available for public inspection and shall hold a public hearing thereon. Prior to the hearing, notice of the time and place of hearing shall be published within the jurisdiction of the publicly owned water supplier pursuant to Section 6066 of the Government Code. The urban water supplier shall provide notice of the time and place of hearing to any city or county within which the supplier provides water supplies. A privately owned water supplier shall provide an equivalent notice within its service area. After the hearing, the plan shall be adopted as prepared or as modified after the hearing.

10643. An urban water supplier shall implement its plan adopted pursuant to this chapter in accordance with the schedule set forth in its plan.

10644. (a) An urban water supplier shall submit to the department, the California State Library, and any city or county within which the supplier provides water supplies a copy of its plan no later than 30 days after adoption. Copies of amendments or changes to the plans shall be submitted to the department, the California State Library, and any city or county within which the supplier provides water supplies within 30 days after adoption.

(b) The department shall prepare and submit to the Legislature, on or before December 31, in the years ending in six and one, a report summarizing the status of the plans adopted pursuant to this part. The report prepared by the department shall identify the exemplary elements of the individual plans. The department shall provide a copy of the report to each urban water supplier that has submitted its plan to the department. The department shall also prepare reports and provide data for any legislative hearings designed to consider the effectiveness of plans submitted pursuant to this part.

(c) (1) For the purpose of identifying the exemplary elements of the individual plans, the department shall identify in the report those water demand management measures adopted and implemented by specific urban water suppliers, and identified pursuant to Section

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WATER CODE SECTION 10650-10656

10650. Any actions or proceedings to attack, review, set aside, void, or annul the acts or decisions of an urban water supplier on the grounds of noncompliance with this part shall be commenced as follows:

(a) An action or proceeding alleging failure to adopt a plan shall be commenced within 18 months after that adoption is required by this part.

(b) Any action or proceeding alleging that a plan, or action taken pursuant to the plan, does not comply with this part shall be commenced within 90 days after filing of the plan or amendment thereto pursuant to Section 10644 or the taking of that action.

10651. In any action or proceeding to attack, review, set aside, void, or annul a plan, or an action taken pursuant to the plan by an urban water supplier on the grounds of noncompliance with this part, the inquiry shall extend only to whether there was a prejudicial abuse of discretion. Abuse of discretion is established if the supplier has not proceeded in a manner required by law or if the action by the water supplier is not supported by substantial evidence.

10652. The California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code) does not apply to the preparation and adoption of plans pursuant to this part or to the implementation of actions taken pursuant to Section 10632. Nothing in this part shall be interpreted as exempting from the California Environmental Quality Act any project that would significantly affect water supplies for fish and wildlife, or any project for implementation of the plan, other than projects implementing Section 10632, or any project for expanded or additional water supplies.

10653. The adoption of a plan shall satisfy any requirements of state law, regulation, or order, including those of the State Water Resources Control Board and the Public Utilities Commission, for the preparation of water management plans or conservation plans; provided, that if the State Water Resources Control Board or the Public Utilities Commission requires additional information concerning water conservation to implement its existing authority, nothing in this part shall be deemed to limit the board or the commission in obtaining that information. The requirements of this part shall be satisfied by any urban water demand management plan prepared to meet federal laws or regulations after the effective date of this part, and which substantially meets the requirements of this part, or by any existing urban water management plan which includes the contents of a plan required under this part.

10654. An urban water supplier may recover in its rates the costs incurred in preparing its plan and implementing the reasonable water conservation measures included in the plan. Any best water management practice that is included in the plan that is identified in the

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California Water Code Sustainable Water Use and Demand Reduction

California Water Code Division 6, Part 2.55.

Chapter 1. General Declarations and Policy §10608-10608.8 Chapter 2. Definitions §10608.12 Chapter 3. Urban Retail Water Suppliers §10608.16-10608.44 Chapter 4. Agricultural Water Suppliers §10608.48 Chapter 5. Sustainable Water Management §10608.50 Chapter 6 Standardized Data Collection §10608.52 Chapter 7 Funding Provisions §10608.56-10608.60 Chapter 8 Quantifying Agricultural Water Use Efficiency §10608.64

Chapter 1. General Declarations and Policy

SECTION 10608-10608.8

10608. The Legislature finds and declares all of the following:

- (a) Water is a public resource that the California Constitution protects against waste and unreasonable use.
- (b) Growing population, climate change, and the need to protect and grow California's economy while protecting and restoring our fish and wildlife habitats make it essential that the state manage its water resources as efficiently as possible.
- (c) Diverse regional water supply portfolios will increase water supply reliability and reduce dependence on the Delta.
- (d) Reduced water use through conservation provides significant energy and environmental benefits, and can help protect water quality, improve streamflows, and reduce greenhouse gas emissions.
- (e) The success of state and local water conservation programs to increase efficiency of water use is best determined on the basis of measurable outcomes related to water use or efficiency.
- (f) Improvements in technology and management practices offer the potential for increasing water efficiency in California over time, providing an essential water management tool to meet the need for water for urban, agricultural, and environmental uses.
- (g) The Governor has called for a 20 percent per capita reduction in urban water use statewide by 2020.

- (2) Because an urban agency is not required to meet its urban water use target until 2020 pursuant to subdivision (b) of Section 10608.24, an urban retail water supplier's failure to meet those targets shall not establish a violation of law for purposes of any state administrative or judicial proceeding prior to January 1, 2021. Nothing in this paragraph limits the use of data reported to the department or the board in litigation or an administrative proceeding. This paragraph shall become inoperative on January 1, 2021.
- (3) To the extent feasible, the department and the board shall provide for the use of water conservation reports required under this part to meet the requirements of Section 1011 for water conservation reporting.
- (b) This part does not limit or otherwise affect the application of Chapter 3.5 (commencing with Section 11340), Chapter 4 (commencing with Section 11370), Chapter 4.5 (commencing with Section 11400), and Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.
- (c) This part does not require a reduction in the total water used in the agricultural or urban sectors, because other factors, including, but not limited to, changes in agricultural economics or population growth may have greater effects on water use. This part does not limit the economic productivity of California's agricultural, commercial, or industrial sectors.
- (d) The requirements of this part do not apply to an agricultural water supplier that is a party to the Quantification Settlement Agreement, as defined in subdivision (a) of Section 1 of Chapter 617 of the Statutes of 2002, during the period within which the Quantification Settlement Agreement remains in effect. After the expiration of the Quantification Settlement Agreement, to the extent conservation water projects implemented as part of the Quantification Settlement Agreement for Settlement Agreement remain in effect, the conserved water created as part of those projects shall be credited against the obligations of the agricultural water supplier pursuant to this part.

Chapter 2 Definitions

SECTION 10608.12

- 10608.12. Unless the context otherwise requires, the following definitions govern the construction of this part:
 - (a) "Agricultural water supplier" means a water supplier, either publicly or privately owned, providing water to 10,000 or more irrigated acres, excluding recycled water. "Agricultural water supplier" includes a supplier or contractor for water, regardless of the basis of right, that distributes or sells water for ultimate resale to customers. "Agricultural water supplier" does not include the department.
 - (b) "Base daily per capita water use" means any of the following:

System code sectors 31 to 33, inclusive, or an entity that is a water user primarily engaged in research and development.

- (i) "Institutional water user" means a water user dedicated to public service. This type of user includes, among other users, higher education institutions, schools, courts, churches, hospitals, government facilities, and nonprofit research institutions.
- (j) "Interim urban water use target" means the midpoint between the urban retail water supplier's base daily per capita water use and the urban retail water supplier's urban water use target for 2020.
- (k) "Locally cost effective" means that the present value of the local benefits of implementing an agricultural efficiency water management practice is greater than or equal to the present value of the local cost of implementing that measure.
- (I) "Process water" means water used for producing a product or product content or water used for research and development, including, but not limited to, continuous manufacturing processes, water used for testing and maintaining equipment used in producing a product or product content, and water used in combined heat and power facilities used in producing a product or product content. Process water does not mean incidental water uses not related to the production of a product or product content, including, but not limited to, water used for restrooms, landscaping, air conditioning, heating, kitchens, and laundry.
- (m) "Recycled water" means recycled water, as defined in subdivision (n) of Section 13050, that is used to offset potable demand, including recycled water supplied for direct use and indirect potable reuse, that meets the following requirements, where applicable:
 - (1) For groundwater recharge, including recharge through spreading basins, water supplies that are all of the following:
 - (A) Metered.
 - (B) Developed through planned investment by the urban water supplier or a wastewater treatment agency.
 - (C) Treated to a minimum tertiary level.
 - (D) Delivered within the service area of an urban retail water supplier or its urban wholesale water supplier that helps an urban retail water supplier meet its urban water use target.
 - (2) For reservoir augmentation, water supplies that meet the criteria of paragraph (1) and are conveyed through a distribution system constructed specifically for recycled water.

- (b) An urban retail water supplier shall adopt one of the following methods for determining its urban water use target pursuant to subdivision (a):
 - Eighty percent of the urban retail water supplier's baseline per capita daily water use.
 - (2) The per capita daily water use that is estimated using the sum of the following performance standards:
 - (A) For indoor residential water use, 55 gallons per capita daily water use as a provisional standard. Upon completion of the department's 2016 report to the Legislature pursuant to Section 10608.42, this standard may be adjusted by the Legislature by statute.
 - (B) For landscape irrigated through dedicated or residential meters or connections, water efficiency equivalent to the standards of the Model Water Efficient Landscape Ordinance set forth in Chapter 2.7 (commencing with Section 490) of Division 2 of Title 23 of the California Code of Regulations, as in effect the later of the year of the landscape's installation or 1992. An urban retail water supplier using the approach specified in this subparagraph shall use satellite imagery, site visits, or other best available technology to develop an accurate estimate of landscaped areas.
 - (C) For commercial, industrial, and institutional uses, a 10-percent reduction in water use from the baseline commercial, industrial, and institutional water use by 2020.
 - (3) Ninety-five percent of the applicable state hydrologic region target, as set forth in the state's draft 20x2020 Water Conservation Plan (dated April 30, 2009). If the service area of an urban water supplier includes more than one hydrologic region, the supplier shall apportion its service area to each region based on population or area.
 - (4) A method that shall be identified and developed by the department, through a public process, and reported to the Legislature no later than December 31, 2010. The method developed by the department shall identify per capita targets that cumulatively result in a statewide 20-percent reduction in urban daily per capita water use by December 31, 2020. In developing urban daily per capita water use targets, the department shall do all of the following:
 - (A) Consider climatic differences within the state.
 - (B) Consider population density differences within the state.
 - (C) Provide flexibility to communities and regions in meeting the targets.
 - (D) Consider different levels of per capita water use according to plant water needs in different regions.

- (i) (1) The department shall adopt regulations for implementation of the provisions relating to process water in accordance with subdivision (I) of Section 10608.12, subdivision (e) of Section 10608.24, and subdivision (d) of Section 10608.26.
 - (2) The initial adoption of a regulation authorized by this subdivision is deemed to address an emergency, for purposes of Sections 11346.1 and 11349.6 of the Government Code, and the department is hereby exempted for that purpose from the requirements of subdivision (b) of Section 11346.1 of the Government Code. After the initial adoption of an emergency regulation pursuant to this subdivision, the department shall not request approval from the Office of Administrative Law to readopt the regulation as an emergency regulation pursuant to Section 11346.1 of the Government Code.
- (j) (1) An urban retail water supplier is granted an extension to July 1, 2011, for adoption of an urban water management plan pursuant to Part 2.6 (commencing with Section 10610) due in 2010 to allow the use of technical methodologies developed by the department pursuant to paragraph (4) of subdivision (b) and subdivision (h). An urban retail water supplier that adopts an urban water management plan due in 2010 that does not use the methodologies developed by the department pursuant to subdivision (h) shall amend the plan by July 1, 2011, to comply with this part.
 - (2) An urban wholesale water supplier whose urban water management plan prepared pursuant to Part 2.6 (commencing with Section 10610) was due and not submitted in 2010 is granted an extension to July 1, 2011, to permit coordination between an urban wholesale water supplier and urban retail water suppliers.
- 10608.22. Notwithstanding the method adopted by an urban retail water supplier pursuant to Section 10608.20, an urban retail water supplier's per capita daily water use reduction shall be no less than 5 percent of base daily per capita water use as defined in paragraph(3) of subdivision (b) of Section 10608.12. This section does not apply to an urban retail water supplier with a base daily per capita water use at or below 100 gallons per capita per day.
- 10608.24. (a) Each urban retail water supplier shall meet its interim urban water use target by December 31, 2015.
 - (b) Each urban retail water supplier shall meet its urban water use target by December 31, 2020.
 - (c) An urban retail water supplier's compliance daily per capita water use shall be the measure of progress toward achievement of its urban water use target.
 - (d) (1) When determining compliance daily per capita water use, an urban retail water supplier may consider the following factors:
 - (A) Differences in evapotranspiration and rainfall in the baseline period compared to the compliance reporting period.

implementation plan for complying with this part shall consider the conservation of that military installation under federal Executive Order 13514.

- (d) (1) Any ordinance or resolution adopted by an urban retail water supplier after the effective date of this section shall not require existing customers as of the effective date of this section, to undertake changes in product formulation, operations, or equipment that would reduce process water use, but may provide technical assistance and financial incentives to those customers to implement efficiency measures for process water. This section shall not limit an ordinance or resolution adopted pursuant to a declaration of drought emergency by an urban retail water supplier.
 - (2) This part shall not be construed or enforced so as to interfere with the requirements of Chapter 4 (commencing with Section 113980) to Chapter 13 (commencing with Section 114380), inclusive, of Part 7 of Division 104 of the Health and Safety Code, or any requirement or standard for the protection of public health, public safety, or worker safety established by federal, state, or local government or recommended by recognized standard setting organizations or trade associations.
- 10608.28. (a) An urban retail water supplier may meet its urban water use target within its retail service area, or through mutual agreement, by any of the following:
 - (1) Through an urban wholesale water supplier.
 - (2) Through a regional agency authorized to plan and implement water conservation, including, but not limited to, an agency established under the Bay Area Water Supply and Conservation Agency Act (Division 31 (commencing with Section 81300)).
 - (3) Through a regional water management group as defined in Section 10537.
 - (4) By an integrated regional water management funding area.
 - (5) By hydrologic region.
 - (6) Through other appropriate geographic scales for which computation methods have been developed by the department.
 - (b) A regional water management group, with the written consent of its member agencies, may undertake any or all planning, reporting, and implementation functions under this chapter for the member agencies that consent to those activities. Any data or reports shall provide information both for the regional water management group and separately for each consenting urban retail water supplier and urban wholesale water supplier.
- 10608.32. All costs incurred pursuant to this part by a water utility regulated by the Public Utilities Commission may be recoverable in rates subject to review and approval by the Public Utilities Commission, and may be recorded in a memorandum account and reviewed for reasonableness by the Public Utilities Commission.

Chapter 4 Agricultural Water Suppliers

SECTION 10608.48

- 10608.48. (a) On or before July 31, 2012, an agricultural water supplier shall implement efficient water management practices pursuant to subdivisions (b) and (c).
 - (b) Agricultural water suppliers shall implement all of the following critical efficient management practices:
 - Measure the volume of water delivered to customers with sufficient accuracy to comply with subdivision (a) of Section 531.10 and to implement paragraph (2).
 - (2) Adopt a pricing structure for water customers based at least in part on quantity delivered.
 - (c) Agricultural water suppliers shall implement additional efficient management practices, including, but not limited to, practices to accomplish all of the following, if the measures are locally cost effective and technically feasible:
 - Facilitate alternative land use for lands with exceptionally high water duties or whose irrigation contributes to significant problems, including drainage.
 - (2) Facilitate use of available recycled water that otherwise would not be used beneficially, meets all health and safety criteria, and does not harm crops or soils.
 - (3) Facilitate the financing of capital improvements for on-farm irrigation systems.
 - (4) Implement an incentive pricing structure that promotes one or more of the following goals:
 - (A) More efficient water use at the farm level.
 - (B) Conjunctive use of groundwater.
 - (C) Appropriate increase of groundwater recharge.
 - (D) Reduction in problem drainage.
 - (E) Improved management of environmental resources.
 - (F) Effective management of all water sources throughout the year by adjusting seasonal pricing structures based on current conditions.

- (f) An agricultural water supplier may meet the requirements of subdivisions (d) and (e) by submitting to the department a water conservation plan submitted to the United States Bureau of Reclamation that meets the requirements described in Section 10828.
- (g) On or before December 31, 2013, December 31, 2016, and December 31, 2021, the department, in consultation with the board, shall submit to the Legislature a report on the agricultural efficient water management practices that have been implemented and are planned to be implemented and an assessment of the manner in which the implementation of those efficient water management practices has affected and will affect agricultural operations, including estimated water use efficiency improvements, if any.
- (h) The department may update the efficient water management practices required pursuant to subdivision (c), in consultation with the Agricultural Water Management Council, the United States Bureau of Reclamation, and the board. All efficient water management practices for agricultural water use pursuant to this chapter shall be adopted or revised by the department only after the department conducts public hearings to allow participation of the diverse geographical areas and interests of the state.
- (i) (1) The department shall adopt regulations that provide for a range of options that agricultural water suppliers may use or implement to comply with the measurement requirement in paragraph (1) of subdivision (b).
 - (2) The initial adoption of a regulation authorized by this subdivision is deemed to address an emergency, for purposes of Sections 11346.1 and 11349.6 of the Government Code, and the department is hereby exempted for that purpose from the requirements of subdivision (b) of Section 11346.1 of the Government Code. After the initial adoption of an emergency regulation pursuant to this subdivision, the department shall not request approval from the Office of Administrative Law to readopt the regulation as an emergency regulation pursuant to Section 11346.1 of the Government Code.

Chapter 5 Sustainable Water Management

Section 10608.50

- 10608.50. (a) The department, in consultation with the board, shall promote implementation of regional water resources management practices through increased incentives and removal of barriers consistent with state and federal law. Potential changes may include, but are not limited to, all of the following:
 - Revisions to the requirements for urban and agricultural water management plans.
 - (2) Revisions to the requirements for integrated regional water management plans.

- (b) On and after July 1, 2013, an agricultural water supplier is not eligible for a water grant or loan awarded or administered by the state unless the supplier complies with this part.
- (c) Notwithstanding subdivision (a), the department shall determine that an urban retail water supplier is eligible for a water grant or loan even though the supplier has not met the per capita reductions required pursuant to Section 10608.24, if the urban retail water supplier has submitted to the department for approval a schedule, financing plan, and budget, to be included in the grant or loan agreement, for achieving the per capita reductions. The supplier may request grant or loan funds to achieve the per capita reductions to the extent the request is consistent with the eligibility requirements applicable to the water funds.
- (d) Notwithstanding subdivision (b), the department shall determine that an agricultural water supplier is eligible for a water grant or loan even though the supplier is not implementing all of the efficient water management practices described in Section 10608.48, if the agricultural water supplier has submitted to the department for approval a schedule, financing plan, and budget, to be included in the grant or loan agreement, for implementation of the efficient water management practices. The supplier may request grant or loan funds to implement the efficient water management practices to the extent the request is consistent with the eligibility requirements applicable to the water funds.
- (e) Notwithstanding subdivision (a), the department shall determine that an urban retail water supplier is eligible for a water grant or loan even though the supplier has not met the per capita reductions required pursuant to Section 10608.24, if the urban retail water supplier has submitted to the department for approval documentation demonstrating that its entire service area qualifies as a disadvantaged community.
- (f) The department shall not deny eligibility to an urban retail water supplier or agricultural water supplier in compliance with the requirements of this part and Part 2.8 (commencing with Section 10800), that is participating in a multiagency water project, or an integrated regional water management plan, developed pursuant to Section 75026 of the Public Resources Code, solely on the basis that one or more of the agencies participating in the project or plan is not implementing all of the requirements of this part or Part 2.8 (commencing with Section 10800).
- 10608.60. (a) It is the intent of the Legislature that funds made available by Section 75026 of the Public Resources Code should be expended, consistent with Division 43 (commencing with Section 75001) of the Public Resources Code and upon appropriation by the Legislature, for grants to implement this part. In the allocation of funding, it is the intent of the Legislature that the department give consideration to disadvantaged communities to assist in implementing the requirements of this part.
 - (b) It is the intent of the Legislature that funds made available by Section 75041 of the Public Resources Code, should be expended, consistent with Division 43 (commencing with Section 75001) of the Public Resources Code and upon appropriation by the Legislature, for direct expenditures to implement this part.

SAN FERNAND Appendix B: DWR UWMP Tables



UWMP Checklist

This checklist is developed directly from the Urban Water Management Planning Act and SB X7-7. It is provided to support water suppliers during preparation of their UWMPs. Two versions of the UWMP Checklist are provided – the first one is organized according to the California Water Code and the second checklist according to subject matter. The two checklists contain duplicate information and the water supplier should use whichever checklist is more convenient. In the event that information or recommendations in these tables are inconsistent with, conflict with, or omit the requirements of the Act or applicable laws, the Act or other laws shall prevail.

Each water supplier submitting an UWMP can also provide DWR with the UWMP location of the required element by completing the last column of either checklist. This will support DWR in its review of these UWMPs. The completed form can be included with the UWMP.

If an item does not pertain to a water supplier, then state the UWMP requirement and note that it does not apply to the agency. For example, if a water supplier does not use groundwater as a water supply source, then there should be a statement in the UWMP that groundwater is not a water supply source.

10620(f)	Describe water management tools and options to maximize resources and minimize the need to import water from other regions.	Water Supply Reliability Assessment	Section 7.4
10621(b)	Notify, at least 60 days prior to the public hearing, any city or county within which the supplier provides water that the urban water supplier will be reviewing the plan and considering amendments or changes to the plan.	Plan Adoption, Submittal, and Implementation	Section 10.2.1
10621(d)	Each urban water supplier shall update and submit its 2015 plan to the department by July 1, 2016.	Plan Adoption, Submittal, and Implementation	Sections 10.3.1 and 10.4
10631(a)	Describe the water supplier service area.	System Description	Section 3.1
10631(a)	Describe the climate of the service area of the supplier.	System Description	Section 3.3
10631(a)	Indicate the current population of the service area.	System Description and Baselines and Targets	Sections 3.4 and 5.4
10631(a)	Provide population projections for 2020, 2025, 2030, and 2035.	System Description	Section 3.4
10631(a)	Describe other demographic factors affecting the supplier's water management planning.	System Description	Section 3.4
10631(b)	Identify and quantify the existing and planned sources of water available for 2015, 2020, 2025, 2030, and 2035.	System Supplies	Chapter 6
10631(b)	Indicate whether groundwater is an existing or planned source of water available to the supplier.	System Supplies	Section 6.2
10631(b)(1)	Indicate whether a groundwater management plan has been adopted by the water supplier or if there is any other specific authorization for groundwater management. Include a copy of the plan or authorization.	System Supplies	Section 6.2.2
10631(b)(2)	Describe the groundwater basin.	System Supplies	Section 6.2.1
10631(b)(2)	Indicate if the basin has been adjudicated and include a copy of the court order or decree and a description of the amount of water the supplier has the legal right to pump.	System Supplies	Section 6.2.2
10631(b)(2)	For unadjudicated basins, indicate whether or not the department has identified the basin as overdrafted, or projected to become overdrafted. Describe efforts by the supplier to eliminate the long-term overdraft condition.	System Supplies	Section 6.2.3
10631(b)(3)	Provide a detailed description and analysis of the location, amount, and sufficiency of	System Supplies	Section 6.2.4

	projections from that source.		
10631(j)	Wholesale suppliers will include documentation that they have provided their urban water suppliers with identification and quantification of the existing and planned sources of water available from the wholesale to the urban supplier during various water year types.	System Supplies	Section 2.5.1
10631.1(a)	Include projected water use needed for lower income housing projected in the service area of the supplier.	System Water Use	Section 4.5
10632(a) and 10632(a)(1)	Provide an urban water shortage contingency analysis that specifies stages of action and an outline of specific water supply conditions at each stage.	Water Shortage Contingency Planning	Section 8.1
10632(a)(2)	Provide an estimate of the minimum water supply available during each of the next three water years based on the driest three- year historic sequence for the agency.	Water Shortage Contingency Planning	Section 8.9
10632(a)(3)	Identify actions to be undertaken by the urban water supplier in case of a catastrophic interruption of water supplies.	Water Shortage Contingency Planning	Section 8.8
10632(a)(4)	Identify mandatory prohibitions against specific water use practices during water shortages.	Water Shortage Contingency Planning	Section 8.2
10632(a)(5)	Specify consumption reduction methods in the most restrictive stages.	Water Shortage Contingency Planning	Section 8.4
10632(a)(6)	Indicated penalties or charges for excessive use, where applicable.	Water Shortage Contingency Planning	Section 8.3
10632(a)(7)	Provide an analysis of the impacts of each of the actions and conditions in the water shortage contingency analysis on the revenues and expenditures of the urban water supplier, and proposed measures to overcome those impacts.	Water Shortage Contingency Planning	Section 8.6
10632(a)(8)	Provide a draft water shortage contingency resolution or ordinance.	Water Shortage Contingency Planning	Section 8.7
10632(a)(9)	Indicate a mechanism for determining actual reductions in water use pursuant to the water shortage contingency analysis.	Water Shortage Contingency Planning	Section 8.5
10633	For wastewater and recycled water, coordinate with local water, wastewater, groundwater, and planning agencies that operate within the supplier's service area.	System Supplies (Recycled Water)	Section 6.5.1
10633(a)	Describe the wastewater collection and treatment systems in the supplier's service area. Include quantification of the amount of	System Supplies (Recycled Water)	Section 6.5.2

	about the plan.		
10642	The water supplier is to provide the time and place of the hearing to any city or county within which the supplier provides water.	Plan Adoption, Submittal, and Implementation	Sections 10.2.1
10642	Provide supporting documentation that the plan has been adopted as prepared or modified.	Plan Adoption, Submittal, and Implementation	Section 10.3.1
10644(a)	Provide supporting documentation that the urban water supplier has submitted this UWMP to the California State Library.	Plan Adoption, Submittal, and Implementation	Section 10.4.3
10644(a)(1)	Provide supporting documentation that the urban water supplier has submitted this UWMP to any city or county within which the supplier provides water no later than 30 days after adoption.	Plan Adoption, Submittal, and Implementation	Section 10.4.4
10644(a)(2)	The plan, or amendments to the plan, submitted to the department shall be submitted electronically.	Plan Adoption, Submittal, and Implementation	Sections 10.4.1 and 10.4.2
10645	Provide supporting documentation that, not later than 30 days after filing a copy of its plan with the department, the supplier has or will make the plan available for public review during normal business hours.	Plan Adoption, Submittal, and Implementation	Section 10.5

Checklist Arranged by Subject

CWC Section	UWMP Requirement	Subject	Guidebook Location	UWMP Location (Optional Column for Agency Use)
10620(b)	Every person that becomes an urban water supplier shall adopt an urban water management plan within one year after it has become an urban water supplier.	Plan Preparation	Section 2.1	N/A
10620(d)(2)	Coordinate the preparation of its plan with other appropriate agencies in the area, including other water suppliers that share a common source, water management agencies, and relevant public agencies, to the extent practicable.	Plan Preparation	Section 2.5.2	Section 1.2

	basis for, and data supporting the adjustment.			4
10608.36	Wholesale suppliers shall include an assessment of present and proposed future measures, programs, and policies to help their retail water suppliers achieve targeted water use reductions.	Baselines and Targets	Section 5.1	N/A
10608.40	Retail suppliers shall report on their progress in meeting their water use targets. The data shall be reported using a standardized form.	Baselines and Targets	Section 5.8 and App E	Section 4.5.3
10631(b)	Identify and quantify the existing and planned sources of water available for 2015, 2020, 2025, 2030, and 2035.	System Supplies	Chapter 6	Section 2.4
10631(b)	Indicate whether groundwater is an existing or planned source of water available to the supplier.	System Supplies	Section 6.2	Section 2.2.2
10631(b)(1)	Indicate whether a groundwater management plan has been adopted by the water supplier or if there is any other specific authorization for groundwater management. Include a copy of the plan or authorization.	System Supplies	Section 6.2.2	Section 2.2.2 Appendix I
10631(b)(2)	Describe the groundwater basin.	System Supplies	Section 6.2.1	Section 2.2.2
10631(b)(2)	Indicate if the basin has been adjudicated and include a copy of the court order or decree and a description of the amount of water the supplier has the legal right to pump.	System Supplies	Section 6.2.2	Section 2.2.2 Appendix J
10631(b)(2)	For unadjudicated basins, indicate whether or not the department has identified the basin as overdrafted, or projected to become overdrafted. Describe efforts by the supplier to eliminate the long-term overdraft condition.	System Supplies	Section 6.2.3	N/A
10631(b)(3)	Provide a detailed description and analysis of the location, amount, and sufficiency of groundwater pumped by the urban water supplier for the past five years	System Supplies	Section 6.2.4	Section 2.2.2
10631(b)(4)	Provide a detailed description and analysis of the amount and location of groundwater that is projected to be pumped.	System Supplies	Sections 6.2 and 6.9	Section 2.4
10631(d)	Describe the opportunities for exchanges or transfers of water on a short-term or long-term basis.	System Supplies	Section 6.7	Section 2.6
10631(g)	Describe the expected future water	System	Section 6.8	

	in terms of acre-feet of recycled water used per year.	Water)	1	
10633(g)	Provide a plan for optimizing the use of recycled water in the supplier's service area.	System Supplies (Recycled Water)	Section 6.5.5	Section 2.5
10620(f)	Describe water management tools and options to maximize resources and minimize the need to import water from other regions.	Water Supply Reliability Assessment	Section 7.4	
10631(c)(1)	Describe the reliability of the water supply and vulnerability to seasonal or climatic shortage.	Water Supply Reliability Assessment	Section 7.1	Section 5.3 Section 5.6
10631(c)(1)	Provide data for an average water year, a single dry water year, and multiple dry water years	Water Supply Reliability Assessment	Section 7.2	Section 5.5.2
10631(c)(2)	For any water source that may not be available at a consistent level of use, describe plans to supplement or replace that source.	Water Supply Reliability Assessment	Section 7.1	Section 5.7
10634	Provide information on the quality of existing sources of water available to the supplier and the manner in which water quality affects water management strategies and supply reliability	Water Supply Reliability Assessment	Section 7.1	Section 5.5
10635(a)	Assess the water supply reliability during normal, dry, and multiple dry water years by comparing the total water supply sources available to the water supplier with the total projected water use over the next 20 years.	Water Supply Reliability Assessment	Section 7.3	Section 5.5.2
10632(a) and 10632(a)(1)	Provide an urban water shortage contingency analysis that specifies stages of action and an outline of specific water supply conditions at each stage.	Water Shortage Contingency Planning	Section 8.1	Section 7.2.1
10632(a)(2)	Provide an estimate of the minimum water supply available during each of the next three water years based on the driest three-year historic sequence for the agency.	Water Shortage Contingency Planning	Section 8.9	Section 7.3
10632(a)(3)	Identify actions to be undertaken by the urban water supplier in case of a catastrophic interruption of water supplies.	Water Shortage Contingency Planning	Section 8.8	Section 7.4
10632(a)(4)	Identify mandatory prohibitions against specific water use practices during water shortages.	Water Shortage Contingency Planning	Section 8.2	Section 7.5.1
10632(a)(5)	Specify consumption reduction methods in the most restrictive stages.	Water Shortage Contingency	Section 8.4	Section 7.5.2

	county within which it provides water, no later than 60 days after the submission of the plan to DWR.	Implementation		
10642	Provide supporting documentation that the urban water supplier made the plan available for public inspection, published notice of the public hearing, and held a public hearing about the plan.	Plan Adoption, Submittal, and Implementation	Sections 10.2.2, 10.3, and 10.5	Appendix xx
10642	The water supplier is to provide the time and place of the hearing to any city or county within which the supplier provides water.	Plan Adoption, Submittal, and Implementation	Sections 10.2.1	Section 1.2 Appendix E
10642	Provide supporting documentation that the plan has been adopted as prepared or modified.	Plan Adoption, Submittal, and Implementation	Section 10.3.1	Appendix xx
10644(a)	Provide supporting documentation that the urban water supplier has submitted this UWMP to the California State Library.	Plan Adoption, Submittal, and Implementation	Section 10.4.3	Appendix xx
10644(a)(1)	Provide supporting documentation that the urban water supplier has submitted this UWMP to any city or county within which the supplier provides water no later than 30 days after adoption.	Plan Adoption, Submittal, and Implementation	Section 10.4.4	Appendix xx
10644(a)(2)	The plan, or amendments to the plan, submitted to the department shall be submitted electronically.	Plan Adoption, Submittal, and Implementation	Sections 10.4.1 and 10.4.2	Appendix xx
10645	Provide supporting documentation that, not later than 30 days after filing a copy of its plan with the department, the supplier has or will make the plan available for public review during normal business hours.	Plan Adoption, Submittal, and Implementation	Section 10.5	Appendix xx

SAN FERNANDO

Appendix D: City Council Resolution Adopting 2620UWMP

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RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO ADOPTING ALL COMPONENTS OF THE 2020 URBAN WATER MANAGEMENT PLAN

WHEREAS, the California State Legislature enacted Assembly Bill 797 - Urban Water Management Planning Act, requiring preparation of water management plans by urban water purveyors serving a specified number of customers; and

WHEREAS, the City of San Fernando falls under the requirements of AB 797 and must prepare and adopt an updated urban water management plan every five years for its service area; and

WHEREAS, this plan (Exhibit "A") was prepared in compliance with California Water Code, Division 6, Part 2.6 describing and evaluating reasonable and practical efficient water uses, reclamation, and conservation activities; and

WHEREAS, the people served by the City of San Fernando Water Department benefit from the implementation of effective water conservation programs that help to manage available water supplies;

NOW, THEREFORE, BE IT RESOLVED, that the San Fernando City Council adopts the City of San Fernando 2020 Urban Water Management Plan for the City of San Fernando.

BE IT FURTHER RESOLVED, that the City of San Fernando City Council declares its intent to support water conservation activities within the City boundaries.

ADOPTED AND APPROVED this 21st day of June, 2021.

Mayor

ATTEST:

City Clerk

STATE OF CALIFORNIA)COUNTY OF LOS ANGELES)SSCITY OF SAN FERNANDO)

I, Julia Fritz, City Clerk of the City of San Fernando, do hereby certify that the foregoing resolution was duly adopted by the City Council and signed by the Mayor of said City at a meeting held on the <u>21st</u> day of <u>June</u>, 2021; and the same was passed by the following vote, to wit:

AYES:

NOES:

ABSENT:

City Clerk

SAN FERNANDO Appendix E: Public Notification

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SAN FERNANDO

CITY COUNCIL

Mayor Sylvia Ballin

VICE MAYOR Mary Mendoza

COUNCILMEMBER CINDY MONTAÑEZ

COUNCILMEMBER HECTOR A. PACHECO

Councilmember Celeste T. Rodriguez April 9, 2021

Mr. Jeff Kightlinger General Manager Metropolitan Water District of Southern California 700 N. Alameda Street Los Angeles, CA 90012

RE: Notice of Preparation of the City of San Fernando's 2020 Urban Water Management Plan

Dear Mr. Kightlinger:

In accordance with the State of California Urban Water Management Planning Act (California Water Code Sections 10610 to 10657), this letter serves as a formal 60-day notice to inform your agency that City of San Fernando (City) is in the process of preparing the 2020 update to its Urban Water Management Plan (UWMP), Water Supply Allocation Plan (WSAP), Water Shortage Contingency Plan (WSCP) and Water Conservation Alert System (WCAS).

The City is required to update its UWMP to meet the California Department of Water Resources (DWR) requirements for a 2020 UWMP. The deadline for completing and adopting the UWMP is July 1, 2021. We invite your agency's participation in this update process.

A draft of the 2020 UWMP, WSAP, Water Shortage WSCP and WCAS will be available two weeks prior to public hearing, for your review on City's website. The public hearing is tentatively scheduled for Monday, June 21, 2021 at 6:00 p.m. will be conducted by virtual conference. At which time and place any and all interested persons may appear and be heard thereon with respect to this 2020 update.

Another two notices will be sent two weeks and one week prior to the actual public hearing date.

If you would like more information regarding City's 2020 UWMP, WSAP, WSCP and WCAS, please contact me at (818) 898-1222.

PUBLIC WORKS DEPARTMENT

117 Macneil Street San Fernando California 91340

Sincerely, Patsy Drozco.

Civil Engineering Assistant II

(818) 898-1222

SANFERNANDO

CITY COUNCIL

MAYOR Sylvia Ballin

VICE MAYOR MARY MENDOZA

COUNCILMEMBER CINDY MONTAÑEZ

Councilmember Hector A. Pacheco

Councilmember Celeste T. Rodriguez April 9, 2021

Mr. Gail Farber, Director Los Angeles County Department of Public Works 900 N. Fremont Avenue Alhambra, CA 91803

RE: Notice of Preparation of the City of San Fernando's 2020 Urban Water Management Plan

Dear Mr. Farber:

In accordance with the State of California Urban Water Management Planning Act (California Water Code Sections 10610 to 10657), this letter serves as a formal 60-day notice to inform your agency that City of San Fernando (City) is in the process of preparing the 2020 update to its Urban Water Management Plan (UWMP), Water Supply Allocation Plan (WSAP), Water Shortage Contingency Plan (WSCP) and Water Conservation Alert System (WCAS).

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If you would like more information regarding City's 2020 UWMP, WSAP, WSCP and WCAS, please contact me at (818) 898-1222.

Sincerely

PUBLIC WORKS DEPARTMENT

117 Macneil Street San Fernando California 91340

Patsy Orozco, Civil Engineering Assistant II

(818) 898-1222

SANFERNANDO

CITY COUNCIL

Mayor Sylvia Ballin

VICE MAYOR MARY MENDOZA

Councilmember Cindy Montañez

Councilmember Hector A. Pacheco

COUNCILMEMBER CELESTE T. RODRIGUEZ April 9, 2021

Mr. Ron Nichols, General Manager City of Los Angeles Department of Water and Power 111 N. Hope Street, Room 15th Floor Los Angeles, CA 90012

RE: Notice of Preparation of the City of San Fernando's 2020 Urban Water Management Plan

Dear Mr. Nichols:

In accordance with the State of California Urban Water Management Planning Act (California Water Code Sections 10610 to 10657), this letter serves as a formal 60-day notice to inform your agency that City of San Fernando (City) is in the process of preparing the 2020 update to its Urban Water Management Plan (UWMP), Water Supply Allocation Plan (WSAP), Water Shortage Contingency Plan (WSCP) and Water Conservation Alert System (WCAS).

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If you would like more information regarding City's 2020 UWMP, WSAP, WSCP and WCAS, please contact me at (818) 898-1222.

PUBLIC WORKS DEPARTMENT

117 Macneil Street San Fernando California 91340

(818) 898-1222

Sincerely

Patsy Orozco, Civil Engineering Assistant II

SAN FERNANDO

CITY COUNCIL

MAYOR Sylvia Ballin

VICE MAYOR MARY MENDOZA

COUNCILMEMBER CINDY MONTAÑEZ

COUNCILMEMBER HECTOR A. PACHECO

Councilmember Celeste T. Rodriguez April 9, 2021

Department of Regional Planning County of Los Angeles 320 West Temple, 13th Floor Los Angeles, CA 90012

RE: Notice of Preparation of the City of San Fernando's 2020 Urban Water Management Plan

In accordance with the State of California Urban Water Management Planning Act (California Water Code Sections 10610 to 10657), this letter serves as a formal 60-day notice to inform your agency that City of San Fernando (City) is in the process of preparing the 2020 update to its Urban Water Management Plan (UWMP), Water Supply Allocation Plan (WSAP), Water Shortage Contingency Plan (WSCP) and Water Conservation Alert System (WCAS).

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If you would like more information regarding City's 2020 UWMP, WSAP, WSCP and WCAS, please contact me at (818) 898-1222.

Sincekely, **PUBLIC WORKS** DEPARTMENT

117 Macneil Street San Fernando California 91340 Patsy Orozco, Civil Engineering Assistant II

(818) 898-1222



NOTICE OF A **PUBLIC HEARING** BEFORE THE SAN FERNANDO CITY COUNCIL

NOTICE IS HEREBY GIVEN that the City Council of the City of San Fernando will hold a Public Hearing to consider the adoption of the 2020 Urban Water Management Plan.

All those wishing to testify for or against are requested to be present at the regular meeting of the City of San Fernando City Council.

The time, date, and place of the Public Hearing is as follows:

DATE:	Monday, June 21, 2021			
TIME:	6:00 p.m.			
LOCATION:	Council Chambers, 117 Macneil Street, San Fernando, CA 91340			

A copy of the Final 2020 Urban Water Management Plan is on file in the Office of the City Clerk for public review.

Dated: May 24, 2021 Publish: June 7, 2021 & June 14, 2021 June 21, 2021 CC/SA Meeting

Los Angeles Daily News

605 E. Huntington Dr. Monrovia, CA 91016

5007836

CITY OF SAN FERNANDO/PUBLIC WORKS PATSY OROZCO **117 MACNEIL STREET** SAN FERNANDO, CA 91340

LE NO. P. OROZCO-PUBLIC HEARING NOTIC

PROOF OF PUBLICATION **AFFIDAVIT** (2015.5 C.C.P.)

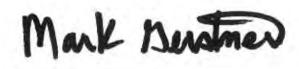
STATE OF CALIFORNIA County of Los Angeles

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the matter. I am the principal clerk of the printer of the Daily News, a newspaper of general circulation published 7 times weekly in the City of Los Angeles, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of May 26, 1983, Case Number Adjudication #C349217; that the notice, of which the annexed is a printed copy has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

06/07/2021, 06/14/2021

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Monrovia, LA Co. California, on this 14th day of June, 2021.



Signature

0011464960 Legal No.

NOTICE OF A PUBLIC HEARING BEFORE THE SAN FERNANDO CITY COUNCIL

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Dated: May 24, 2021 Publish June 7, 14, 2021 Daily News Ad#11464960

SANFERNANDO

Appendix F: Water and Sewer Rates

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RESOLUTION NO. 7963

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ESTABLISHING NEW WATER SERVICE RATES

WHEREAS, the City Council of the City of San Fernando ("City Council") at its Regular Meeting of September 16, 2019 approved the findings of that certain water rate study for the proposed increase of water rates in the City of San Fernando ("City") entitled "City of San Fernando Water and Sewer Rate Study" and dated September 9, 2019 (hereinafter, the "Approved Rate Study"); and

WHEREAS, the City Council at the same Regular Meeting of November 18, 2019 also authorized the conduct of a majority-protest public hearing in accordance with Article XIIID of the California Constitution for the consideration and approval of property-related fees and charges; and

WHEREAS, based on the findings of the water and sewer rate study recently completed, water rate adjustments is necessary to ensure sufficient operation of and maintenance, repairs and improvements to the City's water infrastructure; and

WHEREAS, the approved rate adjustments will help ensure the health and safety of the community while protecting the City's financial stability as well as being sensitive to the impacts on the rate payers; and

WHEREAS, San Fernando's Municipal Code authorizes the City Council to amend water service rates by resolution; and

WHEREAS, the City Council conducted a duly noticed majority-protest public hearing on November 18, 2019 as required by Article XIIID of the California Constitution and has received written protests from ratepayers and property owners and has also considered comments and input from interested parties; and

WHEREAS, forty-five days prior to the public hearing, the proposed rater were noticed to all water customers; and

WHEREAS, under the majority-protest public hearing process, if written protests in opposition to a rate increase are submitted on behalf of more than 50% of the real property parcels that are eligible to have a written protest submitted on their behalf by or before the end of the public comment/protest portion of the majority protest public hearing, the rate increase cannot be approved; and

WHEREAS, of the 5040 customer accounts in the City for which written protests in opposition to the rate increase, the City received 9 protests by the close of the public comment/protest portion of the majority-protest proceedings of November 18, 2019; and

WHEREAS, the City received written protests in opposition to the proposed rate increase by less than 50% of the total number of real property parcels in the City for which written protests could be submitted; and

WHEREAS, the City Council deems it to be in the best public interest to establish new rates for 2020 through 2025; and

WHEREAS, Section (a) of Government Code Section 53759 allows the City to adopt the schedule of rates and inflationary adjustments for a period of up to five years; and

WHEREAS, Section (d) of Government Code Section 53759 requires notice of any adjustment pursuant to the rate schedule shall be given no less than 30 days before the effective date of the adjustment; and

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

1. FINDINGS:

- a. The foregoing recitals are true and correct; and
- b. The adjusted water rates implemented by this resolution have been fixed in an amount sufficient to pay the operating expenses of the City's water utility operations and provide for repair, improvement, and replacement of water system works and facilities; and
- c. The adjusted water rates are reasonably related to, and do not exceed, the City's cost of providing the particular utility service; and
- d. The revenues derived from the rates do not exceed the funds required to provide the water utility service and shall not be used for any general fund purpose or purpose other than the water utility enterprise; and
- e. The amount of water rates imposed on each user does not exceed the proportional cost of the user's service; and
- f. The City Council has conducted a duly noticed public hearing on the proposed rate adjustment in accordance with California Constitution Article XIII D, and the City Council did not receive a majority protest against the proposed adjustment.
- g. The City Council reaffirms its approval of the Approved Water Rate Study and the findings set forth thein.
- WATER SERVICE RATES AND CHARGES. The City Council hereby approves and levies the rates for City water service as shown below:

	Current Rates	PROPOSED WATER RATES					
		Jan 1, 2020	Jan 1, 2021	Jan 1, 2022	Jan 1, 2023	Jan 1, 2024	
FIXED METER CHARGES							
Meter Size							
5/8" and 3/4"	\$37.37	\$40.11	\$42.11	\$47.96	\$51.80	\$55.94	
1"	\$63.93	\$83.53	\$90.24	\$97.45	\$105.25	\$113.66	
1-1/2"	\$108.20	\$154.23	\$166.61	\$179.92	\$194.32	\$209.86	
2"	\$161.32	\$239.07	\$258.26	\$278.89	\$301.21	\$325.30	
3"	\$302.99	\$465.31	\$502.66	\$542.81	\$586.25	\$633.14	
4"	\$462.37	\$719.83	\$777.61	\$839.72	\$906.92	\$979.46	
6"	\$905.07	\$1,426.83	\$1,541.36	\$1,664.47	\$1,797.67	\$1,941.46	
COMMODITY CHARGES ¹ (per HCF ²)							
Single & Multi-Family Residential			1		and the second s		
Tier 1: 0 - 18 hcf	\$1.31	\$2.10	\$2.40	\$2.66	\$2.87	\$3.10	
Tier 2: 19 - 36 hcf	\$2.67	\$2.10	\$2.40	\$2.66	\$2.87	\$3.10	
Tier 3: Over 36 hcf	\$3.56	\$2.10	\$2.40	\$2.66	\$2.87	\$3.10	
Non-Residential	\$2.38	\$2.10	\$2.40	\$2.66	\$2.87	\$3.10	

Approved Water Service Rates

One hundred cubic feet (HCF) equals 748 gallons.

- 3. SUBSEQUENT ADJUSTMENTS. The new billing rates will commence the first billing period after January 1, 2020. The water service rates shall be adjusted, as shown above, annually over the next four years on January 1st.
- 4. SUPERSED EARLIER RATES. This resolution shall amend and supersede the water service rates and charges of all previous resolutions.
- 5. This Resolution shall take effect immediately upon its approval by the City Council, however, the rate increase contemplated under this Resolution shall go into effect until January 1, 2020. The City Clerk shall certify the approval of this Resolution.

PASSED, APPROVED, AND ADOPTED this 26th day of November, 2019.

Joel Fajardo, Mayor

ATTEST:

Elena G. Chávez, City Clerk

STATE OF CALIFORNIA)COUNTY OF LOS ANGELES) ssCITY 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 26th day of November, 2019, by the following vote to wit:

AYES: Fajardo, Ballin, Gonzales, Mendoza – 4

NOES: None

ABSENT: Pacheco – 1

Elena G. Chávez, City Clerk

RESOLUTION NO. 7964

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ESTABLISHING NEW SEWER SERVICE RATES

WHEREAS, the City Council of the City of San Fernando ("City Council") at its Regular Meeting of September 16, 2019 approved the findings of that certain water rate study for the proposed increase of water rates in the City of San Fernando ("City") entitled "City of San Fernando Water and Sewer Rate Study" and dated September 9, 2019 (hereinafter, the "Approved Rate Study"); and

WHEREAS, the City Council at the same Regular Meeting of November 18, 2019 also authorized the conduct of a majority-protest public hearing in accordance with Article XIIID of the California Constitution for the consideration and approval of property-related fees and charges; and

WHEREAS, based on the findings of the water and sewer rate study recently completed, a sewer rate adjustment is necessary to ensure sufficient operation of and maintenance, repairs and improvements to the City's sewer infrastructure; and

WHEREAS, the approved rate adjustments will help ensure the health and safety of the community while protecting the City's financial stability as well as being sensitive to the impacts on the rate payers; and

WHEREAS, San Fernando's Municipal Code authorizes the City Council to amend sewer service rates by resolution; and

WHEREAS, the City Council conducted a duly noticed majority-protest public hearing on November 18, 2019 as required by Article XIIID of the California Constitution and has received written protests from ratepayers and property owners and has also considered comments and input from interested parties; and

WHEREAS, forty-five days prior to the public hearing, the proposed rater were noticed to all sewer customers; and

WHEREAS, under the majority-protest public hearing process, if written protests in opposition to a rate increase are submitted on behalf of more than 50% of the real property parcels that are eligible to have a written protest submitted on their behalf by or before the end of the public comment/protest portion of the majority protest public hearing, the rate increase cannot be approved; and

WHEREAS, of the 6044 customer accounts in the City for which written protests in opposition to the rate increase, the City received 9 protests by the close of the public comment/protest portion of the majority-protest proceedings of November 18, 2019; and

WHEREAS, the City received written protests in opposition to the proposed rate increase by less than 50% of the total number of real property parcels in the City for which written protests could be submitted; and

WHEREAS, the City Council deems it to be in the best public interest to establish new rates for 2020 through 2025; and

WHEREAS, Section (a) of Government Code Section 53759 allows the City to adopt the schedule of rates and inflationary adjustments for a period of up to five years; and

WHEREAS, Section (d) of Government Code Section 53759 requires notice of any adjustment pursuant to the rate schedule shall be given no less than 30 days before the effective date of the adjustment; and

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

1. FINDINGS:

- a. The foregoing recitals are true and correct; and
- b. The adjusted sewer rates implemented by this resolution have been fixed in an amount sufficient to pay the operating expenses of the City's sewer utility operations and provide for repair, improvement, and replacement of sewer system works and facilities; and
- c. The adjusted sewer rates are reasonably related to, and do not exceed, the City's cost of providing the particular utility service; and
- d. The revenues derived from the rates do not exceed the funds required to provide the sewer utility service and shall not be used for any general fund purpose or purpose other than the sewer utility enterprise; and
- e. The amount of sewer rates imposed on each user does not exceed the proportional cost of the user's service; and
- f. The City Council has conducted a duly noticed public hearing on the proposed rate adjustment in accordance with California Constitution Article XIII D, and the City Council did not receive a majority protest against the proposed adjustment.
- g. The City Council reaffirms its approval of the Approved Water Rate Study and the findings set forth thein.
- 2. SEWER SERVICE RATES AND CHARGES. The City Council hereby approves and levies the rates for City sewer service as shown below:

	Current Rates	PROPOSED BI-MONTHLY SEWER RATES						
		Jan 1, 2020	Jan 1, 2021	Jan 1, 2022	Jan 1, 2023	Jan 1, 2024		
FIXED CHARGES		·	1					
Customer Class		1.000	1		1			
Single Family Residential	\$65.40	\$72.59	\$79.93	\$81.53	\$83.16	\$84.82		
Multi-Family Residential	\$65.40	\$57.37	\$58.52	\$59.69	\$60.89	\$62.11		
Group II Commercial (1)	\$37.66	\$32.66	\$33.37	\$34.10	\$34.84	\$35.59		
Group III Commercial (2)	\$37.66	\$32.66	\$33.37	\$34.10	\$34.84	\$35.59		
Group IV Commercial (3)	\$37.66	\$32.66	\$33.37	\$34.10	\$34.84	\$35.59		
City Property	\$37.66	\$32.66	\$33.37	\$34.10	\$34.84	\$35.59		
Industrial	\$37.66	\$32.66	\$33.37	\$34.10	\$34.84	\$35.59		
Schools (4)	\$37.66	\$32.66	\$33.37	\$34.10	\$34.84	\$35.59		
Higher Education (4)	\$37.66	\$32.66	\$33.37	\$34.10	\$34.84	\$35.59		
VOLUME CHARGES (per HCF)								
Customer Class		the second provide						
Group II Commercial (1)	\$1.89	\$2.67	\$2.72	\$2.78	\$2.83	\$2.89		
Group III Commercial (2)	\$3.04	\$4.43	\$4.52	\$4.61	\$4.70	\$4.79		
Group IV Commercial (3)	\$4.57	\$6.54	\$6.67	\$6.80	\$6.94	\$7.08		
City Property	\$1.44	\$2.32	\$2.36	\$2.41	\$2.46	\$2.51		
Industrial	\$1.44	\$2.38	\$2.43	\$2.48	\$2.53	\$2.58		
Schools (4)	\$1.28	\$1.71	\$1.75	\$1.78	\$1.82	\$1.86		
Higher Education (4)	\$1.28	\$1.71	\$1.75	\$1.78	\$1.82	\$1.86		

Approved Sewer Service Rates

Note: One hundred cubic feet (HCF) equals 748 gallons.

1 - Group II Commercial: auto parking, barber shop, car wash, church, commercial use, dental office/clinic, department & retail stores, film processing, food processing plant (industrial), health club/spa, hospitals, indoor theatre, laundromats, library: public ares, lumber yards, membership organizations, motion picture (studios), professional offices, social services, soft water service, theatre (cinema), and warehouse 2 - Group III Commercial: gas station (4 bays max), hotels/motels w/o restaurants, manufacturing, manufacturing (industrial), repair & service stations

3 - Group IV Commercial: bakeries (wholesale)/donut shop, banquet room/ball room, cafeteria, hotels/motels with restaurants, mortuary - embalming area, restaurants, supermarkets

4 - Charge per student

- SUBSEQUENT ADJUSTMENTS. The new billing rates will commence the first billing period after January 1, 2020. The sewer service rates shall be adjusted, as shown above, annually over the next four years on January 1st.
- 4. SUPERSED EARLIER RATES. This resolution shall amend and supersede the sewer service rates and charges of all previous resolutions.
- 5. This Resolution shall take effect immediately upon its approval by the City Council, however, the rate increase contemplated under this Resolution shall go into effect until January 1, 2020. The City Clerk shall certify the approval of this Resolution.

PASSED, APPROVED, AND ADOPTED this 26th day of November, 2019.

Joel Fajardo, Mayor

ATTEST:

Elena G. Chávez, 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 26th day of November, 2019, by the following vote to wit:

Fajardo, Ballin, Gonzales, Mendoza - 4 AYES:

NOES: None

ABSENT: Pacheco - 1

Elena G. Chávez, City Clerk

SAN FERNANDO Appendix G: City Ordinance No. 1638

DIVISION 4. - WATER CONSERVATION

FOOTNOTE(S):

--- (2) ----

Editor's note— Ord. No. 1638, § 1, adopted Oct. 20, 2014, repealed former Div. 4, §§ 94-296—94-303, in its entirety and enacted new provisions numbered as §§ 94-295—94-306. In order to avoid conflicts in section numbering the editor has renumbered the provisions added by Ord. No. 1638 as herein set out. Former Div. 4 pertained to water wastage and derived from the Code of 1957, §§ 28.9—28.15.

Sec. 94-281. - Purpose.

Upon declaration by the city council that a water shortage emergency exists, this plan shall be implemented to provide a vehicle to protect the public peace, health and safety by significantly and equitably reducing the consumption of potable water over an extended period. The plan shall remain in effect until the city council declares the water shortage emergency has ended.

(Ord. No. 1638, § 1, 10-20-2014)

Sec. 94-282. - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Person means any individual, firm, partnership, association, company or organization of any kind.

Water means water supplied by the city.

(Ord. No. 1638, § 1, 10-20-2014)

Cross reference— Definitions generally, § 1-2.

Sec. 94-283. - Applicability.

This division shall apply to all persons using water in this city, regardless of whether any person using water shall have a contract for water service.

(Ord. No. 1638, § 1, 10-20-2014)

Sec. 94-284. - Reclamation wastewater system required for carwashes.

All carwashes shall be constructed with a wastewater reclamation system approved by the public works director. No carwash shall be exempted pursuant to section 94-289 from the requirements of this section.

(Ord. No. 1638, § 1, 10-20-2014)

Sec. 94-285. - Phase I water shortage (voluntary conservation).

- (a) A phase I shortage shall be declared when the city determines that a shortage of up to ten percent will occur in water supplies.
- (b) All elements of section 94-288 (Prohibitions) shall apply in phase I on a voluntary basis only.

(Ord. No. 1638, § 1, 10-20-2014)

Sec. 94-286. - Phase II water shortage (mandatory conservation).

- (a) A phase II shortage shall be declared when the city determines that a shortage of up to 20 percent will occur in water supplies.
- (b) All elements of section 94-288 (Prohibitions) shall apply in phase II on a mandatory basis.

(Ord. No. 1638, § 1, 10-20-2014)

- Sec. 94-287. Phase III water shortage (mandatory conservation).
- (a) A phase III shortage shall be declared when the city determines that a shortage above 20 percent will occur in water supplies.

(b) All elements of section 94-288 (Prohibitions) shall apply in phase III on a mandatory basis except that:

- (1) Restrictions on watering lawns, landscaped or other turf areas shall be modified to prohibit watering more often than every third day in a schedule to be set by the public works director, with watering only during the hours of 5:00 p.m. and 10:00 a.m.;
- (2) Commercial nurseries and other water-dependent industries shall be prohibited from watering lawn, landscaped and other turf areas more often than every third day on a schedule to be determined by the public works director, and shall water only during the hours between 5:00 p.m. and 10:00 a.m.
- (3) Water used on a one-time basis for purposes such as construction and dust control, shall be limited to that quantity identified in a plan submitted by the user which describes water use requirements. The plan shall be submitted to the city for approval. Water sources other than potable water shall be utilized where available;
- (4) The use of water from fire hydrants shall be limited to fire fighting and related activities and other uses of water for municipal purposes shall be limited to activities necessary to maintain the public health, safety and welfare.

(Ord. No. 1638, § 1, 10-20-2014)

Sec. 94-288. - Prohibitions.

- (a) Gutter flooding. No person shall cause or permit any water furnished to any property within the city to run or to escape from any hose, pipe, valve, faucet, sprinkler or irrigation device into any gutter or otherwise to escape from the property if such running or escaping can reasonably be prevented.
- (b) Washing hard-surfaced areas. No person shall use any water furnished to any property within the city to wash sidewalks, walks, driveways and parking lots by hosing.
- (c) Irrigation. No person shall water or irrigate any shrubbery, trees, lawns, grass, ground covers, plants, vines, gardens, vegetables, flowers or other vegetation between the hours of 10:00 a.m. and 5:00 p.m. No water users shall cause or allow the water to run off landscaped areas into adjoining streets, sidewalks or other paved areas due to incorrectly directed or maintained sprinklers or excessive watering.
- (d) Ornamental facilities. No person shall refill any fountain, pool or other facility containing water solely for ornamental purposes emptied during the effectiveness of this division.
- (e) Leaks. No person shall permit leaks of water which he has the authority to eliminate.
- (f) Restaurants. Restaurants shall only serve water to customers upon request.
- (g) Washing vehicles. Washing of motor vehicles, trailers, boats and other types of equipment shall be done only with a hand-held bucket or a hose equipped with a positive shutoff nozzle for quick rinses, except that washing may be done with reclaimed wastewater, or by a commercial car wash using recycled water.
- (h) All lawns, landscaped or other turf area shall be watered not more often than every other day and with watering only during the hours between 5:00 p.m. and 10:00 a.m., with even-numbered addresses

Page 2

watering on even-numbered days of the month and odd-numbered addresses watering on oddnumbered days of the month. This provision shall apply to residential, commercial, industrial and public agencies but shall not apply to commercial nurseries, golf courses and other water-dependent industries.

- (i) Wasting generally. No person shall cause or permit water under his control to be wasted.
 - (Ord. No. 1638; § 1, 10-20-2014)
- Sec. 94-289. Exemptions.
- (a) Permit. A person may be exempted from application of this division to a certain type of use if the city's public works director issues a permit allowing such use and if such permit issuance is based on a finding that enforcement of the applicable restriction would either:
 - (1) Cause an unnecessary and undue hardship to the applicant or the public; or
 - (2) Cause or threaten an emergency condition affecting the health, sanitation, fire protection or safety of the applicant or the public.
- (b) Conservation devices. The public works director may require the use of such water conservation devices or practices as he deems appropriate as a condition of the exemption permit. He shall promulgate a list of approved devices.

(Ord. No. 1638, § 1, 10-20-2014)

Sec. 94-290. - Enforcement.

- (a) The public works director, the fire chief, police chief, water superintendent, or designee have the duty and are authorized to enforce this division and shall have all the powers and authority contained in Penal Code § 836.5, including the power to issue written notice to appear.
- (b) Each law enforcement officer shall, in connection with his duties imposed by law, diligently enforce this division.

(Ord. No. 1638, § 1, 10-20-2014)

Sec. 94-291. - Remedies; penalties.

- (a) Notice of violation; procedure upon failure to correct. Prior to enforcement pursuant to section 94-290, any person who is suspected of violating this division shall be given a preliminary notice in writing of such violation, with the description of violation set forth in such preliminary notice. The person shall have 24 hours to correct the violation or terminate the use. If the violation is not corrected or the use terminated, the water division may forthwith either:
 - (1) Disconnect service;
 - (2) Install flow-restricting devices restricting water service; or
 - (3) Order issuance of a second preliminary notice.

Service disconnected or restricted pursuant to subsection (a)(1) or (2) of this section shall be restored only upon payment of the turn-on and other charges fixed by this article or the rules and regulations of the water division.

- (b) Penalties. Any person who has received a preliminary notice of violation of a particular section of this division and against whom the water division has taken action pursuant to this section and who has not corrected or terminated the use or at a subsequent time violates the same section of this division, regardless of whether the type of use was previously specified in any preliminary notice of violation, shall be:
 - (1) Issued an administrative citation as described in the city's comprehensive fee schedule; or

(2) Guilty of a misdemeanor, punishable as provided in section 1-10. Each day any violation of this division is committed or permitted to continue shall constitute a separate offense and shall be punishable as such.

(Ord. No. 1638, § 1, 10-20-2014)

Sec. 94-292. - Conflict with state law.

This division shall be inoperative to the extent any regulations and restrictions adopted pursuant to Water Code §§ 350—359 conflict.

(Ord. No. 1638, § 1, 10-20-2014)

Secs. 2-293-2-303. - Reserved.

.

SAN FERNANDO

Appendix H: Sylmar Basin Safe Yield, 5 Year Reassessment

RICHARD C. SLADE - WATERMASTER

Re: City of Los Angeles vs. City of San Fernando, et. al. Case No. 650079 – County of Los Angeles

July 31, 2012

To: Mr. Ron Ruiz Public Works Director City of San Fernando 117 MacNeil Street San Fernando, CA 91340-2993

> Mr. Milad Taghavi Assistant Director of Water Quality, Los Angeles Department of Water and Power 111 N. Hope Street Los Angeles, CA 90012

Job No. 500-LAS10

Re: Final Report -

Sylmar Basin Safe Yield, 5-Year Re-assessment

In order to comply with an approximate 5-year timing requirement for an updated assessment of the safe yield of the Sylmar Groundwater Basin, I have prepared this final report, along with its tables and figures, to document my current re-assessment of the safe yield value for this basin. This final report includes: an initial discussion in the <u>Background</u> section of key documents prepared for the Final ULARA Judgment of January 26, 1979 and of other key documents prepared by the two prior ULARA Watermasters; a discussion of the construction of two groundwater monitoring wells drilled at/near the Sylmar notch by the City of San Fernando; my analysis of numerous water level hydrographs prepared for several water wells owned by Los Angeles and San Fernando in the basin; and my findings and conclusions regarding this updated assessment of the safe yield of Sylmar Basin.

This 5-year assessment of the safe yield of Sylmar Basin (including analyses of available data) has been prepared by the Watermaster with the assistance of key support services by Mr. Anthony Hicke, Assistant to the Watermaster and a senior groundwater geologist with Richard C. Slade & Associates LLC, Consulting Groundwater Geologists. A copy of the Final Updated Draft of this report has been previously reviewed and approved by key representatives of the cities of Los Angeles and San Fernando, and by Mr. Melvin Blevins, Consultant to the Watermaster.

BACKGROUND

The following paragraphs list the documents reviewed for this updated assessment, and summarizes the principal findings and conclusions of each in regard to the safe yield of the Sylmar Groundwater Basin.

ULARA WATERMASTER c/o Richard C. Slade and Associates LLC • 12750 Ventura Blvd., Suite 202 Studio City, CA 91604 • Phone: 818-506-0418 • FAX: 818-506-1343 ULARAwatermaster@rcslade.com

Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

<u>ULARA Judgment</u> Subsection 4.2.4 of Section 4 "Declaration Re: Geology and Hydrology" of the 1979-dated ULARA Judgment originally established the safe yield of the Sylmar Groundwater Basin to be 6,210 acre feet per year (AF/yr) for the 1964-65 Water Year. Further, Subsection 4.2.5 "Separate Basins – Separate Rights" in the Judgment stated that "the rights of the parties to extract groundwater within ULARA are separate and distinct..." Originally, and at the time of the 1979 Judgment, the Sylmar Basin "[was] not in overdraft" (subsection 4.2.6.2 "Sylmar Basin"). The Judgment defined overdraft to be "a condition which exists when the total annual extractions of groundwater from a basin exceed its safe yield, and when any temporary surplus has been removed" (Section 2 "Definitions and Attachments").

2. August 26, 1983 Watermaster Letter to Court

According to an August 26, 1983 letter from then ULARA Watermaster, Melvin Blevins, to the Superior Court (Honorable Harry L. Hupp, presiding), the Watermaster is to notify the Court and parties concerned in the event the San Fernando Groundwater Basin entered a condition of overdraft (Section 10.2 of the Final Judgment). Further, in this same letter, the then-Watermaster opined that the Sylmar Basin "is in a condition of overdraft …based on the hydrologic data available for the past ten years and the present rate of groundwater extractions."

Section 7 "Continuing Jurisdiction" and in particular subsections 7.1 "Jurisdiction Reserved", allows the Court to retain jurisdiction to enforce the 1979-dated Judgment in Case No. 650079, City of Los Angeles vs City of San Fernando, et al. As the then-Watermaster, Mr. Blevins further stated in this letter to the Court that the Watermaster [including the current ULARA Watermaster, Richard C. Slade] has the [ongoing] responsibility of assisting the Court in the administration and enforcement of the Judgment, and <u>also</u> in the reporting of changed hydrologic conditions within the Sylmar Basin (the Watermaster's assistance and enforcement actions are described in Section 8 "Watermaster" and Section 10 "Miscellaneous Provisions" of the 1979 Judgment).

In this August 26, 1983 letter to the Court, Mr. Blevins stated that the "annual extraction of the groundwater in the Basin has exceeded this Safe Yield value in ten of the last 11 years [water years] 1971-72 through 1981-82." Specifically, the "cumulative withdrawal from the groundwater storage has exceeded the Safe Yield by approximately 4,700 acre-feet"; a key table showing groundwater extractions was attached to that 1983 letter to document groundwater extractions of the parties at that time.

Mr. Blevins also noted that "it was uncertain at the date of the 1979 Judgment as to how much 'temporary surplus' was available in [Sylmar Basin], even though extractions have exceeded the Safe Yield continuously for the period 1971-72 through 1978-79." From 1979

Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

to 1981-82, the August 26, 1983 letter stated that "...approximately 2,700 acre-feet of groundwater have been extracted in excess of the Safe Yield value. This amount came from the temporary surplus. In my opinion, the temporary surplus has been exhausted and overdraft has begun [in Sylmar Basin]."

To help document his opinion, Mr. Blevins noted (pg. 2, August 26 1983 letter) that water levels in this basin have declined an average of 3 feet per year for the past 11 water years (1971-72 through 1981-82), although "water levels have shown an upward trend in recent years due to above-normal rainfall".

Finally, the August 26, 1983 letter (pgs. 2 and 3) to the Court by Mr. Blevins discussed thenrecent groundwater extractions by the parties from the Sylmar Basin. Specifically, for the 14year period 1968-69 through 1981-82, those extractions by all parties averaged 6,450 AF/yr. Virtually all of those extractions during that 14-year period were by the cities of Los Angeles and San Fernando. Total extractions for a then more-recent period (1978-79 through 1981-82) were noted in that letter to have averaged 6,885 AF/yr; Mr. Blevins stated that this average value was "675 AF/yr in excess of the Safe Yield value [that safe yield value was 6,210 AF/yr for the entire Sylmar Basin].

As an added conclusion to this referenced letter, Mr. Blevins opined (pg. 3) that "pumping in excess of Safe Yield at recent rates [annual volumes] [and] for a short period of time (5 to 10 years) would not be adverse to the basin. "However, eventually the total pumping should be reduced to the Safe Yield value of 6,210 AF/yr. "It may even be necessary to re-evaluate the Safe Yield value, in the event that parties in the basin feel that the number has changed."

A table titled "Sylmar Basin Groundwater Extractions" was appended to the August 26, 1983 letter by Mr. Blevins; data provided thereon were for all parties for the period 1968-69 through 1981-82. Review of that table revealed that total groundwater extractions from Sylmar Basin by all parties during that time period ranged from a low of 4,836 AF in 1970-71 to a high of 7,497 AF in 1980-81; other years of high production were 7,232 AF in 1977-78 and 7,164 AF in 1978-79. Further review of those tabulated values revealed that for the 7-year period of 1977-78 through 1983-84, average annual groundwater extractions by the 2 cities were 6,852 AF from Sylmar Basin.

3. October 1, 1984 Superior Court Stipulation

As a result of the above-referenced letter to the Court from Mr. Blevins, and in a Stipulation and Order to the Sylmar Basin Pursuant to Section 10.2 of the ULARA Judgment, Judge Harry L. Hupp, Judge of the Superior Court, wrote that the Court "has determined that pumping from the Sylmar Basin shall be reduced to the Safe Yield (6,210 AF/yr at present) of the basin, effective October 1, 1984"; the actual Court order was signed March 22, 1984 by Judge Hupp. The cities of Los Angeles and San Fernando were again noted to each have a

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right of 3,105 AF/yr of groundwater from this basin. Paragraph 7 of this Court Stipulation stated that in order to "provide for water shortages due to unusual circumstances, such as weather conditions or water system operational problems, Los Angeles and San Fernando shall [each] have the right in any year to over-extract from the Sylmar Basin an amount not to exceed 10 percent [about 310 AF/yr, under their then-current Safe Yield value] of then-allowed pumping. "The 10 percent annual over-extraction may continue from year to year, accumulatively not to exceed 1,000 acre-feet for each city, so long as the unusual circumstances persist."

4. March 29, 2006 Watermaster Letter

In a March 29, 2006 letter to Mr. Ronald Ruiz of the City of San Fernando and Mr. Thomas M. Erb of the City of Los Angeles Department of Water & Power, the then-ULARA Watermaster Mr. Mark Mackowski discussed the Sylmar Basin and provided his reevaluation of the safe yield of this groundwater basin. The letter re-stated the following key information for Sylmar Basin:

- The original 1979 Judgment established the safe yield to be 6,210 AF/yr.
- The former Watermaster, Mr. Melvin Blevins, recommended in a letter to the Court, dated August 25, 1983, that the Sylmar Basin was in a condition of overdraft; a Stipulation was entered by the Court on March 22, 1984 acknowledging this overdraft and also limiting the pumping by the cities of Los Angeles and San Fernando to 3,105 AF/yr each (total, 6,210 AF/yr from the whole basin).
- In 1996, based on a motion by the City of San Fernando, the then-Watermaster Mr. Blevins reviewed the safe yield calculations for Sylmar Basin and recommended temporarily increasing its safe yield to 3,255 AF/yr for each city (6,510 AF/yr of total pumping by both cities); this period of temporary increase was to expire in 10 years (on or about October 1, 2005).

Based on the above, the March 29, 2006 Watermaster letter from Mr. Mackowski then stated that he had recently retained former Watermaster Mr. Blevins (serving as "Watermaster Consultant" to Mr. Mackowski) to perform another re-evaluation of the safe yield of Sylmar Basin. That re-evaluation was to use the same methodology as had been used by the State Water Rights Board during its preparation of the Report of Referee; this methodology was also used for the subsequent update by Bookman–Edmonston for the Court (this latter update was presented in Court Exhibit GB-1). The 2006 updated re-evaluation by Mr. Blevins, a copy of which was appended to the March 29, 2006 letter by then-Watermaster Mr. Mackowski, concluded that the safe yield of Sylmar Basin could be temporarily increased (with certain restrictions) to a total of 6,810 AF/yr (3,405 AF/yr for each of the two municipal-supply purveyors).

Notably, the letter by Mr. Mackowski stated there are "certain significant uncertainties and limitations" related to the updated safe yield re-evaluation by his consultant Mr. Blevins in 2006, including:

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- a. The import return flow value of 35.7%, as defined for Sylmar Basin in the Judgment, Subsection 5.2.2.1 ("Rights to Recapture Import Return Waters"), was once again used by Mr. Mackowski to calculate the amount of delivered imported water that was considered to be capable of deep percolating back into the groundwater basin as return flow. However, for the first time, an acting Watermaster acknowledged that this value was possibly "too large"; Mr. Mackowski did use this same value again in his 2006 reevaluation "to be consistent" with all former safe yield evaluations and "to provide a direct comparison" with those prior calculations.
- b. The 2006 re-evaluation by Watermaster Consultant Mr. Blevins used a combined groundwater "underflow through the Sylmar and Pacoima notches of 540 AF/yr, rather than 560 AF/yr as stated in the Report of Referee."
- c. The 2006 letter acknowledged that "it is difficult, if not impossible, to accurately calculate [groundwater in] storage in a confined or semi-confined aquifer system such as [exists in] the Sylmar Basin." In essence, water wells in this basin were recognized to be perforated in the confined aquifers of the Saugus Formation, and, as a result, this 2006 letter stated that hydrographs of water levels in these wells "do not directly reflect change in [the volume of groundwater in] storage, which is needed to perform an accurate safe yield evaluation."
- d. There "are few available non-pumping monitoring wells with long-term hydrographs in the Sylmar Basin that can be used for determining change in [the groundwater in] storage over the past 10 years. "We have partly based our recommendation to increase the safe yield on just one recent well hydrograph (4840B)"; this well number is recognized to be LADWP Mission Well No. 2 (refer to location on Figure 1B).
- e. "The actual amount of underflow [subsurface flow of groundwater in the alluvium] through the subsurface Sylmar Notch and Pacoima Notch is not known. "To determine Safe Yield accurately, it is necessary to know how much water [groundwater] is leaving the basin from both pumping and underflow." The Report of Referee calculated the total loss through the [two] notches to be an average of 560 AF/yr, but this value needs to be confirmed."
- f. "Stored water credits [in Sylmar Basin, for both cities] amount to a total of 8,787 AF as of October 1, 2005." There is a legal claim on this water and we do not know how long this basin would respond if the Stored Water Credits were pumped over a relatively short period of time."

The following two recommendations were also provided in this referenced March 29, 2006 letter by Mr. Mackowski, as caveats to his recommendation to increase the total safe yield of Sylmar Basin to 6,810 AF/yr (3,405 AF/yr for each city). These caveats were as follows:

 The Watermaster shall have the authority to perform a safe yield re-evaluation at any time, if, in his judgment, "the basin is being adversely affected by the [latest] temporary increase in Safe Yield." In any event, another Safe Yield re-evaluation shall be

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performed no later than five years after the beginning of the temporary increase to 6,810 AF/yr."

- "Two shallow [groundwater] monitoring wells shall be placed near each of the notches (four wells total) to measure water level elevations and gradients so that subsurface flow through the notches can be calculated and monitored. "There may be existing wells that could be utilized for this purpose, which would reduce the number of new wells needed."
- 5. Court Stipulation, Executed October 11, 2006

A new "Stipulation Between the Cities of San Fernando and Los Angeles regarding the safe yield of the Sylmar Basin..." was executed by the Superior Court on October 11, 2006, Judge Susan Bryant-Deason presiding, as a result of the March 29 2006-dated letter from then-Watermaster Mr. Mackowski; this is the letter to which was appended the March, 2006-dated "Sylmar Basin Safe Yield Re-Evaluation" by Mr. Blevins, Watermaster Consultant. This particular Court stipulation, among other items, acknowledged the latest safe yield re-evaluation value of 6,810 AF/yr (total, for both cities), mentioned that the parties "agree to work with" the Watermaster [Mr. Mackowski] in locating, installing, and funding a total of four (4) shallow monitoring wells in the Sylmar Basin...", and stated that a "recalculation of the safe yield can be requested by any Party in the event such recalculation appears to be necessary... "In addition, another safe yield re-evaluation shall be performed within five years after the adoption of this Stipulation, and as otherwise requested by the Watermaster."

FINDINGS

Hydrogeology of the Sylmar Basin

Based upon the Report of Referee and the 1979 Judgment, the Sylmar Basin is the northernmost of the four groundwater basins in ULARA. Ground surface boundaries of this basin have been taken to be: the San Gabriel Mountains on the north and east; a topographic divide in the valley fill (alluvium) on the west between the Mission Hills and the San Gabriel Mountains; the Mission Hills on the southwest; the Saugus Formation on the east along the east bank of the Pacoima Wash; and the eroded south limb of the Little Tujunga syncline (and perhaps a fault also) on the south. Figure 1A "Well Location Map, Sylmar Basin" has been adapted from Attachment "A" in the 1979-dated Judgment to show the ground surface boundaries of the Sylmar Basin.

The Judgment (1979, subsection 4.1.3. "Sylmar Basin") also noted that the potentially waterbearing sediments within Sylmar Basin are comprised by the shallow alluvium (aka, the "valley fill" in the Report of Referee) and the Saugus Formation of Plio-Pleistocene geologic age. These potentially water-bearing sediments were further considered in the Judgment to extend to depths of 40 ft (alluvium) and at least 12,000 ft (the Saugus Formation) in this basin. Cross Section F-F (Plate 5B of the Report of Referee; not reproduced herein) depicts these materials on a geologic cross section across Sylmar Basin. These sedimentary deposits, which comprise

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the groundwater reservoir of Sylmar Basin, are directly underlain at depth by a very thick sequence of well-consolidated and/or cemented sedimentary rocks (sandstone, shale, siltstone, etc). This latter group of rocks is considered to be nonwater-bearing and to comprise the local bedrock.

Groundwater within the alluvium of this basin is considered to exist under water table (unconfined) conditions. Groundwater in the underlying Saugus Formation, however, is considered to exist under artesian (confined) conditions. Moreover, the 1962 Report of Referee (pgs. 53-55) notes that the alluvial aquifer system and the underlying Saugus Formation aquifer system are in "hydraulic continuity" wherever they jointly exist in the subsurface. Subsurface outflow of groundwater from Sylmar Basin to the San Fernando Groundwater Basin to the south occurs via underflow through two alluvial-filled notches in Sylmar Basin. As seen on Figure 1B, these 2 notches are the Sylmar notch in the southwest corner of this basin and the Pacoima notch in the southeastern corner of the basin.

The surface area of this basin, also known as the surface extent of the valley fill deposits, consists of 5,565 acres, as listed on p. 8 of the January 26, 1979-dated Judgment; Attachment "A" in that document illustrates the ground surface boundaries of the Sylmar Groundwater Basin on a small-scale base map of all of ULARA. Plate 5 of Volume 1 of the Report of Referee also illustrates those same ground surface boundaries for Sylmar Basin, whereas p. xxxv of the Report of Referee also actually states that this Sylmar Basin has a surface area of 5,565 acres. However, recent calculations by the current Watermaster of the surface area of this basin (using the Sylmar Basin boundary that was digitized by personnel from LADWP who were assisting the original Watermaster) yield a total of 6045 acres (refer to these LADWP-digitized boundaries on Figure 1B). This discrepancy in the surface area of this basin is likely due to changes in the basin boundary lines over time, possibly resulting from drafting those boundary lines onto different base maps; other boundaries were even subsequently imported into an electronic GIS database format by LADWP personnel.

Table 1, "Summary of Well Construction Data – City of San Fernando", and Table 2, "Summary of Well Construction Data – LADWP Mission Wellfield" have been prepared to document the key items, where currently available, for all, historically-known, municipal-supply wells in Sylmar Basin constructed for these 2 cities over the years. The locations for all of these historically-constructed municipal-supply wells are shown on Figure 1B. Notably, none of the wells listed on Tables 1 or 2 show perforated sections of casing shallow enough to produce water from the alluvium. Thus, the currently known active wells within the Sylmar Basin appear to pump groundwater directly from the Saugus Formation; no existing municipal-supply wells produce groundwater from the alluvial deposits.

The current Watermaster is still trying to fill-in the blank entries in different columns on both Tables 1 and 2; principal items still needed include the depth settings of the existing pump (if

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any), and the current status of each listed well. At this time, Tables 1 and 2 are to be considered as "In-Progress Drafts".

Rainfall

Public records for local raingages in ULARA are available from the website of the Western Regional Climate Center (WRCC; http://www.wrcc.dri.edu). Using the WRCC site, data for the nearby Burbank Valley Pump Plant Gage (Gage No. 041194) were downloaded. Data are available for this gage for the period January 1940 through December 2010. Figure 2A, "Annual Rainfall, Burbank Valley Pump Plant", shows a bar graph of the total rainfall for each year between 1940 and 2010 and a horizontal line showing the long-term average annual rainfall value; this long-term average annual rainfall was determined to be 16.3 inches.

Using the annual rainfall data from the Burbank Valley Pump Plant gage, Figure 2B "Accumulated Rainfall Departure Curve" was prepared to illustrate the results of calculating the accumulated departure of each year of rainfall relative to the long-term average annual rainfall at this rain gage. The purpose of this analysis is to help identify trends in rainfall over time. Review of the graph on Figure 2B reveals:

- Whenever the graph ascends upward to the right, such as the period of 1976 through 1983 on the rainfall curve, a period of above-average rainfall (i.e., an overall "wet" period) has occurred. That is, on average, most individual years of annual rainfall in this period were at or above the long-term average for rainfall. Wet periods during the period of available data for this gage are denoted with a "W" on Figure 2B
- Whenever the graph descends downward to the right (e.g., 1944 through 1976), an overall period of below average (deficient) rainfall has occurred. That is, on average, most individual years of annual rainfall during this period were at or below the longterm average rainfall. Periods of deficient rainfall for this rainfall gage are marked with a "D" on Figure 2B.

Groundwater Extractions

Figure 3, "Total Annual Groundwater Extractions, Sylmar Basin", provides a bar chart to summarize the total annual groundwater extractions (i.e., by Water Year) by the cities of Los Angeles and San Fernando from the Sylmar Basin, as reported in the historic Annual ULARA Watermaster Reports; the graphed data begin with the 1973-74 water year. The total extraction is comprised by the groundwater pumping from active water wells owned by both the City of Los Angeles and the City of San Fernando. As shown on Figure 3, the total groundwater extractions during this graphed period ranged from a low of 3514 AF in the 1992-93 water year, to a high of 8064 AF during the 1998-1999 water year. Also shown on Figure 3 is a short horizontal line denoting the safe yield value for each group of years for which each respective year the particular safe yield value was applicable. As can be seen on Figure 3, annual groundwater

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extractions from the Sylmar Basin have often exceeded the prior safe yield determined by the two prior Watermasters, particularly in the early portion of the record.

A summary of the annual groundwater extractions by both cities, on a Water Year basis, from 1973-74 through 2009-10, is shown on Table 3, "Summary of Groundwater Extractions – Sylmar Basin". Readily noticed on Table 3 (and Figure 3) is that the total annual groundwater extractions by both parties in several prior years have exceeded even the current total safe yield value for Sylmar Basin of 6,810 AF/yr. For example, in 1977-78, 1980-81 and 1998-99, total combined groundwater extractions by the 2 cities were 7,109 AF/yr, 7,497 AF/yr, and 8,064 AF/yr, respectively. As discussed below under "Water Level Data", water levels in existing wells for which long-term data are available have either remained relatively stable or have even risen (i.e., become more shallow) over time, in spite of the fact that total groundwater extractions had occasionally exceeded the then-existing safe yield value for this basin.

The unusually low <u>total</u> annual volume of groundwater pumpage by both cities shown on Table 3 for 2008-09 (4,341 AF) and 2009-10 (5,687 AF) is noted herein to be mainly a result of the known groundwater contamination in Sylmar Basin. That is, the detection of nitrate (as NO_3) in certain City of San Fernando wells, and the detection of trichloroethylene (TCE, a volatile organic compound) in certain City of Los Angeles wells at concentrations that have been near or above their respective CDPH Primary Maximum Contaminant Levels (MCLs), have caused both cities to curtail or otherwise reduce their annual groundwater extractions from this basin.

Water Level Data

For this project, the Watermaster has acquired long-term data for static (non-pumping) water levels that are available for existing water wells owned by LADWP and the City of San Fernando; these water levels are considered to represent depths to the confined (piezometric or pressure) surface in the Saugus Formation, due to the fact that available data for these wells show they all are perforated solely within this formation. These water level data have then been graphed for each well versus the accumulated rainfall departure curve (adapted from Figure 3B herein) and also versus the total combined annual groundwater extractions by both LADWP and the City of San Fernando onto Figures 4A.1 through 4E.2 for LADWP wells and Figures 5A.1 through 5D.2 for the City of San Fernando wells. Also shown on the right side of each figure, based on information listed on the driller's log (if available) for each well, is a schematic of the well casing and casing perforation depths (if known); Tables 1 and 2 summarize the known (available) construction data for each well owned by the cities of San Fernando and Los Angeles, respectively.

Key items shown on these figures for water levels vs. accumulated rainfall departure include:

- a. Water levels fluctuate both seasonally and from year to year in each well.
- b. Seasonal fluctuations vary by well but typically display a maximum of 10 to 15 ft of water level decline from the spring high to the fall low of each year.

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- c. Over time, from year to year, water levels tend to respond to changes in the accumulated rainfall departure curve. That is, when the red-colored rainfall departure curve on the figures (see, for example, Figure 5A.1) ascends to the right (i.e., a period of above-average rainfall), the water levels in the well rise over time; see for example the period of 1992 to 1999. Conversely, when the accumulated rainfall departure curve descends to the right, the water levels in the wells tend to decline over time (see, for example, the period of 1965-1977 on Figure 4A.1).
- d. Most importantly, <u>none</u> of the hydrographs for any of the LADWP or City of San Fernando wells show a long-term, progressive or increasing rate of decline over time. In fact, current water levels in virtually all of the wells for which hydrographs have been prepared are at or near the water level highs dating from the earliest available data of the 1960s. This is reasonable evidence to indicate that overdraft is <u>not</u> occurring in Sylmar Basin at this time.

In regard to the remaining graphs which show water levels versus the total combined annual groundwater extractions by both LADWP and the City of San Fernando, there does <u>not</u> appear to be any strong correlation between the combined annual pumping by all wells and the resulting water levels in any single well. Some of the large fluctuations in seasonal water levels (see Figure 4D.1, for LADWP Mission Well #5, for example) likely result from the monitoring of partial water level recovery data and/or an actual pumping water level, rather than a true non-pumping static water level. Such data could readily result from long-term, continuous operational use of these wells (and with only short periods of non-pumping), and/or from the monitoring of a non-pumping water level that has been impacted by mutual water level drawdown interference from a nearby, actively-pumping well.

New Groundwater Monitoring Wells

As part of the October 11, 2006 Court stipulation discussed above, two new groundwater monitoring wells were constructed near the Sylmar notch in October 2007, via a contract between the City of San Fernando and the drilling contractor that was awarded the bid (Water Development Corporation). These 2 new monitoring wells, as seen on Figure 1B, include: Well MW-1 (south well), and MW-2 (north well). A packet of data for each of these two monitoring wells, including a driller's log for each well, was provided to the Watermaster by LADWP; those two data packets are provided in the appendix of this report.

Well MW-1, the southernmost of the 2 monitoring wells for the Sylmar notch (see Figure 1B), was constructed to a depth of 121 ft below ground surface (ft bgs), and contains perforations between the depths of 56 ft bgs and 111 ft bgs. Well MW-2 (the northernmost of the 2 monitoring wells) was constructed to a depth of 125 ft bgs, with casing perforations between the depths of 60 ft and 115 ft bgs. Drill cuttings of the earth materials encountered during drilling of each monitoring well were logged only by the drilling contractor; a geophysical electric log survey was not performed in either borehole. A cement sanitary seal was provided in each

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monitoring well to a depth of 50 ft bgs and 54 ft bgs, respectively. As discussed above, the purpose of the wells was to allow for the measurement of the water level in the alluvium in the area of the Sylmar notch. However, because the cement sanitary seals in these monitoring wells were placed to depths deeper than the reported thickness of the alluvium in this notch (estimated to be ±40 ft in the Report of Referee), then the monitoring wells cannot measure the water levels directly and solely within the alluvium. But, because the alluvium and the underlying Saugus Formation are likely to be in hydraulic communication in the area of this notch, then the water level data from MW-1 and MW-2 may represent a reasonable estimate of the elevation of the water level surface in the alluvial sediments in the area of the Sylmar notch.

Water level data collected over time for these two monitoring wells, using either manual electric tape water level sounders and/or automatically-recording water level pressure transducers, are presented as hydrographs on Figure 6, "Water Level Measurements, Groundwater Monitoring Wells, Sylmar Basin". To the right of the hydrographs, the casing construction data for the two monitoring wells are shown. Unfortunately, due to multiple instances of transducer malfunction, and a lack of regular manual water level monitoring, the water level data records for both MW-1 and MW-2 are somewhat sparse over time. As shown on Figure 6, the transducer equipment originally purchased and installed in May 2010 by LADWP personnel functioned properly for less than two months. Thereafter, in September 2011, the Assistant Watermaster installed a new transducer in each of these monitoring wells to once again begin the automatic collection of water level data at these sites.

Available data on Figure 6 show that water levels in both monitoring wells have varied over time. Further, and recognizing that the transducer data are more accurate and consistent than the early manual water level measurements of December 2007, water levels in the 2 monitoring wells are seen to have risen 10 to 15 ft in each well between mid-2009 and late-2011. Also, the two short segments of transducer data show curve shapes that appear similar to those resulting from the recovery of water levels over time. Based on the shape of the curves, it appears that water levels in the monitoring wells are affected by nearby municipal-supply wells owned by LADWP and/or the City of San Fernando. Because the water level records for these two monitoring wells show a dynamic water level surface that fluctuates during the year, then it can be reasonably assumed that the groundwater surface elevation is variable within the Sylmar notch. The fact that the Report of Referee (Appendix P, 1962), the 1979 Judgment, and even the March 29, 2006-dated letter by the former Watermaster (Mr. Mackowski) all mention changes in the amount of underflow through the Sylmar and Pacoima notches further corroborates the existence of fluctuating groundwater levels in both the Sylmar and Pacoima notches further corroborates the existence of fluctuating groundwater levels in both the Sylmar and Pacoima notches (see below).

Other Groundwater Outflows

In addition to the annual groundwater extractions by each party (city) shown on Figure 3 and Table 3, groundwater is also known to leave Sylmar Basin via subsurface outflow through the

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shallow alluvial sediments which have been deposited in the Sylmar and Pacoima notches (see notch locations on Figure 1B).

* Sylmar Notch

To calculate the subsurface outflow from the Sylmar Groundwater Basin into the San Fernando Groundwater Basin to the south, the subsurface geometry of the alluvium overlying the Saugus Formation within the Sylmar notch must be estimated. As described in the Report of Referee (Volume I, Text and Plates, by State Water Rights Board, Referee, 1962), the subsurface geometry within this notch was originally defined via an exploratory drilling program. For that program, twenty bucket auger boreholes were drilled in the area of the Sylmar notch at that time. During the auger work, representatives of the Referee were onsite to observe the drilling and log the drill cuttings. Based on the results of the logging, a profile (or cross section) of the Sylmar notch was created as shown on Plate 5H in the Report of Referee, Volume 1; the alignment of the original profile is shown on Plate 5 of the Report of Referee (neither of these original plates are included herein). However, that original profile was adapted herein onto Figure 7, "Profile of Sylmar Notch", for this safe yield re-assessment project. As shown on Figure 7, the alluvium is shown as a triangular-shaped wedge which overlies the potentially water-bearing strata within the Saugus Formation (refer to Figure 1B for location of this notch).

The location of Sylmar notch monitoring Well MW-1 has been superimposed onto the Figure 7 profile to show its location relative to the boreholes drilled for the original subsurface exploration program for the 1962 Report of Referee. Also shown on Figure 7 are the perforated interval (shown in blue-green color), and the depth of the cement seal (shown in red color) in MW-1.

Figure 7 has also been updated to illustrate five separate water level elevations measured historically for the area of the Sylmar notch. These measurements are for the following dates: May 1959; January 2006; December 2007; June 2010; and September 2011. The May 1959 water level is from the 1962 Report of Referee, whereas the remaining 4 water level elevations have been determined by the current Watermaster using more recent water level data acquired from newly-available sources. Below is a summary of each of the approximate groundwater level elevations displayed on Figure 7:

<u>May 1959</u> – This water level elevation of 1090 ft above mean sea level (ft amsl) is taken from the Report of Referee, and was presented on the original Plate 5H in the 1962 document. As discussed in the Report of Referee, this water surface elevation was determined using water level data from the original exploratory drilling work described above. Using this water level elevation, the cross

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sectional area of the saturated alluvium was calculated, along with other aquifer parameters in the Report of Referee (1962). This May 1959 water surface elevation was considered to be a "low groundwater surface condition" as stated in the Report of Referee, Volume II, Appendix P, page P-17. The text in the Report of Referee stated that, at this "low" groundwater surface elevation, the subsurface outflow through the Sylmar notch was about 300 AF/yr in 1959. Page P-17 in that same document further stated: underflow through this notch "for high groundwater surface conditions [was] estimated to be approximately 500 AF/yr"; and "an average value for the base period 1928-29 through 1956-57 is...400 AF/yr".

- January 2006 Using available water level data from two shallow, privately-0 owned monitoring wells south of the Sylmar notch, a calculation was performed by this Watermaster to estimate the water level in the Sylmar notch in January 2006 to be 1070 ft amsl (see Figure 1B for the locations of the monitoring wells used); see also Figure A-1, "Calculation of Approximate January 2006 Water Level Elevation in the Sylmar Notch", in the Appendix for an explanation of the calculation. These water levels were collected from monitoring wells constructed by others as part of the characterization and/or cleanup of groundwater contamination in a nearby portion of the San Fernando Groundwater Basin; the Watermaster obtained these data from the Regional Water Quality Control Board - Los Angeles (RWQCB-LA). Inherent in this "new" water level elevation estimation is the assumption that the water table gradient south of the notch is constant between the locations of these two privately-owned monitoring wells for which water level data were available, and the Sylmar notch. Note that this January 2006 water level elevation reveals that, at the date of the water level measurements, the saturated area of the alluvium was much less than that in 1959 (see Figure 7). Therefore, subsurface flow through the notch was greatly reduced in January 2006, to only a small percentage of the average amount of 400 AF/yr that had been previously estimated by others from this notch.
- December 2007 This water level surface elevation of 1058 ft amsl is based on the first manual measurements collected shortly after the two Sylmar notch monitoring wells were constructed. As shown on Figure 7, the elevation of this water surface was deeper than the bottom elevation of alluvium (i.e., it is below the base of the alluvium), and is interpreted to be within the Saugus Formation. Therefore, for this study, and because no other water level data exist for the alluvium, it is interpreted that when the elevation of the water surface for a particular year is deeper than the elevation of the base of the alluvium, there is no subsurface outflow from the Sylmar Basin to the San Fernando Basin.
- June 2010 Based on the data collected by the LADWP transducer installed into the Sylmar notch Monitoring Well MW-1, a groundwater surface elevation of 1058 ft amsl is interpreted. At an elevation of approximately 1063 ft amsl, the

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water level in MW-1 is interpreted to be lower than the basal elevation of the alluvium, and therefore this water level would represent the water surface within the immediately underlying Saugus Formation. As described above, this suggests that, at the June 2010 date of this water level measurement, no groundwater was moving through the alluvium within the Sylmar notch.

 <u>September 2011</u> – Data collected from the Watermaster's transducers installed into the two Sylmar notch monitoring wells (MW-1 and MW-2) yield a recent groundwater surface elevation for this date of 1081 ft asl. As shown on Figure 7, this groundwater surface is slightly below the May 1959 groundwater surface elevation reported in the Report of Referee.

Although the water level record at the Sylmar notch is sparse, the available data clearly show that the elevation of the groundwater surface in the alluvium is variable within the notch; that is, water levels in that alluvial notch are known to fluctuate seasonally and also from year to year depending on seasonal and long-term changes and trends in rainfall. Also, water level data suggest that water level fluctuations in the notch may occur due to the pumping of nearby wells owned by LADWP and/or the City of San Fernando. Further, as shown on Figure 7, there have been a number of occasions when there was likely no subsurface flow through the alluvium within the notch, because the groundwater level surface elevation was actually lower than the elevation of the base of the alluvium in the notch (based on <u>available</u> monitoring well data). Hence, it appears that there are periods of time throughout the year when there is no subsurface flow through the Sylmar notch.

As discussed above, the original profile on Figure 7 shows the shape of the alluvial notch (in a light yellow color on the figure) to have the basic shape of an inverted triangle. This is important because as the groundwater elevation decreases in the notch, the saturated area of the alluvium decreases by a greater amount. Hence, decreases in groundwater surface elevation over time within the Sylmar notch can yield greatly-reduced subsurface flow volumes through the notch.

The 1962 Report of Referee (Appendix P, page P-17) computed underflow through this notch to be about 300 AF/yr in the "low groundwater surface conditions in 1959", and contrasted that value with the 500 AF/yr value they determined for "high groundwater conditions". For its 29-year base period of 1928-29 through 1956-57, the Report of Referee (p. P-17) estimated that the average groundwater underflow through the alluvium of Sylmar notch was about 400 AF/yr.

Pacoima Notch

A smaller, less laterally-extensive, alluvial-filled notch known as the Pacoima notch occurs in the eastern part of the Sylmar Basin, in the area of the Pacoima Wash; Figure

Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

1B shows the location of the Pacoima notch. A cross section of the Pacoima notch, which is shown on Plate 5H in the Report of Referee, Volume I (not included herein), reveals that this notch has a maximum alluvial thickness of 55 ft (see also page P-12, Appendix P, in Report of Referee). As stated in the Report of Referee, a submerged dam had been constructed in Pacoima notch many years prior to preparation of that report but, at the date of the Report of Referee, only the lower portion of this structure was still considered to remain. This remaining portion of the submerged dam has been, and will continue to be, considered to reduce the subsurface outflow of groundwater through this notch and into the San Fernando Basin to the south.

Pages P-15 and P-16 and Table P-3 in Appendix P of Volume II of the Report of Referee (not reproduced herein) reveal that underflow through the earth materials lying above the top of this remaining dam was calculated to range from 241 to 482 AF/yr and that the mean underflow for their 29-year base period of 1928-29 through 1956-57 was determined to be 160 AF/yr. Clearly, the annual amount (volume) of underflow through the alluvium in the Pacoima notch will vary, similar to that in the Sylmar notch, depending on water levels in the alluvium and rainfall recharge.

No groundwater monitoring wells have been constructed to date at/near the Pacoima notch.

Combined Underflow Leaving Sylmar Basin Through the Alluvial Notches

In summary, the average groundwater outflows through the two alluvial-filled notches, as calculated in the Report of Referee (Volume II, Appendix P) for the 29-year base period of 1928-29 through 1956-57 were 400 AF/yr for Sylmar notch and 160 AF/yr for Pacoima notch; hence the total average groundwater outflow to the south (based on the 1962-dated Report of Referee) from Sylmar Basin into the San Fernando Basin was estimated to be 560 AF/yr. Further, previous analyses by former Watermasters have kept the total combined average subsurface flows through the Sylmar and Pacoima notches at a constant value of 540 AF/yr during those prior times when they re-assessed the Sylmar Basin safe yield (see Table 4). As specifically reported by the former Watermaster, Mr. Mackowski, on page 3 of his March, 29, 2006 letter (which was reviewed by his consultant, Mr. Blevins), prior safe yield calculations for the Sylmar Basin have used a total underflow through both alluvial notches of "540 AF/yr, rather than 560 AF/yr stated in the Report of Referee." The reason for this 20-AF/yr decline in outflow was not identified in that document.

Groundwater Credits

Each Annual Watermaster Report for ULARA provides an ongoing calculation of the stored groundwater credits by the cities of Los Angeles and San Fernando in the Sylmar Basin. In the most recent such annual report (dated May 2012), the combined stored groundwater credits totaled 16,762 AF for both cities, as of October 1, 2011 (based on data from Water Year

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Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

2010/11); this value included credits of 1,500 AF for San Fernando and 15,262 AF for Los Angeles. The prior Watermaster, Mr. Mackowski, in his March 2006 letter to the Court, stated that the accrued groundwater credits totaled 8,787 AF as of October 1, 2005 (based on data from Water Year 2004/05). Hence, in the 6-year period of 2004/05 – 2010/11, the groundwater credits accrued by both cities increased by a total of about 7,975 AF; this calculates to an average rate (volume per year) for the accumulation of groundwater credits by the 2 cities of about 1,329 AF per year during this 6-year period. It is noteworthy and unusual that this average total rate (volume) of groundwater credits accrued by both cities in each of the past six years represents nearly 20% of the current annual safe yield value (6,805 AF/yr) of the entire Sylmar Basin.

The Judgment (Section 5.2.2.3), however, states that the accumulation of stored water credits "can be carried over for not to exceed five years, if the underflow through Sylmar notch does not exceed 400 acre-feet per year."

Conclusions

- The safe yield of Sylmar Basin has been increased a few times since the 1962 date of the Report of Referee. Specifically, these previously-calculated values were 5,610 AF/yr in the Report of Referee, then 6,210 AF/yr for the 1979 Judgment, then 6,510 AF/yr in 1994/95 by then-Watermaster Mr. Blevins, and more recently 6,810 AF/yr in 2004/05 by then-Watermaster Mr. Mackowski (who was assisted at that time by his consultant Mr. Blevins).
- 2. Review of new water level data from the Sylmar notch monitoring wells by this Watermaster suggest that subsurface flow from the Sylmar Basin is variable throughout the year, and seems to be impacted primarily by changes in rainfall and recharge over time, and likely also by pumping activities from nearby wells. Hence, there can be times each year and from year to year that <u>no</u> subsurface outflow occurs into the San Fernando Basin to the south through the alluvium within the Sylmar notch (and perhaps through the alluvium in Pacoima notch also). Also, decreases in subsurface outflow through these 2 notches are not proportional to decreases in groundwater surface elevation due to the general V-shape of the alluvial sediments within each notch. Because of the geometry of both the Sylmar and Pacoima notches, decreases in groundwater elevation result in much greater decreases in subsurface outflow through these point that assigning a <u>constant</u> value for the total combined subsurface outflow of 540 AF/yr (or 560 AF/yr) through the Sylmar and Pacoima notches is an over-simplification of the subsurface outflow issue.
- 3. Water level data presented in hydrographs on Figures 4A.1 through 4E.2 and Figures 5A.2 though 5D.2 show that water levels in those municipal-supply wells have been relatively stable over most of the period of record. Importantly, fluctuations in water levels over time

Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

have a clear correlation to changes in rainfall, as evidenced by the close relationship of the water levels on each hydrograph with trends in the accumulative rainfall departure curve over time. As such, it is the opinion of this Watermaster that overdraft is <u>not</u> occurring in the Sylmar Basin at this time.

- 4. Figure 3 shows the total extractions from the Sylmar Basin for the years of available record. Also shown on Figure 3 are the safe yield values calculated by others over time. Analysis of the graph shows that the total groundwater extractions by LADWP and the City of San Fernando have exceeded the current safe yield value of 6810 AF/yr during several prior individual years (e.g., 1977-78 and 1998-99) and also during at least one extended period of time (i.e., the 7-year period of 1977-78 through 1983-84; in fact, that 7-year period displayed an average production rate of 6,852 AF/yr). Despite these exceedances and as discussed in point 3 above, water level hydrographs show water levels in the basin have been and continue to be relatively stable over time, and fluctuate principally in response to changes in rainfall in the area. None of the hydrographs show any long-term, progressive or increasing rate of water level decline over time; hence, in the opinion of this Watermaster, and as stated above, the Sylmar Basin is not in a condition of overdraft at this time.
- 5. Because subsurface outflow of groundwater from the Sylmar Basin is now considered to have been overestimated in previous reports, and because water level trends for wells constructed in the Sylmar Basin have been relatively stable over time, then it is this Watermaster's opinion that the safe yield of the Sylmar Basin can be increased at this time.

Table 4 "Prior and Current Watermaster Calculations, Sylmar Basin" provides the calculations for this increase in the safe yield value and also compares the current calculations to those by the 2 prior Watermasters. As shown on Table 4, the value on Item 6, "Subsurface outflow" has been reduced to 250 AF/yr from 540 AF/yr; this is a reduction of roughly 50% from all previously used values. This change is appropriate because: a total combined constant subsurface outflow of 540 AF/yr from the Sylmar and Pacoima notches has been determined to be an overestimate; and the groundwater surface elevation in the Sylmar notch has been shown to be highly variable, based on the water level data available to this re-assessment. Even though recent water level data are <u>not</u> available from water wells or groundwater monitoring wells at/near Pacoima notch, it can be reasonably assumed that groundwater levels and subsurface underflow through the Pacoima notch are as variable over time as they are in the Sylmar notch.

Further, this Watermaster, in order to be consistent with prior studies, will accept, for the purpose of this safe yield re-assessment, the 35.7% value for the "percentage of delivered water becoming recharge", per Item 3 on Table 4 herein (as originally presented in the 1979 Judgment, p. 19, 1979).

Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

- 6. As shown on Table 4 (Item 7), it is the current opinion of this Watermaster that the safe yield of the Sylmar Basin can be temporarily increased to 7,140 AF/yr at this time; this represents an increase of 330 AF/yr over the current total safe yield value for this basin. As a result, the cities of Los Angeles and San Fernando may each have the right to temporarily pump as much as 3,570 AF/yr (1/2 of 7,140 AF/yr) from their active wells in Sylmar Basin, based on the recognized 50%-50% share of the groundwater rights in this basin. This pumping may continue for the period of Water Years 2011-12 through 2015-16, unless in-progress data evaluation by the Watermaster reveals the basin is being adversely affected by this temporary increase in safe yield (e.g., in case of basin-wide declines in static groundwater levels).
- 7. Due to the existence of the 2 city-owned monitoring wells near the Sylmar notch (MW-1 and MW-2), and because a few other but more shallow privately-owned monitoring wells currently exist in/near this notch (these were constructed by others for local groundwater contamination sites), it is the opinion of this Watermaster that no additional monitoring wells need to be constructed for Sylmar notch at this time. This Watermaster will try to contact the owners of and consultants for the existing privately-owned groundwater monitoring wells near Sylmar Basin in an attempt to allow their monitoring wells to hopefully serve as future monitoring wells for the Watermaster, after all clean-up activities at those sites have been performed and the sites have been recommended for closure by the local regulatory agency.

Due to the limited outflows expected through Pacoima notch, to the lack of publicly-drilled or privately-owned monitoring wells near this notch, and to current economic conditions, it is the opinion of this Watermaster that new monitoring wells are <u>not</u> required at/near this notch <u>at this time</u>.

- This temporary increase in the safe yield of the Sylmar Basin can be considered useable for the next 5 years (Water Years 2011-12 through 2015-16), but <u>ONLY</u> with the following provisions:
 - a. Groundwater credit accumulation will be suspended at the values presented in the May 1, 2012-dated Annual Watermaster Report (i.e., at the end of Water Year 2010-2011); this means that neither Party will accumulate any further groundwater credits for a period of time in the future (discussed below), even if they do not or cannot pump up to their safe yield value each year.
 - b. Beginning in the WY 2011-12 Annual Watermaster report (to be published May 1, 2013), groundwater credits will begin to be calculated according to the Judgment; that is, credits can no longer be carried over for more than 5 years (Judgment, January 26, 1979; Subsection 5.2.2.3, p. 19-20). An example of this calculation

Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

presented through the 2010-11 Water Year is shown on Table 5, "Proposed 5-Year Method for Accounting for Water Credits, Sylmar Basin."

- c. To address the difference in credit accounting between the method prescribed in the Judgment, and the cumulative method previously used by the prior Watermasters, I have prepared Table 5, "Proposed 5-Year Method for Accounting for Water Credits, Sylmar Groundwater Basin". As shown on that table, the difference in the volumes of accumulated credits between the new 5-year calculation method and the previous cumulative calculation presented in prior Annual Watermaster Reports is 9014 AF for the City of Los Angeles and 404 AF for the City of San Fernando; refer to "C" in the "Summary" for each city on Table 5. These volumes now represent the maximum volume of the "frozen" credits for each City.
- d. Moving forward, the difference in credits of 9014 AF and 404 AF for the City of Los Angeles and the City of San Fernando, respectively, will remain credited to each Party. Both Parties will be able to exercise their right to use those accumulated but now "frozen" groundwater credits. However, neither City will be able to exercise its 5-year credits, even if they do not or cannot pump their new safe yield value, until such time as their individual, newly "frozen" credits are used entirely.

Hence, this Watermaster, <u>solely</u> for this safe yield re-assessment of the Sylmar Basin, and <u>solely</u> because these accrued credits are fairly small, is <u>preserving</u> these accumulated credits (as otherwise might not have occurred, per the requirements in the Judgment for Sylmar Basin).

It should be noted that the 5-year provision for credit accrual in the Judgment for the Sylmar Basin was not known to this Watermaster until the process of re-assessing the safe yield of this basin had begun.

e. Groundwater credit accrual will resume for each individual Party once the total "frozen" groundwater credits described in point "c", above, are entirely consumed by each individual Party. This may take several years and will likely occur at different times for each Party. The Watermaster will account for both the remaining "frozen" credits and the <u>new</u>, 5-year credit calculation method in each future Annual Watermaster Report, beginning at the end of Water Year 2011-12, and will continue this accounting until such time as the "frozen" credits have been entirely consumed by each Party. After such time when the "frozen" credits are completely consumed by each City, credit calculation will switch to the ongoing 5-year credit calculation method, and this method will continue to be used for future Annual Watermaster Reports. Alternatively, at any time, either Party may permanently abandon its "frozen" credits and begin accessing its stored water credits accrued via the 5-year credit calculation method.

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Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

- f. If a Party plans to pump in excess of its "new" safe yield value in any year, then that Party <u>must</u> notify the Watermaster in advance, or as is reasonably practical. In an emergency situation (such as unusual weather conditions or water system operations problems), and if a Party has no remaining credits, then the Watermaster may consider granting permission to that Party, in writing, to pump in excess of its safe yield so long as the unusual circumstances persist. However, when the unusual circumstances cease, the accumulated overextractions shall be replaced by underpumping within a 6-year period.
- g. Pumping by either Party in any given single year cannot exceed its "new" safe yield value of 3570 AF by more than 600 AF. For the sole purpose of consuming "frozen" credits, either Party may exceed its own 600-acre foot allotment in a given year with the prior approval of the Watermaster. However, the sum of the overage extraction by both Parties in any given year must not exceed 1200 AF.

As part of the determination process, the Watermaster may also communicate between the two Parties to obtain additional facts and information on such issues as the intent and ability of each Party to pump above its safe yield in a given Water Year.

Based on the available facts, the Watermaster can make a decision to approve with or without conditions, or deny the request. The Watermaster may present the preliminary decision to both Parties and provide an opportunity for the Parties to respond with possible comments. This would be followed by a final, written determination by the Watermaster.

- h. Static (non-pumping) water levels must continue to be monitored on a regular basis in all existing wells owned by LADWP and the City of San Fernando, and also in the 2 City-owned groundwater monitoring wells and in the other privately-owned monitoring wells at/near Sylmar notch.
- i. Total groundwater production by each city must continue to be monitored on a regular basis in each active well, via a properly installed and accurately calibrated totalizer flow dial near each wellhead.
- j. The acquired data are to be reviewed on a regular basis by the Watermaster and then analyzed for possible trends versus total groundwater extractions in the basin and also versus the accumulative rainfall departure curve.

Final Report – Sylmar Basin Safe Yield 5-Year Re-assessment July 2012

> k. If at any time during the forthcoming five years (i.e., from Water Year 2011-12 through 2015-16), the Watermaster determines that groundwater levels in the basin are declining and/or not responding to rainfall recharge, then the "new" safe yield of the Sylmar Basin may need to be re-evaluated and/or reduced as necessary.

> > Respectfully submitted,

Richard C. Slade, ULARA Watermaster 1

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IRA REINER, City Attorney EDWARD C. FARRELL, Chief Assistant City Attorney for Water and Power STEPHEN R. POWERS, JR., Senior Assistant City Attorney RALPH GUY WESSON, Assistant City Attorney 111 North Hope Street Los Angeles, California 90012 (213) 481-6372

Attorneys for Plaintiff

SUPERIOR COURT OF THE STATE OF CALIFORNIA

1 1

FOR THE COUNTY OF LOS ANGELES

THE CITY OF LOS ANGELES,

Plaintiff,

No. 650079

) STIPULATION AND ORDER RE) SYLMAR BASIN PURSUANT TO) SECTION 10.2 OF JUDGMENT

ORIGINAL FILED

MAR 2 2 1984

COUNTY CLERK

CITY OF SAN FERNANDO, et al.,

VS.

Defendants.

The City of Los Angeles by and through Ira Reiner, City Attorney, Edward C. Farrell, Chief Assistant City Attorney for Water and Power, Ralph Guy Wesson, Assistant City Attorney, the City of San Fernando by and through City Attorneys Rutan and Tucker, Robert S. Bower and Arthur G. Kidman, Kisag and Dean Mordigian by Lawrence M. Dougherty, and Meurer Eng., Inc., by Roger or Charles Meurer, stipulate that the Court may enter an Order as provided herein with regard to the following facts. 1. The Judgment requires in Section 10.2 that the

The Judgment requires in Section 10.2 that the Watermaster notify the Court and parties in the event the Sylmar Basin becomes overdrafted due to pumping by Los Angeles and San Fernando.

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- .2. On August 26, 1983, the Watermaster reported to the Court pursuant to Section 10.2 of the Judgment that the Sylmar Basin was in a condition of overdraft (Attachment 1). In response to the Watermaster's letter and a Minute Order of this Court (Attachment 2), the Cities of Los Angeles and San Fernando responded by letters to the Court (Attachments 3 & 4), agreeing with the Watermaster's report on overdraft.
 - The Court has determined that pumping from the Sylmar Basin shall be reduced to the safe yield (5210 AF/YR at present) of the basin, effective October 1, 1984.

Sections 5.1.2 and 5.2.2 of the Judgment provide for the rights of the parties. The private parties within the Sylmar Basin, Defendants Kisag Moordigian and Meurer Engr. (successor to Hersch and Plumb), have decreed overlying water rights. However, Mr. Moordigian has not pumped since 1956-57 and has disposed of most of the lands originally involved in this proceeding. Meurer Engr. has pumped less than 0.5 AF/YR. since 1975-76, but may increase this amount slightly in the future. Even though the combined pumping of these private parties has been less than one acre-foot per year, provision for their rights pursuant to Section 5.1.2.2 of the Judgment is ^{made} June 21, 2021 CC/SA Meeting

in this stipulation. That pumping which occurs pursuant to the overlying rights of the private parties is to be subtracted from the safe yield, with Los Angeles and Sah Fernando pumping the remainder.

5. Parties, City of Los Angeles and City of San Fernando, agree that pumping within the Sylmar Basin must be brought within the safe yield, determined to be 6,210 AF/YR at present. The Cities of Los Angeles and San Fernando have rights to native waters and import return waters within the Sylmar Basin. Their combined water rights to native and imported waters (Sections 5.1.2.3. and 5.2.2.1 of the Judgment) are nearly equal. Each has pumped approximately one-half of the total safe yield of the said basin for the past 14 years (1968-69 through 1982-83). The City of Los Angeles and the City of San Fernando stipulate herein that the Court may enter an order limiting each City's pumping to the following amounts less-one half of any rights exercised in accordance with paragraph 4herein:

City of Los Angeles - 3,105 AF/YR.
City of San Fernando - 3,105 AF/YR.
6. Section 10.2 of the Judgment requires that a notice of hearing be set for this matter. However, the parties herein stipulate to waive notice and

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hearing as to the matter stated herein and to the order of court attached.

At the time of the entry of the Final Judgment (January 26, 1979), the Sylmar Basin was declared not to be in a condition of overdraft (Section 4.2,6.2). Thus, the Final Judgment did not provide for safe yield operations of said basin during unusual circumstances, such as dry years or water system problems.

The parties recognize the importance of preserving the Sylmar Basin as a water production and groundwater storage resource. Los Angeles and San Fernando seek to permit flexibility in the use of this resource without causing damage to the basin.

To provide for water shortages due to unusual circumstances, such as weather conditions or water system operational problems, Los Angeles and San Fernando shall have the right in any year to overextract from the Sylmar Basin an amount not to exceed 10 percent of their allowed pumping, as provided in Section 5 herein. The 10 percent annual overextraction may continue from year to year, accumulatively not to exceed 1,000 ac-ft. for each city, so long as the unusual circumstances persist. When the unusual circumstances cease, the accumulated overextractions shall be replaced by underpumping, and must be done within a 6 yr.

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period. The amount of such underpumping will not be required to exceed 10 percent of the annual allowed pumping of any party.

The party desiring to overextract from the basin shall notify the Watermaster of the circumstances considered to be unusual and shall justify the need for overextractions. The Watermaster shall review the existence and cessation of unusual circumstances and shall in his discretion approve the required overextraction and replacement operations.

- 8. Pursuant to Section 8.2.10 of the Judgment, a recalculation of the safe yield can be requested by any party in the event such recalculation appears to be necessary in accordance with the Watermaster's findings set forth in his annual report to the parties and Court.
- All parties to this stipulation may make application to the Court regarding further evaluation or review of the parties pumping activities.
- 10. In any year, Los Angeles and San Fernando each have. the right to store water in the Sylmar Basin by direct spreading or in-lieu practice (underpumping). The party causing the water to be stored shall have a right to extract an equivalent amount of groundwater from said basin. In addition to the safe yield pumping provided for herein, the

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DATED: March 2 . 1984

IRA REINER, City Attorney EDWARD C. FARRELL, Chief Assistant City Attorney for Water and Power STEPHEN R. POWERS, JR., Senior Assistant City Attorney RALPH GUY WESSON, Assistant City Attorney

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Attohneys for the City of Los Angeles and its Department of Water and Power

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APPROVED: The City of San Fernando By May Attest

City Clerk

ARTHUR KIDMAN RUTAN AND TUCKER Special Counsel

By ARTHUR KIDMAN

Attorneys for the City of San Fernando

ROGER OF CHARLES MEURER MEURER ENG., INC.

LAWRENCE M. DAUGHERTY Attorney for Kisag and Dean Moordigian と思いないとなるまである。あるとなるなどのないないないないないないないない

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Attorneys for Defendant

SUPERIOR COURT OF THE STATE OF CALIFORNIA

FOR THE COUNTY OF LOS ANGELES

THE CITY OF LOS ANGELES,

Plaintiff,

No. 650079

ORDER OF COURT RE SYLMAR BASIN PURSUANT TO SECTION 10.2 OF JUDGMENT

VIII/BELLEN/ITTELATIONIZERA/CONSTRUCTION/CONSTRUCTION/CONSTRUCTION/CONSTRUCTION/CONSTRUCTION/CONSTRUCTION/CONST

CITY OF SAN FERNANDO, et al.,

VS.

Defendants.

Good cause appearing therefore and the court having reviewed the stipulation herein presented to the Court, and having fully approved the facts and settlement set forth therein, it is ordered, effective October 1, 1984, that:

> The Cities of Los Angeles and San Pernando shall be limited in their pumping to bring the total pumping within the safe yield of the basin, less any rights exercised by the private parties, as follows:

> > City of Los Angeles - 3,105 AF/YR. City of San Fernando - 3,105 AF/YR.

 It is ordered that during years of unusual circumstances (as stated in paragraph 7 of the 4

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stipulation), the parties (Los Angeles and San Fernando) shall have the right in any year to overextract from Sylmar Basin an amount not to exceed 10 percent of their allowed pumping, as set forth in paragraph 1 above.

The 10 percent overextraction may continue from year to year, accumulatively not to exceed 1,000 ac-ft, for each city, so long as the unusual circumstances continue. When the unusual circumstances cease, the accumulated overextraction shall be replaced by underpumping, and must be done within a 6 yr. period. The amount of such underpumping will not be required to exceed 10 percent of the annual allowed pumping of any party. The Wastermaster shall review the existence and cessation of these unusual circumstances (as detailed in paragraph 7 of the stipulation) and shall approve the required overextraction and replacement operations.

3. Any party to this stipulation may make application to the Court regarding pumping amounts stipulated hereto in the event hydrologic conditions in the Sylmar Basin change.

4. In any year, Los Angeles and San Fernando each have the right to store water in the Sylmar Basin by direct spreading or in-lieu practices (underpumping). The party causing the water to be stored shall have a right to extract an equivalent amount of groundwater from sail basin. In addition, to the safe yield pumping provided for herein, the right to recapture stored water can be carried over into successive water years.

5. The Final Judgment, entered on January 26, 1979, is amended pursuant to changes set forth in this stipulation. The sections of the Judgment affected are listed in paragraph 11 of the stipulation.

22 DATED: 1984

KNOR HUPP JUDGE OF THE SUPERIOR COURT



NOTICE OF A **PUBLIC HEARING** BEFORE THE SAN FERNANDO CITY COUNCIL

NOTICE IS HEREBY GIVEN that the City Council of the City of San Fernando will hold a Public Hearing to consider the adoption of the 2020 Urban Water Management Plan.

All those wishing to testify for or against are requested to be present at the regular meeting of the City of San Fernando City Council.

The time, date, and place of the Public Hearing is as follows:

DATE:	Monday, June 21, 2021
TIME:	6:00 p.m.
LOCATION:	Council Chambers, 117 Macneil Street, San Fernando, CA 91340

A copy of the Final 2020 Urban Water Management Plan is on file in the Office of the City Clerk for public review.

Dated: May 24, 2021 Publish: June 7, 2021 & June 14, 2021 June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers	
From:	Nick Kimball, City Manager By: J. Diego Ibañez, Director of Finance	
Date:	June 21, 2021	
Subject:	A Public Hearing to Consider Adoption of a Resolution Approving the Fiscal Year 2021-2022 City Budget	

RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing; and
- b. Review and discuss the Fiscal Year 2021-2022 Proposed Budget; and
- c. Adopt Resolution No. 8075 (Attachment "A") approving the Fiscal Year (FY) 2021-2022 Budget, subject to such modifications or amendments as may be stated by the City Council in its motion to approve the Resolution.

BACKGROUND:

- 1. On March 3, 2021, the City Council received a presentation of the FY 2019-2020 final audited financials, FY 2020-2021 Mid-year Budget update, and FY 2021-2022 Budget Outlook. This marked the kick-off of the FY 2021-2022 Budget season.
- 2. During April 2021, the City Manager and Director of Finance met with each Department to develop the FY 2021-2022 Proposed Budget, which includes revenues and expenditures for the General Fund, Enterprise Funds, and all Special Revenue Funds.
- 3. On May 3, 2021, staff issued the FY 2021-2022 Proposed Budget to the City Council and posted it on the City's website: <u>SFCITY.ORG/Financial-Documents.</u>
- 4. On May 17, 2021, the City Council held Budget Study Session No. 1 to receive an overview of the FY 2020-2021 Proposed Budget, review and discuss the operating budgets and proposed enhancements for the Administration and Police Departments. The presentation is available on the City's website: <u>Budget Study Session No. 1 Presentation</u>.

- 5. On May 24, 2021, the City Council held Budget Study Session No. 2 to discuss the operating budget and proposed enhancements for the City Clerk, Finance/Treasury/IT, Community Development, Recreation and Community Services, and Public Works. The presentation is available on the City's website: <u>Budget Study Session No. 2 Presentation</u>.
- 6. On June 2, 2021, the City Council held Budget Study Session No. 3 to discuss the City's Capital Improvement Projects for Fiscal Year 2021-2022 and Fiscal Year 2022-2023. The presentation is available on the City's website: <u>Budget Study Session No. 3 Presentation</u>.
- 7. On June 7, 2021, the City Council held Budget Study Session No. 4 to discuss additional enhancements that were proposed by City Council in the prior Budget study sessions.

ANALYSIS:

The theme of the FY 2021-2022 Proposed Budget is to recover from the COVID-19 pandemic and invest in City services. In FY 2020-2021, each Department was asked to reduce their operating budget by 10%. That reduction has been restored to each Department's base budget for FY 2021-2022 and catch-up payments have been included to get the General Fund back on track to meet the original payment schedules to the Retirement Fund, Sewer Fund and Water Fund. City staff used the City Council adopted *Strategic Goals 2022-2027* as guiding principles for developing the FY 2021-2022 Proposed Budget. All FY 2020-2021 Accomplishments, FY 2021-2022 Objectives (i.e., Work Plan) and Enhancements were reviewed and included in the Proposed Budget through the lens of the adopted Strategic Goals.

After reviewing the Proposed Budget enhancements with City Council during the June 7, 2021 Budget Study Session, there a number of changes included the Proposed Budget. All of the proposed changes to the Proposed Budget are reflected in Attachment "A" Exhibit "1." The total Proposed City Budget for all funds is approximately \$63.9 million, including the proposed General Fund budget of \$22.2 million.

On June 7, 2021, City Council supported the following changes to the Proposed Budget, which have been included in Attachment "A" Exhibit "1."

Changes to Enhancements:

- 1. Add: Assistant to the City Manager position in the City Manager's Office. (Ongoing: \$150,000)
- 2. Add: Increase hourly rate for paid Intern Program from \$15/hour to \$20/hour. (One-time: \$20,000)
- 3. Add: Economic Development Manager position to the City Manager's Office. (Ongoing: \$150,000)

- 4. Add: Fourth of July celebration in 2022. (One-time: \$35,000)
- 5. Add: Funding for Tree Fund and maintenance. (One-time: \$25,000)
- 6. Add: Funding for painting the City Hall Chambers. (One-time \$5,000)
- 7. Add: Stipend for Metropolitan Water District (MWD) representative. (On-going: \$3,000)
- 8. Remove: Pothole trailer. (One-time: \$125,000) Explore funding through ARP.
- 9. Remove: Move two (2) Police Patrol vehicles funding to Equipment Replacement Fund. (Onetime: \$80,000)
- 10. Remove: Transfer to Lighting and Landscape Assessment District. (Ongoing: \$40,000)

Revenue Adjustments:

- 1. Add: Increase revenue for America Rescue Plan to fund certain enhancements:
 - a. Upgrade phone system to VOIP (One-time: \$50,000)
 - b. Network infrastructure upgrades and explore online payments (One-time: \$75,000)
 - c. New camera for City Council chambers and Council laptops (\$7,500)
 - d. Additional COVID-19 facility cleaning (\$28,760)

After incorporating the changes identified above, the FY 2021-2022 budget surplus is reduced from \$171,000 to \$25,613.

Below is a recap of each Department's proposal identifying how enhancements will be used if the Budget is approved as currently proposed.

Administration:

Through the proposed budget, Administration (inclusive of the City Manager's Office and the Personnel Division) is proposed to receive the following enhancements for FY 2021-2022:

- 1. Assistant to the City Manager (with a focus on grants, public information and community outreach, and policy development and support)
- 2. Economic Development Manager
- 3. Administrative Intern (paid)
- 4. Reclassification of Part-time Personnel Assistant to Full-time Personnel Assistant (Additional 600 hours)

The addition of these enhancements will provide the City Manager's Office with the resources necessary to move a number of critical policy efforts forward, including, but not limited to, Public

Engagement Policies and Procedures, Customer Relationship Management (CRM) software, Legislative Advocacy Policy, Personnel rules and policies, and Grant Management Programs. The proposed Assistant to the City Manager and Economic Development Manager positions should provide a return on investment by increasing revenue through additional grant funding and increasing the tax base through business retention, development and attraction efforts. The Economic Development Manager will provide a management level staff position responsible for business outreach and support to retain current businesses; creating and managing programs to provide financial and technical support to current and prospective businesses; and assembling the City's current economic development related studies, plans and data into a more cohesive economic development planning document.

The enhancement in the Personnel Division will provide the resources necessary to increase capacity recruit new employees, manage employee benefits, and conduct special personnel related studies. The additional resources will also allow the City to expand recruitment outreach efforts to attract a wider pool of applicants.

City Clerk:

Through the proposed budget, the City Clerk Department did not request any enhancements for Fiscal Year 2021-2022. The City Clerk's Department will utilize existing resources and technology, in order to implement updated policies and procedures. Below is a brief summary of the City Clerk Department work plan that includes proposed City Council recommendations:

- 1. Work with the City Manager to evaluate transferring responsibility for staffing the Education Commission to another City Department.
- 2. Process backlogged documents that provide a record of the City Council's legislative history, including but not limited to, minutes and City Council approved contracts.
- 3. Continue electronic scanning to ensure Optical Character Recognition (OCR) and storage of vital permanent records including but not limited to ordinances, resolutions and contracts.
- 4. Review Records Retention and Destruction Policies and Procedures for compliance and/or amendments, if needed.
- 5. Explore and research an Agency and Meeting Management Software program submit recommendations for presentation to the City Manager.

The Department will focus on maximizing existing resources and technology to move forward on capturing critical legislative history, provide enhanced customer services, and ensure a high standard of consistency and transparency.

Finance/Treasury/IT:

Through the proposed budget, the Finance Department and Treasurer Division are asking for the following enhancements for FY 2021-2022:

- 1. Purchase of Folding Machine.
- 2. Finance Intern.
- 3. RFP for Investment Management Services.
- 4. Upgrade phone system to VOIP The City has had an antiquated phone system. Technology advancements have succeeded in many new developments to make office work easier and the ability to telecommute as well. A new phone system would assist staff being able to provide excellent customer service to residents.
- 5. PD IT Needs Assessment & Equipment Purchase The City's network currently has different variations of servers, switches, and other equipment that is being used passed its operational useful life. Staff has proposing using some American Rescue Funds to update this equipment as well as to enhance the customer service billing capabilities of the City.

The Finance Department had access to a folding machine in previous years; it has since stopped operating and a costly maintenance agreement has expired. Currently, the water clerk uses a contractor to fold the water bills for city residents; that is approximately 2,500 bills monthly. As the city resumes normal operations, the water clerk, will need more use of the machine to include any program fliers, account delinquency notices and water service termination letters. The payroll technician will also need to use the machine, as she spends a significant amount of time hand folding pay stubs for employees. Lastly, the AP clerk will also benefit from the use of the machine to run her warrant checks.

The new equipment would reduce time spent on menial tasks for the staff and would re-focus their work to other projects, deadlines, and being able to effectively provide customer service, employee question follow up, or any vendor inquiry

The assistance of a finance intern would help with completing postponed tasks in the department due to other deadlines, COVID-19, and staff shortage. A graduate level intern could assist with streamlining finance processes, updating overall city policies, creating Council reports related to the budget, assistance with reconciliation and multiple other tasks. The benefit would be tracking of public funds for full transparency and documentation.

The City has had a long history with its current brokers. The City has a very conservative investment policy, but an RFP to solicit new brokers will allow for new firms to assist the city with keeping its investment policy while also reviewing

The scope of this RFP would be for exclusive of custodial services, funds held in Trust, security safekeeping, and possible. Successor Agency funds. The firm must effectively invest the City's funds, provide discretionary full-time portfolio management, and effectively invest the portfolio pursuant to the approved investment policy, the City's cash flow needs and the City's direction. The firm must provide a written report on a monthly and quarterly basis demonstrating the portfolio performance including information about the portfolio as described in the investment

policy. The firm must also be available to make periodic written and oral reports to the City Council and City Committees.

The firm must annually assist in the review of the City's investment policy. The proposed changes to the investment policy will be presented in final draft form to the Finance Director, City Manager, and Ad-Hoc investment Committees prior to submission to the City Council.

More specific services can be discussed during the RFP process but the value with a new Investment Manager would bring a skilled firm to be more dynamic, long term viewing and comply with Council goals.

Upgrade phone system to VOIP – The City has had an antiquated phone system. Technology advancements have succeeded in many new developments to make office work easier and the ability to telecommute as well. A new phone system would assist staff being able to provide excellent customer service to residents.

The City's network currently has different variations of servers, switches, and other equipment that is being used passed its operational useful life. Staff has proposing using some American Rescue Funds to update this equipment as well as to enhance the customer service billing capabilities of the City.

Community Development Department:

Through the proposed budget, the Community Development Department is proposed to receive the following funding resources and enhancements for FY 2021-2022:

- 1. Continued funding for Economic Development consultation services (may be moved to the City Manager's Office).
- 2. Professional planning and community development contract services, including, but not limited to, architectural and design review, planning and development review, and historic preservation services, to supplement staff resources and provide additional expertise.

The City is currently recruiting to fill the vacant Director of Community Development position. The additional contract services will provide the Department with the resources to hire additional contract planners and design review to ensure that construction projects on private property continue to be reviewed, processed, and approved in a timely manner while ensuring compliance with the City's zoning code and General Plan. After a Director is hired, the needs of the Department will be evaluated and additional budget requests will be made at the appropriate time.

Police Department:

Through the proposed budget, the Police Department is proposed to receive the following enhancements for FY 2021-2022:

- 1. Add three (3) Police Officer positions for patrol and one (1) School Resource Officer (three (3) General Fund & one (1) Grant Fund).
- 2. Upgrade the part-time Police Records Specialist to full-time.
- 3. Reclassify the Administrative Assistant to Executive Assistant.
- 4. Replace two (2) police patrol vehicles and related equipment (through the Equipment Replacement Fund).
- 5. Purchase Tasers and related equipment.
- 6. Increase training budget.
- 7. Facility Improvements: Replace damaged flooring, paint interior, replace and repair ceiling panels.

The addition of these enhancements will provide the Police Department with resources to increase Community Base Policing efforts, transparency through increased resources to produce and file safety related reports, and professional training for Patrol Officers to ensure that officers are adequately prepared to handle highly emotional and dangerous situations appropriately.

With the added Police Officer positions, the Police Department will re-establish the grant-funded School Resource Officer program with local public and private schools, increase visibility to continue to deter crime city-wide, and increase opportunities to engage in positive interactions with the community through neighborhood and business watch programs. The additional Officer positions will also decrease the Department's need for mandatory overtime and improve the quality of the work environment for our current Police Officers.

The Police Department has increased recruitment activities in anticipation of the additional positions, which is expected to take approximately 6-12 months to complete the hiring process (background investigation, polygraph, psychological and medical examination), police academy and training program.

The purchase of additional less-lethal Tasers and related equipment will provide each Patrol Officers with a less-lethal option when handling critical situations. Replacing two patrol vehicles and making facility improvements to the dilapidated areas of the Police Department will reduce the amount of time Public Works must dedicate to making vehicle and facility repairs.

Public Works:

Through the proposed budget, Public Works is proposed to receive the following enhancements for FY 2021-2022:

- 1. Part-time Maintenance Workers (2)
- 2. Capital Outlay for Streets, Sidewalks, Signage, Road Markings, and Back-up Generation
- 3. New Dump Truck for Citywide Maintenance Efforts
- 4. Additional Cleaning and Sanitizing related to COVID-19 for 3 month period (ARP funding)
- 5. Full-time Pump Operator/Backflow technician
- 6. Install Next Phase of Nitrate Treatment System for Well 3 and Begin Design of Treatment System for Well 2A
- 7. Replacement of Aging Personnel Trailer at City Yard

The addition of these enhancements will provide the Public Works Department with the resources necessary to improve and maintain City facilities and infrastructure, including, but not limited to, improved maintenance of Downtown Mall Areas and Parking Lots, additional street paving, sidewalk repair, signage, road markings, upgrades to the Water System, and Facility Upgrades at the Public Works and Police Department Facilities.

The proposed Part-time Maintenance Worker positions will enable staffing of one dedicated 8hour shift, 6 days per week for maintenance of the Downtown Mall area and City-owned Parking Lots. This allows shifting of resources to other parts of the City for street, sewer, sidewalk, and tree maintenance. The additional Full-time Pump Operator/Backflow technician will enable the Water Division to take on increased workload from the expanding water treatment system. This includes significant increases in testing, pumping operations, sample collections for the treatment system that will be doubling in size over the next year. The added position will also provide needed support to the required back-flow prevention and cross-connection programs and will ensure compliance with all water system permits as the system continues to grow and expand.

As a result of these enhancements, the following measurable changes will take place: An additional 7 miles of streets will be paved (for a total of 19 miles), 0.5 miles of sidewalk will be repaired, 100 crosswalks will be restriped, 1,000 signs will be replaced, and up to 20 lane miles of streets will be repainted. Upgrades at facilities include: back-up generation at Las Palmas and Recreation Parks, a new personnel trailer to replace the dilapidated one located at the City Yard, and new flooring to replace the old and damaged flooring located in the common areas at the Police Department Facilities.

The second phase of the nitrate treatment system will ensure long-term reliability of the City's water supply by ensuring that all four extraction wells are operational and keeping up with the water demand of the residents and businesses. The funding set aside for additional COVID-19 cleaning and sanitizing provides three months of support to the City in response to any changes to the pandemic.

Recreation and Community Services:

The RCS Department proposes to increase services to the residence of San Fernando through the following enhancement for the FY 2021-2022:

- 1. Reestablish a youth baseball program for the Las Palmas Park community.
- 2. Reclassify a .75 FTE Program Specialist to a full-time position.
- 3. Reclassify a .30 FTE Cashier to a .475 FTE Office Clerk position.

The Las Palmas Park community has lacked a youth baseball program for several years. The proposed one-time enhancement of \$25,000 will help establish the program and provide the opportunity for neighbors, children, and families to interact and build community once again. The program focuses on teaching baseball fundamentals (batting, base running, fielding, and teamwork) under the North Region Southern California PONY's governing rules. Initially, the program will rely heavily on staff support to develop the league, run skills clinics, recruit volunteers, schedule practice, and league play. Once the league is established, staff will slowly transition towards oversight of a volunteer-based program.

The retirement of the Cultural Arts Supervisor left a void in planning, development, and implementation of special event programming for the Department. Upgrading the Part-Time Program Specialist to a full-time position provide the staffing support necessary to offer oversight of Special Events offered to the community. The position will be responsible for the development and implementation of city-wide special event programming such as the Dia de Los Muertos 5K, Holiday Tree Lighting Ceremony, Concerts in the Park, the reestablished 4th of July Celebration in 2022, and others community initiated Special Events. In addition, the position will assist with the development and implementation of health and wellness programming to promote the SF Healthy Campaign. The enhancement provides 520 additional hours of service for the public.

The Department assigned Part-Time Recreation Leaders to assist the public and perform various clerical tasks. The PT-Rec. Leaders' assignments were not consistent due to school schedules or other work commitments. Reclassifying a .30 FTE Cashier to a .475 FTE Office Clerk position allows the Department to provide consistency in service delivery from the reception desk. The position will perform a variety of clerical work, assists the public, provides information by phone and electronically. Prepares bulletins, brochures, and reports as needed. Process applications; provide clerical assistance in all aspects of the Department's programs, services, and activities. The position provides an additional 988 hours of service to the public.

Other Work Plan Items to Explore during FY 2021-2022:

- 1. Increase the age limit for the Police Cadet Program from 23 to 25.
- 2. Consider adding preference for minority and women owned businesses to the City's Purchasing Policy.

Budget Adoption Resolution.

The Budget Resolution (Attachment "A") authorizes staff to execute routine budget related items without requiring additional City Council action, including the authority to:

- Update the Department work programs based on direction received from City Council at the Budget Study Session.
- Carry over and re-budget unspent Community Investments Funds from prior years.
- Carry over and re-budget encumbered operational accounts and unexpended account balances for Capital Improvement Projects from FY 2020-2021 to FY 2021-2022 with the approval of the City Manager.
- Transfer appropriations within departmental budgets (e.g., from one division to another within the same department) with the approval of the City Manager, provided it does not result in a net increase to the department's total appropriation.
- Increase revenue and expenditure appropriations provided the adjustment to revenues equals or exceeds the adjustment to expenditures. These types of adjustments typically occur during the year for items such as grants, services that are fully reimbursed by applicants, and tax audits that are conducted on a contingency basis.
- Open Blanket Purchase Orders for the purchase of routine goods and services provided the cost does not exceed the budget adopted by City Council.

BUDGET IMPACT:

The total Proposed Budget for all funds is approximately \$63.9 million. The proposed general fund budget is \$22.2 million. The Proposed General Fund budget has \$22.3 million in revenues and expenditures of \$22.2 million.

CONCLUSION:

The objective of the FY 2021-2022 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.

ATTACHMENTS:

- A. Resolution No. 8075 with Exhibits:
 - 1. Adjustments to the Proposed Budget
 - 2. Summary of Revenues by Fund
 - 3. Summary of Appropriations by Fund By Type
 - 4. Summary of General Fund Revenues by Type
 - 5. Summary of General Fund Appropriations by Division By Type
 - 6. Summary of Blanket Purchase Orders

RESOLUTION NO. 8075

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2021-2022 AND ESTABLISHING ESTIMATED REVENUES AND APPROPRIATIONS AS DESCRIBED HEREIN

WHEREAS, the City Council has received and considered a proposed budget for Fiscal Year 2021-2022, commencing July 1, 2021, and ending June 30, 2022; and

WHEREAS, the City Council has reviewed and modified the proposed budget and conducted a Public Hearing on the budget on June 21, 2021; and

WHEREAS, the City Council has determined that it is necessary for the efficient management of the City that certain sums raised from revenues, transfers, and reserves of the City be appropriated to the various departments, offices, agencies and activities of the City;

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

<u>Section 1:</u> An annual budget for the City of San Fernando for the fiscal year beginning July 1, 2021 and ending June 30, 2022, a copy of which is on file in the City Clerk's Office (the "Annual Budget"), is hereby adopted; that Annual Budget being the proposed budget, as amended, modified and corrected in open study sessions before the City Council.

<u>Section 2</u>: The sums of money set forth in the Annual Budget are hereby appropriated from the revenues and the reserves of the City of San Fernando to the respective funds and accounts therein set forth for expenditure during Fiscal Year 2021-2022 for each of the several objects of Salaries and Wages, Operations and Maintenance, Capital Outlay and Public Improvements.

Section 3: The sums of money set forth in Exhibits "1", "2", "3", "4", "5", and "6" are hereby appropriated to the following named departments, offices, agencies and activities of the City for expenditures during Fiscal Year 2021-2022 as shown in Exhibits "1", "2", "3", "4", "5", and "6".

Section 4: Work programs in the published adopted budget shall be revised to reflect necessary updates and direction from the City Council on June 21, 2021.

Section 5: Account balances that are encumbered as of June 30, 2021 may be carried over and re-budgeted in the fiscal year 2021-2022 budget with the approval of the City Manager or his/her designee.

<u>Section 6:</u> The unexpended account balances, as of June 30, 2021, for Capital expenditures, capital grants, and Capital Improvement Projects may be carried over and rebudgeted in the fiscal year 2021-2022 budget with the approval of the City Manager or his/her designee, provided it does not exceed the prior year adjusted budget.

Section 7: Appropriation transfers may be made within departmental budgets from one functional category to another or from one division or section to another with the approval of the City Manager or his/her designee, provided there is no net increase in the department's total appropriation.

<u>Section 8:</u> Appropriation transfers to cover retirement/termination related leave payoffs may be made from the non-departmental contingency account to accounts within the budget categories of the various departments, divisions and offices with the approval of the City Manager or his/her designee.

Section 9: The City Manager or his/her designee is authorized to increase revenues and appropriations to cover contract costs incurred in connection with tax audits that are incurred on a contingency fee basis, provided the adjustment to revenues equals or exceeds the adjustment to appropriations.

Section 10: The City Manager or his/her designee is authorized to increase revenues and appropriations to cover contract costs such as reimbursable planning services, recreation enrichment classes, youth sports programs or other services that will be reimbursed by an applicant, provided the adjustment to revenues equals or exceeds the adjustment to appropriations.

Section 11: The City Manager or his/her designee is authorized to increase revenues and appropriations for all grant funded programs and projects, provided the adjustment to revenues equals or exceeds the adjustment to appropriations.

Section 12: The Purchasing Officer is authorized hereunder to proceed with purchases of goods and services under Blanket Purchase Orders for vendors identified in Exhibit "6" provided the total cost for goods and services does not exceed the "not-to-exceed" amount for each vendor. The Purchasing Officer is authorized to increase each Blanket Purchase Order identified in Exhibit "6" in an amount not-to-exceed the Purchasing Officer's purchasing authority of \$25,000 per Blanket Purchase Order.

Section 13: No such carry overs or transfers authorized pursuant to the foregoing paragraphs shall be construed as establishing additional regular positions without prior approval of the City Council.

Section 14: The City Manager or his/her designee is authorized to carry over any unspent funds from the community investment funds from all prior fiscal years.

PASSED, APPROVED, AND ADOPTED this 21st day of June, 2021.

Sylvia Ballin, Mayor of the City of San Fernando, California

ATTEST:

Julia Fritz, City Clerk

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. 8075 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 21st day of June, 2021, 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 June, 2021.

Julia Fritz, City Clerk

City of San Fernando Adjustments to Proposed Budget Fiscal Year 2021-2022

	001 - G	ENERAL FUND	
Beginning Fund Balance:			1,746,450
Proposed Revenue Total			22,351,375
	Proposed	Revised	, ,
Account - Description	Estimate	Estimate	Change
001-XXXX-XXXX American Rescue Plan	-	125,000	125,000
001-XXXX-XXXX American Rescue Plan	-	28,260	28,260
001-XXXX-XXXX American Rescue Plan	-	7,500	7,500
- Total Revenue Adjustments	-	160,760	160,760
Revised Revenue Total			22,512,135
Proposed Expenditure Total			22,180,510
	Proposed	Revised	
Account - Description	Appropriation	Appropriation	Difference
001-222-0000-4101 SALARIES-PERMANENT EMPLOYEES	548,516	637,836	89,320
001-224-0000-4101 SALARIES-PERMANENT EMPLOYEES	646,384	568,560	(77,824)
001-225-0000-4101 SALARIES-PERMANENT EMPLOYEES	3,671,642	3,896,150	224,508
001-190-0000-4250 CONTRACTUAL SERVICES	350,000	250,000	(100,000)
001-190-0000-4943 TRANSFER TO FACILITTY MAINT. FND	-	130,000	130,000
001-XXX-0000-4743 FACILITY MAINTENANCE CHARGE	1,203,182	1,100,290	(102,892)
001-225-0000-4500 CAPITAL EQUIPMENT	100,000	20,000	(80,000)
001-190-0000-4972 TRANSFER TO STREET LIGHTING FUNI	40,000	-	(40,000)
001-XXX-0000-41XX GRANT WRITER/ANALYST		150,000	150,000
001-XXX-0000-41XX ECONMIC DEVELOPMENT MANAGER		150,000	150,000
001-XXX-0000-41XX PART TIME PAID INTERN WAGE INCRE	ASE	20,000	20,000
001-101-0000-4600 COUNCIL CHAMBERS PAINT		5,000	5,000
001-101-0000-4260 4TH OF JULY CELEBRATION		35,000	35,000
001-101-0000-4600 FUND TREE FUND NEW TREES		25,000	25,000
001-101-0000-4111 STIPEND FOR MWD REP		3,000	3,000
= Total Expenditure Adjustments	6,559,724	6,990,836	431,112
Revised Expenditure Total			22,611,622
Operating Surplus(Deficit)			(99,487)
Ending Fund Balance:			1,646,963

Special Funds - Proposed Budget FY 2021-2022

002 - SUPPLEMENT	AL LAW ENFOR	CEMENT FUNDS		
Beginning Fund Balance:			132,361	
Proposed Revenue Total			-	
Account - Description 3679-0000 COPS MORE	Proposed Estimate -	Revised Estimate 125,000	Change 125,000	Increase to actual funds available
Total Revenue Adjustments	-	125,000	125,000	=
Revised Revenue Total			125,000	
Proposed Expenditure Total	Proposed	Revised	125,000	
Account - Description	Appropriation -	Appropriation -	Difference -	
Total Expenditure Adjustments	-	-	-	=
Revised Expenditure Total Operating Surplus(Deficit)			125,000 0	
Ending Fund Balance:			132,361	
007 - PROPO	SITION A - TRAI			
Beginning Fund Balance:			106,098	
Proposed Revenue Total	Proposed	Revised	509,042	
Account - Description 3210-0000 SALES AND USE TAXES	Estimate -	Estimate -	Change -	
Total Revenue Adjustments	-	-	-	=
Revised Revenue Total			509,042	
Proposed Expenditure Total	/		509,042	
Account - Description 007-313-0000-4101 SALARIES-PERMANENT EMPLOYEES 007-440-0000-4124 RETIREMENT	Proposed Appropriation - -	Revised Appropriation 3,350 224	Difference 3,350 224	
007-440-0000-4126 HEALTH INSURANCE 007-440-0000-4128 DENTAL INSURANCE 007-440-0000-4130 WORKER'S COMPENSATION INS.	- - -	1,002 63 52	1,002 63 52	
007-440-0000-4136 OPTICAL INSURANCE 007-440-0000-4138 LIFE INSURANCE 007-190-0000-4480 COST ALLOCATION	- - 30,000	11 5 24,203	11 5 (5,797)	1
007-440-0443-4260 CONTRACTUAL SERVICES	20,000	40,000	20,000	
Total Expenditure Adjustments	50,000	68,910	18,910	=
Revised Expenditure Total Operating Surplus(Deficit)			527,952 <mark>(18,910)</mark>	1
Ending Fund Balance:			87,188	

RES. NO. 8075

				EXHIBIT 1
008 - PROPOSITION		ELOPMENT FUN		
Beginning Fund Balance	::		594,527	
Proposed Revenue Total			422,237	
	Proposed	Revised		
Account - Description	Estimate	Estimate	Change	
3210-0000 SALES AND USE TAXES	-	-	-	
	-			
Total Revenue Adjustments	-	-	-	
Revised Revenue Total			422,237	
Proposed Expenditure Total			422,237	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
008-311-0000-4260 CONTRACTUAL SERVICES	152,977	-	(152,977)	
008-311-0560-4600 CAPITAL PROJECTS-ST. RESURFACING	-	552,977	552,977	
Total Expenditure Adjustments	152,977	552,977	400,000	
Revised Expenditure Total			822,237	
Operating Surplus(Deficit)			(400,000)	
Ending Fund Balance	:		194,527	
010 - C Beginning Fund Balance	CAPITAL GRANTS	FUND	(2,049,578)	
Proposed Revenue Total	Bronacad	Revised	-	
Account Description	Proposed Estimate		Change	
Account - Description	Estimute	<i>Estimate</i> 994,124	Change 994,124	
3686-0553 SAFE ROUTES TO SCHOOL CYCLE 2	-	999,850	999,850	
3686-0716 UPPER RESERVOIR REPLACEMENT-DWR	-	4,750,000	4,750,000	
3686-XXXX Phase 2 BUS SHELTERS PROJECT	-	250,816	250,816	
3686-XXXX INFILTRATION PROJ. CONSTR.	-	8,900,000	8,900,000	
3686-XXXX INFILTRATION PROJ. CONSTR.	-	1,029,764	1,029,764	
Total Revenue Adjustments	-	16,924,554	16,924,554	
Revised Revenue Total			16,924,554	
Proposed Expenditure Total			-	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
010-311-0551-4600 PACOIMA WASH BIKEWAY MSRC	-	994,124	994,124	
010-311-0552-4600 SAFE ROUTES TO SCHOOL CYCLE 1	-	999,850	999,850	
010-311-XXXX-4600 PHASE 2 BUS SHELTERS PROJECT	-	250,816	250,816	
010-385-XXXX-4600 INFILTRATION PROJ. CONSTR.	-	8,900,000	8,900,000	
010-385-XXXX-4600 INFILTRATION PROJ. CONSTR.	-	1,029,764	1,029,764	
010-385-0716-4600 UPPER RESERVOIR REPL-DWR		4,280,109	4,280,109	
			-	
			-	
Total Expenditure Adjustments	-	16,454,663	16,454,663	
Revised Expenditure Total			16,454,663	
Operating Surplus(Deficit)			469,891	
Ending Fund Balance	:		(1,579,687)	

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	011	- STATE GAS TA	Y		
Bec	ginning Fund Balance:	- JIATE GAS TA	Λ	(67,394)	
				(07,354)	
Proposed Revenue Total				582,022	
		Proposed	Revised		
Account - Description		Estimate	Estimate	Change	
3610-0000 GAS TAX ALLOCATION SECT 2105		143,433	142,695	(738)	
3611-0000 GAS TAX ALLOCATION SECT 2106		84,516	84,367	(149)	
3612-0000 GAS TAX ALLOCATION SECT 2107		128,950	181,481	52,531	
3613-0000 GAS TAX ALLOCATION SECTION 2103		220,123	194,247	(25,876)	
3615-0000 GAS TAX ALLOCATION SECT 2107.5		5,000	6,000	1,000	
Total Revenue Adjustments	=	582,022	608,790	26,768	
Revised Revenue Total				608,790	
Proposed Expenditure Total				502,659	
		Proposed	Revised		
Account - Description		Appropriation	Appropriation	Difference	
011-190-0000-4480 COST ALLOCATION		-	11,885	11,885	
				-	
Total Expenditure Adjustments	=	-	-	11,885	
Revised Expenditure Total				514,544	
Operating Surplus(Deficit)				94,246	
	Ending Fund Balance:			26,852	

0	12 - MEASURE R		
Beginning Fund Balance:			954,493
Proposed Revenue Total			326,773
	Proposed	Revised	
Account - Description	Estimate	Estimate	Change
3210-0000 SALES AND USE TAXES	326,773	358,902	32,129
Total Revenue Adjustments	326,773	358,902	32,129
Revised Revenue Total			358,902
Proposed Expenditure Total			544,910
	Proposed	Revised	
Account - Description	Appropriation	Appropriation	Difference
012-311-0552-4600 SAFE ROUTES TO SCHOOL CYCLE 1	-	181,000	181,000
012-311-0553-4600 SAFE ROUTES TO SCHOOL CYCLE 2	-	269,000	269,000
	-	-	-
Total Expenditure Adjustments	-	-	450,000
Revised Expenditure Total			994,910
Operating Surplus(Deficit)			(636,008)
Ending Fund Balance:			318,485

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				EXHIBIT I
015 - LOCAL	TRANSPORTATION	FUND (SB 325)		
Beginning Fund Balan	ice:		(30,001)	
Proposed Revenue Total			18,911	
	Proposed	Revised		
Account - Description	Estimate	Estimate	Change	
3695-0866 SIDEWALK REPAIR PROJECT	18,911	45,519	26,608	
Tatal Davanus Adjustments	10.011	45 510	20,000	
Total Revenue Adjustments	18,911	45,519	26,608	
Revised Revenue Total			45,519	
Proposed Expenditure Total			18,473	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
015-310-0866-4600 CP-SIDEWALK REPAIR PROJECT	18,473	45,519	27,046	
Total Expenditure Adjustments	-	-	27,046	
Revised Expenditure Total			45,519	
Operating Surplus(Deficit)			0	
Ending Fund Balan	ice:		(30,001)	

016 - AIR QUALITY MANAGEMENT DISTRICT FUND						
Beginning Fund Balance	:		112,399			
Proposed Revenue Total Account - Description 3695-0866 SIDEWALK REPAIR PROJECT	Proposed Estimate 30,000	Revised Estimate 20,000	30,000 <i>Change</i> (10,000)			
Total Revenue Adjustments	30,000	20,000	(10,000)			
Revised Revenue Total			20,000			
Proposed Expenditure Total Account - Description	Proposed Appropriation	Revised Appropriation	20,000 Difference -			
Total Expenditure Adjustments	-	-	-			
Revised Expenditure Total Operating Surplus(Deficit)			20,000 0			
Ending Fund Balance	:		112,399			

				EXHIBIT 1
017 - SELF SU	ISTAINING RECEREAT	ION PROGRAMS		
Beginning Fund Bal	ance:		9,157	
Proposed Revenue Total			-	
	Proposed	Revised		
Account - Description	Estimate	Estimate	Change	
3770-1323 SENIOR MUSIC	-	3,000	3,000	
3770-1326 KARATE	-	6,800	6,800	
3770-1327 TENNIS/PICKLEBALL	-	1,400	1,400	
3770-1328 YOUTH SPORTS	-	19,600	19,600	
3770-1332 YOUTH SOCCER	-	1,400	1,400	
3770-1334 ADULT SOFTBALL	-	4,200	4,200	
3770-1337 AEROBICS	-	5,950	5 <i>,</i> 950	
3770-1339 LINE DANCE CLASS	-	350	350	
3770-1343 ART RECREATION CLASSES	-	3,900	3,900	
3770-1355 VETERANS PROGRAM	-	2,025	2,025	
3770-1362 FOLK DANCE	-	3,000	3,000	
3770-1364 AZTEC DANCE	-	450	450	
3770-1393 DAY CAMP TEENS FUNDRAISERS	-	100	100	
3770-1395 5K RUNNING RACE	-	12,000	12,000	
3770-1399 PARK REC PROG-DAY CAMP PROGRAM	-	85,000	85,000	
Total Revenue Adjustments	-	149,175	149,175	
Revised Revenue Total			149,175	
Proposed Expenditure Total			-	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
017-420-1399-4103 DAY CAMP WAGES-TEMP & P/T	-	55,234	55,234	
017-420-1399-4120 DAY CAMP-O.A.S.D.I.	-	3,572	3,572	
017-420-1399-4130 DAY CAMP-WRKRS. COMP. INS.	-	1,580	1,580	
017-420-1326-4260 CONTRACTUAL SERVICES	-	5,500	5,500	
017-420-1327-4260 CONTRACTUAL SERVICES	-	1,400	1,400	
017-420-1327-4300 DEPARTMENT SUPPLIES	-	700	700	
017-420-1328-4260 CONTRACTUAL SERVICES	-	11,200	11,200	
017-420-1328-4300 DEPARTMENT SUPPLIES	-	7,000	7,000	
017-420-1332-4260 CONTRACTUAL SERVICES	-	2,100	2,100	
017-420-1332-4300 DEPARTMENT SUPPLIES	-	700	700	
017-420-1334-4260 CONTRACTUAL SERVICES	-	300	300	
017-420-1334-4300 DEPARTMENT SUPPLIES	-	3,300	3,300	
017-420-1337-4260 CONTRACTUAL SERVICES	-	8,400	8,400	
017-420-1337-4300 AEROBICS-DEPARTMENT SUPPLIES	-	1,400	1,400	
017-420-1339-4260 CONTRACTUAL SERVICES	-	350	350	
017-420-1343-4260 CONTRACTUAL SERVICES	-	3,300	3,300	
017-420-1343-4300 DEPARTMENT SUPPLIES	-	500	500	
017-420-1362-4260 CONTRACTUAL SERVICES	-	3,000	3,000	
017-420-1364-4260 CONTRACTUAL SERVICES	-	450	450	
017-420-1366-4260 CONTRACTUAL SERVICES	-	2,500	2,500	
017-420-1396-4260 CONTRACTUAL SERVICES	-	9,500	9,500	
017-420-1399-4260 DAY CAMP-CONTRACTUAL SRVCS.	-	1,200	1,200	
017-420-1399-4300 DAY CAMP-DEPT. SUPPLIES	-	19,000	19,000	
Total Expenditure Adjustments			142,186	
			2 /2/200	
Revised Expenditure Total			142,186	
Operating Surplus(Deficit)			6,989	

Ending Fund Balance:

16,146

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					EXHIBIT 1
	018 - F	RETIREMENT FU	JND		
В	eginning Fund Balance:			10,791,823	
Proposed Revenue Total				-	
		Proposed	Revised		
Account - Description		Estimate	Estimate	Change	
3110-0000 SECURED PROPERTY TAXES-CURR YR			2,809,080	2,809,080	
3181-0000 PROJECT 1 TAX LEVY			167,817	167,817	
3183-0000 PROJECT 1A TAX LEVY			191,121	191,121	
3185-0000 PROJECT 2 TAX LEVY			135,668	135,668	
3188-0000 PROJECT 3 TAX LEVY			348,430	348,430	
3191-0000 PROJECT 3A TAX LEVY			845,117	845,117	
3970-0000 TRANSFER FROM GENERAL FUND			500,000	500,000	
3992-0000 TRANSFER FROM SEWER			12,434	12,434	
3995-0000 TRANSFER FROM THE WATER FUND			12,434	12,434	
Total Revenue Adjustments	=	-	-	5,022,101	
Revised Revenue Total				5,022,101	
Proposed Expenditure Total		Dana di	Devi I	-	
		Proposed	Revised	0.00	
Account - Description		Appropriation	Appropriation	Difference	
018-101-0000-4124 RETIREMENT		-	9,858	9,858	
018-105-0000-4124 RETIREMENT		-	57,161	57,161	
018-106-0000-4124 RETIREMENT		-	46,784	46,784	
018-115-0000-4124 RETIREMENT		-	27,761	27,761	
018-130-0000-4124 RETIREMENT		-	20,027	20,027	
018-140-0000-4124 RETIREMENT		-	4,583	4,583	
018-150-0000-4124 RETIREMENT		-	26,502	26,502	
018-152-0000-4124 RETIREMENT		-	27,629	27,629	
018-190-0000-4124 RETIREMENT		-	2,520,000	2,520,000	
018-222-0000-4124 RETIREMENT		-	116,278	116,278	
018-224-0000-4124 RETIREMENT		-	158,811	158,811	
018-225-0000-4124 RETIREMENT		-	683,962	683,962	
018-310-0000-4124 RETIREMENT		-	41,565	41,565	
018-311-0000-4124 RETIREMENT		-	3,770	3,770	
018-341-0000-4124 RETIREMENT		-	1,617	1,617	
018-346-0000-4124 RETIREMENT		-	10,048	10,048	
018-370-0000-4124 RETIREMENT		-	7,076	7,076	
018-420-0000-4124 RETIREMENT			18,974	18,974	
018-423-0000-4124 RETIREMENT			1,481	1,481	
018-424-0000-4124 RETIREMENT			5,542	5,542	
018-101-0000-4450 OTHER EXPENSE			5,000	5,000	
018-190-0000-4450 OTHER EXPENSE			5,000	5,000	
018-190-0000-4480 COST ALLOCATION			518,581	518,581 -	
Total Expenditure Adjustments	=			4,318,010	
		-	-		
Revised Expenditure Total Operating Surplus(Deficit)				4,318,010 704,091	
	Ending Fund Balance:			11,495,914	

				EXHIBIT 1
023 - MEA	ASURE W FUND - SC\	W PROGRAM		
Beginning Fund Bala	ance:		-	
Proposed Revenue Total Account - Description 3110-0000 TAX INCREMENT	Proposed Estimate -	Revised Estimate 265,000	- Change 265,000	
Total Revenue Adjustments	-	265,000	265,000	
Revised Revenue Total			265,000	
Proposed Expenditure Total			-	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
023-311-0000-4260 CONTRACTUAL SERVICES	-	19,000	19,000	
023-311-0000-4270 PROFESSIONAL SERVICES	-	65,000	65,000	
023-341-6556-4600 SF MALL TRASH MANAGEMENT	-	165,000	165,000 -	
Total Expenditure Adjustments	-	249,000	249,000	
Revised Expenditure Total			249,000	
Operating Surplus(Deficit)			16,000	
Ending Fund Bala	ance:		16,000	

024 -	024 - MEASURE M FUND					
Beginning Fund Balance:			397,833			
Proposed Revenue Total			370,304			
	Proposed	Revised				
Account - Description	Estimate	Estimate	Change			
3210-0000 SALES AND USE TAX	370,304	358,902	(11,402)			
Total Revenue Adjustments	370,304	358,902	(11,402)			
Revised Revenue Total			358,902			
Proposed Expenditure Total			358,902			
	Proposed	Revised				
Account - Description	Appropriation	Appropriation	Difference			
024-311-0560-4600 STREET RESURFACING PROJECT	358,902	508,902	150,000			
Total Expenditure Adjustments	-	508,902	150,000			
Revised Expenditure Total			508,902			
Operating Surplus(Deficit)			(150,000)			
Ending Fund Balance:			247,833			

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025 - ROAD N	MAINTENENCE AND REH	AB ACT FUND (S	B1)	
Beginning Fund	Balance:		522,896	
Proposed Revenue Total			470,622	
	Proposed	Revised		
Account - Description	Estimate	Estimate	Change	
3623-0000 RMRA TAX ALLOCATION SECT 2032	470,622	484,234	13,612	
Total Revenue Adjustments	470,622	484,234	13,612	
Revised Revenue Total			484,234	
Proposed Expenditure Total			358,902	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
025-311-0182-4600 STREET RESURFACING PROGRAM	-	50,000	50,000	
025-311-0560-4600 STREET RESURFACING PROGRAM	358,902	687,015	328,113	
025-311-0565-4600 GLEANOAKS BRIDGE FENCING			-	
Total Expenditure Adjustments	358,902	737,015	378,113	
Revised Expenditure Total			737,015	
Operating Surplus(Deficit)			(252,781)	
Ending Fund	Balance:		270,115	

026 - COMMUNITY DEVELOPMENT BLOCK GRANT						
Beginning Fund Balance:		(28,558)				
Proposed Revenue Total			225,000			
	Proposed	Revised				
Account - Description	Estimate	Estimate	Change			
3623-0000 RMRA TAX ALLOCATION SECT 2032	470,622	487,015	16,393			
Total Revenue Adjustments	470,622	487,015	16,393			
Revised Revenue Total			241,393			
Proposed Expenditure Total			358,902			
	Proposed	Revised				
Account - Description	Appropriation	Appropriation	Difference			
025-311-0560-4600 STREET RESURFACING PROGRAM	358,902	737,015	378,113			
Total Expenditure Adjustments	-	737,015	378,113			
Revised Expenditure Total			737,015			
Operating Surplus(Deficit)			(495,622)			
Ending Fund Balance:			(524,180)			

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				EXHIBIT 1
029 - PARK	ING & MAINTENANC	E OPERATIONS		
Beginning Fund Ba	lance:		291,452	
Proposed Revenue Total			-	
	Proposed	Revised		
Account - Description	Estimate	Estimate	Change	
3520-0000 RENTAL INCOME	-	24,000	24,000	
3737-0000 EV CHARGING STATIONS	-	2,000	2,000	
3850-0000 PARKING METER REVENUE-STREETS	-	130,000	130,000	
3870-0000 BUSINESS LICENSE TAX-AREA A	-	50,000	50,000	
Total Revenue Adjustments	-	206,000	206,000	
Revised Revenue Total			206,000	
Proposed Expenditure Total			79,408	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
029-335-0000-4101 SALARIES-PERMANENT EMPLOYEES		43,777	43,777	
029-335-0000-4120 O.A.S.D.I.	-	3,349	3,349	
029-335-0000-4124 RETIREMENT	-	7,076	7,076	
029-335-0000-4126 HEALTH INSURANCE	-	3,954	3,954	
029-335-0000-4128 DENTAL INSURANCE	-	482	482	
029-335-0000-4129 RETIREE HEALTH SAVINGS	-	630	630	
029-335-0000-4130 WORKER'S COMPENSATION INS.	-	5,308	5,308	
029-335-0000-4136 OPTICAL INSURANCE	-	118	118	
029-335-0000-4138 LIFE INSURANCE	-	63	63	
029-335-0000-4480 COST ALLOCATION	-	30,599	30,599	
Total Expenditure Adjustments		95,356	- 95,356	
		53,550	23,330	
Revised Expenditure Total			174,764	
Operating Surplus(Deficit)			31,236	
Ending Fund Ba	lance:		322,688	

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				EXHIBIT 1
030 - MAL	L MAINTENANCE C	PERATIONS		
Beginning Fund Baland	ce:		21,747	
Proposed Revenue Total	Onenand	Deviced	85,000	
Account Description	Proposed Estimate	Revised Estimate	Change	
Account - Description	Estimute	Estimate	Change	
Total Revenue Adjustments	-	-	-	
Revised Revenue Total			85,000	
Proposed Expenditure Total			-	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
030-341-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	40,088	40,088	
030-341-0000-4120 O.A.S.D.I.	-	3,050	3,050	
030-341-0000-4124 RETIREMENT		1,617	1,617	
030-341-0000-4126 HEALTH INSURANCE	-	2,605	2,605	
030-341-0000-4128 DENTAL INSURANCE	-	170	170	
030-341-0000-4130 WORKER'S COMPENSATION INS.	-	5,700	5,700	
030-341-0000-4136 OPTICAL INSURANCE	-	30	30	
030-341-0000-4138 LIFE INSURANCE	-	99	99	
030-341-0000-4250 RENT & LEASES	-	500	500	
030-341-0000-4260 CONTRACT SERVICES	-	2,500	2,500	
030-341-0000-4300 DEPARTMENT SUPPLIES	-	2,450	2,450	
030-341-0000-4310 EQUIPMENT AND SUPPLIES	-	150	150	
030-341-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	1,200	1,200	
030-341-0000-4340 SMALL TOOLS	-	500	500	
030-341-0301-4300 PW MAINT. & REPAIR SUPPLIES	-	6,000	6,000	
			-	
Total Expenditure Adjustments	-	66,659	66,659	
Revised Expenditure Total			66,659	
Operating Surplus(Deficit)			18,341	
Ending Fund Baland	ce:		40,088	

	055 - COMM DE	EVELOPMENT SUF	RCHARGE FUND		
	Beginning Fund Balance	e:		61,098	
Proposed Reve	aue Total			_	
rioposed nevel		Proposed	Revised		
	Account - Description	Estimate	Estimate	Change	
055-3315-0000	GENERAL PLAN UPDATE SURCHARGE		10,000	10,000	
055-3551-0000	SB1186 STATE FEE	-	10,000	10,000	
055-3719-0154	AIMS MAINT & DEVELOP SURCHARGE EDGESOFT	-	30,000	30,000	
Total Revenue A	djustments	-	50,000	50,000	
Revised Revenu	e Total			50,000	
Proposed Exper	nditure Total			-	
		Proposed	Revised		
	Account - Description	Appropriation	Appropriation	Difference	
055-135-0000-42		-	25,000	25,000	
055-140-0000-43	360 PERSONNEL TRAINING	-	6,000	6,000	
Total Expenditu	re Adjustments	-	-	31,000	
Revised Expend	iture Total			31,000	
Revised Expend Operating Surpl				31,000 19,000	

RES. NO. 8075 EXHIBIT 1

				EXHIBIT 1
09	94 - LOW INCOME HO	USING		
Beginning Fund Bal				
Proposed Revenue Total			-	
•	Proposed	Revised		
Account - Description	Estimate	Estimate	Change	
3110-0000 TAX INCREMENT	-	254,127	254,127	
Total Revenue Adjustments	-	254,127	254,127	
Revised Revenue Total			254,127	
Proposed Expenditure Total				
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
094-155-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	3,798	3,798	
094-155-0000-4120 O.A.S.D.I.	-	238	238	
094-155-0000-4124 HEALTH INSURANCE		725	725	
094-155-0000-4130 WORKER'S COMPENSATION INS.	-	49	49	
Total Expenditure Adjustments	-	-	4,810	
Revised Expenditure Total			4,810	
Operating Surplus(Deficit)			249,317	
Ending Fund Bal	lance:		4,411,910	

3941-0381 ANNUAL EQUIP REPLACEMENT REIMB

3941-0390 EQUIP REPLACE REIMB-FCLTY MNGE

3952-0000 EQUIPMENT MAINTENANCE CHARGE

Total Revenue Adjustments

Revised Revenue Total

006 - SELF-INSURANCE FUND					
Beginning Fund Balanc			(1,904,058)		
Proposed Revenue Total					
	Proposed	Revised			
Account - Description	Estimate	Estimate	Change		
3925-0000 WORKER'S COMP PREMIUM TRANSFER	-	1,075,000	1,075,000		
3951-0000 LIABILITY CHARGE	-	890,000	890,000		
3995-0000 TRANSFER FROM THE WATER FUND	-	60,000	60,000		
Total Revenue Adjustments	-	2,025,000	2,025,000		
Revised Revenue Total			2,025,000		
Proposed Expenditure Total	Droverst	Douised	1,450,000		
	Proposed	Revised	0.11		
Account - Description	Appropriation	Appropriation	Difference		
006-190-0000-4800 LIABILITY INSURANCE CLAIMS	250,000	500,000	250,000		
006-190-0000-4810 WORKER'S COMP CLAIMS	250,000	500,000	250,000		
006-190-0000-4830 LIABILITY INS REQUIREMENTS	650,000	725,000	75,000		
Total Expenditure Adjustments	1,150,000	1,725,000	575,000		
Revised Expenditure Total			2,025,000		
Operating Surplus(Deficit)			0		
Ending Fund Balanc	e:		(1,904,058)		
041 - Beginning Fund Balanc	- EQUIPMENT VEH	ICLE WAINTENA	NCE 1,005,361		
			_,		
Proposed Revenue Total	Due	Deviced			
	Proposed	Revised	Classic		
Account - Description	Estimate	Estimate	Change		
3941-0152 EQUIP REPLACEMENT REIMB	-	4,375	4,375		
3941-0224 EQUIP REPLACEMENT REIMB	-	5,000	5,000		
3941-0225 ANNUAL EQUIP REPLACE REIM	-	18,000	18,000		
3941-0311 ANNUAL EQUIP REPLACE REIM	-	11,200	11,200		
3941-0360 ANNUAL EQUIP REPLACE REIM	-	11,250	11,250		
3941-0371 ANNUAL EQUIP REPLACEMENT REIMB	-	4,800	4,800		

-

30,183

5,500

326,200

416,508

30,183

5,500

326,200

416,508

416,508

Branasad Evpanditura Tatal				EXH
Proposed Expenditure Total	Proposed	Revised	-	
Account - Description	Appropriation	Appropriation	Difference	
041-320-0000-4101 SALARIES-PERMANENT EMPLOYEES	1-11	103,599	103,599	
041-320-0000-4120 O.A.S.D.I.		7,859	7,859	
041-320-0000-4124 RETIREMENT		24,784	24,784	
041-320-0000-4126 HEALTH INSURANCE		35,320	35,320	
041-320-0000-4128 DENTAL INSURANCE		2,391	2,391	
041-320-0000-4130 WORKER'S COMPENSATION INS.		9,914	9,914	
041-320-0000-4136 OPTICAL INSURANCE		429	429	
041-320-0000-4138 LIFE INSURANCE		392	392	
041-320-0000-4220 TELEPHONE		308	308	
041-320-0000-4260 CONTRACTUAL SERVICES		10,000	10,000	
041-320-0000-4300 DEPARTMENT SUPPLIES		4,000	4,000	
041-320-0000-4310 EQUIPMENT AND SUPPLIES		5,000	5,000	
041-320-0000-4320 DEPARTMENT EQUIPMENT MAINT		6,000	6,000	
041-320-0000-4340 SMALL TOOLS		2,250	2,250	
041-320-0000-4360 PERSONNEL TRAINING	_	5,000	5,000	
041-320-0000-4450 OTHER EXPENSE	-	6,450	6,450	
041-320-0152-4400 COMMUNITY PRESERVATION		2,000	2,000	
041-320-0152-4402 FUEL		4,000	4,000	
041-320-0152-4450 COMMUNITY PRESERVATION		1,500	1,500	
041-320-0221-4400 VEHICLE OPERATION & MAINT		1,000	1,000	
041-320-0221-4402 FUEL		2,000	2,000	
041-320-0221-4402 FOEL 041-320-0222-4400 VEHICLE OPERATION & MAINT		1,000	1,000	
041-320-0222-4400 VEHICLE OPERATION & MAINT 041-320-0222-4402 FUEL		2,000	2,000	
041-320-0222-4402 FOEL 041-320-0224-4400 VEHICLE OPERATION & MAINT		5,000	5,000	
041-320-0224-4400 VEHICLE OPERATION & MAINT 041-320-0224-4402 FUEL		10,000	10,000	
041-320-0224-4402 FOEL 041-320-0225-4400 VEHICLE OPERATION & MAINT		50,000	50,000	
041-320-0225-4400 VEHICLE OPERATION & MAINT 041-320-0225-4402 FUEL		50,000	50,000	
041-320-0225-4402 FOEL 041-320-0228-4400 VEHICLE OPERATION & MAINT		14,750	14,750	
041-320-0228-4400 VEHICLE OPERATION & MAINT 041-320-0228-4402 FUEL		6,342	6,342	
041-320-0228-4402 FOEL 041-320-0311-4400 VEHICLE OPERATION & MAINT		6,342 18,181	6,342 18,181	
041-320-0311-4400 VEHICLE OPERATION & MAINT 041-320-0311-4402 FUEL		-		
		8,751	8,751	
041-320-0320-4400 VEHICLE OPERATION & MAINT		1,000	1,000	
041-320-0320-4402 FUEL		1,500	1,500	
041-320-0320-4741 EQIP MAINT & REPLACEMENT CHARGE		1,000	1,000	
041-320-0346-4400 VEHICLE OPERATION & MAINT		28,000	28,000	
041-320-0370-4400 VEHICLE OPERATION & MAINT		15,000	15,000	
041-320-0370-4402 FUEL		10,000	10,000	
041-320-0390-4400 VEHICLE OPERATION & MAINT		7,500	7,500	
041-320-0390-4402 FUEL		15,000	15,000	
041-320-0420-4400 RECREATION DEPT		1,000	1,000	
041-320-0320-4741 EQUIP MAINT CHARGE		14,007	14,007	
041-320-0000-4743 FACILITY MAINTENANCE CHARGE		43,400	43,400	
Total Expenditure Adjustments	-	537,626	537,626	
Revised Expenditure Total			537,626	
Operating Surplus(Deficit)			(121,118)	
Ending Fund Balance:			884,243	

				EXHIBIT 1
	13 - FACILITIES I	MANAGEMENT		
Beginning Fund Balance:			(54 <i>,</i> 850)	
Proposed Revenue Total			-	
	Proposed	Revised		
Account - Description	Estimate	Estimate	Change	
3953-0000 FACILITY MAINTENANCE CHARGE	-	1,455,210	1,455,210	
3970-0000 TRANSFER FROM GENERAL FUND	-	130,000	130,000	
	-	-	-	
= =				
Total Revenue Adjustments	-	1,585,210	1,585,210	
Revised Revenue Total			1,585,210	
Proposed Expenditure Total	D		-	
Account Devisition	Proposed	Revised	Difference	
Account - Description	Appropriation	Appropriation	Difference	
43-390-0000-4101 SALARIES-PERMANENT EMPLOYEE:	-	253,878	253,878	
043-390-0000-4120 O.A.S.D.I.	-	19,388	19,388	
043-390-0000-4124 RETIREMENT	-	38,230	38,230	
043-390-0000-4126 HEALTH INSURANCE	-	71,543	71,543	
043-390-0000-4128 DENTAL INSURANCE	-	3,499	3,499	
043-390-0000-4130 WORKER'S COMPENSATION INS.	-	31,859	31,859	
043-390-0000-4136 OPTICAL INSURANCE	-	731	731	
043-390-0000-4138 LIFE INSURANCE	-	392	392	
043-390-0000-4210 UTILITIES	-	400,000	400,000	
043-390-0000-4220 TELEPHONE	-	277	277	
043-390-0000-4250 RENTS AND LEASES	-	4,000	4,000	
043-390-0000-4260 CONTRACTUAL SERVICES	-	267,000	267,000	
043-390-0000-4290 OFFICE EQUIPMENT MAINTENANCE	-	200	200	
043-390-0000-4300 DEPARTMENT SUPPLIES	-	50,400	50,400	
043-390-0000-4310 EQUIPMENT AND SUPPLIES	-	4,500	4,500	
043-390-0000-4330 BLDG MAINT & REPAIRS	-	50,000	50,000	
043-390-0000-4340 SMALL TOOLS	-	3,000	3,000	
043-390-0000-4360 PERSONNEL TRAINING	-	7,875	7,875	
043-390-0000-4450 ACTIVITIES AND PROGRAMS	-	2,700	2,700	
043-390-0320-4741 EQUIP MAINT CHARGE	-	83,480	83,480	
043-390-0000-4741 EQUIP REPLACEMENT CHARGE	-	5,500	5,500	
043-390-0000-4500 ****CAPITAL EXPENSES****	-	198,260	198,260	
	-	-	-	
	-	-	-	
	-	-	-	
	-	-	-	
= Total Expenditure Adjustments			1,496,712	
Revised Expenditure Total			1,496,712	
Operating Surplus(Deficit)			88,498	
Ending Fund Balance:			33,648	

RES. NO. 8075 FXHIBIT 1

				EXHIBIT 1
Beginning Fund Balance:			5,734,886	
Proposed Revenue Total			4,522,000	
	Proposed	Revised		
Account - Description	Estimate	Estimate	Change	
3500-0000 INTEREST INCOME	15,000	-	(15,000)	
3810-0000 SALE OF WATER	4,173,750	4,382,438	208,688	
3820-0000 DELINQUENT PENALTIES	71,250	75,000	3,750	
3830-0000 METER & FIRE SERVICE	150,000	120,000	(30,000)	
3835-0000 WATER INSTALLATION CHARGE	50,000	50,000	-	
3840-0000 CAPITAL FACILITY CHARGES	50,000	5,000	(45,000)	
3885-0000 BACKFLOW PREVENTION FEE	12,000	12,000	-	
Total Revenue Adjustments	4,522,000	4,644,438	122,438	
Revised Revenue Total			4,644,438	
Proposed Expenditure Total			4,480,396	
	Proposed	Revised		
Account - Description	Appropriation	Appropriation	Difference	
070-180 Water Retirement	225,000	755,000	530,000	
070-381 Water Administration	2,321,958	2,388,904	66,946	
070-382 Utility Billing	266,716	268,152	1,436	
070-383 Water Distribution	174,757	121,500	(53,257)	
070-384 Water Production	445,965	726,250	280,285	
070-385 Water Capital Projects	1,046,000	2,060,650	1,014,650	
			-	
	-		-	
Total Expenditure Adjustments	4,480,396	6,320,456	1,840,060	
Revised Expenditure Total			6,320,456	
Operating Surplus(Deficit)			(1,676,018)	
Ending Fund Balance:			4,058,868	

		3,907,570	
		(755,922)	
		4,280,922	
3,248,184	3,102,622	(145,562)	
3,248,184	3,102,622	(145,562)	
		Difference	
Dranacad	Powisad	4,426,484	
		3,525,000	
-	-	-	
Estimate	Estimate	Change -	
Proposed	Revised	3,525,000	
		4,663,492	
072 - S	EWER		EXHIBIT 1
	Proposed Estimate - Proposed Appropriation 3,248,184	Estimate Estimate Proposed Revised Appropriation 3,248,184 3,102,622	4,663,492 3,525,000 Proposed Revised Estimate Change - - - - 3,525,000 - - - - - - - 3,525,000 - 3,525,000 - - -

Staff Recommended Enhancements Worksheet

	GENERAL FUND	One-Time	Ongoing	
	Description of Enhancement Request	Recomm.	Recomm.	
1	Institute Paid Internship Programs in: 1) Admin/City Clerk, 2) Finance, 3) Community Development, 4) Police, 5) Public Works	15,000	-	
2	Upgrade Part-time Personnel Assistant to Full Time Personnel Assistant	-	30,000	
3	Commercial Folding Machine for Payroll and Water	3,167	667	
4	RFP for Investment Management Services	25,000	-	
5	Add Finance Intern	15,000	-	
6	Police Records Specialist	-	25,000	
7	Police Officers	-	242,580	
8	Executive Assistant	-	14,520	
9	Junior Police Cadet	13,200	-	
	Removal, istallation and purchase of new equipment for purchased vehicles from FY 2020/21	20,000	-	
11	Transcription license and equipment	-	1,500	
12	Background investigations/ Psycological evaluations/ Polygraph services	21,250	-	
13	Taser & accessories	15,000	-	
14	Training for Patrol	15,000	-	
	Training for Detectives	3,000	-	
	Training for Support Services	3,000	-	
17	Planning Intern	15,000	-	
	Contract with firm to provide a supplemental planning/architectural review/historic preservation services	30,000	-	
19	4 new PT maintenance workers	-	35,000	
20	Public Works Intern	15,000	-	
21	Transfer to General Fund Capital Projects to fund Street/Sidewalk improvements	500,000	-	
22	Transfer to Facilities Maintenance to fund PD and PW facility improvements	170,000	-	
	Youth Baseball League	25,000	-	
24	Reclassify .75 FTE Program Specialist to full time	-	28,558	
25	Reclassify .30 FTE Cashier to .475 FTE Office Clerk	_	7,576	

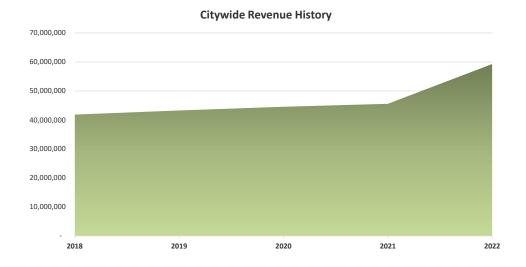
GENERAL FUND 1,578,617 385,401

CITY OF SAN FERNANDO GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS SUMMARY OF REVENUES BY FUND - 5 YEAR HISTORY FISCAL YEAR 2021-2022

Commented French	2018	2019	2020 A sture	2021	2022
Governmental Funds 001 General Fund	Actual	Actual	Actual	Adjusted	Proposed
Total Governmental Funds	19,835,530 19,835,530	20,541,603 20,541,603	21,428,701 21,428,701	19,105,367 19,105,367	22,351,375 22,351,375
Total Governmental Funas	19,055,550	20,541,005	21,420,701	19,105,507	22,331,373
	2018	2019	2020	2021	2022
Special Funds	Actual	Actual	Actual	Adjusted	Proposed
002 SLESF	139,539	151,796	160,495	125,000	125,000
007 Proposition A	486,256	513,286	493,905	525,215	509,042
008 Proposition C	379,101	420,816	419,249	435,652	422,237
009 Proposition C - Discretionary	52	650	664	-	-
010 Capital Grants	1,431,925	1,049,595	286,415	4,157,579	16,924,554
011 State Gas Tax	518,600	504,965	569,328	582,022	608,790
012 Measure R	317,595	359,782	341,489	326,773	358,902
013 Traffic Safety	10,220	12,664	5,663	10,000	10,000
014 Cash In-Lieu of Parking	162,135	8,321	13,760	-	-
015 Local Transportation	5,313	16,806	6,035	18,911	45,519
016 AQMD	31,528	40,705	25,883	30,000	20,000
017 Recreation Self Sustaining	181,075	177,239	126,370	178,634	149,175
018 Retirement	4,488,258	4,877,317	4,712,106	4,433,920	5,022,101
019 Quimby Act	-,-00,230	3	-,/12,100		5,022,101
020 State Asset Seizure	23	832	5	_	-
021 Federal Asset Seizure	113	978	270	_	-
022 STPL	2,686	699	168	_	-
023 Measure W	-	-	-	_	265,000
024 Measure M	256,689	356,840	355,476	370,304	358,902
025 Road Maintenance and Rehab	143,067	459,427	416,902	470,622	484,234
026 CDBG	-	-	44,026	109,173	-
027 Street Lighting	384,733	379,262	363,624	364,460	331,181
029 Parking & Maintenance Operations	222,542	245,611	214,643	212,060	206,000
030 Mall Maintenance	115,378	96,685	75,917	85,000	85,000
032 Capital Outlay	115,578	-	25,000	-	85,000
050 Pavement Fund	34	419	428	_	_
053 Community Investment Fund	20.000	415	31,000	10,000	10.000
055 Comm. Development Surcharge Fund	-	50,626	52,932	31,000	50,000
094 Low Income Housing	36,464	86,090	1,041	797,000	254,127
101 AB109 Task Force Fund	-	-	-	-	-
105 HUD - EDI Wayfinding Grant	-	-	_	_	-
108 California Arts Council	19,020	15 200	10 710		
108 California Arts Council 109 National Endowment for the Arts	-	15,390	19,710	-	-
	55,000	57,000	50,000	-	-
110 Operating Grants	-	490	721,414	-	-
111 DUI Avoid Campaign	-	-	-	-	-
113 MTA TOD Planning Grant	37,391	-	-	-	-
115 Elderly Nutrition Program Income	-	-	-	-	-
118 Housing Related Parks (HRP) Program	113,650	-	-	-	-
119 COPS Grant	53,707	49,342	-	-	-
120 Alcohol Beverage Control Grant	28,577	9,809	-	-	-
Total Special Funds	9,640,669	9,943,445	9,533,917	13,273,325	26,239,764

CITY OF SAN FERNANDO GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS SUMMARY OF REVENUES BY FUND - 5 YEAR HISTORY FISCAL YEAR 2021-2022

Proprietary Funds	2018 Actual	2019 Actual	2020 Estimated	2021 Adjusted	2022 Proposed
006 Self Insurance	2,041,539	2,071,456	1,591,998	2,511,566	2,025,000
041 Equipment Maint/Replacement	999,765	944,162	1,058,453	829,477	326,200
043 Facility Maintenance	1,360,057	1,425,909	1,755,927	1,609,720	20,000
070 Water	4,418,045	4,599,711	5,547,000	4,522,000	4,644,438
072 Sewer	3,467,837	3,615,261	3,437,500	3,578,000	3,525,000
073 Refuse	17,014	7,554	-	-	-
074 Compressed Natural Gas	68,441	119,402	192,298	140,000	140,000
Total Proprietary Funds	12,372,698	12,783,455	13,583,176	13,190,763	10,680,638
Total Citywide Revenues	41,848,897	43,268,502	44,545,795	45,569,455	59,271,777

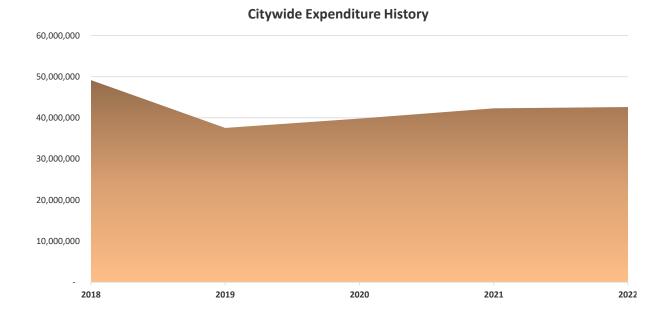


CITY OF SAN FERNANDO GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS SUMMARY OF APPROPRIATIONS BY FUND - 5 YEAR HISTORY FISCAL YEAR 2021-2022

Governmental Funds	2018 Actual	2019 Actual	2020 Actual	2021 Adjusted	2022 Proposed
001 General Fund	19,230,804	19,343,226	19,401,409	20,985,461	22,218,354
Total Governmental Funds	\$19,230,804	\$19,343,226	\$19,401,409	\$20,985,461	\$ 22,218,354
	2018	2019	2020	2021	2022
Special Funds	Actual	Actual	Actual	Adjusted	Proposed
002 SLESF	100,000	125,000	125,000	, 125,000	125,000
007 Proposition A	513,455	494,602	495,692	490,935	527,952
008 Proposition C	376,111	175,926	254,161	249,636	-
009 Proposition C - Discretionary	775,000	-	-	-	-
010 Capital Grants	5,547,172	463,420	645,031	-	-
011 State Gas Tax	462,984	529,720	671,026	521,885	514,544
012 Measure R	3,267,051	341,996	618,973	178,638	994,910
013 Traffic Safety	15,000	10,000	-	-	-
014 Cash In-Lieu of Parking	-	-	-	-	-
015 Local Transporation	19,600	16,805	6,035	18,912	45,519
016 AQMD	99,574	83,293	6,369	-	20,000
017 Recreation Self Sustaining	168,403	174,641	151,815	193,479	
018 Retirement	4,064,758	4,016,877	4,534,802	5,197,491	4,318,011
019 Quimby Act	-	-	-	-	-
020 State Asset Seizure	31,891	-	30,296	-	-
021 Federal Asset Seizure	29,642	-	-	-	
022 STPL	425,401	-	-	-	-
023 Measure W	-	-	-	-	-
024 Measure M	193,844	58,020	179,233	-	508,902
025 Road Maintenance and Rehab	141,475	472	351,815	470,622	-
026 CDBG	235,720	334,171	27,803	225,000	-
027 Street Lighting	417,940	279,977	270,569	304,646	331,092
029 Parking and Maintenance Ops	385,325	159,782	243,798	209,419	174,724
030 Mall Maintenance Operations	35,034	18,609	94,038	45,128	66,659
032 Capital Outlay Fund	-	-	5,914	-	-
050 Pavement Fund	-	-	-	-	-
053 Community Investment Fund	10,000	9,458	9,989	10,000	10,000
055 Comm. Surcharge Fund	-	17,500	24,960	31,000	31,000
094 Low Income Housing	6,477	2,552	4,130	22,500	4,810
101 AB109 Task Force Fund	-	-	-	-	-
108 California Arts Council	18,000	17,100	18,000	-	-
109 National Endowment for the Arts	57,000	47,292	32,564	-	-
110 Operating Grants	-	693	538,436	-	-
111 DUI Avoid Campaign	-	-	-	-	-
113 MTA TOD Planning Grant	23,596	-	-	-	-
115 Elderly Nutrition Program	-	-	-	-	-
118 Housing Related Parks (HRP) Program	113,650	-	-	-	-
119 Office of Comm. Oriented Policing	40,159	49,342	12,053	-	-
120 Alcohol Beverage Control Grant	41,783	-	-	-	-
Total Special Funds	17,616,045	7,427,249	9,352,504	8,294,292	7,673,124

CITY OF SAN FERNANDO GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS SUMMARY OF APPROPRIATIONS BY FUND - 5 YEAR HISTORY FISCAL YEAR 2021-2022

Proprietary Funds	2018 Actual	2019 Actual	2020 Actual	2021 Adjusted	2022 Proposed
· ·				•	•
006 Self Insurance Fund	1,900,000	2,481,702	879,803	1,450,000	2,025,000
041 Equipment Maint/Replacement	712,599	792,900	\$ 832,823	661,670	-
043 Facility Maintenance	1,232,742	1,535,862	1,562,556	1,710,819	-
070 Water	3,737,386	2,150,877	4,682,132	4,666,396	6,320,456
072 Sewer	4,700,533	3,735,841	2,960,921	4,426,484	4,280,922
073 Refuse	-	598	-	-	-
074 Compressed Natural Gas	42,824	80,355	136,858	115,765	115,365
Total Proprietary Funds	12,326,083	10,778,135	11,055,094	13,031,134	12,741,743
Total Citywide Expenditures	49,172,933	37,548,609	39,809,007	42,310,887	42,633,222



CITY OF SAN FERNANDO GENERAL FUND SUMMARY OF REVENUE BY TYPE FISCAL YEAR 2021-2022

General Fund	2022
Revenue	Proposed
Property Taxes	2,700,000
Sales and Other Taxes	12,582,000
Licenses and Permits	313,625
Fines and Forfeitures	464,800
Interest & Rental Income	590,000
From Other Agencies	2,837,000
Charges for Service	2,170,950
Miscellaneous Revenue	30,000
Other Revenue	663,000
Total Revenue	22,351,375

CITY OF SAN FERNANDO GENERAL FUND SUMMARY OF APPROPRIATIONS BY DIVISION - BY TYPE FISCAL YEAR 2021-2022

The total budget for each General Fund division, by department. This summary provides an overview of each division's budget in each of the four main categories: Personnel, Maintenance and Operating Expenses (M & O), Capital/Transfers, and Internal Service Charges.

			Capital	Internal Svc.	
ADMINISTRATION	Personnel	Operating	Expenses	Chrg.	Total Budget
01-101 City Council	134,918	56,500	-	22,735	214,153
01-105 Administration	387,874	28,850	-	52,030	468,753
01-106 Personnel	345,323	40,700	-	58,266	444,289
01-110 City Attorney	-	262,500	-	-	262,500
01-112 Labor Attorney	-	75,000	-	-	75,000
01-500 Fire Services - Contract	-	2,850,000	-	-	2,850,000
Total Administration Department	868,115	3,313,550	-	133,030	4,314,695

			Capital	Internal Svc.	
CITY CLERK	Personnel	Operating	Expenses	Chrg.	Total Budget
01-115 City Clerk	284,306	28,999	-	46,390	359,696
01-116 Elections	-	-	-	-	-
Total City Clerk Department	284,306	28,999	-	46,390	359,696

			Capital	Internal Svc.	
FINANCE	Personnel	Operating	Expenses	Chrg.	Total Budget
01-130 Finance Administration	569,403	229,934	-	86,120	885,457
01-131 Treasury	-	-	-	-	-
01-135 Information Technology	-	518,856	-	-	518,856
01-180 Retirement Health Premiums	1,000,000	-	-	-	1,000,000
01-190 Non-Departmental	85,000	454,422	1,290,000	-	1,829,422
Total Finance Department	1,654,403	1,203,212	1,290,000	86,120	4,233,734

			Capital	Internal Svc.	
COMMUNITY DEVELOPMENT	Personnel	Operating	Expenses	Chrg.	Total Budget
01-140 Building and Safety	27,892	129,710	-	19,456	177,058
01-150 Planning/Administration	374,227	75,595	-	58,233	508,055
01-151 Economic Development	-	50,000	-	-	50,000
01-152 Community Preservation	236,561	48,895	-	103,218	388,674
Total Community Development	638,680	304,200	-	180,907	1,123,787

			Capital	Internal Svc.	
POLICE	Personnel	Operating	Expenses	Chrg.	Total Budget
01-222 Police Admin	944,896	236,570	-	148,633	1,330,099
01-224 Detectives	905,403	22,015	-	192,659	1,120,077
01-225 Patrol	5,545,156	83,705	120,000	897,373	6,646,234
01-226 Reserves/Explorers	45,000	27,000	-	7,457	79,457
01-230 Community Service	168,267	300	-	52,293	220,860
01-250 Emergency Services	-	5,000	-	-	5,000
Total Police Department	7,608,722	374,590	120,000	1,298,416	9,401,728

CITY OF SAN FERNANDO GENERAL FUND SUMMARY OF APPROPRIATIONS BY DIVISION - BY TYPE FISCAL YEAR 2021-2022

The total budget for each General Fund division, by department. This summary provides an overview of each division's budget in each of the four main categories: Personnel, Maintenance and Operating Expenses (M & O), Capital/Transfers, and Internal Service Charges.

			Capital	Internal Svc.	
PUBLIC WORKS*	Personnel	Operating	Expenses	Chrg.	Total Budget
01-310 PW Administration	488,745	193,930	225,000	64,251	971,926
01-311 Street Maintenance	28,035	144,350	-	55,653	228,038
01-343 Street Sweeping	-	34,700	-	-	34,700
01-346 Streets, Trees, & Parkways	10,082	10,000	-	39,774	59,856
01-370 Traffic Safety	50,300	10,841	-	36,866	98,006
01-371 Traffic Signals	-	36,500	-	4,800	41,300
Total Public Works	577,162	430,321	225,000	201,343	1,433,827

	_		Capital	Internal Svc.	
RECREATION & COMM SERVICES	Personnel	Operating	Expenses	Chrg.	Total Budget
01-420 Administration	403,913	79,540	-	94,353	577,806
01-422 Community Services	84,239	9,000	-	19,508	112,747
01-423 Recreation	306,092	8,260	-	133,421	447,773
01-424 Cultural Arts and Special Events	130,338	61,600	-	20,625	212,563
Total Recreation & Comm Services	924,581	158,400	-	267,907	1,350,888
TOTAL GENERAL FUND	\$ 12,555,970	\$ 5,813,272	\$ 1,635,000	\$ 2,214,113	\$ 22,218,354

CITY OF SAN FERNANDO SUMMARY OF BLANKET PURCHASE ORDERS FISCAL YEAR 2021-2022

RES. NO. 8075 EXHIBIT 6

BLANKET ORDER					
	NOT TO	SUMMARY OF GOODS TO BE PROVIDED			
VENDOR NAME	EXCEED	UNDER BLANKET ORDER			
ADVANCED AUTO REPAIR	100,000	VEHICLE REPAIR AND BODY WORK			
		WATER METERR, FIRE SERVICE MATL'S, FIRE			
AQUA-METRIC SALES COMPANY	50,000	HYDRANT SERVICE LINES			
ARROYO BUILDING MATERIAL	25,000	MISC LOCAL HARDWARE SUPPLIES			
		VEHICLE SERVICE. MAINTENANCE AND			
AUTOZONE STORE 5681	25,000	REPAIR MATL'S & SUPPLIES			
		WATER METERR, FIRE SERVICE MATL'S, FIRE			
BADGER METER, INC	100,000	HYDRANT SERVICE LINES			
CELL ENERGY	25,000	VEHICLE BATTERIES			
COOPER HARDWARE	25,000	MISC SUPPLIES			
		WATER METERR, FIRE SERVICE MATL'S, FIRE			
CORE & MAIN LP	100,000	HYDRANT SERVICE LINES			
DOOLEY ENTERPRISES INC	25,000	AMMUNITION			
DUTHIE POWER SERVICES INC	20,000				
THE GOODYEAR TIRE & RUBBER CO	30,000	GENERATOR MAINTENANCE AND REPAIRS			
DBA JUST TIRES	25,000	TIRES FOR CITY FLEET			
DBA JOST TIMES	23,000	SUPPLIES FOR BLDG AND LANDSCAPE			
GRAINGER INC	50,000	PROJECTS			
GRAINGER INC	50,000	VARIOUS TYPES OF BATTERIES FOR CITY			
H & H WHOLESALE PARTS	25,000	FLEET			
	23,000				
HI WAY SAFETY RENTALS INC	30,000	TRAFFICE DELINEATORS AND BARRICADES			
IRRIGATION EXPRESS	25,000	MISC IRRIGATION SUPPLIES			
J.Z. LAWNMOWER	30,000	SMALL EQUIPMENT REPAIR			
KEYSTONE UNIFORM DEPOT	25,000	POLICE UNIFORMS			
	25.000				
MACKAY METERS INC	25,000	PARKING METER PARTS & EQUIP			
	25,000	LIVESCAN SUPPLIES PRINTED FORMS			
MR "B" PRINTING INC NATIONAL READY MIXED CONCRETE	25,000	PRINTED FORMIS			
COMPANY	25,000	CONCRETE FOR STREETS AND SIDEWALKS			
NOW IMAGE	25,000	PRINTED FORMS			
NOW IMAGE	23,000	VEHICLE SERVICE. MAINTENANCE AND			
O'REILLY AUTOMOTIVE STORES INC	30,000	REPAIR MATL'S & SUPPLIES			
PRO FORCE LAW ENFORCEMENT	25,000	TASERS, HOLSTERS & ACCESSORIES			
PROFESSIONAL PRINTING CENTER	25,000	POLICE DEPARTMENT PRINTED FORMS			
ROYAL INDUSTRIAL SOLUTIONS	30,000	ELECTRICAL PARTS AND MATL'S			
ROYAL PAPER CORPORATION	25,000	JANITORINAL SUPPLIES			
	23,000	GENERAL LANDSCAPE SUPPLIES &			
ULTRA GREENS, INC	25,000	MATERIALS			
UNIFORM & ACCESSORIES	25,000	POLICE UNIFORMS			
USA BLUE BOOK	25,000	MISC WATER SUPPLIES			
	_0,000	LOCKSMITH SUPPLIES & SERVICES FOR ALL			
VALLEY LOCKSMITH	30,000	FACILITIES			
VULCAN MATERIALS COMPANY	30,000	UTILITY TRENCH AND POTHOLE REPAIR			
ZUMAR INDUSTRIES INC	25,000	SIGNS AND MATERIALS			

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June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager By: Matt Baumgardner, Director of Public Works
Date:	June 21, 2021
Subject:	Consideration to Approve a Second Amendment to the Professional Services Agreement with John Robinson Consulting, Inc. for Construction Management Services Related to the Upper Reservoir Replacement Project

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a second Amendment to the Professional Services Agreement with John Robinson Consulting, Inc. (Attachment "A" Contract No. 1912(b)) for construction management services related to the Upper Reservoir Replacement Project; and
- b. Authorize the City Manager to execute the Agreement and all related documents.

BACKGROUND:

- 1. On June 17, 2019, the City Council approved Contract No. 1912 (Attachment "B") with John Robinson Consulting for Upper Reservoir Replacement Engineering Design Services.
- 2. On June 17, 2019, the City Council approved Resolution No. 7927 authorizing the City to enter into an agreement with the California Department of Water Resources to receive \$5,000,000 from Proposition 1 grant proceeds for the design and construction of Upper Reservoir No. 4.
- 3. On October 5, 2020, the City Council approved a first Amendment to Contract No. 1912(a) (Attachment "C") with John Robinson Consulting, Inc. for additional engineering design scope for the Upper Reservoir Replacement Project.

ANALYSIS:

Upper Reservoir No. 4 is a circular reinforced concrete water storage tank built in the early 1960s that was designed to hold one million gallons of water at full capacity. The tank has been limited

to approximately half this capacity due to cracks that have developed over time in the tank's wall. John Robinson Consulting and its design engineering subconsultant, Kennedy Jenks, recently completed the final design documents, which focus on replacing the existing circular tank with a square-shaped, reinforced concrete tank with a new total capacity of 1.1 million gallons of storage. In addition to the reservoir replacement, the design will implement several piping modifications leading into and out of the reservoir to improve hydraulic flow. Extensive work will be required on the project site, but also in the road on Foothill Boulevard and Hubbard Avenue to make changes to the water mains. The project also includes improvements to security at the reservoir site, including lighting, wrought-iron fencing, and a new motorized security gate.

Due to extensive and complex field construction of this project, there will be continuous monitoring required for all aspects of work. Often there are many issues that are discovered when performing this type of demolition, excavation, and roadwork, especially when working on old infrastructure. The project is expected to last up to a year and there are many efficiencies that can be realized by having the same firm working on both engineering design and construction management. Conflicts between what was designed and what is encountered in the field on such a complex project can be quickly resolved between the contractor and the designer/construction manager. The use of a third-party construction manager often leads to issues due to a lack of familiarity of all the parameters that were considered during the design phase. Disagreements between construction managers and designers from different firms are common and can further exacerbate time delays. The City has also spent two years working closely with John Robinson Consulting and a synergy exists between the parties that will continue to benefit the City and lead to a more successful, cost-effective project.

For these reasons, pursuant to Section 2-850 of the City Code, staff recommends that City Council waive formal purchasing procedures for construction management services for the Upper Reservoir Replacement Project and determine it is in the City's best interest to amend the contract with John Robinson Consulting to provide these services.

The scope of work to be added to John Robinson Consulting's original contract includes continual construction inspection, specialty inspection services related to geotechnical observations and materials testing of concrete, soils, reinforced, and steel welding. Project management and administration services will also be conducted throughout the construction and close-out period. The project is expected to go out to bid this summer and best practice is to have the construction management services contracted ahead of the construction contract.

BUDGET IMPACT:

The Upper Reservoir Replacement Project is being funded through a \$5,000,000 reimbursable grant from the California Department of Water Resources (CDWR). These funds were

appropriated through an agreement with the CDWR in FY 2018-2019 and to date have been used during the design phase. The contract amendment for John Robinson Consulting is \$359,960. There is an approximate balance of \$4.2 million dollars and it is anticipated that there will be sufficient funds for both construction management and field engineering services.

CONCLUSION:

Staff recommends that the City Council waive formal purchasing procedures for the Upper Reservoir Replacement Project construction management services due to the special and unique experience that John Robinson Consulting has on this project as the design engineer of record and approved the proposed amendment to John Robinson Consulting's scope of work.

ATTACHMENTS:

- A. Contract No. 1912(b)
- B. Contract No. 1912
- C. Contract No. 1912(a)

2021

SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT (John Robinson Consulting Incorporated (John Robinson Consulting) - Upper Reservoir Replacement Construction Management Services)

THIS 2021 SECOND AMENDMENT ("Second Amendment") to that certain agreement entitled "Professional Services Agreement – John Robinson Consulting Incorporated (John Robinson Consulting) - Upper Reservoir Replacement Engineering Design Services" originally executed 17th day of June, 2019 by and between the CITY OF SAN FERNANDO, a municipal corporation and general law city ("CITY") and JOHN ROBINSON CONSULTING, a California corporation (hereinafter, "CONSULTANT" is made and entered into this 21st day of June, 2021 ("Effective Date"). For purposes of this Second Amendment, the capitalized term "Parties" shall be a collective reference to both CITY and CONSULTANT. The capitalized term "Party" may refer to either CITY or CONSULTANT interchangeably as appropriate.

RECITALS

WHEREAS, the Parties executed and entered into an employment agreement dated June 17, 2019 and entitled "Professional Services Agreement – John Robinson Consulting Incorporated (John Robinson Consulting) - Upper Reservoir Replacement Engineering Design Services", Contract No. 1912 (hereinafter, the "Master Agreement"); and

WHEREAS, the Parties now wish to modify the Master Agreement further for purposes of modifying the Master Agreement's compensation terms; and

WHEREAS, execution of the First Amendment was approved by the San Fernando City Council ("City Council") at its Regular Meeting of October 5, 2020.

WHEREAS, execution of this Second Amendment was approved by the San Fernando City Council ("City Council") at its Regular Meeting of June 21, 2021.

NOW, THEREFORE, in consideration of the mutual agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows:

SECTION 1. The Term as defined under Section 1.2 of the Master Agreement is hereby amended to terminate on December 31, 2022.

The Not-to-Exceed Sum as defined under Section 1.3 of the Master Agreement is hereby amended to mean and refer to the sum of Nine Hundred and Five Thousand, Three Hundred and Five Dollars (\$905,305.00).

SECTION 2. Notwithstanding anything in the Master Agreement or the Second Amendment to the contrary, CONSULTANT shall perform the various services and tasks set forth in the Scope of Services in accordance with the performance scheduled entitled "Additional Scope of Services" which is attached and incorporated hereto as **Exhibit "A"**).

SECTION 3. Except as otherwise set forth in this Second Amendment, the Master Agreement shall remain binding, controlling and in full force and effect. The provisions of this Second Amendment

shall be deemed a part of the Master Agreement and except as otherwise provided under this Second Amendment, the Master Agreement and all provisions contained therein shall remain binding and enforceable. In the event of any conflict or inconsistency between the provisions of this Second Amendment and the provisions of the Master Agreement, the provisions of this Second Amendment shall govern and control, but only in so far as such provisions conflict with the Master Agreement and no further.

SECTION 4. The Master Agreement as amended by way of this Second Amendment, constitutes the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this Second Amendment. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to the Master Agreement as amended by this Second Amendment shall be valid and binding unless in writing and duly executed by the Parties in the form of a written contract amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this Second Amendment to be executed on the day and year first appearing above.

CITY:

City of San Fernando

CONSULTANT

John Robinson Consulting

By:	By:
Sylvia Ballin Mayor	Name:
Date:	Title:
APPROVED AS TO FORM	Date:

By:_____

Name:_____

Title:_____

Date:_____

EXHIBIT A

Additional Scope of Services

May 14, 2021

Mr. John Robinson Project Manager John Robinson Consulting, Inc. 1055 E. Colorado Blvd, Suite 500 Pasadena, CA 91106

Subject: Proposal for City of San Fernando - Upper Reservoir Replacement Project Construction Management Services

Dear Mr. Robinson:

This letter describes our proposal for providing construction management services for the City of San Fernando Upper Reservoir Replacement Project.

KEY PERSONNEL

Project Manager – John Robinson, John Robinson Consulting

Construction Manager – Thien Ng, Kennedy Jenks

Site Inspector – Jayce Waldren, Kennedy Jenks

Electrical Inspector – Phil Sanders, Kennedy Jenks

Specialty Inspection – Ninyo & Moore Consultants

SCOPE OF WORK

Task 1. Inspection Services

1.1 Site Inspection

Provide a construction inspector to oversee construction activities and provide daily reports on construction progress. This task assumes 40 hours per week of full-time inspection for 8 months.

1.2 Electrical Inspection

Provide an electrical inspector to oversee major electrical and controls work. The inspector will also oversee testing. Assume 48 hours total.

The following work items will be provided by the inspectors:

- Construction daily inspection activities, including civil, mechanical, concrete, reinforcement, electrical, and SWPPP.
- Prepare daily inspection and coordination report.
- Photographic record of the project, before, during, and after construction.
- Attend bi-weekly construction progress meeting.
- Monthly review of the contractor as-built drawings.
- Review monthly payment application from the contractor.
- Coordinate existing reservoir isolation and shutdown activities with the contractor.
- Coordinate new reservoir hydraulic testing with the contractor.
- Coordinate start up and testing activities with the contractor.
- Coordinate new landscape work with the landscape architect.
- Prepare project punchlist.

Assumptions:

- All inspections will be within the project limits.
- Photographs will remain at the Kennedy Jenks office until the end of the project.
- Work requiring correction will be included on the punchlist when it is first noted. These interim punchlists will be transmitted to the contractor periodically during the course of construction.
- Items may be placed on the punchlist at any time up until the Notice of Completion is filed.
- Project labor compliance will be conducted by the City.

Deliverables:

- Daily inspection reports.
- Concrete placement and testing reports.
- All photographic records.

- All materials and supplies acquired, and charged to City of San Fernando, for use under this subtask.
- One set of marked up as-built drawings.
- Completed punchlist with items initialed and dated and included with the closeout documents.

Task 2.Specialty Inspection

Provide geotechnical services including concrete testing during construction. The structural inspection involves the verification of reinforcement steel and general building inspection. However, the structural and pipe backfill compaction test is the responsibility of the contractor. We have including a few compaction tests in our proposal for independent field verification if necessary.

Assumptions:

- Ninyo & Moore, as a subconsultant to John Robinson Consulting, will provide field independent verification test if necessary.
- Ninyo & Moore will collect field concrete samples and perform concrete testing, including compressive strength, slump, air content, shrinkage tests.
- Ninyo & Moore will perform special structural and pipe welding testing on an as needed basis.
- Structural backfill testing requirements are the responsibility of the contractor.

Deliverables:

- Compression tests on all concrete samples taken.
- Structural and pipe welding test reports.

Task 3. Project Management & Administration

This task consists of project management and administration of the following services.

- Establish and maintain effective project management and communication throughout the project.
- Maintain open lines of communications and cooperation between City staff, design engineer, inspectors, and contractor.
- Manage electronic construction document control system (Procore).
- Conduct pre-construction meeting and prepare meeting summary report.

- Conduct bi-weekly construction progress meeting and special coordination meetings. Prepare meeting summary report.
- Coordinate construction submittal activities with City staff, design engineer, inspector, and contractor.
- Prepare monthly progress payment.
- Review change order proposal from the contractor. Thoroughly analyze the proposal and develop a negotiating position. Prepare change order and submit to the City.
- Review schedule of values and monthly construction schedule update.
- Manage project closeout and one-year guarantee inspection activities.

FEE ESTIMATE

A fee estimate for the proposed scope of work is provided in Attachment A.

SCHEDULE

It is assumed that the project will be completed 9 months from receipt of Notice to Proceed.

Very truly yours, Kennedy/Jenks Consultants, Inc.

Jon Westervelt, P.E., CCM Principal, Construction Management Services Lead

Paul Chau, P.E. Principal, Client Manager

CONTRACT NO. 1912(b) EXHIBIT "A"

ATTACHMENT A

Proposal Fee Estimate

John Robinson Consulting & Kennedy Jenks

CLIENT Name: City of San Fernando

PROJECT Description: Upper Reservoir Replacement Construction Management Services

Proposal/Job Number: _____ Date

Date: 5/14/2021

Project Manager John Robinson	Construction Manager Thien Ng	Site Inspector Jayce Waldren	Electrical Inspector Phil Sanders	Project Admin.	Total	Total Labor Z	Ninyo & Moore qnS	odcs Z	Total Expenses	Total Labor + Expenses
\$150	\$225	\$180	\$180	\$95	Hours	Fees	Fees	Fees		Fees
	132	1336		144	1612	\$283,860		\$4,500	\$4,500	\$288,360
	8		48		56	\$10,440		\$500	\$500	\$10,940
					0	\$0			\$0	\$0
0	140	1336	48	144	1668	\$294,300	\$0	\$5,000	\$5,000	\$299,300
	16				16	\$3,600	\$36,450		\$36,450	\$40,050
					0	\$0			\$0	\$0
0	16	0	0	0	16	\$3,600	\$36,450	\$0	\$36,450	\$40,050
72	36			18	126	\$20,610			\$0	\$20,610
					0	\$0			\$0	\$0
72	36	0	0	18	126	\$20,610	\$0	\$0	\$0	\$20,610
72	192	1336	48	162	1810	\$318,510	\$36,450	\$5,000	\$41,450	\$359,960
	0515 0 0 0 72 72	95 525 132 132 8 0 140 16 72 36 72 36 72	95 95 96 132 1336 132 1336 8 - 0 140 140 1336 0 140 16 - 0 16 72 36 72 36	95 55 80<	95 97 98 98 95<	95 95 96 96 96 96 96 96 96 Hours 132 1336 144 1612 132 1336 144 1612 8 48 56 0 1 1 0 0 140 1336 48 144 0 1 336 48 144 16 1 1 1 1 16 1 1 1 0 0 16 1 1 1 1 0 16 0 0 0 1 0 16 0 0 0 1 0 16 0 0 0 1 0 172 36 1 1 1 0 172 36 0 0 1 1 0 172 36 0 0 1 1 </td <td>Noticity<t< td=""><td>NiniyoNoNaNaNaNaNiniyoNa<td>No<td>Single Single Single SingleSingle Si</br></br></br></br></br></br></br></br></br></br></br></br></br></br></br></td></td></td></t<></td>	Noticity <t< td=""><td>NiniyoNoNaNaNaNaNiniyoNa<td>No<td>Single Single Single SingleSingle Si</br></br></br></br></br></br></br></br></br></br></br></br></br></br></br></td></td></td></t<>	NiniyoNoNaNaNaNaNiniyoNa <td>No<td>Single Single Single SingleSingle Si</br></br></br></br></br></br></br></br></br></br></br></br></br></br></br></td></td>	No <td>Single Single Single SingleSingle Si</br></br></br></br></br></br></br></br></br></br></br></br></br></br></br></td>	Single Single Single SingleSingle

Thien Ng, P.E.

Construction Manager

Education

BS, Chemical Engineering, University of California, Berkeley, 1990

Registrations Professional Civil Engineer, California (73390) Professional Chemical Engineer, California (5034)

Years of Experience 31 years

Professional Summary

Thien Ng is a licensed civil and chemical professional engineer with over 31 years of experience in the development and management of public works infrastructure related to water and wastewater enterprises. He has served in a design and construction management capacity for consulting engineering firms. For the past 16 years, Thien has been in the public sector, most recently serving as Assistant Public Works Director for a large municipality overseeing a \$200 million annual budget and 300 staff members. He has managed major programs and projects in both the private and public sectors for the planning, design, construction and operation of water, wastewater, recycled water, storm water, and solid waste infrastructure.

Project Experience

PUBLIC WORKS DEPARTMENT, UTILITY ENTERPRISE, CITY OF OXNARD, CA | ASSISTANT PUBLIC WORKS DIRECTOR | As Assistant Public Works Director, Thien was responsible for managing the City's water, wastewater, recycled water, storm water, and solid waste divisions, and \$200 million annual operations budget.

During his tenure with the City, Thien also served as Senior Civil Engineer where he managed the design, construction, start up, and operation of public works utility capital improvements in excess of \$200 million. Projects included major improvements and modifications to the City's wastewater treatment plant, Advanced Water Purification Facility, recycled water transmission pipeline, water blending facilities, and water transmission pipeline.

CITY OF OXNARD, CA | PROGRAM MANAGER AND CONSTRUCTION MANAGER | Constructed a 12.5 mgd and 5 mgd water blending facilities and 4 miles of 36-inch water transmission pipeline. Responsibilities included: in-house constructability and operability reviews, coordinated City's plan check review, oversaw daily construction activities, review of construction schedule and updates, conducted weekly construction progress meeting, prepared monthly progress payment report, negotiated and prepared final change order documentation, led project start-up effort, review of asbuilt drawings, warranties, and final acceptance.

CITY OF OXNARD, CA | PROJECT MANAGER AND CONSTRUCTION MANAGER | Constructed a 6.25 mgd recycled water treatment plant and 10 miles of 36-inch recycled water transmission pipeline. Responsibilities included: facilitated a third-party constructability review, coordinated City's plan check review, oversaw daily construction activities, review of construction schedule and up-dates, conducted weekly construction progress meeting, prepared monthly progress payment report,

negotiated and prepared final change orders, led project start-up effort, review of as-built drawings, warranties, final acceptance, and City Council project completion presentation.

BLENDING STATION #1 ADA/ENERGY EFFICIENCY IMPROVEMENTS PROJECT, CITY OF OXNARD, CA | CONSTRUCTION MANAGER | Provided constructability reviews, coordinated City plan check review, oversaw daily construction activities, reviewed the construction schedule and updates, conducted weekly construction progress meetings, prepared monthly progress payment report, negotiated and prepared final change order documentation, prepared RFI responses, led project start-up effort, reviewed as-built drawings, and warranties.

LESTER J. BERGLUND WATER TREATMENT PLANT PHASE 1 UPGRADE AND EXPANSION PROJECT, CITY OF POWAY, CA | CONSTRUCTION MANAGER | Project included expansion of water treatment capacity from 12 mgd to 24 mgd. Responsibilities included: oversaw daily construction activities, prepared San Diego Air Pollution Control District (APCD) permit applications, reviewed construction schedule and updates, conducted weekly construction progress meeting, negotiated and prepared final change orders documentation, review of shop drawings and O&M manuals, prepared RFI responses, led project start-up effort, review of as-built drawings, and warranties.

U.S. INTERNATIONAL BOUNDARY AND WATER COMMISSION WASTEWATER TREATMENT PLANT, SAN YSIDRO, CA | PROJECT ENGINEER AND ASSISTANT RESIDENT ENGINEER | The project included design and construction of a new wastewater treatment plant and collection facilities that served as a long-term solution for treatment of wastewater flows originating in Tijuana, Mexico. Responsibilities included: Prepared San Diego APCD permits, prepared treatment plant storm water NPDES permit, developed a one-year sampling and analysis pro-gram for wastewater characterization, developed wastewater treatment plant design criteria, evaluated effluent concentrations to meet California Ocean Plan limitations, design of odor control facilities, review of construction schedule and updates, conducted weekly construction progress meeting, review of certified payment, negotiate and prepared final change order documentation, review of as-built drawings, and warranties.

Jayce Waldren

Senior Civil/Mechanical Inspector

Certifications

40-Hour Hazwoper Certification Training Course CAL OSHA 30-hour Safety Training Certified Operator Powered Industrial Trucks and Aerial Lifts Qualified Rigger for Rigging Safety and Procedures CPVC Pipe Certification 3G Welding Certification, qualified to weld flat, horizon, and vertical up

Years of Experience 26 years

Professional Summary

Jayce has over 26 years of construction experience including underground, underground utilities, and general construction. He has a wide range of skills and experience including operating heavy equipment, framing, plumbing, electrical, excavating, backfill and grading, and traffic control. His knowledge and experiences allow him to maintain a safe work environment by identifying safety hazards and properly operating and maintaining a variety of equipment. Jayce's attention to detail and ability to effectively communicate with team members ensures project specifications are met while meeting project deadlines. His hands-on experience results in an expert-level understanding of all aspects of construction allowing him to perform the highest quality inspection services.

Project Experience

WATER AND WASTEWATER INFRASTRUCTURE DESIGN FOR THE TESORO VIEJO COMMUNITY DEVELOPMENT, RIVER INTAKE (COMMON DIVERSION FACILITY), TESORO VIEJO, INC., MADERA, CA | INSPECTOR/SITE OBSERVATION | Providing construction observation and inspection services for the Common Diversion Facility. Responsibilities include daily inspection reports, photographs, documentation. Serves as the "eyes and ears" for our client. The project includes replacement of the existing river intake with a new 5,000 gpm river intake within the San Joaquin River. Project components include: state-of-the-art fish screen technology, 36-inch steel intake pipe, submersible vertical turbine pumps, County/CSA-16 turnout, demolition and a removal of existing intakes and pumping facilities; cove fill and riverbank restoration. Responsible for the design and preparation of design documents. Established pipeline, fish screen and pipeline design criteria and evaluated intake location alternatives. Provided CEQA support for technical project aspects and responsible for overall project description in support of CEQA; supported multi-agency permitting efforts and served as the technical representative for TV in support of permit acquisition; responsible for preliminary and final design and engineering services during construction.

BOSS ENGINEERING, WOODLAND, CA | Responsibilities included commercial, industrial and residential plumbing and fire protection; trenching and backfilling; operating large equipment, including backhoe, excavator and skid steer; grading and leveling education.

MYERS AND SONS CONSTRUCTION, SACRAMENTO, CA | Underground/underground utilities and general construction duties included:

- Ensuring every project is met following code specs from start to finish
- Logging daily reports and track
- Attending weekly management meetings
- Read, review, and manage blueprints, RFI's, change order land submittals

- Maintaining a safe work site and complete job requirements in a timely manner
- Underground construction including sewer, water (potable and non-potable), waste, agriculture, pump stations, new and rehabilitation
- Operating and maintaining a variety of power tools and large equipment
- Conducting job bids and estimates for upcoming projects
- Training new employees
- Managing written communication between owner and contractor

PROMINENT PLUMBING, WOODLAND, CA | Conducted weekly safety meetings, operated large equipment including backhoes and excavators for digging trenches, backfilling and grading. Conducted job bids and estimates for upcoming projects.

INTERSTATE COMPANIES, WOODLAND, CA | Construction responsibilities included:

- Conducted job bids for upcoming projects
- Read and understand data, blueprints, and specifications
- Knowledge of building codes for installation, maintenance and construction
- Developed project design including ADA accessibility and local and state building codes
- Operated and maintained a variety of power tools and large equipment
- Framing using both wood and metal studs, demolition, sheet rock, taping, painting, electrical
- Wall and fence construction including masonry, wood, chain-link and welded wire
- Experience with using shearing, plasma-cutting and metal-forming machine tools to convert raw materials
- Knowledge of asphalt paving process and repairs
- LB & Dewalt flat/sloping lasers to locate grade: cut grade, establish drainage, slope and fall
- Installed and removed traffic control barricades, cones, and lights
- Painted and installed traffic markings on streets, crosswalks, curbs, and parking lots
- Aggregates, backfilling and grading
- Used desktop database software to enter/edit data
- Interpreted all federal, state and university rules, regulations, and policies
- Prevented interruptions and fines by enforcing and meeting codes
- Maintained a safe work environment and identified improvements needed

Phil Sanders

Senior Electrical Inspector

Certifications

California General Electrician Certification (E150135) Medium Voltage Certification, AVO Training #517 (MVCT-T) OSHA 30 Certified Confined Space Certified OP2 Awareness Certified HAZWOPER 24 Certified NFPA 70E Trained First Aid/CPR/AED Certified Construction Management Trained

Years of Experience 45 years

Professional Summary

Phil has over 45 years of experience in many facets of construction including electrical, generation, transmission, civil, and structural. He has a wide range of skills and experience including low/medium voltage, industrial electrical, Hydro Power electrical, underground utilities, fire alarm, on-site inspections, and equipment commissioning. Phil's has stellar project and construction management skills with great attention to detail and the ability to effectively communicate with team members to ensure project specifications are met while meeting project deadlines.

Project Experience

WATER QUALITY CONTROL PLANT WET WEATHER AND DIGESTERS IMPROVEMENTS CONSTRUCTION MANAGEMENT SERVICES, CITY OF SOUTH SAN FRANCISCO, SOUTH SAN FRANCISCO, CA | CONSTRUCTION INSPECTOR | Provided construction support for the \$49M improvements project to rehabilitate and upgrade the secondary treatment and solids handling facilities. Work includes digester demolition and new construction, digester control building rehabilitation, rehabilitation of aeration basins, addition of a secondary clarifier and two storm water pump stations.

CITY OF SAN MATEO CLEAN WATER PROGRAM, SAN MATEO, CA | CONSTRUCTION INSPECTOR | Project electrical inspector for the \$950M City of San Mateo Clean Water Program. Project elements include replacing, upsizing or rehabilitating 260 miles of pipelines ranging from 6"- 39" in diameter and upgrading 24 sanitary sewer lift and pump stations.

SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION, LAS GALLINAS VALLEY SANITARY DISTRICT (LGVSD), SAN RAFAEL, CA | CONSTRUCTION INSPECTOR | Expansion for LGVSD includes new anoxic/aeration basin with new primary and internal recycle pump stations. New electrical bldg. and all new electrical equipment with 1.5 megawatt genset and transfer switch.

HEXAVALENT CHROMIUM (CR VI) COMPLIANCE WATER SYSTEM PROJECT ENGINEERING SUPPORT AND CONSTRUCTION SERVICES CITY OF, NEWMAN, CA | CONSTRUCTION INSPECTOR | The Cr VI Compliance project includes a new well, storage tank, booster pump station, electrical building, Back up genset with load bank, and two chemical feed buildings.

HYDRO ELECTRIC POWER PLANT RENOVATION & RESTORATION, PHASE 2, HGH ELECTRIC, CA | ELECTRICAL SUPERINTENDENT/PROJECT MANAGER | The project included: complete rewire of 122 Megawatt, 4 unit power generating/pumping plant, all PLC cabinets, AVR's, Digital Governor control cabinets, Main Control Board, Protection Control Boards, 13.8 substations. 230KV Transformers, Low Volt Substations and Gear. Responsible for a 20-man team of electrician's daily duties, inspections of their work and quality control for the electrical work in the plant. Wrote all MOPO's for plant cutovers and commissioned MCC's and peripheral equipment. Oversee all necessary subcontractor work. Code Call. Fire Alarm. Security system.

CSI ELECTRIC, LOOMIS, CA | ELECTRICIAN/GENERAL FOREMAN | Served as Industrial Electrician, Superintendent, and/or General Foreman on various construction projects:

- Menlo Park VA Hospital & Mather AFT VA Hospital Chiller/Air handler replacement
- Palo Alto VA Hospital & Martinez VA Hospital Medium voltage duct-bank installation
- San Francisco VA Hospital Temporary and permanent chiller power and controls
- Sunsweet Growers 15KV sub-station installation; Full install, automate, commission food processing and bottling lines; lighting renovation to energy efficient lighting for 1 million SF of warehouse
- Suburban Propane Change dual 400 hp gas compressor system to automated soft-starts
- Pacific Coast Producers Install, automate, commission new steam tomato peeler
- Mariani Products Overhaul and automation of several food processing lines
- Herlong State Prison New 15KV switch installs
- Folsom State Prison Transformer changeouts
- Vacaville State Prison New 15KV switch and inverter install for solar field

STEINER MCBRIDE ELECTRIC, INC., CITRUS HEIGHTS, CA | ELECTRICAL SUPERINTENDENT |

Served as Electrical Superintendent and/or Foreman on various construction projects:

- Hydro Electric Power Plant Renovation and Restoration Phase 1 Install temporary power system for life support systems
- QE for backbone fiber installation over energized PG&E vault and duct bank structures throughout the San Francisco Bay area.
- Stockton Business Park Install new medium voltage infrastructure
- 15KV sub-station install/energization/commissioning
- Hyatt Power Plant Camera system install in tail race tunnels
- Large capacity 3 phase ups install and commissioning, sump pump control system, two 1million gallon tanks
- Thermalito Power Plant Install new strain gauge sensor system on spillway gate



CONTRACT NO. 1912

PROFESSIONAL SERVICES AGREEMENT

Upper Reservoir Replacement Engineering Design

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 17th day of June 2019, by and between the CITY OF SAN FERNANDO, a municipal corporation ("CITY") and JOHN ROBINSON CONSULTING, INCORPORATED ("CONSULTANT"). For the purposes of this Agreement CITY and CONSULTANT may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONSULTANT interchangeably.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, CITY and CONSULTANT agree as follows:

I. ENGAGEMENT TERMS

- 1.1 <u>SCOPE OF WORK</u>: Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONSULTANT agrees to perform the services and tasks set forth in **Exhibit "1"** (hereinafter referred to as the **"Scope of Work"**). CONSULTANT further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Work. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Work. The purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Work. The purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Work shall hereinafter be referred to generally by the capitalized term "Work." CONSULTANT shall not commence with the performance of the Work until such time as CITY issues a written Notice to Proceed.
- 1.2 <u>TERM</u>: The term of this Agreement shall commence upon the date it is signed by all of the Parties (the "Effective Date") and shall terminate on February 28, 2022.

1.3 PROSECUTION OF WORK:

A. CONSULTANT shall perform the Work contemplated under this Agreement on an asneeded, as requested basis for the Term of this Agreement and any extension term. Nothing in this Agreement shall be construed to grant CONSULTANT the exclusive right to perform any of the types of services or tasks contemplated under this Agreement nor shall anything in this Agreement be construed to entitle CONSULTANT to the receipt of any sums under this Agreement, except to the extent CITY requests the performance of any Work in the manner described below and such Work is in fact performed and completed by CONSULTANT and accepted by CITY. CITY requests for the performance of specific services or tasks contemplated under this Agreement shall be made in the form of a written work order(s) issued by the City Representative (each such written request hereinafter referred to as a "Work Order"). Each Work Order shall include the following information:

- 1. A detailed description of the specific services or tasks requested;
- 2. The location of where the particular services or tasks are to be performed;
- 3. A not-to-exceed budget for performing the services or tasks;
- 4. A timeline for completing the services or tasks requested
- 5. Any other information the CITY deems necessary and relevant to the requested services or tasks; and
- 6. The signature of the City Representative, confirming that the services or tasks have been authorized by the City Representative.
- B. CONSULTANT shall perform no Work under this Agreement without a written request from the City Representative, containing the information set forth in Section 1.2A above.
- C. Time is of the essence in the performance of Work under this Agreement, and in the absence of a specific schedule or other instructions from the City Representative, CONSULTANT shall begin and complete performance of the Work to completion in a timely and diligent manner.

1.3 COMPENSATION:

- A. CONSULTANT shall perform the various services and tasks contemplated under this Agreement in accordance with the schedule of hourly rates and charges set forth in that certain document attached and incorporated hereto as **Exhibit "2"** and entitled "Approved Rate Schedule" (hereinafter, the "Approved Rate Schedule").
- B. Section 1.3A notwithstanding, CONSULTANT's total compensation during the Term of this Agreement shall not exceed the budgeted aggregate sum of FOUR HUNDRED SIXTY NINE THOUSAND EIGHT HUNDRED NINETY ONE (\$469,891) (hereinafter, the "Not-to-Exceed Sum"). CONSULTANT further agrees that the Not-to-Exceed Sum is inclusive of compensation for all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the Work. For purposes of this Agreement, the term "fiscal year" means a period of time commencing on July 1st of a calendar year and ending on June 30th of the calendar year immediately following.
- C. In the event CONSULTANT's charges are projected to exceed the Not-to-Exceed Sum prior to the expiration of the Term, CITY may suspend CONSULTANT's performance

pending CITY approval of any anticipated expenditures in excess of the Not-to-Exceed Sum or any other CITY-approved amendment to the compensation terms of this Agreement.

- D. Following the conclusion of Work requested pursuant to 1.2, above, CONSULTANT shall submit to CITY an itemized invoice indicating the services and tasks performed and the reimbursable out-of-pocket expenses incurred. If the amount of CONSULTANT's compensation includes hours worked by CONSULTANT's personnel, the invoice shall indicate the number of hours worked in connection with the specific service or task requested, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within thirty (30) calendar days of receipt of each invoice, CITY shall notify CONSULTANT in writing of any disputed amounts included in the invoice. Within forty-five (45) calendar day of receipt of each invoice, CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.
- 1.4 <u>ACCOUNTING RECORDS</u>: CONSULTANT shall maintain complete and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the right to access and examine such records, without charge, during normal business hours. CITY shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.
- 1.5 <u>ABANDONMENT BY CONSULTANT</u>: In the event CONSULTANT ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Work, CONSULTANT shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONSULTANT in the performance of this Agreement. Furthermore, CONSULTANT shall only be compensated for the reasonable value of the services, tasks and other Work performed up to the time of cessation or abandonment, less a deduction for any damages, costs or additional expenses which CITY may incur as a result of CONSULTANT's cessation or abandonment.

II. PERFORMANCE OF AGREEMENT

2.1 <u>CITY'S REPRESENTATIVES</u>: The CITY hereby designates the DIRECTOR OF PUBLIC WORKS/CITY ENGINEER (hereinafter, the "CITY Representatives") to act as its representatives for the performance of this Agreement. The DIRECTOR OF PUBLIC WORKS/CITY ENGINEER shall be the chief CITY Representative. The CITY Representatives or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONSULTANT shall not accept directions or orders from any person other than the CITY Representatives or their designee.

- 2.2 <u>CONSULTANT REPRESENTATIVE</u>: CONSULTANT hereby designates John Robinson, Principal, to act as its representative for the performance of this Agreement (hereinafter, the "CONSULTANT Representative"). CONSULTANT Representative shall have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement. CONSULTANT Representative or his designee shall supervise and direct the performance of the Work, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Agreement. Notice to the CONSULTANT Representative shall constitute notice to CONSULTANT.
- 2.3 <u>COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS</u>: CONSULTANT agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONSULTANT shall be subject to inspection and approval by CITY Representatives or their designees.
- 2.4 <u>STANDARD OF CARE; PERFORMANCE OF EMPLOYEES</u>: CONSULTANT represents, acknowledges and agrees to the following:
 - A. CONSULTANT shall perform all Work skillfully, competently and to the highest standards of CONSULTANT's profession;
 - B. CONSULTANT shall perform all Work in a manner reasonably satisfactory to the CITY;
 - C. CONSULTANT shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 et seq.);
 - D. CONSULTANT understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;
 - E. All of CONSULTANT's employees and agents possess sufficient skill, knowledge, training and experience to perform those services and tasks assigned to them by CONSULTANT; and
 - F. All of CONSULTANT's employees and agents (including but not limited subcontractors and subconsultants) possess all licenses, permits, certificates, qualifications and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such

licenses, permits, certificates, qualifications and approvals shall be maintained throughout the term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONSULTANT shall perform, at CONSULTANT's own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONSULTANT's failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONSULTANT's employees, agents, contractors, subcontractors and subconsultants. Such effort by CONSULTANT to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendars days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing and in their sole and absolute discretion. The Parties acknowledge and agree that CITY's acceptance of any work performed by CONSULTANT or on CONSULTANT's behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONSULTANT, including but not limited to the representation that CONSULTANT possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and to the highest standards of CONSULTANT's profession.

- 2.5 <u>ASSIGNMENT</u>: The skills, training, knowledge and experience of CONSULTANT are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONSULTANT or on behalf of CONSULTANT in the performance of this Agreement. In recognition of this interest, CONSULTANT agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONSULTANT's duties or obligations under this Agreement without the prior written consent of the CITY. In the absence of CITY's prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.
- 2.6 <u>CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR</u>: The Work shall be performed by CONSULTANT or under CONSULTANT's strict supervision. CONSULTANT will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONSULTANT on an independent contractor basis and not as an employee. CONSULTANT reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONSULTANT's competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONSULTANT are not employees of CITY and shall at all times be under CONSULTANT's exclusive direction and

control. CONSULTANT shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONSULTANT shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.

- 2.7 <u>REMOVAL OF EMPLOYEES OR AGENTS</u>: If any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONSULTANT, a threat to persons or property, or if any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, contractor, subcontractor or subconsultant shall be promptly removed by CONSULTANT and shall not be reassigned to perform any of the Work.
- 2.8 <u>COMPLIANCE WITH LAWS</u>: CONSULTANT shall keep itself informed of and in compliance with all applicable federal, state or local laws to the extent such laws control or otherwise govern the performance of the Work. CONSULTANT's compliance with applicable laws shall include, without limitation, compliance with all applicable Cal/OSHA requirements.
- 2.9 <u>NON-DISCRIMINATION</u>: In the performance of this Agreement, CONSULTANT shall not discriminate against any employee, subcontractor, subconsultant, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.10. <u>INDEPENDENT CONTRACTOR STATUS</u>: The Parties acknowledge, understand and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and shall at all times remain, wholly independent contractors and are not officials, officers, employees, departments or subdivisions of CITY. CONSULTANT shall be solely responsible for the negligent acts and/or omissions of its employees, agents, contractors, subcontractors and subconsultants. CONSULTANT and all persons retained or employed by CONSULTANT shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by contract or otherwise, unless such authority is expressly conferred to CONSULTANT under this Agreement or is otherwise expressly conferred by CITY in writing.

III. INSURANCE

- 3.1 <u>DUTY TO PROCURE AND MAINTAIN INSURANCE</u>: Prior to the beginning of and throughout the duration of the Work, CONSULTANT will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONSULTANT shall procure and maintain the following insurance coverage, at its own expense:
 - A. <u>Commercial General Liability Insurance</u>: CONSULTANT shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and contractual liability.
 - B. <u>Automobile Liability Insurance</u>: CONSULTANT shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage.
 - C. <u>Workers' Compensation Insurance/ Employer's Liability Insurance</u>: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both CONSULTANT and CITY against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONSULTANT in the course of carrying out the Work contemplated in this Agreement.
 - D. <u>Errors & Omissions Insurance</u>: For the full term of this Agreement and for a period of three (3) years thereafter, CONSULTANT shall procure and maintain Errors and Omissions Liability Insurance appropriate to CONSULTANT's profession. Such coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and shall be endorsed to include contractual liability.
- 3.2 <u>ADDITIONAL INSURED REQUIREMENTS</u>: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers as additional insureds.
- 3.3 <u>REQUIRED CARRIER RATING</u>: All varieties of insurance required under this Agreement shall be procured from insurers admitted in the State of California and authorized to

issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A:VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.

- 3.4 <u>PRIMACY OF CONSULTANT'S INSURANCE</u>: All policies of insurance provided by CONSULTANT shall be primary to any coverage available to CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers shall be in excess of CONSULTANT's insurance and shall not contribute with it.
- 3.5 <u>WAIVER OF SUBROGATION</u>: All insurance coverage provided pursuant to this Agreement shall not prohibit CONSULTANT or CONSULTANT's officers, employees, agents, subcontractors or subconsultants from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY.
- 3.6 <u>VERIFICATION OF COVERAGE</u>: CONSULTANT acknowledges, understands and agrees, that CITY's ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY's financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONSULTANT warrants, represents and agrees that its shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the CITY if requested. All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONSULTANT's commencement of any work or any of the Work. Upon CITY's written request, CONSULTANT shall also provide CITY with certified copies of all required insurance policies and endorsements.

IV. INDEMNIFICATION

4.1 The Parties agree that CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under

the law. CONSULTANT acknowledges that CITY would not enter into this Agreement in the absence of CONSULTANT's commitment to indemnify, defend and protect CITY as set forth herein.

- 4.2 WORK OF CONSULTANT'S DESIGN PROFESSIONALS SERVICES: The duty to indemnify, defend and hold harmless as set forth under this subsection shall apply to the negligence, recklessness or willful misconduct of any individual who qualifies as a "design professional" within the meaning of subsection (c)(2) of Section 2782.8 of the California Civil Code in so far as such negligence, recklessness or willful misconduct occurs in the performance, work or activities that must be performed by a "design professional." Subject to the limitation of the preceding sentence, to the fullest extent permitted by law, CONSULTANT shall immediately defend and indemnify and hold harmless the City Indemnities, defined above, from and against any and all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of the negligence, recklessness, or willful misconduct of CONSULTANT or any of CONSULTANT's officers, employees, servants, agents, contractors, subcontractors or authorized volunteers or any other person or entity involved by, for, or with or on behalf of CONSULTANT in the performance of design professional services under this Agreement. The Parties understand and agree that the duty of CONSULTANT to indemnify, defend and hold harmless pursuant to this subsection includes the duty to defend as set forth in Section 2778 of the California Civil Code. CONTRACTOR's obligation to indemnify applies unless it is finally adjudicated that the liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of an indemnified party, then CONSULTANT's indemnification obligation shall be reduced in proportion to the established comparative liability.
- 4.3 WORK OF ALL OTHER PERSONS/NON-DESIGN PROFESSIONALS: Except as otherwise provided under Section 4.2 of this Article, above, to the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature to the extent caused by CONSULTANT's negligent performance under this Agreement, including but not limited to the negligent acts, errors or omissions of CONSULTANT or CONSULTANT's officers, employees, agents, servants, contractors, subcontractors or subconsultants or the failure of the same to comply with any of the duties, obligations or standards of care set forth herein. The duty to indemnify, defend and hold harmless under this subsection shall not encompass a duty to indemnity, defend or hold harmless for liability, loss, suit, damage, expense, or cost caused by the negligence or willful misconduct of any or all of the City Indemnitees. The duty to indemnify, defend and hold harmless as set forth under this subsection is intended to encompass liabilities, losses, damages, expense and costs not otherwise subject to subsection 4.2, above.

- 4.4 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, CITY shall have the right to offset against the amount of any compensation due CONSULTANT under this Agreement any amount due CITY from CONSULTANT as a result of CONSULTANT's failure to pay CITY promptly any indemnification arising under this Article and related to CONSULTANT's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.5 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, the obligations of CONSULTANT under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives its statutory immunity under such statutes or laws as to CITY and CITY's elected and appointed officials, officers, employees, agents and authorized volunteers.
- 4.6 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, CONSULTANT agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every subcontractor or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. In the event CONSULTANT fails to obtain such indemnity obligations from others as required herein, CONSULTANT agrees to be fully responsible and indemnify, hold harmless and defend CITY and CITY's elected and appointed officials, officers, employees, agents and authorized volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONSULTANT's subcontractors or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY's choice.
- 4.7 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, CITY does not, and shall not, waive any rights that it may possess against CONSULTANT because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.8 As to the duties to indemnify under Sections 4.1 and 4.2 of this Article, above, the duties to indemnify, defend and hold harmless as set forth under this Section, shall survive the early termination or normal expiration of this Agreement and shall be in addition to any other rights or remedies which the CITY may have at law or in equity.

V. TERMINATION

5.1 <u>TERMINATION WITHOUT CAUSE</u>: CITY may terminate this Agreement at any time for convenience and without cause by giving CONSULTANT a minimum of five (5) calendar

days prior written notice of CITY's intent to terminate this Agreement. Upon such termination for convenience, CONSULTANT shall be compensated only for those services and tasks which have been performed by CONSULTANT up to the effective date of the termination. CONSULTANT may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated as provided herein, CITY may require CONSULTANT to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONSULTANT in connection with the performance of the Work. CONSULTANT shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY's written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY's ability to terminate this Agreement for convenience as provided under this Section.

5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:

- A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.
- B. CONSULTANT shall cure the following Events of Defaults within the following time periods:
 - i. Within three (3) business days of CITY's issuance of a Default Notice for any failure of CONSULTANT to timely provide CITY or CITY's employees or agents with any information and/or written reports, documentation or work product which CONSULTANT is obligated to provide to CITY or CITY's employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time

for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or

ii. Within fourteen (14) calendar days of CITY's issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14day cure period.

In addition to any other failure on the part of CONSULTANT to perform any duty, obligation, service or task set forth under this Agreement (or the failure to timely perform or properly perform any such duty, obligation, service or task), an Event of Default on the part of CONSULTANT shall include, but shall not be limited to the following: (i) CONSULTANT's refusal or failure to perform any of the services or tasks called for under the Scope of Services; (ii) CONSULTANT's failure to fulfill or perform its obligations under this Agreement within the specified time or if no time is specified, within a reasonable time; (iii) CONSULTANT's and/or its employees' disregard or violation of any federal, state, local law, rule, procedure or regulation; (iv) the initiation of proceedings under any bankruptcy, insolvency, receivership, reorganization, or similar legislation as relates to CONSULTANT, whether voluntary of involuntary; (v) CONSULTANT's refusal or failure to perform or observe any covenant, condition, obligation or provision of this Agreement; and/or (vii) CITY's discovery that a statement representation or warranty by CONSULTANT relating to this Agreement is false, misleading or erroneous in any material respect.

- C. CITY shall cure any Event of Default asserted by CONSULTANT within forty-five (45) calendar days of CONSULTANT's issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY's failure to timely pay any undisputed sums to CONSULTANT as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONSULTANT's Default Notice to CITY.
- D. CITY, in its sole and absolute discretion, may also immediately suspend CONSULTANT's performance under this Agreement pending CONSULTANT's cure

of any Event of Default by giving CONSULTANT written notice of CITY's intent to suspend CONSULTANT's performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONSULTANT shall be compensated only for those services and tasks which have been rendered by CONSULTANT to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY's ability to suspend this Agreement as provided herein.

- E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:
 - i. Upon written notice to CONSULTANT, the CITY may immediately terminate this Agreement in whole or in part;
 - ii. Upon written notice to CONSULTANT, the CITY may extend the time of performance;
 - iii. The CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONSULTANT's breach of the Agreement or to terminate the Agreement; or
 - iv. The CITY may exercise any other available and lawful right or remedy.

CONSULTANT shall be liable for all legal fees plus other costs and expenses that CITY incurs upon a breach of this Agreement or in the CITY's exercise of its remedies under this Agreement.

G. In the event CITY is in breach of this Agreement, CONSULTANT's sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONSULTANT under this Agreement for completed services and tasks.

- 5.3 <u>SCOPE OF WAIVER</u>: No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- 5.4 <u>SURVIVING ARTICLES, SECTIONS AND PROVISIONS</u>: The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

VI. MISCELLANEOUS PROVISIONS

- 6.1 DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY: All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONSULTANT in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONSULTANT shall require all subcontractors and subconsultants working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any subcontractor or subconsultant as applies to Documents and Data prepared by CONSULTANT in the performance of this Agreement.
- 6.2 <u>CONFIDENTIALITY</u>: All data, documents, discussion, or other information developed or received by CONSULTANT or provided for performance of this Agreement are deemed confidential and shall not be disclosed by CONSULTANT without prior written consent by CITY. CITY shall grant such consent if disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONSULTANT shall not use CITY's name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.
- 6.3 <u>FALSE CLAIMS ACT</u>: CONSULTANT warrants and represents that neither CONSULTANT nor any person who is an officer of, in a managing position with, or has an ownership interest in CONSULTANT has been determined by a court or tribunal of competent

CONSULTANT:

jurisdiction to have violated the False Claims Act, 31 U.S.C., Section 3789 et seq. and the California False Claims Act, Government Code Section 12650 et seq.

CITY:

6.4 <u>NOTICES</u>: All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

CONSOLIAIT	ci i i			
Attn: John Robinson, Principal	Attn: Director of Public Works			
1055 E. Colorado Blvd. Suite 500	117 Macneil Street			
Pasadena, CA 91106	San Fernando, CA 91340			
Phone: (626) 375-9389	Phone: (818) 898-1222			
Email: johnrobinsonconsulting.com	Fax: (818) 361-6728			

Such notices shall be deemed effective when personally delivered <u>or</u> successfully transmitted by facsimile as evidenced by a fax confirmation slip <u>or</u> when mailed, forty-eight (48) hours after deposit with the United States Postal Service, first class postage prepaid and addressed to the Party at its applicable address.

- 6.5 <u>COOPERATION; FURTHER ACTS</u>: The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.6 <u>SUBCONTRACTING</u>: CONSULTANT shall not subcontract any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. Subcontracts (including without limitation subcontracts with subconsultants), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.7 <u>CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS</u>: CITY reserves the right to employ other contractors in connection with the various projects worked upon by CONSULTANT.
- 6.8 <u>PROHIBITED INTERESTS</u>: CONSULTANT warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONSULTANT, to solicit or secure this Agreement. Further, CONSULTANT warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONSULTANT, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the

term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

- 6.9 <u>TIME IS OF THE ESSENCE</u>: Time is of the essence for each and every provision of this Agreement.
- 6.10 <u>GOVERNING LAW AND VENUE</u>: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- 6.11 <u>ATTORNEYS' FEES</u>: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.
- 6.12 <u>SUCCESSORS AND ASSIGNS</u>: This Agreement shall be binding on the successors and assigns of the Parties.
- 6.13 <u>NO THIRD PARTY BENEFIT</u>: There are no intended third party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.
- 6.14 <u>CONSTRUCTION OF AGREEMENT</u>: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.15 <u>SEVERABILITY</u>: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 6.16 <u>AMENDMENT; MODIFICATION</u>: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- 6.17 <u>CAPTIONS</u>: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.

- 6.18 <u>INCONSISTENCIES OR CONFLICTS</u>: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 <u>ENTIRE AGREEMENT</u>: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.
- 6.20 <u>COUNTERPARTS</u>: This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterparts shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONSULTANT and the remaining two original counterparts shall be retained by CITY.

(SIGNATURE PAGE TO FOLLOW)

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

By: Nick Kimball

City Manager

By: Name: DIA Title:

APPROVED AS TO FORM By: 0 Rick R. Olivarez, City Attorney Richson Podillo

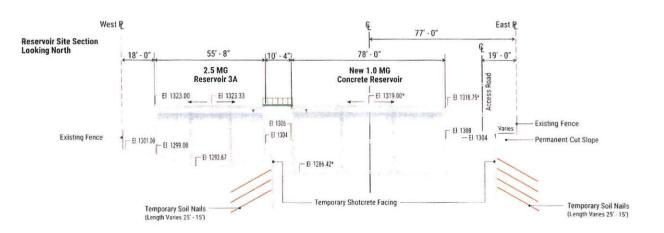
EXHIBIT "1"

April 9, 2019

SAN FERNANDO

Proposal for the

UPPER RESERVOIR REPLACEMENT ENGINEERING DESIGN









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April 9, 2019





Yazdan Emrani, P.E. Director of Public Works/City Engineer City of San Fernando 117 Macneil Street San Fernando, CA 91340

Subject: Proposal for Upper Reservoir Replacement Engineering Design

Dear Mr. Emrani:

You can place your trust in the John Robinson Consulting and Kennedy Jenks (JRC/KJ) team to provide extensive technical expertise, relevant project experience, and thorough understanding of your needs for the Upper Reservoir Replacement Engineering Design Project. Here is what makes our team unique:

- We Provide Decades of Technical Expertise to Develop Your Project | The JRC/KJ team has been providing water facility design services for 100 years to our clients throughout California and the West Coast. Our technical leadership team of John Robinson (Project Manager), David Ferguson (Design Manager), and Don Barraza (Reservoir Design) has a combined 97 years of experience and has successfully delivered over 100 reservoir design projects.
- We Will Provide a Reliable and Safe Reservoir | Based on our extensive experience with similar reservoir projects, we will provide the City with a reliable and safe facility that will provide uninterrupted water service for the foreseeable future. In order to provide the City with a structure that will have minimal maintenance requirements and exceeds the minimum service life, the team will go beyond minimum building codes and national standards where it is efficient to do so. In addition, the City will be provided with a comprehensive material and construction analysis which will help the determine the reservoir design that best meets the City's goals and objectives.
- We Will Protect Existing Facilities and Maintain Continuous Operation during Construction | We understand it is vital to protect Reservoir 3A and ensure it is fully operational during construction of the Upper Reservoir replacement. We will provide an excavation support system on the two sides adjacent to Reservoir 3A that will be rigid to limit deflection of the exposed face and settlement of the earth subgrade materials to prevent leakage from the floor. Protection of Reservoir 3A will also be key in selection of construction material for the new reservoir as abovegrade welded steel tank will have a greater impact on Reservoir 3A integrity than a partiallyburied concrete tank

Thank you for the opportunity to present our proposal and we look forward to working with you on this important project. If you have any questions, please feel free to contact us.

Very truly yours,

JOHN ROBINSON CONSULTING

John Robinson Principal and Project Manager

KENNEDY JENKS CONSULTANTS

David Ferguson, PE, PD Vice President, Design Manager

1055 East Colorado Boulevard, Suite 500, Pasadenal CA 91106 • 626-375-9389 • www.johnrobinsonconsulting.com

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2	Methodology and Work Plan
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5	References
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7	Completion Schedule
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1 - UNDERSTANDING OF THE SCOPE OF SERVICES

PROJECT UNDERSTANDING

The City of San Fernando (City) is looking for a design team to assist with preliminary design engineering, final design engineering and engineering services during construction for the Upper Reservoir Replacement Project.

The existing Upper Reservoir is a partially buried, circular reinforced concrete reservoir that was damaged during the 1994 Northridge earthquake and has been operating at reduced capacity to avoid leakage. Due to this damage, the City has determined that Upper Reservoir will need to be replaced, which will provide increased operational flexibility to more effectively meet demands and maximize groundwater supplies.

Our team listened carefully during the mandatory pre-proposal meeting and captured work items desired by the City within this proposal that were not detailed in the RFP. The preliminary evaluation will include steel versus concrete options but we understand that the City may prefer a concrete reservoir in order to decrease 0&M. We worked with our environmental subconsultant to decrease the environmental work from \$35k to \$4.5k; we have added a catwalk between the two reservoirs; with the original designer of Reservoir 3A as our Design Manager, we will provide intimate knowledge of the L-shaped reservoir and existing site that will be key in protecting and maintaining the reservoir in service during decommissioning and construction of the Upper Reservoir replacement.

Our schedule, while conservative, brings the project to a conclusion 2 months ahead of your funding requirement, but we can work with staff to provide a quicker submittal if needed.



2 - METHODOLOGY AND WORK PLAN

METHODOLOGY

This section describes our proposed methodology to complete the Upper Reservoir Replacement project, including identification of key issues and our proposed approach to addressing these issues.

KEY ISSUES

Our Project Team has recently completed the design of similar sized potable water tanks in California and we have also recently completed storage tank alternative evaluations for Cities of Camarillo, Santa Paula, and South Pasadena where we compared above-grade steel to buried concrete.

The text that follows demonstrates that we have a good understanding of the key issues associated with your project and the experience and expertise to address these issues.

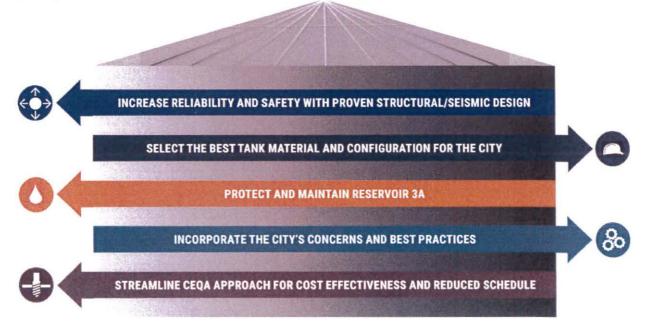
() **KEY ISSUE:** INCREASE RELIABILITY AND SAFETY WITH PROVEN STRUCTURAL/SEISMIC DESIGN

A successful approach to the structural design of the Upper Reservoir replacement must satisfy the following goals and objectives:

RELIABILITY AND DURABILITY:	O&M ACCESS AND SAFETY		
The structure must be designed in accordance with adopted building codes and national standards for water containment structures to provide reliable storage over the life of the facility.	The storage tank must be designed to provide safe access for operation and maintenance personnel for regular cleaning, inspection,		
The structure must be designed to withstand the strong ground motion and other site hazards the structure will be exposed to over the life of the facility.			
The structure must provide containment of the water supply with tightness meeting or exceeding currently adopted national standards for water containment facilities. The structure including the roof must provide protection from contamination, evaporation, and temperature fluctuation.	and routine maintenance activities.		

KEY ISSUES

Our experience not only gives us a good understanding of the key issues associated with your project, but the expertise to address them.



2 - METHODOLOGY AND WORK PLAN

Design Exceeding Building Code and National Standards Provides Reliability and Minimal Maintenance Along With Long-Term Storage

Following review of existing documentation and preparation of preliminary geotechnical recommendations, the preliminary design criteria for the storage tank will be prepared and submitted to the City. The preliminary design criteria will be developed based on information contained in the applicable building codes, consensus national standards for water storage structures, and experience with the design and construction of water storage structures.

Where necessary, the minimum standards contained in the building codes and national standards may be exceeded to provide a design exceeding the minimum service life, hence, providing the City with a structure requiring minimal maintenance over the life of the structure.

Summarized below in **Table 1** are the significant codes and standards that would be utilized in the preparation of the construction drawings and specifications for a cast-in-place concrete or prestressed concrete storage tank.

Designed to Withstand Strong Ground Motion and Other Site Hazards

Seismic design of the storage tank will be in accordance with the seismic provisions of the 2016 California Building Code, ASCE 7-10 Section 15.7, and ACI 350-06. Our approach will also include establishing site specific seismic design criteria for the proposed reservoir that are intended to provide greater reliability than would be obtained by strict application of codes and other standards.



Our team is experienced in designing reservoirs in high seismic regions. Harry Tracy Reservoir (15 MG) is constructed 1,000 feet from San Andreas Fault and Garfield Reservoir (6.5 MG) in South Pasadena is constructed 100 feet from the active Raymond Fault. Both sites have design ground accelerations that are among the highest in California.

TABLE 1: SIGNIFICANT CODES AND STANDARDS

2016 California Building Code, California Code of Regulations, Title 24, Part 2, Volumes 1 and 2 of Part 2, based on the 2015 International Building Code

ASCE 7-16, Minimum Design Loads and Associated Criteria for Buildings and Other Structures, Standard by American Society of Civil Engineers

ACI 350-06 Code Requirements for Environmental Engineering Concrete Structures and Commentary, an ACI Standard

ACI 350.1-10 Specifications for Tightness Testing of Environmental Engineering Concrete Containment Structures and Commentary, an ACI Standard

ACI 350.3-06 Seismic Design of Liquid-Containing Concrete Structures and Commentary

ACI 350.5-12 Specifications for Environmental Concrete Structures

ANSI/AWWA D110-13 - Wire- and Strand- Wound, Circular, Prestressed Concrete Water Tanks

ANSI/AWWA C652-02 - Standard for Disinfection of Water-Storage Facilities

Post Tensioning Manual, 6th Edition, 2006

PCI Design Handbook 7th Edition, 2010

AISC 360-10 Specification for Structural Steel Buildings

AISC 341-10 Seismic Provisions for Structural Steel Buildings

ANSI/AWS D1.1 - Structural Welding Code Steel

State of California Code of Regulations, Title 8, General Industry Safety Orders

OSHA - Occupational Safety and Health Standards, 29 CFR, Part 1910

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Design of submerged components shall be based on ASCE 7-10 Section 15.6.4. The determination of forces due to hydrodynamic effects is generally represented by an equivalent added mass of water and is amenable to static and response-spectrum procedures. For columns and other compression members, the component analysis should include secondary P-Delta forces caused by gravity and lateral loads. Components located just above fluid surfaces may be subject to damage due to sloshing and shall be investigated by rational methods.

Enhanced Prestressed Concrete Storage Tank Design to Improve Service Life

Our design approach to prestressed concrete water storage tanks incorporates many elements which have been found to significantly improve the serviceability and life of new prestressed structures.

Elements in the design and construction of the new structure include:

- 1. A strand-wound, Type I, cast-in-place concrete core wall with vertical pre-stressing.
- 2. Hot-dipped galvanized seven-wire, high-strength strand to reinforce the circumference.
- 3. Pinned anchored flexible joints at the top and bottom of walls.
- 4. Seismic cables in wall sleeves capable of permitting up to ³/₄-inch of radial wall movement.
- 5. A two-way flat slab roof with columns.
- Automated and continuous electronic control, monitoring, and recording of vertical and horizontal pre-stressing to 1.5% and shotcrete operations.
- Automated shotcrete and plastic wrapping operations of the entire tank wall for shotcrete curing.

Options for increased durability include:

OPTION 1

The addition of a galvanized steel diaphragm on the core wall exterior to provide a continuous membrane minimizing leakage through the core wall.

OPTION 2

The addition of injectable waterstops in the horizontal construction joint between the floor and the wall and the vertical construction joints in the core wall segments.

OPTION 3

Increasing the minimum cover of shotcrete over final strand from 1½ to 2 inches.

Containment with Tightness Meeting or Exceeding National Standards

A concrete water containment structure designed in accordance with ACI 350.1-10 Specifications for Tightness Testing of Environmental Engineering Concrete Containment Structures would have a standard acceptable leakage of 0.05% to 0.075% of the tank capacity for a period of 24 hours.

Our approach will include presenting the City with a design that can provide a higher standard of 0.025% through using shrinkage compensating cement and minimizing construction joints.

Alternatively, if the City selects a water storage tank with no measurable loss, a structure could be designed and constructed using a liner placed on either the floor or the floors and walls.

KEY ISSUE: SELECTING THE BEST TANK MATERIAL AND CONFIGURATION FOR THE CITY

During the preliminary design phase, we will provide an alternatives analysis to confirm the most appropriate tank material and configuration for the reservoir site that meets the City's goals and objectives. Over many years and for many clients we have evaluated the selection of construction materials for water storage facilities comparing the costs and non-cost benefits and drawbacks associated with concrete versus welded steel construction. Some typical advantages and disadvantages of concrete tank and welded steel tank construction are provided on the next page.

Our extensive experience with design of welded steel, cast-in-place concrete and prestressed concrete reservoirs provides us the ability to confirm and evaluate alternatives with comparable service life and performance. This allows us to prepare cost comparisons for the City to confirm the alternative for best meeting your requirements.

Typical Advantages of Concrete Tank Construction

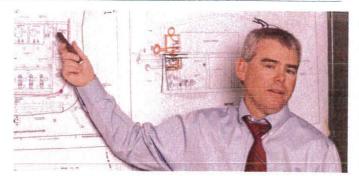
- Depending on core wall type selection the initial construction cost of prestressed concrete tanks has been reduced significantly and can be nearly comparable to welded steel tank construction cost.
- When a present worth cost comparison of prestressed concrete tanks is performed for 50 years a comparison of maintenance costs can result in lower tank costs.
- Concrete tanks can be backfilled at little extra expense.
- Concrete tanks rarely require shutdown for recoating operations.
- Concrete tanks are typically a better insulator of the tank contents.
- Concrete tanks require little or no maintenance of tank exterior.
- The roofs of concrete tanks typically have a higher load rating than the roofs of steel tanks.
- A concrete tank with a flat roof may have a slightly lower profile than a welded steel tank.

Typical Drawbacks of Concrete Tank Construction

- Exposed concrete roofs are vulnerable to significant temperature differentials which can lead to expansion and contraction of the concrete over the life of the structure contributing to cracks in the concrete roof. Given the relative small diameter of the proposed reservoir, roofing membranes guaranteeing leak free roof construction for 50 or more years are likely not necessary.
- Concrete tanks can have several hundred feet of floor and wall joints with waterstop construction which can be vulnerable to leakage if good construction and inspection are not followed during placement of concrete. This will result in a minimal acceptable leakage for concrete tanks as well as, typically, the installation of an underdrain system for the monitoring of any leakage through the floor of the tank.

Typical Advantages of Welded Steel Tank Construction

- Welded steel tanks provide the assurance of 100% leak tight construction due to fully welded floor and wall plates.
- · Welded steel tanks offer the advantage of pro-



Early development and identification of alternative approaches will facilitate stakeholder discussions and decisions on key design criteria including reservoir configuration, and size and type of construction.

tective coatings application in a factory-controlled environment.

- Welded joints in floor and wall plates are afforded continuous inspection for leak free construction.
- Welded steel tanks have a zero-leakage allowance.
- Welded steel tanks are typically relatively easy to modify in the future if additional piping nozzles are required for added connections to the tank.
- Welded steel tanks in 1 MG storage capacity size will almost always have a lower initial construction cost.

Typical Drawbacks of Welded Steel Tank Construction

- Exterior surface of steel tanks is vulnerable to vandalism due to damage of the protective coatings systems.
- Steel tanks will require an initial cost of retaining wall construction if site grades require excavating for steel tank construction.
- The freeboard (sloshing) allowance for a welded steel tank is typically larger than for a concrete tank resulting in a higher structure which might adversely impact adjacent properties.

While both construction materials may appear interchangeable, site conditions including geology and grading will typically lead an Owner and Design team to a preferred alternative. Based on our preliminary analysis, a concrete reservoir may have significant advantages over a welded steel tank at this site. See discussion on the next page for protecting and maintaining Reservoir 3A. é

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John Robinson Consulting, Inc.

Kennedy/Jenks Consultants, Inc.

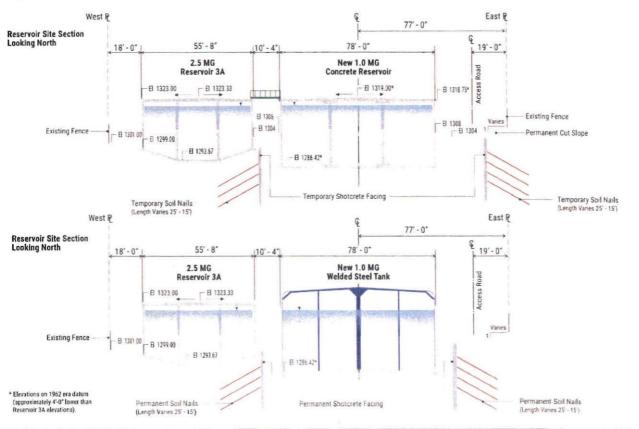
KEY ISSUE: PROTECT AND MAINTAIN RESERVOIR 3A

The existing Upper Reservoir is 78-feet in outside diameter with foundations to EL. 1284.75 and backfilled around with existing grades varying from a high point of EL. 1310.00 on the north side to a low point of EL. 1300.00 on the south side (adjacent Foothill Blvd) of the site. The existing Reservoir 3A is adjacent to Upper Reservoir on the north and west sides and has perimeter wall footings founded at EL. 1297.67 on both sides. Reservoir 3A has a hopper bottom which relies on the support of the subgrade materials to maintain the bearing of the concrete membrane floor slab-on-grade with the floor slab sloping to a bottom EL. 1293.17. On the south side of the "L" shaped Reservoir 3A is an outlet drain sump with bottom founded at EL. 1285.58.

The City has a construction requirement to maintain continuous operation of Reservoir 3A during the excavation, demolition and construction of the replacement 1.0 MG Upper Reservoir. In order to maintain the 1.0 MG storage capacity of the replacement reservoir within the approximately 78'-0" diameter

footprint of the existing reservoir, the replacement reservoir will have to be founded near approximately EL. 1284.75. Without first installing an excavation support system, excavating to EL, 1284,75 would undermine the continuous wall footing and sloping membrane floor slab of Reservoir 3A. In order to protect and maintain Reservoir 3A, it is recommended that the selection and design of the excavation support system on the two sides adjacent to Reservoir 3A be rigid to limit deflection of the exposed face and settlement of the earth subgrade materials, which will prevent leakage from the floor. The selection of H-piles with timber lagging or soil nails with shotcrete facing is typically suitable for temporary excavation support systems; however, for permanent excavation support systems or rigid excavation support systems that limit deflection, an and internally braced excavation support system may be necessary. A comparison of the excavation support systems required for each tank material is shown in Figure 1 below.

FIGURE 1: Significant Permanent Excavation Support System is Required for Steel Tank Construction Compared to Concrete Tank Construction. Catwalk May Not be Possible for Steel Tank due to Height Requirement.



City of San Fernando Upper Reservoir Replacement Engineering Design John Robinson Consulting Inc. Konnesy Jenks Consultants, Inc.

In addition, either for a temporary or permanent excavation support system, the excavation support system will have to be designed to remain rigid and limit deflection during a seismic event to prevent settlement of the perimeter wall footing and sloping concrete membrane floor slab, which will prevent leakage from Reservoir 3A during construction.

Depending on the selection of materials, welded steel versus prestressed concrete, the wall of the new reservoir will either have to be left exposed to the floor level or can be backfilled or differentially backfilled to restore grades and drainage paths back to the preconstruction elevations. In order to protect the long-term structural integrity of Reservoir 3A it is recommended that a concrete reservoir be constructed at the replacement reservoir. Only a concrete reservoir with backfilled perimeter walls will be able to provide assurance that long term deflection of the exposed wall face will not result in settlement beneath the wall footings and sloping membrane floor of Reservoir 3A. All and a second

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While a welded steel tank with permanent retaining walls could offer initial construction costs savings over the concrete reservoir, the need to maintain the exposed walls of a welded steel reservoir will require extensive re-design of the site grading and drainage because the welded steel tank constructed with a bottom at EL. 1284.75 will result in a permanent excavation in the middle of the site requiring dewatering and possibly a storm drain pump station depending on elevations of the adjacent storm drain facilities.

8) KEY ISSUE: RESERVOIR DESIGN WILL INCORPORATE STAFF'S CONCERNS AND IDEAS

During the preliminary design we will work together with the City to present the design approach to staff and enhance their understanding of the structure and facility design for engineering, maintenance, and operations.

Based on our experience, we will also facilitate early discussions on the details of the design, including structure connections to the new pipelines, water quality, details of structure elements, structure appurtenances including inlet, outlet, overflow, wash

down piping, water level monitoring, water quality sampling, roof openings and hatches, ventilation, stairs and ladders, guardrails, power and lighting, instrumentation and SCADA. This will enhance stakeholder participation and buy-in early, thus avoiding surprises at the later stages of design or during construction. **Figure 2**, showing several proposed features suggested by City staff, is provided on the following page.

KEY ISSUE: STREAMLINE CEQA APPROACH FOR COST EFFECTIVENESS AND REDUCED SCHEDULE

The Project Team has enlisted Tom Dodson & Associates to provide CEQA support services. The City has assumed that an Initial Study (IS) leading to a Negative Declaration (ND) should be assumed for CEQA compliance. To prepare an IS, the new CEQA Environmental Checklist Form needs to be utilized, which requires addressing a total of 21 issues, including two new issues: Energy and Wildfires.

Based on our experience with replacing an existing reservoir, we recommend adoption of a Categorical Exemption, Class 1 or Class 2 (existing facility or replacement, respectively). If this approach is accepted by the City, our team can prepare a Notice of Exemption with a much smaller budget than what would be required for preparation of an IS and **the CEQA process can be completed within a month of submitting the draft Preliminary Design Report**. The Project Team understands the importance of having strong environmental documentation, permitting, and community outreach.

Between our core Project Team and our two key subconsultants (Tom Dodson & Associates and DePinto Morales), we believe we can address all environmental and community questions for the project.

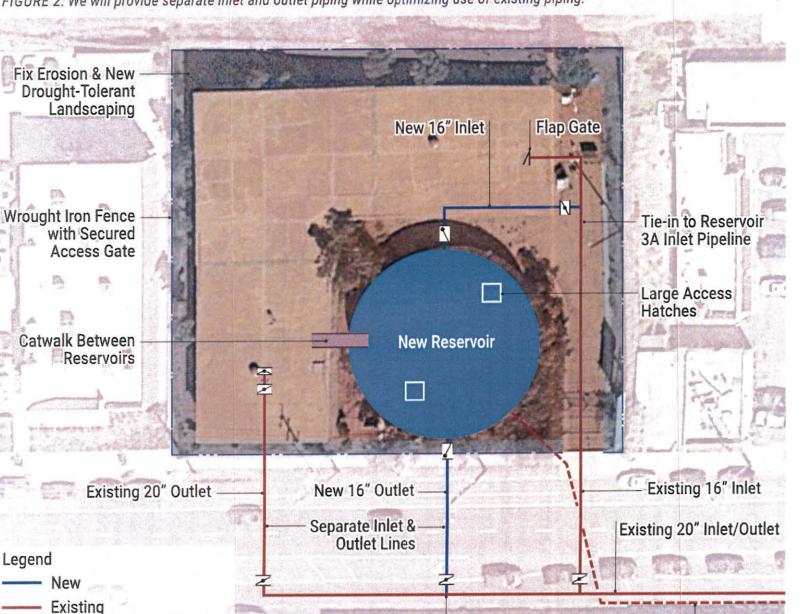
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Abandon Existing 10" CIP

FIGURE 2: We will provide separate inlet and outlet piping while optimizing use of existing piping.

Existing to be Abandoned Tie-in to 20" CML&C Pipeline

2 - METHODOLOGY AND WORK PLAN

WORK PLAN

This section describes our scope of work for the Upper Reservoir Replacement Project.

Task 1 - Preliminary Design Engineering Services

1.1 - Data Review

Review City's existing data, reports, record drawings and studies concerning reservoir location, design, construction and other issues. Review and provide findings in a recommendation regarding the Upper Reservoir Replacement.

1.2 - Geotechnical Investigation

Prepare preliminary geological, soils, and seismic studies to address relevant geology, seismicity, and groundwater issues. A report will be prepared to summarize the geotechnical investigation.

The surface investigation will include drilling exploratory borings. The purpose of the borings will be to:

- Obtain subsurface information at the project site.
- Collect undisturbed and bulk samples of the various soil types for laboratory testing.

Soils will be continuously logged and classified by the geologist/engineer in the field by visual examination in accordance with the Unified Soil Classification System.

Undisturbed ring samples of the subsurface materials will be obtained at five-foot intervals, at changes in soil profiles, or where unusual conditions are encountered. Bulk samples of representative soil types will be collected in plastic bags. Groundwater levels, where encountered in the borings, will be recorded.

Standard Penetration Tests (SPTs) will be conducted in the 50-foot deep boring starting at 20 feet below existing ground surface for seismic settlement and liquefaction analysis.

Soil samples obtained during exploratory drilling will be tested in our laboratory to evaluate their physical characteristics and engineering properties. Laboratory testing will consist of:

- · In-place moisture and density.
- Sand equivalent.
- Soils corrosivity.
- Sieve analysis.
- · Laboratory maximum density.
- Direct shear.
- · Collapse.

Data obtained from the exploratory borings and laboratory testing program will be evaluated. Engineering analyses will be performed to present foundation design recommendations in a geotechnical study report, which will consist of the following items:

• Description of the surface conditions at the site.

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- Project description.
- A description of the field procedures used in the investigation.
- A description of subsurface conditions and controlling engineering properties of the subsurface materials encountered, including a documentation of the boring and sampling locations, and groundwater level.
- Depth to groundwater and the necessity for dewatering during construction.
- Existing pavement and base material thickness (if encountered).
- Discussion on the laboratory test results including soils corrosivity.
- · Geology and faulting relative to the site.
- Seismic coefficients based on 2016 California Building Code.
- Evaluation of liquefaction potential and other secondary effects of earthquakes.
- Coefficients of internal friction and cohesion of in-situ undisturbed soils.
- · Lateral earth pressures.
- Allowable soil bearing capacity for shallow foundation design.
- · Minimum footing embedment.
- · Total and differential settlement estimates.
- · Remedial grading recommendations.
- Suitability of on-site material for backfill.
- · Guidelines for placement of compacted fill.
- Geotechnical parameters for pipe design.
- · Temporary trench wall slope stability evaluation.
- · Pipe subgrade preparation recommendations.
- · Trench backfill recommendations.

1.3 - Utility Research

Research and identify the location of all underground utilities on the project site and immediate vicinity of the proposed facilities and appurtenances. Information such as material, size, depth, and horizontal location of all facilities shall be clearly identified on the topographic, demolition and construction drawings.

1.4 - Topographic Survey

Provide topographic mapping of the project site and immediate vicinity by land surveying, aerial photogrammetric and other measures necessary for reservoir design, along with horizontal and vertical control.

Topographic mapping shall extend for full street right-of-way width on streets adjoining the project site, and 50-feet beyond the project site property lines that do not adjoin a public roadway. Record all features including water facilities, sanitary sewer, storm drain, power poles, driveways, fences, and bushes.

1.5 - Fire Flow Storage Analysis

A storage evaluation will be provided to determine if there is sufficient storage available to meet fire flow needs with the Upper Reservoir out of commission during construction. The storage evaluation will be based on existing demands, which will be calculated by evaluating meter data provided by the City. Storage criteria, such as operational, emergency, and fire flow requirements, will be defined in conjunction with City staff. Fire flow storage sufficiency will be evaluated based on the storage criteria and available storage.

1.6 - Landscape and Irrigation Design

A landscape and irrigation design will be provided based on the City's desire for drought-tolerant low-maintenance plants at the reservoir site. The existing trees will remain on site. The design drawings and specifications will consist of an irrigation plan with irrigation system layout, irrigation legend, notes, and details; planting with call-outs, and plant list, notes, and details.

1.7 - Reservoir Alternatives Analysis

An alternatives analysis will be provided for comparison of reservoir materials and construction methods. Cast-in-place concrete, pre-stressed concrete, and welded steel reservoir design concepts will be evaluated with life cycle costs and non-cost parameters utilizing a weighted-criteria ranking analysis.

The analysis will yield a reservoir design concept recommendation for incorporation with the preliminary design.

1.8 - Draft Preliminary Design Report (PDR) Preparation

Prepare a detailed PDR that can be construed as 30% design effort and shall include scaled exhibits and drawings. The PDR will consist of the following:

- · Site considerations.
- · Location of existing reservoirs on the property.
- Location of other existing facilities on the property.
- · Hydraulic analysis.
- · Maximum possible storage capacity of the site.
- Integration of proposed Upper Reservoir and other potential storage facilities.
- Location of other proposed potential facilities, including booster pumps currently onsite and an evaluation of their current condition.
- New on-site piping configurations.
- · Geotechnical considerations.
- · Civil design considerations.
- · Grading and landscaping.
- · Construction staging area and access.
- · Protection of existing facilities.
- · Community impacts and traffic analysis.
- Reservoir piping including inlet/outlet, drainage, and overflow.
- · Off-site piping.
- · Structural design.
- · Reservoir telemetry, SCADA & instrumentation.
- Photorealistic color renderings of the site with the proposed reservoir.
- Reservoir design considerations including entry/exit, water quality control, ventilation, security, maintenance, and other issues.
- Preparation of a Class 4 Opinion of Probable Construction Cost.
- · Design and construction schedule.
- Submit five (5) copies of the draft PDR for City staff review and comments, along with a flash drive containing the electronic files both in the source file format and in Portable Document Format (PDF).

1.9 - Final PDR Preparation

Prepare final PDR based on the City's review of the draft PDR.

Submit five (5) copies of the final PDR, along with a flash drive containing the electronic files both in the source file format and in Portable Document Format (PDF).

Task 2 - Final Design Engineering Services

The final design engineering services is based on designing a 1-MG prestressed concrete reservoir. The scope of work and fee estimate are based on the following assumptions:

- · Permanent retaining walls are not required.
- Drought-tolerant landscaping will be provided.
- Existing LADWP power service is adequate.
- Existing Reservoir 3A service, MCC, and telemetry panels will not be replaced.
- Demolition and replacement of existing overflow structure and associated level sensor will be provided.
- Existing 48-inch collector manhole will be protected in place.
- Existing conduit run in access road to service, MCC, and telemetry panels will be protected in place.
- A preliminary drawing list that is provided in Appendix A of the proposal.

2.1 - 60% Design Documents

- Prepare 60%-level construction drawings and specifications including civil, structural, architectural, landscape, mechanical, electrical, and instrumentation and control.
- 60%-level plans and specifications for aspects of the project shall be submitted, including: water reservoir, relocation of on-site utilities, appurtenances, power poles, and other structures; and grading plans.
- Provide a Class 3 Opinion of Probable Construction Cost based on the 60%-level design documents
- Prepare recommended construction completion schedule including key milestones for the construction progress.
- Provide to the City, five (5) hardcopy sets of completed bound drawings and specifications.

 Provide to the City, a flash drive containing the electronic files in the source file format of all project documents, including the construction drawings in AutoCAD format acceptable to the City.

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Provide to the City, a flash drive containing the electronic files in PDF of all the project documents for reproduction and distribution purposes.

2.2 - 90% Design Documents

- Prepare 90%-level construction drawings and specifications including civil, structural, architectural, landscape, mechanical, electrical, and instrumentation and control.
- 90%-level plans and specifications for aspects of the project shall be submitted, including: water reservoir, relocation of on-site utilities, appurtenances, power poles, and other structures; and grading plans.
- Provide an updated Class 2 Opinion of Probable Construction Cost based on the 60%-level design documents
- Prepare an updated recommended construction completion schedule including key milestones for the construction progress.
- Provide to the City, five (5) hardcopy sets of completed bound drawings and specifications.
- Provide to the City, a flash drive containing the electronic files in the source file format of all project documents, including the construction drawings in AutoCAD format acceptable to the City.
- Provide to the City, a flash drive containing the electronic files in PDF of all the project documents for reproduction and distribution purposes.

2.3 - 100% Design Documents

- Prepare 100%-level construction drawings and specifications including civil, structural, architectural, landscape, mechanical, electrical, and instrumentation and control for contract bidding.
- 100%-level plans and specifications for all aspects of the project shall be submitted, including: water reservoir, relocation of on-site utilities, appurtenances, power poles, and other structures; and grading plans.
- Provide an updated Class 2 Opinion of Probable Construction Cost based on the 60%-level

design documents.

- Prepare an updated recommended construction completion schedule including key milestones for the construction progress.
- Provide to the City, five (5) hardcopy sets of completed bound drawings and specifications.
- Provide to the City, a flash drive containing the electronic files in the source file format of all project documents, including the construction drawings in AutoCAD format acceptable to the City.
- Provide to the City, a flash drive containing the electronic files in PDF of all the project documents for reproduction and distribution purposes.

2.4 - Traffic Control Plans

- Since the site is located within the City of Los Angeles, we anticipate the traffic control design format and standards shall conform to LAD-OT guidelines. The plans will be coordinated with LADOT staff and submitted for B-Permit processing.
- Two (2) traffic control plan sheets and typical details, in AutoCad format and at a scale of 1"=40', illustrating the plan view of the proposed traffic control design for construction activities within the street right-of-way adjacent to the site will be provided. The traffic control design will be based on existing conditions and the proposed improvements within public street limits.

1.5 - Public Outreach

- Attend up to three (3) community meetings; prepare presentation material such as Power-Points and displays to assist City addressing community issues.
- Create public information materials including PowerPoint presentation, fact sheet with renderings, benefits statement, maps, translations, printing.

2.6 - Permitting Support

Submit Plans and Specifications to the following agencies for review:

- City of San Fernando Building Department
- City of Los Angeles Building Department
- SWRCB, Division of Drinking Water

It is assumed that two submittals will be required for

each agency. JRC/KJ will address comments from the reviewing agencies.

It is assumed that the City will pay for any permit fees.

2.7 - CEQA Support

Based on our understanding of the project, it appears an Initial Study and Negative Declaration is not required for CEQA compliance. Based on the project concept of replacing the existing reservoir in-kind, a Categorical Exemption, Class 1 or Class 2 will be prepared to meet CEQA compliance.

2.8 - Bidding Support

- Attendance at the Pre-Bid Meeting with General Contractors.
- Preparation of up to six (6) responses to Contractor inquiries during bidding.
- Preparation of up to two (2) Addenda to the final Contract Documents.
- Preparation of Conformed Drawings.
- · Attendance at the Bid Opening.
- Assistance in the evaluation of bids and the award recommendation.

Task 3 - Engineering Services During

Construction

The following services shall be provided after award of the project, during the construction period. It is assumed that the construction period will be 12 months.

3.1 - RFI Responses

 Provide up to twenty (20) responses for Requests for Information (RFI). Assist in the correct interpretation of the plans and specifications, including the preparation of engineering details and sketches, if required for clarification.

3.2 - Submittal Reviews

 Review up to forty (40) original and twenty (20) resubmittal shop drawings and working drawings of manufacturers and constructors for substantial conformity with the contract plans and specifications.

3.3 - Contractor Payment Evaluations

• Review up to twelve (12) estimates of progress and final payments, submitted by the contractor, and forward recommended payment to City staff for payment by the City's Finance Department.

SECTION # | SECTION TITLE

3.4 - Meetings and Site Visits

- Schedule and chair a pre-construction meeting with the contractor, City staff, and consultant staff for the project.
- Forty (40) weekly visits by the Project Engineer to the project site during the active construction period.
- Three (3) site visits by the Structural Engineer to the project site
- · Final inspection by the Project Engineer.

3.5 - Record Drawings

- Prepare revisions/corrections of plans to reflect any changed conditions during construction for the record drawings.
- Prepare Record Drawings in AutoCAD version 2008 format.
- Prepare one (1) hard copy set and PDF of the Record Drawings.

3.6 - Public Outreach

• Develop and maintain an informational website about the project construction, including site pictures, project schedule, and detour information for 12 months.

Task 4 - Project Management and Meetings

4.1 - Project Management & Administration

- Provide project management and administration, consisting of team coordination, City communication, budget tracking, schedule tracking, and invoicing. It is assumed the project duration is thirty (30) months.
- Submit Monthly Progress Reports to include budget status per task, work completed and work to be completed in next thirty (30) days. It is assumed seventeen (17) monthly progress reports will be prepared.

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4.2 - Meetings

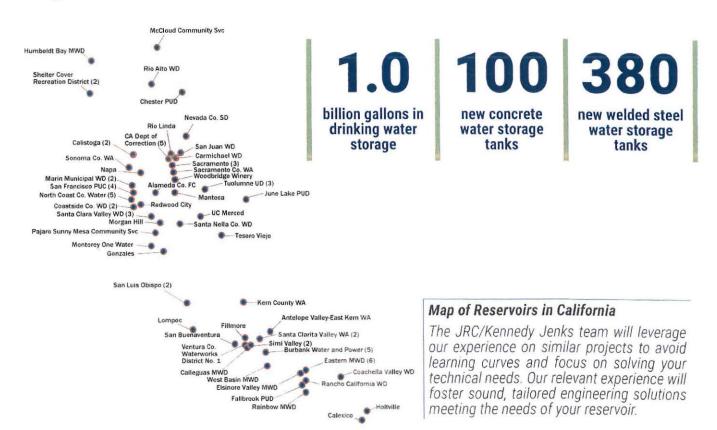
- Attend a kickoff meeting with the City to discuss the goals and objectives for the project
- Conduct monthly project team meetings to include City and key sub consultants during preliminary and final design phases of the project. Prepare meeting minutes. It is assumed sixteen (16) monthly project team meetings will be provided. It is assumed design review meetings will be incorporated with the monthly team meetings.

4.3 - QA/QC

- Submit Quality Control and Quality Assurance Plan for City review and approval.
- Submit a detailed construction Quality Control and Quality Assurance Plan for City review and approval.
- Provide quality reviews for project deliverables in accordance with Kennedy Jenks' QA/QC program.
- Provide internal project initiation meeting and concept & criteria review to review the project work plan and initial project concepts.

DEMONSTRATED EXPERTISE IN RESERVOIRS

Our reservoir design experience includes steel tanks and concrete reservoirs (cast-in-place and prestressed). We provide the gamut of services for reservoir design projects, including siting evaluations and studies, pumping and distribution facilities, water quality and mixing systems, seismic retrofitting and resilience, telemetry and controls, regulatory agency coordination, public outreach, and construction management.



SIMILAR PROJECTS FROM PAST 5 YEARS

CLIENT	PROJECT	SIZE	CONSTRUCTION COST	COMPLETION DATE
City of South Pasadena	Garfield Reservoir Replacement	6.5 MG	\$19 M	2018
City of Santa Paula	Mesa Reservoir Replacement	0.6 MG	est. \$1.5 M	Design 2019
Eastern Municipal Water District	Daily II Reservoir	2.0 MG	\$3M	2015
San Diego County Water Authority	Mission Trails Flow Regulatory Structure	5 MG	est. \$23 M	Design 2019
San Francisco Public Utilities Commission	Harry Tracy WTP Treated Water Reservoir	11 MG	\$53 M	2017
Antelope Valley-East Kern Water Agency	Westside Water Bank Tank 2	4 MG	\$2M	2016
Santa Clarita Valley Water Agency	Cherry Willow Recycled Water Tank	1 MG	est. \$4 M	Design 2018

GARFIELD RESERVOIR REPLACEMENT PROJECT

CITY OF SOUTH PASADENA | SOUTH PASADENA, CA



Completion Date: 2018

Total Project Cost: \$19 M

Project Highlights

- · Replacement of the City of South Pasadena's largest storage reservoir
- New cast-in-place structure
- Residential neighborhood

Kennedy Jenks was retained by the City of South Pasadena (City) for preliminary and final design for replacement of the Garfield Reservoir and Pump Station. The project consisted of analyzing six alternate reservoir and pumping configurations during the preliminary design stage. This project also consisted of replacing the City's largest storage reservoir with a cast-in-place structure having a capacity of 6.5 MG.

In addition to replacement of the reservoir, the project included replacement of the existing 2,500 gallon per minute booster station and addition of a on-site chlorination system. The pump station was equipped with two 50 HP and one 100 HP vertical turbine pumps. The site was in a residential neighborhood and the design required landscaping and noise analysis.

The design also included permanent treatment of site stormwater runoff prior to discharging to a flood control channel. The project team used a workshop format at every design milestone to obtain input/ feedback from key stakeholders throughout the project.

MESA RESERVOIR REPLACEMENT CITY OF SANTA PAULA | SANTA PAULA, CA



Completion Date: Design 2019, Construction 2020

Total Project Cost: est. \$1.5 M

Project Highlights

- Site constraints
- Evaluation of tank material options
- Tank configuration alternatives

Kennedy Jenks is designing the Mesa Reservoir Replacement Project which consists of twin 300,000 gallon potable water storage reservoirs (0.6 MG total storage). The existing Mesa Tanks were constructed in the 1960s and each have nominal capacity of 0.21 MG.

Prior to commencing final design, Kennedy Jenks performed a feasibility study that investigated tank construction/material types, configuration alternatives, location and cost. Tank construction alternatives consisted of partially buried prestressed concrete, rectangular cast-inplace concrete and above-grade welded steel tank construction. The alternatives were evaluated based on available space to determine the best option for the City at this particular location.

The Mesa Tank site is constrained and located on a 2:1 hillside abutting the County of Ventura and City limits. Other considerations included providing temporary storage tanks during construction, permitting requirements, maintenance considerations, water quality, constructability, cost, environmental impacts, land acquisition, traffic impacts, grading and geotechnical considerations.

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DAILY II RESERVOIR EASTERN MUNICIPAL WATER DISTRICT, CA



Completion Date: 2015 Total Project Cost: \$3M

Project Highlights

- Public outreach including providing 3-D renderings
- Hydraulic analysis of the pressure zone pipline sizing, and tank sizing

The District's Daily Pressure Zone was deficient in operational and fire flow storage. The Daily Tank provided a total storage volume of only 0.21 MG while 2.1 MG was required to meet existing system demands, operational storage, and fire flow requirements.

Three separate studies were prepared analyzing the storage requirements for the Daily Pressure Zone. The first study identified storage deficiencies and recommended a 2.0 MG storage tank and 24-inch diameter inlet/outlet pipeline.

Five alternative site locations were evaluated with the recommended site location immediately east of the existing tank site. The design included separate inlet and outlet pipelines and an altitude valve and by-pass vault. An emergency overflow pond was also included and sized to include the ability to drain the bottom 2 feet of storage.

MISSION TRAILS FLOW REGULATORY STRUCTURE SAN DIEGO COUNTY WATER AUTHORITY | SAN DIEGO, CA



Completion Date: Design 2019 Total Project Cost: \$23M Project Highlights

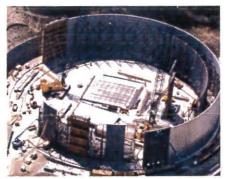
- New 5 MG Reservoir
- CEQA documents

The Mission Trails suite of projects is a proposed set of improvements to the untreated water conveyance portions of the Second Aqueduct in and around Mission Trails Regional Park. In 2010, the Water Authority constructed two separate tunnel sections as part of the Mission Trails Pipeline Tunnel project. The Mission Trails Flow Regulatory Structure II will be located in between the two sections of the tunnel. Currently, the tunnel is neither connected to the Second Aqueduct nor is it continuous through its two sections.

Kennedy Jenks is providing structural design for a new five million gallon Mission Trails Flow Regulatory Structure II, new flow control facility, pipeline connections, and demolition of eight existing vent structures in Mission Trails Regional Park.

Kennedy Jenks is designing a concrete emergency storage basin using structural analysis software and developed contract drawings, prepared project design specifications, and attended client meetings.

HARRY TRACY WTP TREATED WATER RESERVOIR SAN FRANCISCO PUBLIC UTILITIES COMMISSION | SAN FRANCISCO, CA



Completion Date: 2017 Total Project Cost: \$53M Project Highlights

 2017 ACEC award winning 240-foot-diameter circular tank with 46-foot water depth and supported on over 800 driven non-displacement steel H-piles located 1,000 feet from the San Andreas Fault The 11 MG reservoir is a complex structure involving two tanks consisting of a chlorine contact tank for water treatment, constructed around a treated water storage reservoir. The inner wall of the operational storage reservoir consists of cast-in-place concrete wall with non-prestressed reinforcement and vertical post-tensioning tendons, while the outer wall of the chlorine contact tank is a strandwound circular pre-stressed concrete tank with a cast-in-place concrete core with vertical prestressed reinforcement.

Design challenges included the location of the reservoir at a site with limited space, situated near the San Andreas and Serra Faults. The reservoir is designed to sit above a stepped excavation of partial cut into a hillside and partial fill, which resulted in a potential for differential settlement. In response, the reservoir is placed above approximately 800 H-piles driven to depths between 20 and 60-feet, which support the reservoir and resist gravity and lateral loads, including seismic and wind loads.

A soil nail retaining wall is located directly uphill of the reservoir to support the cut face of the existing hillside, rising up to 65-feet tall, and supported by approximately 1,000 soil nails up to 70-feet long. The soil nail wall is tied into an adjacent soldier pile wall.

WESTSIDE WATER BANK - TANK 2 ANTELOPE VALLEY-EAST KERN WATER AGENCY | PALMDALE, CA



Completion Date: 2016 Total Project Cost: \$2M Project Highlights

- Hydraulics, geotechnical, and hydrogeology evaluations and analyses
- Control strategy and operations plan
- Coordination with DDW for operating permit amendments

Antelope Valley-East Kern Water Agency (AVEK) implemented Phases 1 and 2 of an \$80 million water banking program with a twofold objective: (1) water supply stabilization, and (2) regulatory compliance with the Stage 2 Disinfectants/Disinfection Byproducts (D/DBP) Rule. The Westside Water Bank was constructed on a 1,475-acre agricultural property and the groundwater production is delivered to a central treatment facility with two 4 MG above ground steel tanks for chlorine disinfection and CT compliance.

- Phase 1 (completed in 2013) included over-excavated the site and compacted for the construction of both 4 MG steel tanks; however, only the first tank was constructed under Phase 1.
- Phase 2 (completed in 2016) included drilling and equipping of an additional two potable recovery wells and construction of the second 4 MG steel tank (completed in 2016). Kennedy Jenks performed the design, bid assistance, and construction support services.

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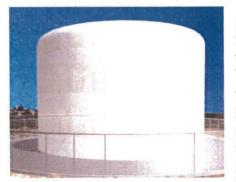
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CHERRY WILLOW RECYCLED WATER AUTHORITY SANTA CLARITA VALLEY WATER AGENCY | SANTA CLARITA, CA



Completion Date: Design 2018; Construction 2019

Total Project Cost: est. \$4M

Project Highlights

- Tank volume and configuration
 alternatives evaluation
- · Grant funded project
- Exterior spiral staircase for access
- Tank overflow basin included to meet discharge requirements sizing

Kennedy Jenks provided a PDR for the Recycled Water System Phase 2B. SCVWA is seeking to expand their existing recycled water system to offset potable water demands and improve water supply reliability. The PDR provided an evaluation of opportunities and design considerations to develop Phase 2B of the recycled water system.

Kennedy Jenks has completed preliminary and final design. The proposed welded steel tank will be designed to hold up to 1.0 MG of recycled water. Kennedy Jenks prepared preliminary layouts and performed tank aspect ratio (diameter vs depth) analysis to determine optimal design/capacity to provide 0.8 MG, usable storage tank within the given site constraints. Tank design will consider freeboard requirements in the analysis, and structural design alternatives (e.g., shell thickness) to address sloshing in a seismic event.

The tank will be equipped with remote monitoring and controls for integration into SCVWA's SCADA System. The tank will be equipped with a SolarBee mixer. The tank will be equipped with exterior spiral staircase for access to the roof. The tank will include protective coatings, interior and exterior to prevent corrosion.

ADDITIONAL SIMILAR PROJECTS

This table summarizes additional reservoir projects of similar nature to your project located in Southern California, demonstrating our team's comprehensive design experience in these areas.

CLIENT	PROJECT	SIZE
Ventura County Water Works District #1	Recycled Water Tank	1.5 MG
Ventura County Water Works District #19	538 Zone Tank	1.0 MG
City of Fillmore	Reservoir No. 3	3.0 MG
City of Simi Valley	Lower McCoy Reservoir	1.0 MG
City of San Buenaventura	View Park Tank	0.25 MG
City of San Buenaventura	430 Pressure Zone Reservoir	2 x 2.0 MG
City of Lompoc	4 MG Reservoir	4.0 MG
Glendale Water & Power	Chevy Chase 968 Reservoir	15 MG
Santa Clarita Valley Water Agency	Rio Vista Water Treatment Plant Reservoirs	2 x 15 MG
Kern County Water Agency	Henry Garnett Water Purification Plant Reservoirs	2 x 3.0 MG
Burbank Water & Power	Reservoir No. 1	9.5 MG
City of San Buenaventura	Bailey Water Conditioning Facility Reservoir	3.0 MG
City of Santa Monica	Arcadia WTP Reservoir Seismic Damage Evaluation	5.0 MG
Calleguas Municipal Water District	Lake Bard Water Filtration Plant Reservoirs	2 x 4.0 MG

LOCAL, RESPONSIVE DESIGN TEAM SUPPORTED BY NATIONALLY RECOGNIZED INDUSTRY EXPERTS

JRC/KJ has assembled a project team of in-house personnel with specialized and expert services to meet the scope of work identified. The City will benefit from our project team's significant expertise on similar projects. Our reputation for responsiveness has resulted in assignments for similar projects that have included studies, assessments, planning, design and construction support services for numerous clients. To accommodate this contract, the JRC/KJ team was crafted with flexibility, responsiveness, and dependability in mind.



Don Barraza, PE FIRE FLOW ANALYSIS & HYDRAULICS Paul Chau, PE SITE CIVIL Greg Behnke ELECTRICAL I&C Jeff Mohr, PE SURVEY On-Line Engineering GEOTECHNICAL Converse Consultants CEQA Tom Dodson & Associates TRAFFIC CONTROL JMDiaz LANDSCAPE ARCHITECTURE NUVIS PUBLIC OUTREACH DePinto Morales Communications

Subconsultants

As shown on the organizational chart above, we have selected known and reputable subconsultants to assist in specialty technical areas to supplement our team where necessary. The majority of our subconsultants are local firms that provide direct knowledge and experience to the local conditions and issues.

EXPERIENCED AND COMMITTED TO PROJECT SUCCESS:

- JRC/KJ has developed streamlined, costeffective, and clear methodologies to handle our projects.
- Our team of professionals understand how to work effectively with municipal staff to develop strategies and tools to achieve each assignment's goals, regardless of size, scope, budget, or schedule.
- With local leadership, continuity of project team members and a minimal learning curve due to geographic familiarity, our team is committed to successfully delivering this project on time and within budget. Our commitment is backed by our history of successful project execution and meeting our clients' needs.

COMBINED RESERVOIR DESIGN PROJECTS DELIVERED BY OUR KEY STAFF

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A LOCAL PROJECT MANAGER YOU KNOW AND TRUST



SKILL SET SUMMARY

Experienced in the planning, design and construction of over 25 potable and recycled water reservoirs in Southern California.

Experienced in over 300 miles of design for new potable and recycled water pipeline.

Provided environmental plan development and has been intimately involved with regulatory agencies with permitting jurisdiction over potable and recycled water facilities. JOHN ROBINSON



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PROJECT MANAGER

John has **26 years of experience** in the planning, design, and construction phases of civil and environmental engineering projects. He has completed preliminary and final design engineering of capital improvement projects, including cost estimates, reservoirs, booster pump stations, and pipelines for water and reclaimed water projects.

His experience includes construction-phase engineering services for many reservoir, pumping, and pipeline systems, and leading utility systems engineering services for several design/build infrastructure projects. He has managed many relevant projects, including the City of Beverly Hills Coldwater Canyon Reservoir replacement, Foothill Municipal Water District Reservoir Evaluations and Orange County Water District 6.0 MG Reservoir conversion.

John provides technical direction and project oversight for the development of public infrastructure that includes:

Pipelines

- Hydraulic Structures
- Pumping Stations
- Reservoirs

- Recharge Basins
- Wells

His technical expertise ranges from master planning and program management to final design and construction implementation. As a project manager, he has on numerous occasions successfully led my project teams to complete the work within the project budgets and time schedules and with a high degree of responsiveness to the clients.

As Project Manager, John will proactively manage the project, provide scope, schedule, and budget monitoring, be responsible for staffing coordination and be available to meet with the City, facilitate workshops, and guide the high-level decisions. He understands that providing successful services on this project depends on the competence and capabilities of the team members and how they work together with the stakeholders.

RELEVANT PROJECT MANAGEMENT EXPERIENCE SUMMARY

Reservoir Replacement

- City of Beverly Hills
- Design of an 8.21-MG buried prestressed concrete reservoir.
- Site constraints needed innovative design approaches, such as shoring methods to allow for the concrete casting of the reservoir structural elements without encroaching on the surrounding properties.
- Worked closely with the Beverly Hills Parks Department.

Reservoir Evaluations

- Foothill Municipal Water District

- Conducted a reservoir alternative evaluation consisting of:
- » Modifications to existing
- » Construct additional
- » Tear down
- » Lease capacity
- » Construct interconnection

Reservoir Conversion

- Orange County Water District
- Modified an existing 6.0-MG potable water reservoir for reclaimed water storage.
- Design of a new pump station and modification of another pump station.
- Provided a surge analysis and report, computer hydraulic model (CyberNet 2.0), and update of model (CyberNet 3.0).



REGISTRATIONS

Professional Civil Engineer, California Professional Structural Engineer, California



Professional Civil Engineer, California



REGISTRATIONS

Professional Civil Engineer, California

SRIDHAR SADASIVAN, PE, SE

QA/QC MANAGER

KI Kennedy Jenks

Sridhar has **16 years of practical, hands-on experience** in design and construction of potable water reservoirs. He has substantial experience with tank design and retrofits in similar seismic regions in Southern California, including projects with the Cities of South Pasadena, Glendale, and Burbank.

In addition, Sridhar is a senior Operations Director for Kennedy Jenks and has served as QA/QC reviewer for numerous water facility projects throughout the West Coast

Sridhar will serve as QA/QC and lead a comprehensive review of project deliverables; he will dedicate his time to confirming that our QC program is followed and able to meet your needs and achieve your desired schedule.

DAVID FERGUSON, PhD, PE

DESIGN MANAGER

Ki Kennedy Jenks

David has **39 years of practical, hands-on experience** in the planning, design, construction, and operation of water supply, infrastructure, and treatment projects. His background includes project and program management, as well as management of engineering and/or operations for three large water utilities in Southern California. David has been responsible for the evaluation and/or design of upgrades, rehabilitation, retrofit, and/or replacement for over 40 water treatment plants, 30 reservoirs, and 20 pumping stations for 15 different water utilities.

David, serving as Design Manager, will apply his decades of experience to support the City and team in project decision-making. He will guide the planning and design efforts that will result in an affordable water facility that will meet the City's long-term needs.

DON BARRAZA, PE

RESERVOIR DESIGN

KI Kennedy Jenks

Don is a senior engineer with over **30 years of experience** serving as structural engineer, project engineer, project manager, and construction resident engineer. He has worked directly with the team on reservoir assessments and designs throughout Southern California. He has practical hands-on planning, design, and construction support experience with design and condition assessment of 30+ steel and concrete tanks. In his career, he has worked on more than 18 condition assessments, structural design of over 70 concrete tanks and 70 steel reservoirs, 17 pump stations, and more than 30 water treatment plants, and has served as a senior-level reviewer for over a dozen water treatment plant projects.

Don will serve as the reservoir structural design lead for the preliminary, final and construction engineering services associated with location and configuration of the reservoir and integration and protection of the existing structures and geotechnical requirements.

TRUSTED SUBCONSULTANT PARTNERS

JRC/KJ maintains excellent relationships with local subconsultants and specialists to help achieve project success.



Since 1946 Converse Consultants (Converse) has provided professional services in the fields of geotechnical engineering, engineering geology, groundwater sciences, environmental sciences and soils and materials testing and inspection. Their clients include public agencies and private sector clients in the transportation, water/wastewater, educational, residential, commercial and other market segments.

DePinto Morales Communication Public Outreach

DePinto Morales Communications, led by David DePinto, is a firm specializing in environmental issues management, water education projects, crisis communications, public education and outreach campaigns, stakeholder relations, media relations. public affairs, and ethnic/community marketing. Geographically, Dave has implemented public education and outreach campaigns focused in the northeast San Fernando Valley, the San Gabriel Valley, the City of Los Angeles and throughout the State of California. As volunteer president of the largest homeowner association in the City of Los Angeles, Dave has unique insights and capabilities related to facilitating community discourse on controversial issues and development projects involving counties and municipalities, water districts, school districts and non-profit organizations.

JMDiaz Traffic Control

JMDiaz (JMD) professionals provide comprehensive

traffic engineering services including traffic analyses and design for a variety of projects. JMD conducts traffic impact analysis, including warrant analysis, and prepares traffic impact studies for new developments as well as traffic management plans for major projects involving extensive haul and detour routes. JMD's traffic engineering group performs designs including signage, channelization, traffic signals, street and parking lot lighting.

NUVIS LANDSCAPE ARCHITECTURE LANDSCAPE Architecture

With more than 46 years of landscape architectural experience, NUVIS, a DBE/SBE professional services firm creates outdoor design solutions. In collaboration with our private sector and public agency clients, NUVIS produces design solutions from concept to construction. They are passionate about our mission to create responsible outdoor venues that provide opportunities for interaction and exhibit dramatic memorable results from texture, form, color, and pattern—inspiring people-oriented experiences.

ON ENGINEERING

ON-LINE Engineering Survey

ON-LINE Engineering is a Civil Engineering and Land Surveying firm based in the City of Pasadena and has served Southern California for 24 years. They provide professional civil engineering and land surveying services are provided to both public and private sector clients in all areas relating to land development.



Tom Dodson & Associates

California Environmental Quality Act

Tom Dodson & Associates (TDA), incorporated in 1983, is a small environmental consulting and regulatory compliance firm. TDA is capable of providing a full range of environmental and regulatory compliance services. This includes an in-house biological staff capable of providing biological resources evaluations, as well as, revegetation and habitat restoration capabilities. TDA has provided planning and environmental consulting services for various water, hazardous waste management, biological evaluations, and base reuse projects. TDA has also prepared the environmental compliance documents needed for such projects. These documents have ranged from Initial Studies and Negative Declarations to full Environmental Impact Reports that meet California Environmental Quality Act requirements.

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FEE PROPOSAL

Proposal Fee Estimate

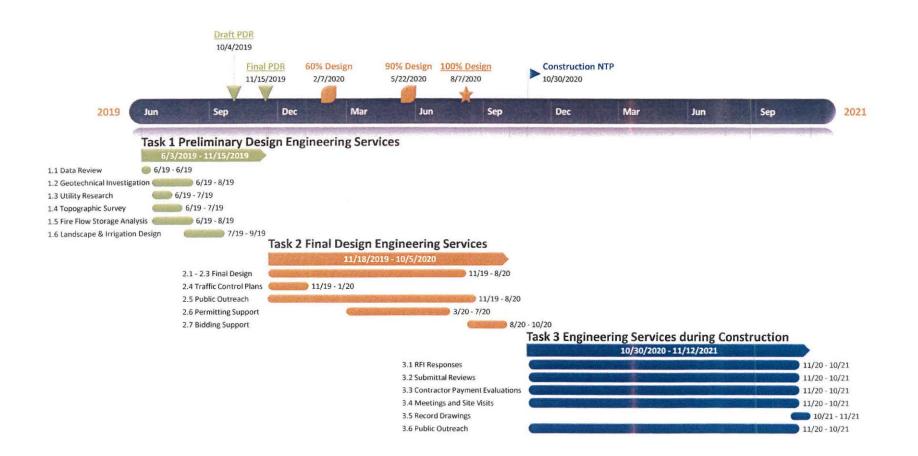
John Robinson Consulting, Inc. & Kennedy Jenks

CLENT Name: City of San Fernando
PROJECT Description: Upper Reservoir Replacement Project
Proposal/Job Number: Date: 4/9/2019

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	JRC Project Manager	Eng-Sci-9	ng-ScI-8	ng-Sci-7	ng-Sci-6	ig-Sci-5	Eng-Sci4	Eng-Sci-3	Eng-Sci-2	Eng-Sci-1	Senior CAD. Designer	CAD-Designe	Senior CAD- Technician	CAD-Technic	Project Admin	Administrative Assistant	Aide		Total Labor	On-Line Engineering	Converse Consultants	Tom Dodson & Associates	MDiaz, Inc.	SIND	DePinto Morales Comm.	obcs	otal Expen	Total Labor - Expenses
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Task 1 - Preliminary Design Engineering Services											-	_																
1.1 Data Review		2	2	?		2	4	2	1	2				- 6	-	-		14	\$2,740				\$1 283				\$1 283	\$4.0
1.2 Geotechnical Investigation			4	<u>í</u> .		2	2			-		_			1 -		-	6	\$1,760		\$10.447				-	_	\$10.447	\$12.2
1.3 Utility Research			į.				4		16	3	1		- a	SIGN				20	\$2 920		1					\$500	\$500	\$3.4
1.4 Topographic Survey						2	2											4	\$760	\$4 000							\$4,000	54 7
1.5 Fire Flow Storage Analysis					1	8			20	2			-			-		25	\$4,480								\$0	\$4,4
1.6 Landscape & Irrigation Design					dimension.	2							-					0	\$1,100					\$3 870			\$3,870	\$4.9
1.7 Reservoir Alternatives Analysis		- 4	16	8	16	6	24		20)	6			21	o			105	\$18,500								50	\$18.5
1.8 Draft Preliminary Design Report Preparation	8	6	4			4	40		5	3	1		1					70	\$12,610		_					\$50	\$50	\$12.0
1.9 Final Preliminary Design Report Preparation	8	2	2	L	-	2	20		((1444+		-							34	\$5 070					-		\$50	\$50 \$0	\$6.1
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Task 2 - Final Design Engineering Services				1.	1			l			1				1		1											
2.1 60% Design Documents	4	7	52	2	4 34	4 52	74	85	15	0 0	19	0	0	8	0 0	D	0	450	\$78.603				1			\$100	\$100	\$76.7
2.2 90% Design Documents	4	7	52	2	4 3-	4 52	74	85	15		19	0	D	8	0 0	0	0	450	\$78 603					\$4,420		\$100	\$4,520	\$83 1
2.3 100% Design Documents	4	2	13	-	6 6			21	5		5	0	0	21	0 0	D	C	115	\$20,101					\$2,830		\$100	\$2,030	\$23.0
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2.5 Public Outreach	7	6				-	12											25	\$4,740						\$17 500	\$150	\$17,650	\$22.3
2.6 Permitting Support	2	2	8			8	16		e		4				1			52	\$9,610				\$964				\$964	\$10,5
2.7 CEQA Support				1	1		2	1	-									2	\$340			\$4.500	Dann			1	\$4.500	\$4.8
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Task 3 - Engineering Services during Construction	_					100000					he same				-		-			-			- 1	-				-
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3.2 Submittal Reviews		10	16		20	20	40	16	-44							10		176	\$31,295				-	\$620			\$520	\$31.0
3.3 Contractor Payment Evaluations		4				1	16								12-211-111		10	20	\$3,820								\$0	\$3.62
3.4 Meetings and Site Visits	12		12			1	120	12										156	\$27.000			_		\$1 860		\$1,200	\$3,060	\$30.11
3.5 Record Drawings			1			-		8						36	5			44	\$5 200							\$100	\$100	\$5,3
3.6 Public Outreach	2	2					4						5					6	\$1,530				_		\$13,500		513 500	\$15,0
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Task 4 - Project Management and Meetings					1			-		-		1000001												-		-		
4.1 Project Management & Administration	30	12					30			-	-		in a		+	20		82	\$14,900				51 130	-			\$1 130	\$16 0.
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4.3 QA/QC		8	24			24												56	\$12.860								50	\$12.88
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COMPLETION SCHEDULE



Jobe Robinson Consuming, Inc. Anniegy Jenks Consultants, Inc.

PRELIMINARY DRAWING LIST

GENERAL
G-1 Cover Sheet, Vicinity & Location Maps
G-2 Symbols, Abbreviations, and Drawing List
G-3 General Notes
CIVIL
C-1 General Civil Abbreviations and Legend
C-2 Horizontal Control & Paving
C-3 Grading & Drainage
C-4 Yard Piping
C-5 Pipe Profiles
C-6 Civil Details I & Site Sections
C-7 Civil Details II
STRUCTURAL
S-1 Structural General Notes, Design Criteria, and Abbreviations
S-2 Structural Special Inspection and Testing Schedule
S-3 Foundation and Roof Plans and Ringdrain Details
S-4 Wall and Footing Details
S-5 Prestressing Details, Miscellaneous Joint Details, Seismic Cable Details
S-6 Roof Reinforcement Plan
S-7 Roof Reinforcement Sections and Details
S-8 Wall, Floor, and Column Details, Seismic Cable Plan
S-9 Interior Ladder and Hatch Details
S-10 Pipe Entrance Details
S-11 Exterior Ladder Details
S-12 Handrail Details
S-13 Internal Piping Sections and Details
S-14 Pipe Support Details
ELECTRICAL AND INSTRUMENTATION & CONTROLS
E-1 Electrical Abbreviations and General Notes
E-2 One Line Diagram
E-3 Electrical Site Plan
I-1 I&C Abbreviations and General Notes
I-2 P&ID
I-3 Instrumentation Details



John Robinson, Principal Project Manager - Resume



Qualified: BS, Civil Engineering, California State University, Long Beach Connected: California Water Environment Association (Board of Director – Past President for Los Angeles Basin Section); Orange County Water Association (Board of Directors); WateReuse Association (Chapter Trustee for the Inland Empire Chapter)

Professional Summary: Mr. Robinson has 26 years of experience in the planning, design, and construction phases of civil and environmental engineering projects. He has completed preliminary and final design engineering of capital improvement projects, including cost estimates, reservoirs, booster pump stations, and pipelines for water and reclaimed water projects. His experience includes construction-phase engineering services for many reservoir, pumping, and pipeline systems, and leading utility systems engineering services for several design/build infrastructure projects. He has managed many relevant projects, including the City of Beverly Hills Coldwater Canyon Reservoir replacement, Foothill Municipal Water District Evaluation and Orange County Water District 6.0 MG Reservoir conversion.

Coldwater Canyon Reservoir Replacement,

City of Beverly Hills - Project Manager for design of an 8.21-mg buried prestressed concrete reservoir located among multi-million-dollar homes within the City. Design incorporates demolition and removal of the existing reservoir damaged during the 1994 Northridge Earthquake. Due to site constraints, innovative design approaches were implemented, such as shoring methods to allow for the concrete casting of the reservoir structural elements without encroaching on the surrounding properties. End-use master planning and design also involved working closely with the Beverly Hills Parks Department for incorporation of the reservoir site into its neighboring park system. Proposals for the end-use of the underground reservoir's site included the installation of jogging trails and walking paths on the tank's earthen cover.

Foothill Municipal Water District – FMWD hired John Robinson to conduct a reservoir evaluation based upon the following five (5) alternatives: A.) Modifications to existing distribution system to access more storage currently in place; B.) Construct another reservoir on Valley Water Company land midway between the La Canada and the La Crescenta zone; C.) Tear down and construct larger La Crescenta reservoirs; D.) Lease reservoir capacity from GWP and construct an interconnection for emergency and normal operations purposes to move water to the FMWD service area; and E.) Construct an interconnection with GWP for emergency purposes.

Rowland Water District – Designed two steel tank water storage reservoirs having capacities of 2.0 MG and 5.0 MG This project involved site grading, landscaping, and construction inspection.

City of Monterey Park – Designed a 3.0 MG steel tank reservoir which involved site grading, landscaping, and construction inspection.

Longden Reservoir, City of Arcadia – Served as quality assurance engineer for a pre-stressed 3.0MG. This project involved site grading, landscaping, structural, mechanical, engineering services during construction and construction inspection.

Reservoir No. 1, Rowland Water District – This project included investigation of a failure of reinforcing wire strand wrap of a 1965 vintage reinforced concrete circular 3.0 MG reservoir. Also included plans, specifications, and construction management for installing post-tensioned reinforcing bar system with gunite concrete corrosion protection. Reservoir was repaired and returned to service in 60 days.

Rowland Water District – Designed six steel tanks and one concrete water storage reservoirs having capacities ranging from 1.0 MG to 8.0 MG. These projects included site grading, landscaping, and construction inspection.

Sunset Reservoir, City of Beverly Hills – Served as Project Manager for this reconstruction project. This reservoir has a tennis court added at the top. This was a 4.5 MG pre-stressed reservoir. This project involved site



grading, landscaping, structural, mechanical, engineering services during construction and construction inspection.

Big Rock Reservoir, Topanga Reservoir, Blue Rock Reservoir, Bute Reservoir, Topanga Beach Reservoir, Fairground Reservoir, and Avenue K-8 Reservoir, Los Angeles County – Conducted reservoir inspection, prepared specifications for replacing interior coating materials, and coordinating construction inspection service for interior recoating.

City of Pomona – Project Manager for a <u>4.0 MG pre-</u> <u>stressed concrete reservoir</u>. This project involved site grading, landscaping, structural, mechanical, engineering services during construction and construction inspection.

Reservoir No. 11, Rowland Water District -

Designed a 5.0 MG wire-wrapped partially buried concrete reservoir including site grading, landscaping, irrigation system, telemetry, and site improvements, including paving and decorative wrought iron fencing. Full construction administration services included surveying, inspection, and testing.

Orchard Dale Water District – Conducted reservoir inspection, prepared project specifications, reviewed bids, and made recommendation of award for recoating interior of <u>three 1.0 MG Colima Road Reservoirs and one 5.0 MG</u> <u>Telegraph Road Reservoir</u>.

Hearst Castle, San Simeon State Park, Office

of the State Architect – Principal engineer for the design of a 1.5 MG buried concrete reservoir. This project included a design report identifying storage requirements, pump station requirements, surface water treatment system, chlorination system, and water system O&M recommendations, as well as plans and specifications for the reservoir, a 500 gpm variable reverse osmosis water treatment and pumping system, and assistance with the bid process along with construction management services. On-site part-time inspection services were also included.

5 mgd Wastewater Treatment Plant with 2.5 mgd Title 22 Water Reclamation Facility, City of American Canyon – Project Engineer this project currently in progress, which includes planning for a water reclamation project encompassing market assessment, hydraulic analysis, and facilities. Construction plans, specifications and estimates will be prepared for new and/or modifications to existing force mains, gravity sewers, and pumping stations, wastewater treatment plant and storage ponds. The recycled water facilities include 10 miles of recycled water pipeline, 5 miles of an industrial brine line, <u>1.5 MG above ground steel storage tank</u>, and a recycled water booster pump station. Preliminary design of 4 miles of 16 recycled water pipeline, 9 miles of 6-inch

John Robinson, Principal

recycled water and brine pipeline and 2 miles of 6-inch recycled water pipeline for the City of American Canyon

RP-4 Reservoir Rehabilitation, Inland Empire Utilities Agency (IEUA), Chino, CA

Project Manager responsible for the writing, and preparation of the preliminary and final design efforts for the <u>rehabilitation of two 5.5 MG above ground steel</u> <u>reservoirs</u>. In his role as project manager, Mr. Robinson was responsible for the revision and finalization of the retrofit design criteria for the two 5.5 MG reservoirs through the preliminary and final design of the project. Additional duties included management for preliminary and final development and client coordination.

Santa Ana Recycled Water Reservoir **Conversion and Pump Station, Orange County** Water District - Project Engineer for modifications to the Santa Ana Reservoir and design of a new pump station for the Orange County Water District. Design involved modifying an existing 6.0-million-gallon potable water reservoir for reclaimed water storage and design of a new pump station to supply the Green Acres reclaimed distribution system with the stored reclaimed water and modification of Factory 21 pump station. In addition, project included a surge analysis and report, computer hydraulic model (CyberNet 2.0), and update of model (CyberNet 3.0) of the Districts recycled water distribution system. Preliminary and final design of 500 feet of 24-inch and 36-inch recycled water pipeline on the Santa Ana Reservoir and Pump Station site and Bear Street

Project Engineer Title 22 Engineering Report | East Valley Water District | Highland, CA

Mr. Robinson served as Title 22 Engineering Report lead along with Division of Drinking Water Summary of Public Hearing, Findings of Fact and Condition, Regional Water Quality Control Board Report of Waste Discharge and NPDES permit application. John was responsible for the evaluation of applicable regulations, pollutant identification, and project feasibility to be incorporated in the Title 22 Engineering Report. Mr. Robinson's responsibilities also included the evaluation of multiple technologies, including microfiltration (MF), reverse osmosis (RO), and ultraviolet (UV) for further treatment of Title 22 recycled water for discharge into the Santa Ana River.

Senior Manager, Hollydale Pump Station and Pipeline, Central Basin Municipal Water District and City of Vernon, CA

Mr. Robinson's responsibilities included the preliminary design, design, and construction management of the Hollydale Pump Station located in the City of South Gate and approximately 8,000 linear feet of 12-and 18-inch recycled water pipeline to supply Malburg Generation Station. The facilities were in partnership between Central Basin Municipal Water District and City of Vernon. required SCADA controlled discharge stations for groundwater recharge.

Sridhar Sadasivan, S.E.

QA/QC Manager

Education

- BS, Civil/Environmental Engineering, University of Bombay, India, 2002
- MS, Structural Engineering, University of Cincinnati, 2004

Registrations

Professional Civil Engineer, California (73525) Professional Structural Engineer, California (S6039)

Years of Experience 16 years

Professional Summary

Sridhar Sadasivan has practical hands-on experience in design and construction of facilities for environmental projects. He has been involved in structural design of several water/wastewater projects, including design of treatment plants, pumping stations, chemical facilities and reservoirs. Sridhar has field engineering experience, providing construction support and inspection services at a wastewater treatment plant and at several sewer pipeline construction sites. He is knowledgeable in several structural engineering computer programs, and is also proficient in Autocad, Microstation V8, and Triforma.

Relevant Project Experience

DAILY II RESERVOIR AND PIPELINE DESIGN, EASTERN MUNICIPAL WATER DISTRICT, MENIFEE, CA | **PROJECT MANAGER** / **PROJECT ENGINEER** | The project includes a 2 MG welded steel tank, 2,000 LF of 12-inch PVC pipeline and 18,000 CY of excavation and miscellaneous sitework. Preliminary design included a siting study for a 2 MG welded steel reservoir with evaluation of potential sites primarily based on operations and geotechnical considerations. Sridhar served as the project manager, lead structural design engineer, and lead civil engineer during the preliminary design and final design.

GARFIELD RESERVOIR, CITY OF SOUTH PASADENA, SOUTH PASADENA, CA | PROJECT

ENGINEER | The project involves design of two 3.25 MG partially buried concrete reservoirs in a residential neighborhood in accordance with IBC 2009 and ACI 350 provisions. The project also includes design of a below grade valve structure, a 2,000 gpm booster pump station and a 5,000 SF office/garage facility. The project site is located 100 feet from a known active fault line (Raymond fault). Served as Project Engineer coordinating the design of the project with the City and other concerned agencies including Pasadena Unified School District, LA County Flood Control District, CDPH and SCE. Also served as the lead structural design engineer and civil engineer.

CHEVY CHASE 968 RESERVOIR AND BOOSTER PUMP STATION, CITY OF GLENDALE, GLENDALE,

CA | **PROJECT ENGINEER** | Project includes a 15 MG buried cast-in-place concrete reservoir underneath a golf course and a 2,400 gpm tri-level booster pump station in a residential neighborhood. Served as the project engineer and structural design engineer during final design and construction. During construction, managed the office services provided including attending weekly progress meetings and structural observation.

RESERVOIR NO. 3 ROOF REPLACEMENT AND PIPING IMPROVEMENTS, CITY OF BURBANK,

BURBANK, CA | STRUCTURAL ENGINEER | Project involved replacement of roof on a 0.35 MG concrete reservoir. Preliminary design stage included evaluation of roof material alternatives. Served as the lead structural design engineer during preliminary design, design and construction.

PRELIMINARY AND FINAL DESIGN OF RECYCLED WATER POND PUMPING STATIONS, EASTERN MUNICIPAL WATER DISTRICT, PERRIS, CA | TECHNICAL ADVISOR | Project includes preliminary and final design of three pumping stations from effluent storage ponds to the distribution system. Served as a technical advisor supporting the project manager and project engineer.

TANK SEISMIC IMPROVEMENTS, CITY OF BURBANK WATER & POWER, BURBANK, CA |

STRUCTURAL DESIGNER | A comprehensive seismic, structural, corrosion and safety assessment of 22 flat bottom steel tanks (18 potable water and four recycled water), size ranging from 0.2 MG to 10 MG, was performed on 14 different sites for the City of Burbank Water & Power. The assessment included observation and inspection to record damage and documented deficiencies and developed recommendations for the seismic rehabilitation of the tanks. The City is in the process of implementing the recommendations of the corrosion study. Seismic deficiencies in 12 tanks were identified. Engineering services included cost evaluation for retrofit alternatives for the tanks, design of the retrofit and construction administration support. To date, 10 steel tanks have been retrofitted.

BENTON RECYCLED WATER STORAGE TANK AND PIPELINE, EASTERN MUNICIPAL WATER DISTRICT, PERRIS, CA | PROJECT ENGINEER | The project includes a 2 MG welded steel tank, 9,000 LF of 24-inch steel pipeline and 65,000 CY of excavation and miscellaneous sitework. Served as the project engineer and lead structural design engineer during the design and construction.

STEEL TANKS SEISMIC IMPROVEMENTS, CITY OF BURBANK WATER & POWER, BURBANK, CA | STRUCTURAL ENGINEER | Project includes geotechnical investigations and seismic evaluation of 10 welded steel reservoirs in accordance with AWWA D100 and design of seismic retrofits. Served as the project engineer and lead structural design engineer during design and construction.

LONGFELLOW RECYCLED WATER TANK AND PIPELINE, EASTERN MUNICIPAL WATER DISTRICT, WINCHESTER, CA | PROJECT ENGINEER | The project includes a 5 MG welded steel tank, 4,000 LF of 36-inch steel pipeline and 25,000 CY of excavation and miscellaneous sitework. Served as the project engineer, lead structural design engineer, and lead civil engineer during the design and construction.

TUSCANY HILLS/WILDOMAR RECYCLED WATER SYSTEM DESIGN, ELSINORE VALLEY MUNICIPAL WATER DISTRICT, LAKE ELSINORE, CA | PROJECT ENGINEER | Design of a 3,300 gpm recycled water pump station, 0.9 MG tank, and approximately 36,000 linear feet of 6-inch to 18-inch diameter recycled water pipeline.

WESTSIDE WATER BANK STEEL TANKS, ANTELOPE VALLEY-EAST KERN WATER AGENCY, PALMDALE, CA | STRUCTURAL ENGINEER | Design and engineering services during construction of two 4 MG steel tanks (Phase 1 and Phase 2) and associated 42-inch inlet and outlet pipelines and tank appurtenances. The appurtenances included reservoir mixers bid and site electrical and instrumentation bid under a separate contract in an effort to obtain the most competitive tank bids.



David W. Ferguson, Ph.D., P.E., BCEE

Design Manager

Education

- BS, Civil Engineering, University of Massachusetts, 1980
- BS, Environmental Science, University of Massachusetts, 1977
- MBA, Business Management, California State University, San Bernardino, 1985
- MS, Civil Engineering, University of Massachusetts, 1980
- PhD, Executive Management, Claremont Graduate University, 1993

Registrations Professional Civil Engineer, California (34626)

Certifications

Board Certified Environmental Engineer, American Academy of Environmental Engineers & Scientists (AAEES)

Memberships/Affiliations

American Water Works Association (AWWA) Design-Build Institute of America (DBIA) American Academy of Environmental Engineers & Scientists (AAEES)

Years of Experience

39 years

Professional Summary

David Ferguson, PhD has extensive experience in the planning, design, construction, and operation of water supply, infrastructure, and treatment projects. His background includes project and program management, as well as management of engineering and/or operations for three large water utilities in Southern California. He has been responsible for the evaluation and/or design of upgrades, rehabilitation, retrofit, and/or replacement for over 40 water treatment plants, 30 reservoirs, and 20 pumping stations for 15 different water utilities.

Relevant Project Experience

GARFIELD RESERVOIR PUMP STATION REPLACEMENT, CITY OF SOUTH PASADENA, SOUTH PASADENA, CA | PROJECT MANAGER | Preliminary Design Report and design for a two-cell 6.5 MG cast-in-place concrete rectangular partially-buried reservoir, 2,500 gpm pump station, and on-site sodium hypochlorite generation chlorination facility. The project also includes the design of the Public Works Water Distribution Yard with an office/garage/storage building and support facilities.

WESTSIDE WATER BANK STEEL TANKS, ANTELOPE VALLEY-EAST KERN WATER AGENCY,

PALMDALE, CA | **PROJECT MANAGER** | Design and engineering services during construction of two 4 MG steel tanks (Phase 1 and Phase 2) and associated 42-inch inlet and outlet pipelines and tank appurtenances. The appurtenances included reservoir mixers bid and site electrical and instrumentation bid under a separate contract in an effort to obtain the most competitive tank bids.

DAILY II RESERVOIR, EASTERN MUNICIPAL WATER DISTRICT, PERRIS, CA | QA/QC REVIEWER | Design of a 2 MG above-ground, welded steel potable water storage tank and associated facilities. The project included separate inlet and outlet pipelines and an altitude valve and by-pass vault. An on-site storage pond was sized for emergency overflow as well as draining the bottom 2 feet of the tank for maintenance.



David W. Ferguson, Ph.D., P.E., BCEE Page 2

LONGFELLOW RECYCLED WATER TANK AND PIPELINE, EASTERN MUNICIPAL WATER DISTRICT. WINCHESTER, CA | QA/QC REVIEWER | Design of a 5 MG above-ground, welded steel recycled water storage tank and associated facilities. The project also included approximately 4,500 linear feet of a 30-inch diameter steel (CML&C) inlet/outlet recycled water pipeline in Simpson Road.

TUSCANY HILLS/WILDOMAR RECYCLED WATER SYSTEM DESIGN, ELSINORE VALLEY MUNICIPAL WATER DISTRICT, LAKE ELSINORE, CA | QA/QC REVIEWER | Design of a 3,300 gpm recycled water pump station, 0.9 MG tank, and approximately 36,000 linear feet of 6-inch to 18-inch diameter recycled water pipeline.

RESERVOIR 3A, CITY OF SAN FERNANDO, SAN FERNANDO, CA | PROJECT MANAGER | Preliminary Design Report of alternative reservoir configurations and materials of construction to maximize storage at the site of the existing 1.0 MG Upper Reservoir. The recommended reservoir was an Lshaped partially-buried cast-in-place concrete reservoir.

WHITEGATES NO. 1 AND NO. 2 RESERVOIR PLANNING STUDY, CITY OF RIVERSIDE, RIVERSIDE, CA | PROJECT MANAGER | Planning Study for the sizing and site location for two buried concrete reservoirs with a total capacity of 9 million gallons. Two luxury home parcels (totaling approximately three acres) were purchased for each of the two reservoir sites. Following a design-build solicitation. the upper reservoir was constructed as a 3.5 MG cast-in-place rectangular reservoir and the lower reservoir a 5.5 MG cast-in-place rectangular reservoir.

REGIONAL RECYCLED WATER DISTRIBUTION SYSTEM FACILITIES-PHASE II, INLAND EMPIRE UTILITIES AGENCY, CHINO, CA | PROJECT MANAGER | Project Manager for the preliminary design and design six discrete packages that represent an estimated \$40 million in capital improvements and include 75,000 feet of 16- to 30-inch diameter pipeline, three pumping stations, and two steel tanks.

RESERVOIR AND PUMPING STATION, CITY OF SOLVANG, SOLVANG CA | PROJECT MANAGER | Design and Construction Administration of a 0.6 MG concrete reservoir and pumping station.

RESERVOIR AND PUMP ADDITION, CITY OF UPLAND, UPLAND, CA | PROJECT MANAGER | Design of a 4.6 MG concrete reservoir and pump addition.

RESERVOIR, PIPELINE, AND PUMP STATION, CITY OF TORRANCE, TORRANCE, CA | PROJECT ENGINEER | Design of an 18 MG buried concrete reservoir, transmission pipeline, and pump station modifications.

RESERVOIR, SAN GABRIEL VALLEY WATER DISTRICT, EL MONTE, CA | PROJECT MANAGER | Design of a 3 MG steel tank, site improvements, and inlet/outlet piping.

RESERVOIR, CITY OF POMONA, POMONA, CA | PROJECT ENGINEER | Design of a 2.7 MG steel tank, site improvements, and inlet/outlet piping.



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Brandon C. Hale, P.E.

Project Engineer

Angeles, 2012

Education

BS, Civil Engineering, University of California, Los Angeles, 2010MS, Civil Engineering, University of California, Los **Registrations** Professional Civil Engineer, California (C 83374)

Years of Experience 6 years

Professional Summary

Brandon Hale is a registered professional civil engineer with a background in water resources and environmental planning in Southern California with a focus on the planning and design of infrastructure improvements, water supply and demand management, and water master planning. He has performed planning, preliminary design, final design, and construction support of several water reservoirs, transmission pipelines, pump stations, groundwater wells, and treatment processes. Brandon has developed capital, operating, maintenance and annualized life cycle costs to support the evaluation of alternatives for planning studies, as well as more refined cost estimates during design.

Relevant Project Experience

MESA TANK REPLACEMENT, CITY OF SANTA PAULA, SANTA PAULA, CA | PROJECT ENGINEER | Evaluated replacing twin 0.21 MG potable water steel tanks with twin 0.30 MG steel tanks, 0.60 MG concrete cast-in-place rectangular reservoir, and 0.60 MG concrete circular pre-stressed tank. Analyzed three tank alternatives on cost, constructability, operations & maintenance, permitting, residential impacts, land acquisition/easements, traffic impacts, water quality, and environmental impacts to recommend a tank alternative. Determined twin steel tanks is the best replacement option for the City.

CHERRY WILLOW RECYCLED WATER TANK FINAL DESIGN, SANTA CLARITA VALLEY WATER AGENCY, SANTA CLARITA, CA | PROJECT ENGINEER/CIVIL ENGINEER | Currently working to develop an expedited design for the construction of twin 0.5 MG recycled water, welded steel storage tanks to expand the storage system by 1.0 MG. Responsible for coordinating pipeline connections to tank and water supply pipeline, development of an overflow detention basin to test overflow water prior to discharge to the storm drain, and site grading. A staircase will provide access to one tank with a catwalk across to the second tank. Both tanks will operate at the same level, which will communicate via SCADA system.

WESTSIDE WATER BANK PHASE 2 – TANK CONSTRUCTION, ANTELOPE VALLEY-EAST KERN WATER AGENCY, ANTELOPE ACRES, CA | PROJECT ENGINEER (DESIGN PHASE) AND PROJECT CONTROLS ENGINEER (CONSTRUCTION PHASE) | Coordinated design of a 4 MG potable water welded steel tank between civil, structural, electrical, and instrumentation disciplines. Steel tank included access stairs, SCADA instrumentation for measurement, site lighting, grading improvements, and 42-inch steel pipe connections for inlet and outlet. Served as project controls engineering during construction to process submittal and RFI reviews.



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5 MG POTABLE WATER STORAGE TANK, LAS VIRGENES MUNICIPAL WATER DISTRICT, CALABASAS, CA | ENGINEERING SUPPORT | Responsible for design and specification of tank appurtenances: chlorine analyzer, irrigation pump skid, and sampling station. Designed baffle layout with data from computation fluid dynamics model output. Coordinated structural, electrical, and instrumentation disciplines.

GARFIELD RESERVOIR AND PUMP STATION REPLACEMENT, CITY OF SOUTH PASADENA, SOUTH PASADENA, CA | PROJECT ENGINEER | Coordinated and processed over 200 submittals and over 100 RFI reviews for the construction of a twin cell 6.5 MG cast-in-place potable water reservoir, 200 horsepower vertical turbine pump station, and 8,800 square foot, two story administration building.

PACE, MOORPARK & POTRERO NO. 1 RESERVOIRS REHABILITATION, CALIFORNIA AMERICAN WATER, THOUSAND OAKS, CA | DESIGN ENGINEER | Design Engineer and Field Engineer -Performed daily site observations at Pace Reservoir during rehabilitation construction. Responded to RFIs, submittals and change order requests. Revised contract documents for Moorpark and Potrero No. 1 Reservoirs with lessons learned from Pace Reservoir.

PALMDALE REGIONAL GROUNDWATER RECHARGE AND RECOVERY PROJECT, PALMDALE WATER DISTRICT, PALMDALE, CA | CIVIL ENGINEER | The proposed project would deliver water from the California Aqueduct of the State Water Project to new 80-acre recharge basins on an undeveloped site in northeast Palmdale where it will be blended with recycled water and surface recharged into the groundwater aquifer. Banked water would be available for future extraction by up to 16 groundwater extraction wells. Responsible for the preliminary hydraulic analysis of 18.5 miles of pipelines ranging from 30-inches to 48-inches in diameter. Analysis included partial- and full-pipe flows up to 72 cubic feet per second. Determined preliminary 25 miles of pipeline alignment at an estimated construction cost of \$40 million.

DEERLAKE RANCH STORAGE AND PUMPING CAPACITY STUDY, LAS VIRGENES MUNICIPAL WATER DISTRICT, CALABASAS, CA | PROJECT ENGINEER | Developed alternatives to expand an existing pump station by 620 gpm and increase storage by 300,000 gallons. Alternatives were phased based on the phasing of the Deerlake Ranch tract construction. Two pumping and nine storage alternatives were evaluated with a decision matrix to recommend a project. Developed construction costs for alternatives.

POTABLE WATER SYSTEM UPGRADE, MT SINAI MEMORIAL PARKS & MORTUARIES, LOS ANGELES, CA | CIVIL ENGINEER | Drafted a conceptual design report to upgrade the existing potable water pump station to meet the new high pressure potable water service connection, including hydraulic calculations under gravity flow and pumping conditions. Evaluated different alternatives prior to selecting a hydropneumatic pump system to provide service during normal operations and while supplying irrigation water when the recycled water system was offline.

PHASE III RECYCLED WATER PROJECT PIPELINE EXPANSION SEGMENT 5, CARLSBAD MUNICIPAL WATER DISTRICT, CARLSBAD, CA | CIVIL ENGINEER | Led the preliminary and final design of approximately 9 miles of recycled water transmission and distribution pipelines. New pipe ranged in size from 6- to 8-inches in diameter. Determine applicable permits required for construction within the public right-of-way and for crossing a North County Transit District railroad with a bore and jack construction approach.



Donald L. Barraza, P.E.

Reservoir Design

Education

BS, Civil Engineering, University of Wyoming, 1986

Registrations

Professional Civil Engineer, California (45483) Professional Civil Engineer, Washington (41090) Professional Civil Engineer, Oregon (75021)

Memberships/Affiliations

American Society of Civil Engineers Structural Engineers Association of California Applied Technology Council State of California's Governor's Office of Emergency Services

Years of Experience

32 years

Professional Summary

Don Barraza is a senior engineer with over 30 years of experience serving as structural engineer, project engineer, project manager, and construction resident engineer. In these roles he provided services for the planning, design, condition assessment, and construction of water supply, treatment, storage and distribution facilities. In his career, he has worked on more than 18 condition assessments, structural design of over 70 concrete tanks and 70 steel reservoirs, 17 pump stations, and more than 30 water treatment plants and has served as a senior-level reviewer for over a dozen water and wastewater treatment plant projects. He also serves as chairman of the AWWA committee on cast-in-place conventionally reinforced concrete water storage tanks.

Relevant Project Experience

GARFIELD RESERVOIR REPLACEMENT PROJECT, CITY OF SOUTH PASADENA, SOUTH PASADENA,

CA | **PROJECT ENGINEER** | Structural designer in responsible charge for the alternatives evaluation and preliminary design of a 6.5 MG replacement of the existing cast-in-place earth embankment rectangular concrete reservoir. After completion of preliminary design, provided structural QA/QC review for the final construction document development of the replacement of the reservoir with two new conventional concrete rectangular reservoirs, replacement pump station, inlet/outlet valve vault, and maintenance building.

9.5 MG RESERVOIR NO. 1 RECONSTRUCTION, BURBANK WATER & POWER, CITY OF BURBANK,

CA | **RESPONSIBLE-IN-CHARGE** | Project Manager and structural designer in responsible charge for the design and construction of the replacement of the City's Reservoir No. 1 a 1941 era 6.9 MG earth embankment reservoir constructed within a DSOD jurisdictional dam. Led a design team which evaluated several alternative configurations for replacement of the reservoir. Final design was developed around construction of two new conventional concrete reservoirs, one rectangular and the second trapezoidal, configured to fit within the original footprint of the single 6.9 MG capacity reservoir but increased in total storage capacity to 9.5 MG.

CHEVY CHASE 968 RESERVOIR AND BOOSTER PUMP STATION, CITY OF GLENDALE, GLENDALE, CA | PROJECT ENGINEER | Structural designer in responsible in charge for the design of the 15.0 MG Chevy Chase 968 Reservoir. The trapezoidal reservoir measuring 475 feet by 245 feet was designed with storage separated into two halves and fully buried with vehicle live load over the top of the reservoir and constructed beneath the Chevy Chase County Club golf course.



Donald L. Barraza, P.E. Page 2

HARRY TRACY WATER TREATMENT PLANT (HTWTP) LONG-TERM IMPROVEMENTS PROJECT, SAN FRANCISCO PUBLIC UTILITIES COMMISSION, MILLBRAE, CA | PROJECT ENGINEER | Structural

responsible in charge and designer for a 15.0 MG conventionally reinforced and prestressed concrete reservoir. The circular reservoir is divided into two compartments with a 4.0 MG circular chlorine contact chamber surrounding an 11.0 MG operational storage clearwell. The reservoir is a 240-foot-diameter circular tank designed in accordance with ANSI/AWWA D110-04 with a 46-foot water depth. The reservoir is pile supported on over 800 driven non-displacement steel H-piles and constructed about 1,000 feet from the active San Andreas Fault and adjacent to Interstate 280.

NICOLAS RESERVOIR ENGINEERING SERVICES, RANCHO CALIFORNIA WATER DISTRICT, TEMECULA, CA | CIVIL ENGINEER | Work included the preparation of design plans, specifications and cost estimates for two 3.5-million-gallon prestressed concrete tanks, inlet/outlet transmission main, and parallel transmission mains.

BENTON RECYCLED WATER STORAGE TANK AND PIPELINE, EASTERN MUNICIPAL WATER DISTRICT, PERRIS, CA | QA/QC MANAGER | Preliminary and final design of a 2.0 MG recycled water steel tank and approximately 8,500 linear feet of a 24-inch diameter recycled water pipeline.

LONGFELLOW RECYCLED WATER TANK AND PIPELINE, EASTERN MUNICIPAL WATER DISTRICT, WINCHESTER, CA | STRUCTURAL DESIGNER | Design of a 5 MG above ground, welded steel recycled water storage tank and associated facilities. The project also included approximately 4,500 linear feet of a 30-inch diameter steel (CML&C) inlet/outlet recycled water pipeline in Simpson Road.

2.0 MG PAXTON ROAD RESERVOIR DESIGN AND CONSTRUCTION, CITY OF KELSO, KELSO, WA | PROJECT ENGINEER | Structural designer in responsible charge for the design of a 2.0 MG strand wound circular prestressed concrete water storage tank with a cast-in-place dome roof.

7.25 MG AND 10.0 MG NORTHEAST WATER STORAGE RESERVOIR REPLACEMENT, CITY OF ROSEVILLE, ROSEVILLE, CA | PROJECT ENGINEER | Structural responsible charge for design and CM for 7.25 MG and 10.0 MG strand-wound, circular, prestressed concrete water storage tanks. The reservoirs were designed with an AWWA D110 Type I core wall, an underdrain system, and a separate inlet and outlet system for mixing and turnover of the tank contents including demolition of a 6.0 MG prestressed reservoir.

RESERVOIR REPLACEMENT, SONOMA STATE UNIVERSITY, ROHNERT PARK, CA | PROJECT ENGINEER | Engineering for the replacement of two precast concrete 0.25 MG water reservoirs. Final design and construction administration services for three new ground level welded steel water storage tanks.

1.0 MG Minor Road Reservoirs Seismic and Structural Evaluation, City of Kelso, Kelso, WA | RESPONSIBLE-IN-CHARGE | Responsible in Charge and structural designer for the seismic evaluation of two 1.0 MG circular conventional concrete water storage tanks. This project included evaluation of the failure path and inundation zone associated with reservoir failure adjacent I-5.

GYPSY HILL AND ROYCE RESERVOIRS EVALUATIONS AND REPLACEMENT, NORTH COAST COUNTY WATER DISTRICT, PACIFICA, CA | PROJECT ENGINEER | Engineering services for the design of two 3.0 MG welded steel tanks for the Gypsy Hill and Royce Reservoir.

1.0 MG Recycled Water Reservoir, Menlo Country Club, Woodside, CA | STRUCTURAL PROJECT MANAGER | Project Manager and structural discipline lead for the design of a new 1.0 MG circular buried conventional concrete reservoir for irrigation storage supply for the country club golf course.



Paul H. Chau, P.E., CEM

Fire Flow Analysis & Hydraulics

Education

- BS, Environmental Engineering and Science, University of California, Los Angeles, 2006
- MS, Civil and Environmental Engineering, Stanford University, 2007

Registrations Professional Civil Engineer, California (C75784)

Certifications

Certified Energy Manager, Association of Energy Engineers (#21448)

Years of Experience 12 years

Professional Summary

Paul Chau is a civil engineer and certified energy manager with a diverse background in master planning, water supply planning, hydraulic water modeling, energy analysis, and infrastructure design. He has built, developed, calibrated, and analyzed hydraulic water models using InfoWater and WaterGEMS. He has also provided engineering analyses such as fire flow storage analysis, demand development, reservoir, pipe, and pump station sizing, and Capital Improvement Program (CIP) development.

Relevant Project Experience

MORRO TANK RETROFIT, RAINBOW MUNICIPAL WATER DISTRICT, FALLBROOK, CA | CIVIL

ENGINEER | The Morro Tank is the lone source of storage in one of Rainbow Municipal Water District's (RMWD) water distribution system pressure zones. A structural and geotechnical analysis of the tank discovered the tank sits on unstable soil, which would require significant investment to rectify. Carried out a hydraulic analysis to determine alternative means of providing storage and pumping facilities for the pressure zone. The hydraulic analysis resulted in a more cost efficient solution for RMWD.

WATER & SEWER MASTER PLAN, ROSAMOND COMMUNITY SERVICES DISTRICT, ROSAMOND, CA

| **PROJECT MANAGER** | Providing project oversight and project management for the development of water and sewer master plans for Rosamond Community Services District, which provides sewer, water, park, and lighting services for the City of Rosamond in Antelope Valley. An InfoSewer hydraulic model was developed and a facility analysis was executed, including a fire flow assessment for both storage and pipeline capacities.

WATER MASTER PLAN UPDATE, CITY OF THOUSAND OAKS, THOUSAND OAKS, CA | PROJECT **ENGINEER** | Served as a project engineer for preparation of the City of Thousand Oaks' (City) 2015 Master Plan Update. The purpose of the project is to identify infrastructure improvements required for the City's water distribution system, including improvements to meet fire flow requirements. In addition, the hydraulic model is utilized to perform a water age analysis of the system, in order to identify areas of the system that potentially can have low disinfection levels

WATER, RECYCLED WATER, AND SEWER MASTER PLANS, CITY OF SOUTH GATE, SOUTH GATE, CA

| **PROJECT ENGINEER** | Project included the preparation of a Water Master Plan, Recycled Water Master Plan, and Sewer Master Plan as three standalone documents to address water demands, recycled water demands, and gravity sewer flows. Each document evaluates the immediate, short-



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term (5-year), and ultimate deficiencies and establish the infrastructure requirements. The Water Master Plan included a facility analysis that analyzed fire flow requirements for the storage and pipeline facilities.

WATER FACILITIES MASTER PLAN UPDATE, CITY OF SAN BERNARDINO, SAN BERNARDINO, CA

| PROJECT ENGINEER | Worked collaboratively with the San Bernardino Municipal Water Department to update its Water Facilities Master Plan, and develop a roadmap for continued successful performance and operation of critical water system infrastructure. Project included update of geographic information system (GIS) database, hydraulic model development, fire-flow testing, calibration, demand modeling and projections, statistical analysis to determine impact factors (economy, weather, employment etc.) on future demands, water conservation strategies, water resources, hydraulic analysis, Capital Improvements Program (CIP), and model training.

HATTAN ROAD PUMP STATION DESIGN, CLACKAMAS RIVER WATER, CLACKAMAS, OR |

MODELING TECHNICAL ADVISOR | Clackamas River Water District is working to complete their Backbone Projects initiative to meet water demand and increase reliability and capacity in both their north and south service areas. Kennedy Jenks designed a new water booster pump station to deliver water south of the Clackamas River. The station includes three, 400-horsepower vertical turbine pumps to deliver 5.6 MGD to the Redland Reservoirs, a dual surge tank system and a pressure relief valve to deliver water north by gravity and bypassing the pump station. Paul provided technical guidance for hydraulic modeling services to define the pump station capacities.

LAS POSAS REPLACEMENT WATER STUDY, CALLEGUAS MUNICIPAL WATER DISTRICT,

MOORPARK, CA | PROJECT ENGINEER | Kennedy Jenks provided CMWD and Fox Canyon Groundwater Management Agency engineering services to perform the Study, which comprised fourteen individual studies each evaluating a water supply alternative. Kennedy Jenks developed key criteria to assess each project alternative. Results of this Study found that opportunities to diversify the Basin's water supply are regionally accessible within supply types including stormwater, treated brackish water, imported water, and recycled water, as well as invasive vegetation removal. Factors impacting the overall feasibility of an evaluated alternative include capacity and capital costs per project, and potential limitations on supply availability such as water rights, agency terms, hydrological availability, drought, and other limitations. Project also included stakeholder engagement for criteria development and analysis review.

RECYCLED WATER RESOURCES PLAN, RANCHO CALIFORNIA WATER DISTRICT, TEMECULA, CA

| PROJECT ENGINEER | Currently developing a Recycled Water Resources Plan (RWRP) to provide the District a clear and concise strategy for utilizing its available recycled water supplies. Twelve nonpotable and potable reuse alternatives (including groundwater replenishment, conjunctive use via nearby reservoir, streamflow augmentation and direct potable reuse) were evaluated using a weighted-criteria ranking analysis utilizing criteria developed by the Board of Directors. Led the development of the technical parameters, regulatory compliance, and life cycle cost estimates for the project alternatives that were considered.

RECYCLED WATER MASTER PLAN UPDATE, SANTA CLARITA VALLEY WATER AGENCY (CASTAIC LAKE WATER AGENCY), SANTA CLARITA, CA | PROJECT ENGINEER | Led the engineering team for Prop 84-funded Recycled Water Plan to investigate non-potable reuse, groundwater recharge, surface water augmentation and direct potable reuse for CLWA and the four retailers in the region. Paul led oversight and QA/QC of the hydraulic modeling development. Included alternative analysis and facility siting considerations for 14 sub-alternatives, including evaluation of conveyance requirements and costs.



Gregory B. Behnke

Site Civil

Years of Experience 41 years

Professional Summary

Greg offers over 40 years of experience in the civil and sanitary engineering field. His regular responsibilities include the development of design and preparation of plans and specifications for wastewater and water treatment plants, as well as sanitary, potable and reclaimed water pipelines, reservoirs, mass grading and wetland restorations projects. He also has experience working as a system administrator, IT coordinator and providing CAD support. Greg is experienced in the production of grading plans, pipeline and site design, yard piping design, and reservoir design using Bentley MicroStation, InRoads, InterPlot, and Autodesk Civil 3D modeling software applications. He is skilled in detailed design of pipelines, digital terrain modeling, and extremely proficient in earthwork, earthwork quantities and pond storage volume calculations.

Relevant Project Experience

DAILY II HYDROPNEUMATIC BOOSTER PUMP STATION, EASTERN MUNICIPAL WATER DISTRICT, TEMECULA, CA | CIVIL DESIGN LEAD | Provided design of horizontal controls, paving, and grading and drainage.

DAILY ROAD CONSTRUCTION SUPPORT, EASTERN MUNICIPAL WATER DISTRICT, TEMECULA, CA | CIVIL DESIGN LEAD | Provided horizontal control, paving, and grading, and drainage.

TWO-8 MG RESERVOIRS, PUMPING STATION, WELL IMPROVEMENTS, AND PIPELINES, CITY OF WESTMINSTER, WESTMINSTER, CA | LEAD DESIGNER | Lead designer for the reservoir replacement project located at the intersection of Hoover Street and Hazard Avenue. The work involved the development of a water production well drilled within the site to provide additional water supply for the City's drinking water system. The well pump was 2,500 gpm with 200 hp. The project consisted of a complete water supply and storage system that included a booster pump station (4-3,100 gpm, 200 hp pumps), well pump, disinfection system using sodium hypochlorite and water softeners, emergency back-up power generator, two 8-MG, steel tank reservoirs. The site improvement also included soil stabilization by drilling an array of stone columns and surcharging the site where the two reservoirs will be placed. The soil stabilization project was completed after the well was drilled and tested. The yard piping varied from 36" to 10" and involved connections to two different water service areas.

10 MG TILDEN RESERVOIR, CITY OF RIVERSIDE PUBLIC UTILITIES DEPARTMENT, CITY OF RIVERSIDE PUBLIC UTILITIES DEPARTMENT, RIVERSIDE, CA | LEAD DESIGNER | Civil engineering design lead for this 10 MG with 16-foot side water depth and a total depth of 24 feet (2-5 MG cells), Pressure Zone 1020, buried concrete reservoir located in the southwest part of the city. The 10 MG reservoir was a buried cast-in-place concrete reservoir with 16 feet side water depth and 24 overall depth feet using a hopper bottom. The reservoir is located in the hillside overlooking Creighton Street and Gramercy Place. This project had unique challenges because the design and construction had to keep an above ground 1.5 MG steel reservoir in service while the new concrete buried reservoir was



Gregory B. Behnke Page 2

constructed in the hillside next to it. The civil site work was also challenging due to the hillside design and steep access roads needed to access both the existing steel tank reservoir and the top of the new buried reservoir. Assisted during the construction phase where surficial erosion occurred and affected the cover. Significant repairs were necessary due storm water flooding.

7.5 MG VAN BUREN RESERVOIR, CITY OF RIVERSIDE PUBLIC UTILITIES DEPARTMENT,

RIVERSIDE, CA | LEAD DESIGNER | Civil engineering design lead for this 7.5 MG, Pressure Zone 1200 with 16 feet side water depth and a total depth of 24 feet using a hopper bottom, buried concrete reservoir located in near Equestrian Drive and Van Buren Boulevard at Mockingbird Canyon Reservoir. This project was planned to expand one additional 7.5 MG cell to the west. Additional features were provided for that future expansion such as a common 30-inch steel inlet with stub outs. Also, the wall connections for the expansion were built so that the reinforcing and water stops were included.

CANYON LAKE WATER TREATMENT PLANT FACILITIES MASTER PLAN, ELSINORE VALLEY MUNICIPAL WATER DISTRICT, CANYON LAKE, CA | CIVIL DESIGN LEAD | Provided horizontal control, paving, grading and drainage, and yard piping design.

DIAMOND VALLEY LAKE ENGINEERING SERVICES DURING CONSTRUCTION (AS A SUBCONSULTANT), METROPOLITAN WATER DISTRICT, LOS ANGELES, CA | CIVIL CAD TECHNICIAN | Provided civil plans and profiles.

STERLING NATURAL RESOURCE CENTER DESIGN-BUILD BRIDGING DOCUMENTS, SAN BERNARDINO VALLEY MUNICIPAL WATER DISTRICT, HIGHLAND, CA | CIVIL DESIGN LEAD | Provided horizontal control, paving, and grading and drainage.

NORTH CITY PLANT EXPANSION - PIPELINE DESIGN AND SECONDARY CLARIFIER AREA DESIGN, CITY OF SAN DIEGO, SAN DIEGO, CA | CIVIL DESIGN LEAD | Provided horizontal control, pipe design and relocations.

NORTH CITY PLANT EXPANSION - EARLY SITE WORK FOR PIPELINE DESIGN AND SECONDARY CLARIFIER AREA DESIGN, CITY OF SAN DIEGO, SAN DIEGO, CA | CIVIL DESIGN LEAD | Provided horizontal control, pipe design and relocations.

WASTEWATER RECLAMATION FACILITY CONSTRUCTION MANAGEMENT, HI-DESERT WATER DISTRICT, YUCCA VALLEY, CA | CIVIL DESIGN LEAD | Provided horizontal control, paving, grading and drainage and yard piping design.

WELL NO. 41 WELLHEAD TREATMENT PROJECT, ONTARIO MUNICIPAL UTILITIES COMPANY, ONTARIO, CA | DESIGN ENGINEER | Provided design engineering and bid support services for the Well No. 41 Wellhead Treatment Project. The project included a 2,350 gpm ion exchange perchlorate treatment facility, new chlorine building for on-site generation of sodium hypochlorite (relocation of existing OSG system from Well No. 41 building), associated site improvements, approximately 1,300 LF of 16-inch diameter CML&C groundwater supply pipeline, 200 LF of 16-inch diameter CML&C treated water pipeline, and 300 LF of 18-inch diameter RCP storm drain. The ion exchange treatment process includes two pre-filters, four 12-foot diameter ion exchange treatment vessels (two trains in lead-lag configuration), along with flow metering, and controls.



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Jeffrey R. Mohr, P.E., C.E.M

Electrical and Instrumentation & Controls

Education

BS, Electrical Engineering, California Polytechnic State University, 1998

Registrations

Professional Electrical Engineer, California (18977) Professional Engineer, Colorado (PE.0049941); North Dakota (PE-9513) Professional Electrical Engineer, Alaska (AELE13776); New Mexico (22963); Nevada (022088); Oregon (85974PE); Texas (119554); Washington (4875);

Memberships/Affiliations

Institute of Electrical and Electronics Engineers (IEEE) Certified Energy Manager (AEE)

Years of Experience 19 years

Professional Summary

Jeff Mohr has over 19 years of experience in the design and construction administration of power, control, and instrumentation systems for various water and wastewater projects. His designs have included low- and medium-voltage power generation and distribution systems, variable frequency drives, indoor and outdoor lighting, solid state power system monitoring and protection, hardwired relay and programmable logic controller (PLC) control systems, and various data acquisition and other instrumentation systems. Jeff has managed several large electrical generator installation projects and electrical equipment replacements on existing facilities, while maintaining continuous operation during the construction process, improving electrical safety and optimizing existing facilities to save construction costs.

Relevant Project Experience

PURE WATER MONTEREY - GROUNDWATER REPLENISHMENT, GWR INJECTION WELL FACILITIES, ENGINEERING SERVICES DURING CONSTRUCTION, MONTEREY ONE WATER, MONTEREY, CA | ELECTRICAL ENGINEER | Project responsibilities included assisting the team with Engineering Services During Construction and helped coordinate the incoming electric utility service with Pacific Gas and Electric (PG&E). The AWTF facility was designed to receive two power feeds through its 21kV Main-Tie-Main switchgear. To meet construction schedules, the 21kV primary service was coordinated with PG&E. The design of the alternate 21kV power supply from Waste management District is currently being finalized and coordinated with PG&E. The final power distribution arrangement will provide the client with a reliable power distribution system while optimizing energy usage costs.

CHERRY WILLOW RECYCLED WATER TANK FINAL DESIGN, SANTA CLARITA VALLEY WATER AGENCY, SANTA CLARITA, CA | LEAD ELECTRICAL ENGINEER | Design of an electrical distribution system to support the construction of two recycled water tanks, associated seismic valve controllers and area site lighting and receptacles. Coordinated with SCE to ensure incoming utility modifications were brought to the site.

LIFT STATION 1 REPLACEMENT, RAINBOW MUNICIPAL WATER DISTRICT, BONSALL, CA | LEAD **ELECTRICAL ENGINEER** | Assisting junior engineers in the design of lift station replacement project. Project includes a 50kW optional standby power generator to back up necessarily facility equipment and maintain operation of the lift station.



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PLEASANT GROVE WASTEWATER TREATMENT PLANT EXPANSION, CITY OF ROSEVILLE,

ROSEVILLE, CA | CHIEF ELECTRICAL ENGINEER | Responsibilities included performing quality review of design-assist documents for plant modifications to construct primary clarifier and associated pumping, solids thickening facilities, rehab of a WAS holding tank to centrate storage tank, digester facilities and a waste gas burner. The electrical work included modifications to an existing 480V metal clad switchgear, new 480V motor control centers, 480-120/208V step-down transformers and 120/208V panelboards.

SAN JOSE-SANTA CLARA REGIONAL WASTEWATER FACILITY FILTER REHABILITATION, CITY OF SAN JOSE, WATER POLLUTION CONTROL, SAN JOSE, CA | ELECTRICAL ENGINEER | Project responsibilities included review of existing design documents for the upgrading of 16 filters and associated electrical infrastructure. Will provide quality analysis and control throughout the duration of design to ensure project constructability and help optimize project costs.

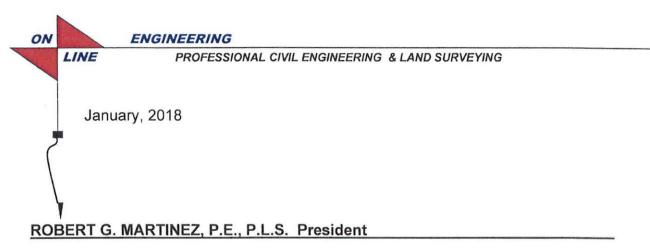
SOUTH SAN LUIS OBISPO WWTP REDUNDANCY PROJECT, SOUTH SAN LUIS OBISPO COUNTY, OCEANO, CA | ELECTRICAL ENGINEER | Project responsibilities included review of existing design documents for the installation of both medium and low-voltage electrical distribution system for the operation of groundwater injection wells and future facility booster pumps. Jeff will be providing quality analysis and control throughout the duration of design to ensure project constructability and help optimize electrical equipment layout and project costs.

PROJECT 716 DUAL MEDIA FILTERS PHASES 3 & 4, CLARK COUNTRY WATER RECLAMATION DISTRICT, LAS VEGAS, NV | LEAD ELECTRICAL ENGINEER | Served as the lead electrical engineer for the design of expanded tertiary facilities for Clark Country Water Reclamation District. Project included the expansion/addition of granular media filters, a new filter influent pump station, retrofit of existing UV disinfection technology, and retrofit of other existing ancillary facilities. Tasks included bringing in two new utility services to a double-ended 12.47kV-480/277V unit substation. Unit substation was equipped with differential relay protection to limit arc flash hazard levels. Other project tasks included design and preparation of single line diagrams for both medium and low voltage distribution systems, electrical motor control schematics, uninterruptible power supply system, and interfaces with PA, telephone communication, site security and fire alarm systems.

GREEN RIVER WATER TREATMENT PLANT, TACOMA PUBLIC UTILITIES, TACOMA, WA | LEAD ELECTRICAL ENGINEER | Served as the lead electrical engineer in the construction management of the filtration facilities expansion for the Green River Water Treatment Plant. Work included modifications to the 12.47 kV primary electrical system to loop feed power around the site and interface with a new optional standby 12.47 kV paralleling diesel engine generator system. Remote operating panels were designed for the primary generator system to reduce arc flash hazards and promote safety for plant personnel. Other project details included the design of aeration and final sedimentation facilities, filters, new chemical systems and modifications to existing chemical systems, solids handling facilities, including thickeners and dewatering, two clearwells, and a finished water pump station.

FULTON PUMP STATION, PORTLAND WATER BUREAU, PORTLAND, OR | LEAD ELECTRICAL ENGINEER | Served as the lead electrical engineer for the Fulton Pump Station Replacement Project. The pump station was designed to supply 18 mgd as a reliable means to supply to Burlingame Service Area. Project tasks included utility coordination with the electrical provider (PGE), development of site plans, single line diagrams, equipment elevations, control schematics, panelboard and luminaire schedules, power, control and signal plans, and lighting, receptacle and grounding plans for the pump station.





EDUCATION

BACHELOR OF SCIENCE Degree in Civil Engineering (Survey Minor) California State Polytechnic University, Pomona – June 1989

EMPLOYMENT

ON-LINE Engineering - Pasadena, West Covin	a, CA January '94 - Present
ASL Consulting Engineers – Pasadena, CA	September '95 – December '99
<u>So. Calif. Gas Company</u> – Los Angeles, CA	July '95 – September '95
Morsch Engineering Company – Altadena, CA	July '83 – July '95

EXPERIENCE

Gas Co. As-Built and Completion Surveys, Grading/Drainage Plans, Street Plans, Storm Drain Plans, Utility Plans, Demo Plans, Hydrology/Hydraulic Analysis & Reports, General/Specific Plan Studies, Specifications, Proposals, Subdivisions, A.L.T.A. Surveys, Records of Surveys, Corner Records, Boundary & Topographic Surveys, Reservoir surveys for MWD, and various Municipalities, including: Beverly Hills, Pasadena, Los Angeles, GPS surveys, Boundary Analysis, Legal Descriptions, Mapping/Exhibits, Calculations, Survey Coordination, Field Crew Party Chief, Manual & CAD Drafting, Project Management, Client Relations & Consultations, Presentations, Proposals, Research, Processing, Training & Supervision of Co-workers.

REGISTRATIONS

Professional Land Surveyor: Registration No. L6966 (EXP. 9-30-19)

Professional Engineer: Registration No. C54360 (EXP. 12-31-19)

908 Waverly Place * West Covina, CA 91790 * 626.791.3980 Email: <u>olengr@earthlink.net</u>

Hashmi Quazi, PhD, PE, GE

Principal-in-Charge / Project Director

Dr. Quazi has over 31 years of experience providing geotechnical engineering services and has earned a reputation for providing quality work in an honest and ethical manner, on time and within budget. Dr. Quazi provides quality control, budget oversight, and technical assistance on various types of projects, including pipelines, water treatment plants, wells, reservoirs, booster pump station and other related projects.

Relevant Experience

Mojave Water Agency R3 Pipeline, San Bernardino County, CA. Principal in Charge. Provided technical and budget oversight, resource allocation and contract management for the geotechnical investigation. The project involved 10 miles of proposed Phase 1 Water Conveyance pipeline, utilizing trenchless crossings under BNSF railroad tracks, under Interstate 15 along Mesa Street, and under Highway 395 at Mesa Street. The project also included proposed Turnout Structure Nos. 6 and 7 to be located at Mesa View Drive in the City of Victorville, & proposed steel reservoir and pump station in the City of Hesperia.



EDUCATION

- Ph.D., Civil Engineering, University of Arizona, 1987
- M.S., Civil Engineering, Arizona State University, 1982
- B.S., Bangladesh Engineering University, 1978

REGISTRATIONS/CERTIFICATIONS

- California, Civil Engineer, #46651
- California, Geotechnical Engineer, #2517

The Mojave River Pipeline – Reach 4A, San Bernardino County,

CA. Principal in Charge. Provided technical and budget oversight, resource allocation and contract management for the geotechnical investigation, observation and testing. The project consisted of the design and construction of approximately 30,620 linear feet of 24-inch diameter raw water pipeline located in an unincorporated area in the County of San Bernardino, north of the City of Barstow, California.

WDI-1 & WDI-2 Pump Station, *Victorville, CA.* Principal in Charge. Provided technical and budget oversight, resource allocation, and contract management for the geotechnical investigation. The project consisted of the construction of the WDI-1 & WDI-2 Pump Station in Victorville, CA. It will be an approximately 30' x 30' masonry block wall building with slab-on-grade. There will be piping running from the pump station to connect in the street and stub south of Sycamore Street for future extension.

Morongo Basin Water Pipeline Project, Mojave Water Agency, *High Desert Area, CA.* Principal in Charge. Provided technical and budget oversight, resource allocation and contract management for the geotechnical investigation. The project consisted of 70 miles of pipeline, a turnout structure, pump stations, and water reservoirs.

2.5 MG Tank & Pump Station, *Hesperia, CA*. Principal in Charge. Provided technical oversight and budget control for the geotechnical investigation. The project consisted of the design and construction of a 2.5 MG water tank, pump station, and associated pipelines and appurtenances located at 13500 Live Oak Street, Hesperia, CA. The proposed water tank diameter was 115 feet with a height of 30 feet and was constructed at-grade with a 4-foot-wide by 2.5-foot-deep ring wall foundation. A second future water tank is proposed with a footprint of 25 feet by 50 feet. The building was a one-story masonry block wall structure founded on shallow footings with a slab-on-grade.

Zahangir Alam, PhD, EIT

Senior Staff Engineer / Project Manager

Mr. Burnham has 6 years of experience which includes geotechnical investigations, fault studies, rock slope stability, landslide investigation, rock rippability assessment, liquefaction mitigation, and geotechnical monitoring of grading, including many hillside and hard rock sites. Mr. Burnham's organization and focus enables him to effectively coordinate projects in the field and oversee professional and field staff on their projects.

Relevant Experience

OMUC Water Main Replacement, Ontario, *CA*. Project Geologist. Managed fieldwork and paperwork for the geological investigation for the project. The project consists of 9,000 linear feet of 8-inch and 12-inch diameter pipeline at various locations in the Ontario, California. The pipelines will be located along Euclid Avenue, Main Street, Transit Street, "C" Street, 5th Street and College Way. Converse drilled borings in previous years in or in the close vicinity of these streets and recently for the Euclid Recycled Water Pipeline.

IEUA Baseline Pipeline Extension, *Fontana, CA*. Senior Staff Engineer. Managed fieldwork and paperwork and prepared reports for the project. during the design phase. The project consisted of extending approximately 8,200 linear feet of 24 inch diameter recycled water pipeline on Baseline Avenue to Cherry Avenue in



EDUCATION

- Ph.D., Geotechnical Engineering, University of Texas at Arlington, 2016
- B.S., Bangladesh University of Engineering and Technology, 2009

CERTIFICATIONS

 EIT No. 138566, State Board of Licensure for Professional Engineers and Surveyors, California

Fontana, California. 4,500 linear feet was run along Baseline Avenue and 3,700 linear feet was run along Heritage Circle. The pipeline was located in the IEUA 1630 Pressure Zone.

Hemlock & Redlands Booster Pump Station & Pipeline, *Redlands, CA*. Senior Staff Engineer. Managed fieldwork and paperwork and prepared the geotechnical investigation. The project included the installation of 3,000 gpm capacity vertical pump cans, a 30 foot x 20 foot control and equipment building, and a 1,400 l.f. of pipeline exiting the new booster pump station (BPS) site and running north along Redlands Boulevard in Moreno Valley, California. The pipeline was 24 inches in diameter with an invert depth of approximately 6 to 8 feet bgs. Open cut and cover technique was used to install the pipeline.

Magnolia Avenue Techite Pipeline and Pump Station, *Riverside, CA.* Senior Staff Engineer. Managed fieldwork and paperwork and prepared reports for the project. The project consists of the installing approximately 3,920 linear feet of 36-inch CML&C steel water pipe along the southern barrel on Magnolia Avenue from Hughes Alley to Polk and installing approximately 1,620 linear feet of 36-inch CML&C steel water pipe along the southern barrel on Magnolia Avenue from Polk Street to Park Sierra Drive. The pipes will be installed using the cut and cover technique. It will have 5 feet of soil cover.

Chromium 6 Treatment Facilities Well Sites, *Coachella Valley, CA.* Senior Staff Engineer. Managed fieldwork and paperwork and prepared the geotechnical investigation. The Chromium 6 Treatment Facilities project consisted of several components within 30 well sites in various locations in Coachella Valley, California. Those sites included 5 well sites with no treatment facilities, 23 sites with strong base anion (SBA) and 2 well sites with weak base anion (WBA) treatment facilities, approximately 52,350 linear feet of raw and finished water pipelines, and a Central Resin Regeneration Facility (CRRF).

Tom Dodson, Tom Dodson & Associates

Title

President / Environmental Specialist

Education

M.A., *Geography*, University of California, Berkeley, 1973
B.A., *Geography*, University of California Berkeley, 1968

Experience

30+ years

Summary

Tom Dodson is the President of Tom Dodson and Associates, an environmental consulting firm in San Bernardino, California. He has more than 40 years of experience in land use planning, and environmental and resource management, with special expertise in CEQA, NEPA, regulatory compliance, expert witness testimony and communication/facilitation for resolution of environmental issues. He personally prepares environmental documentation for a broad variety of projects and acts as a resource person in working with clients, governmental agencies, and decision-makers in finding solutions to complex problems. He negotiates with regulators at the federal, state and local level, and designs formal presentations to committees.

Mr. Dodson has served as a facilitator in resolving environmental issues for several agencies, including the Bureau of Land Management, San Bernardino County, City of San Bernardino, and other agencies. Mr. Dodson also provides expert witness testimony on land use and environmental issues on a variety of court cases, primarily in CEQA litigation, takings, land use and regulatory cases. He serves as program manager on most projects undertaken by the firm and maintains close contacts with subconsultants and specialists who can provide technical information, as needed, in a timely manner. Mr. Dodson also serves as the environmental advisor/consultant to the San Bernardino County Local Agency Formation Commission, San Bernardino International Airport Authority, Inland Valley Development Agency, Inland Empire Utilities Agency, cities of Murrieta and El Monte, and several other agencies.

Relevant Experience

Negotiation of Stream Alteration Agreements and Section 404 Permits

Since 1988 Mr. Dodson has been involved in more than 20 projects that required acquisition of Stream Alteration Agreements from the State Department of Fish and Wildlife and Section 404 Permits from the U.S. Army Corps of Engineers. This includes several permits in Big Bear Valley, along the Santa Ana River and its tributaries, and southern California in general.

City of San Bernardino, Various CEQA/NEPA Documents

Over the past four years, TDA has prepared environmental documents to comply with both the California Environmental Quality Act and National Environmental Policy Act for a variety of City projects. These projects include: Orange Show Road Extension, involving two bridges, one over Twin Creek and the other over the Santa Ana River; the downtown movie theater sponsored by the City Economic Development Agency (EDA); installation of sewer lines along Cajon Boulevard for the City EDA; and most recently, several demolition projects, also initiated and carried out by the EDA. All of these documents have been successful in accomplishing full compliance with both CEQA and NEPA and other regulatory requirements, such as Corps of Engineers and endangered species permits.



Tom Dodson, Tom Dodson & Associates

Inland Valley Development Agency (IVDA)/San Bernardino International Airport Authority (SBIAA) (1992-Present)

Environmental manager for the IVDA and SBIAA in their role as the redevelopment and reuse agency for Norton Air Force Base located in San Bernardino, California. Assisted the Air Force in completing its first and only air conformity determination for reuse of a closing military base. The analysis was used in presentations to the federal Environmental Protection Agency (EPA) to revise the Conformity Regulations to exclude transfers of military bases from conformity findings. TDA has been involved in every facet of base closure, working closely with the Air Force Base Closure Agency (AFBCA) at Norton and in Washington D.C. to complete the Final EIS and issue the Record of Decision. This support effort includes endangered species management programs at the former Base and consultations with the State and Federal government under endangered species laws.

Inland Empire Utilities Agency (IEUA, 1999-Present)

As environmental consultant to the IEUA, TDA prepared the Program EIR for the Optimum Basin Management Program which evaluated the whole program that is proposed to be implemented to remove groundwater contamination from the Chino Basin. This EIR was prepared to meet court mandated deadlines and was certified in a timely manner by the IEUA. TDA has continued consulting with IEUA and recently completed a Program EIR for IEUA Facilities Masters Plans, which examined the long-term implementation of wastewater, recycled water and organic waste management programs. TDA is currently working with ASL/Tetra Tech to implement a major expansion in the organic composting operations currently being carried out by IEUA as part of the Chino Basin groundwater aquifer remediation. Site selection, due diligence, and CEQA documentation are part of the tasks that TDA has assisted with on this project.

SCRRA/Metrolink Projects (2008-Present)

Tom Dodson & Associates has worked through several different engineering firms over the past ten years with SCRRA/Metrolink. During this period, TDA performed more than 15 specific jobs/projects with SCRRA/Metrolink to support both NEPA and CEQA compliance. The largest of these projects was the compilation of an environmental data base for Positive Train Control (PTC) for each of the Metrolink Subdivisions. Each of these projects have been successfully implemented (except for the most current project, San Juan Creek Bridge Replacement Project).



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Steven Itagaki, PE, TE, PTOE Task Manager – Highways/Traffic

: JMD



Title

Project Manager

Years of Experience

28

Registration

- Registered Professional Engineer, CA, #C67470
- Registered Traffic Engineer, CA, #TR2394
- Professional Traffic Operations Engineer, #2156

Education

B.S., Civil Engineering, 1991, California State Polytechnic University, Pomona

Affiliations

- American Society of Civil Engineers
- Institute of Transportation Engineers

Qualifications

With over 28 years of civil engineering experience as a Project Manager, Steve has worked on a variety of civil, highway, traffic, rail, and transit engineering projects for client cities, outside agencies, private sectors and California Department of Transportation (Caltrans). Steve has been responsible for managing and preparing plans, specifications and estimates for traffic signal, street lighting, signing, striping and traffic control projects utilizing AutoCAD with AutoTurn, Microstation, and Lighting Programs AGI32 and Visual. His experience also includes traffic studies and reports utilizing the Highway Capacity Software (HCS), Intersection Capacity Utilization (ICU), Synchro, and SPEEDPLOT.

Mr. Itagaki has a thorough proficiency in current Caltrans standards and procedures, traffic engineering modeling and methodologies, County of Los Angeles traffic standards and methodologies, and the State of California Vehicle Code.

Relevant Experience

Traffic Control

Site Specific Traffic Control Plans - City of Walnut Valley Water District

Served as *Lead Design Engineer* responsible for preparing traffic control plans for the short- and long-term maintenance of valves and regulating stations at 29 arterial intersections. The intersections resided in the jurisdictional agencies of the Cities of Walnut, Diamond Bar, Industry, Los Angeles County, and Caltrans. Each plan included an inventoried list of traffic control equipment required for proper delineation and not only designed for clear and sunny weather conditions but also for adverse weather conditions as well. The scope of work included in this task was a traffic report which reviewed the agencies' current traffic control device inventory and recommendations to correct deficiencies or enhance equipment to meet current standards. The report also included assumptions, analyses made, results, conclusions, recommendations, and an executive summary of this project.

English Canyon Trunk Sewer – City of Santa Margarita Water District

Served as *Lead Design Engineer* responsible for preparing traffic control plans for the installation of approximately 7,600 feet of sewer lines through the Cities of Lake Forest and Mission Viejo. The installation of this line impacted four (4) lanes of traffic through major intersections and was staged to minimize traffic interruptions.

Flight Avenue TCP (Planes of Fame) – City of Chino

Served as *Lead Traffic Engineer* responsible for providing engineering services for the temporary closure of Flight Road from Merrill Avenue to Kimball Avenue. The scope of work included preparing a final traffic control design plan for the Planes of Fame Air Museum's annual airshow.



S. Itagaki, p. 1

SR-60/Azusa Avenue Roadway Improvements - City of Industry

Served as *Project Manager* responsible for developing roadway and traffic control plans on Azusa Avenue at State Route 60. The scope of work included sidewalk improvements, utility modifications, and pavement overlays as well as close coordination with Caltrans and the City of Industry. The traffic signals along Azusa Avenue required careful coordination of roadway improvements. All improvements were designed to meet ADA requirements.

On Call Traffic Engineering Services – City of Desert Hot Springs (c/o Glenmorra Consultants)

Served as *Project Manager* responsible for providing on call traffic engineering in support of various capital improvement projects in design or construction throughout the City. The projects included roadway, signing, striping, traffic signals, street lighting, and traffic control improvements.

Valley Boulevard/Grand Avenue Traffic Control - City of Industry (c/o CNC Engineering)

Served as *Project Engineer* responsible for providing traffic control services for the impacted intersection of Valley Boulevard and Grand Avenue. Tasks also involved performing site visits during the various stages of construction and recommendations on traffic control adjustments.

SR-60/Azusa Avenue Roadway Improvements - City of Industry (c/o CNC Engineering)

Served as *Project Engineer responsible* for developing roadway and traffic control plans on Azusa Avenue at State Route 60. The project included sidewalk improvements, utility modifications, and pavement overlays as well as close coordination with Caltrans and the City of Industry. The Traffic signals along Azusa Avenue required careful coordination of roadway improvements. All improvements are designed to meet ADA requirements.

On Call Traffic Engineering Services - City of Desert Hot Springs (c/o Glenmorra Consultants)

Served as *Project Engineer* responsible for providing on call traffic engineering to the City of Desert Hot Springs, in support of various capital improvement projects currently in design or construction throughout the City. The projects included roadway, signing, striping, traffic signals, street lighting, and traffic control improvements.

City Engineering Services - City of Industry

Served as *City Traffic Engineer* responsible for providing City engineering services to the City of Industry. Services included permitting, plan checking, and inspection as well as the preparation of studies and design plans for roadway, traffic signal, railroad crossing, and rail/highway grade separation projects.

SR-60/Crossroads Parkway North Traffic Control – City of Industry

Served as Lead Design Engineer responsible for providing engineering services for the proposed street improvements at the on and off-ramps of State Route 60 (SR-60) and Crossroads Parkway North. The project included traffic control design, review of the existing signing and striping conditions, as well as timely coordination with Caltrans. Various construction stages were developed to maintain access to SR-60 and major business in the area.

Oxnard Transportation Center - East Fourth Street Parking Lot - City of Oxnard

Served as *Project Engineer* responsible for providing engineering services to plans, specifications, and estimate (PS&E) for the proposed improvements at the Oxnard Transportation Center's East Fourth Street Parking Lot in the City of Oxnard. The project included surveying and mapping, signing and striping, grading, drainage, lighting, landscaping, irrigation, geotechnical analysis, and traffic control as well as timely coordination with Caltrans and the City of Oxnard.

Buena Vista Street – City of Burbank

Served as *Design Engineer* responsible for the preparation of traffic control plans for this State Route 134 off-ramp. The project required detouring traffic for the construction of ramp widening. Pedestrian detours were also required within the construction area.

Pacific Coast Highway - City of Long Beach

Served as *Design Engineer* responsible for the preparation of traffic control plans for the installation of a storm drain along this state route. Due to the construction staging of this project, traffic was diverted in three separate phases in order to maintain traffic progression and ease of the construction.



S. Itagaki, p. 2

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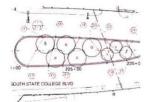


With NUVIS since 1978

CA 1997

Education BSLA California State Polytechnic University, Pomona 1978









CA 1891 . NV 396

TOM MUNOZ, PLA

With decades of on-call experience with the City of Los Angeles, County of Los Angeles, Port of Los Angeles, and many other public agencies, Tom shares his talents and passion for our profession as a volunteer vice-president of the Corona Historic Preservation Society, volunteer vice-president for the City of Corona Partners for Parks Foundation, volunteer with the Boy Scouts and participant in local California Park and Recreation Society Programs. His emphasis is in water-wise public- and private-oriented park/recreation planning and urban design projects. As a Project Manager on many of NUVIS' public agency projects; client relations, technical direction of construction documents, and multi-team/agency coordination are his notable strengths.

Professional Affiliations

California Park and Recreation Society Corona Partners Foundation (CPF) for Parks and Recretation Corona Historic Preservation Society (CHPS) Boy Scouts of America, Assistant Scout Master, 1997 National Jamboree

Recognition

2015 CMAA Project Achievement Award, Berth 200 Rail Yard & Roadway, San Pedro, CA 2008 APWA Project of the Year, Parks & Recreation, Hesperia Civic Plaza Pk, Hesperia, CA 2006 WCCC Distinguished Project, Honorable Mention, LA Riverfront Park, Studio City, CA 2005 City of Los Angeles Certificate of Commendation, LA Riverfront Park, Studio City, CA 2004 CPRS Award of Excellence, Central Park Sports Complex, Huntington Beach, CA 2004 So Cal Municip. Athletic Fed., Central Park Sports Complex, Huntington Beach, CA

Berth 200 Rail Yard & Field Office

Port of Los Angeles, San Pedro, CA

Tom served as project manager on the renovation of an existing rail yard and field office including accent pottery, low water use plantings, hing-efficiency irrigation system, decorative concrete walkways, California Coastal Trail improvements, fountain plaza, fencing, vehicular gate, flagpole, benches, pilasters, and plaza seat wall. CMAA Southern California Chapter 2015 Project Achievement Award. Dates: 2009-2014

Newhope-Placentia Median Landscape

Lee & Ro, Inc. for the Orange County Sanitation District, Fullerton & Anaheim, CA Tom provided project management for design development and construction documents on 4-miles of median landscape along State College Blvd. as part of an \$80 million trunk sewer replacement project with high-efficiency subsurface drip irrigation and new low water use planting. Stakeholders include the cities of Fullerton and Anaheim, Caltrans, CSU Fullerton, USACE, and Anaheim Stadium. Dates: 2016- on-going

Carbon Canyon Water Recycling Facility

CDM Smith for Inland Empire Utility Agency, Chino, CA Tom serves as project manager for planting and irrigation to replace landscape disturbed during the renovation of the facility. Scope of services also includes replacing dead/ dying trees within the project site, governmental agency coordination, preliminary landscape plans, PS&E, and professional services during bid and construction phases.

Hermosa Beach Parking Lot D Improvements

Adam Streeter Engineers for the City of Hermosa Beach, CA

Tom serves as project manager for project includes redesign of a small municipal parking lot that is in disrepair to be a multi-benefit demonstration project that includes ADA improvements, enhanced lighting and electrical upgrades, a bicycle corral, electric vehicle charging stations, storm water capture and retention, and drought tolerant landscaping. Designs will address the sidewalk, curb and gutter as well as assess the parking lot layout and surrounding on-street parking spaces to maximize parking potential in the parking lot. Scope of services includes preliminary design, PS&E, professional services during bid and construction and governmental agency coordination.



DEPINTO MORALES

COMMUNICATIONS, INC.



David J. De Pinto Partner/CEO De Pinto Morales Communications, Inc.

Dave is a founding partner of *De Pinto Morales Communications, Inc. (DMCI),* a firm specializing in environmental issues management, water education projects, crisis communications, public education and outreach campaigns, stakeholder relations, media relations, public affairs, and ethnic/community marketing. Dave is most notably a senior marketing and corporate communications strategist, with extensive experience implementing grassroots public education and outreach campaigns for controversial/complex environmental projects in both the public and private sectors. Geographically, Dave has implemented such campaigns focused in the northeast San Fernando Valley, the San Gabriel Valley, the City of Los Angeles and throughout the State of California. Dave has worked extensively with attorneys, engineers and operations staff for a wide variety of business and government enterprises, including highly sensitive and confidential matters.

Dave's industry specialties include water supply, water quality, food, beverage, hospitality, transportation, solid waste/recycling, hazardous waste, air quality, land use, oil and gas, and environmental services sectors. As DMCI expanded its water policy practice, Dave has directed several regional public education campaigns promoting the benefits of water conservation, water quality and recycled water for clients such as the San Gabriel Valley Municipal Water District, Upper San Gabriel Valley Municipal Water District, San Gabriel Basin Water Quality Authority and Main San Gabriel Basin Watermaster. Dave originated the plans for the 2012, 2013, 2014, 2016 and 2018 San Gabriel Valley Water Forums, which have become a "must attend" community leader event in the San Gabriel Valley.

Due to his campaign, business management and community leadership experience, Dave possesses intimate knowledge of and sensitivity to communities and their cultures in the northeast San Fernando Valley, the San Gabriel Valley and throughout California. As volunteer president of the largest homeowner association in the City of Los Angeles, Dave has unique insights and capabilities related to facilitating community discourse on controversial issues and development projects involving counties and municipalities, water districts, school districts and non-profit organizations.

Prior to founding his own firm in June 2001 along with long-time business associate Bob Morales, Dave was President and Chief Executive Officer for San Diego-based Stoorza Communications, a leading independent public relations consulting company in California. Dave was a member of the firm's board of directors and directed the management, staff and operations of the company's diverse practice areas and offices in San Diego, Los Angeles, Sacramento, Riverside and Fresno. The firm had annual revenue in excess of \$10 million during his tenure, with nearly 100 employees.

From 1994-1999, Dave was a global partner for Ketchum Public Relations and was general manager/director of the company's Los Angeles, Riverside and Sacramento offices. Dave also served as executive vice president of Pacific/West Communications Group, a Los Angeles-based issues management and public relations firm.

Dave's corporate background includes serving as director of marketing, public relations and public affairs for Coca-Cola Bottling Company of Los Angeles (CCLA), the nation's largest soft drink bottler, which also owned Arrowhead Water. He achieved a distinguished record of marketing innovation, sales growth and community leadership in both general and ethnic markets for Coca-Cola. Dave also was integrally involved with Coca-Cola's sponsorship of the 1984 Olympics in Los Angeles, and directed Coca-Cola's marketing partnerships with theme parks, sports and entertainment venues, professional sports franchises, major sporting events, and major universities throughout Southern California.

Dave has received numerous professional awards and recognition, including two Public Relations Society of America's (PRSA) prestigious Silver Anvil Awards for public relations campaigns on behalf of his clients, the 1996 Olympic Games Torch Relay and Knotts Berry Farm Theme Park. Dave received his M.B.A. from the University of Southern California, and his B.A. degree from Brown University, majoring in Political Science and Economics.

Dave is a member of and serves on a variety of volunteer civic and community boards of directors and committees, including the Shadow Hills Property Owners' Association, S.A.F.E. Coalition and Oakmont Country Club. Dave is married with two children. Since 2014, Dave has voluntarily spearheaded creation of and advocacy by the S.A.F.E. Coalition, a northeast San Fernando Valley based coalition of community leaders opposed to the high speed train project and the negative impacts it will create for residents and businesses in the northeast San Fernando Valley.

Employment Background

•	2001-Present	De Pinto Morales Communications Inc. Partner/CEO
•	1999-2001	Stoorza Communications President & CEO
•	1994-1999	Ketchum Public Relations International Partner & General Manager
•	1989-1994	Pacific/West Communications Group Executive Vice President
•	1984-1989	Coca-Cola Bottling Company of Los Angeles Director, Marketing and Public Relations

EXHIBIT "2"

Proposal Fee Estimate

CLIENT Name:	City of San Fernando

PROJECT Description: Upper Reservoir Replacement Project

Proposal/Job Number:

Date: 4/9/2019

lourly Rate:	1	Eng-Sci-9	Eng-Sci-8	Eng-Sci-7	Eng-Sci-6	Eng-Sci-5	Eng-Sci-4	Eng-Sci-3	Eng-Sci-2	Eng-Sci-1	Senior CAD- Designer	CAD-Designer	Senior CAD- Technician	CAD-Technicia	Project Admin.	Administrative Assistant	Aide	Total	Total Labor	On-Line Engineering	Converse Consultants	Tom Dodson & Associates	JMDiaz, Inc.	SINUN	DePinto Morales Comm.	ODCs	Total Expen	Total Labor + Expenses
ouny Rate.	\$150	\$275	\$250	\$235	\$210	\$195	\$170	\$155	\$140	\$130	\$160	\$150	\$120	\$110	\$120	\$100	\$75	Hours	Fees	Fees	Fees	Fees	Fees	Fees	Fees	Fees		Fees
ask 1 - Preliminary Design Engineering Services																												
.1 Data Review		2	2		2		4	2	2									14	\$2,740				\$1,283				\$1,283	\$4,023
.2 Geotechnical Investigation			4		2		2											8	\$1,760		\$10,447						\$10,447	\$12,207
.3 Utility Research							4		16									20	\$2,920							\$500	\$500	\$3,420
.4 Topographic Survey					2		2										STREET, STOLEN STREET,	4	\$760	\$4,000							\$4,000	\$4,760
.5 Fire Flow Storage Analysis					8				20									28	\$4,480								\$0	\$4,480
.6 Landscape & Irrigation Design					2		4											6	\$1,100					\$3,870			\$3,870	\$4,970
.7 Reservoir Alternatives Analysis		4	16		16		24		20		6			20	1			106	\$18,500					43,010			\$3,870	
.8 Draft Preliminary Design Report Preparation	8	6	4		4		40		8		3			21				70	\$18,500							\$50		\$18,500
.9 Final Preliminary Design Report Preparation	8	2	2		2		20											34	\$6,070							\$50	\$50 \$50	\$12,660 \$6,120
Task 1 - Subtotal	16	14	28	0	38	0	100	2	66	0	6	0	0	20	0 0	0		0 290	\$0 \$50.940	\$4,000	\$10,447	\$0	\$1,283	\$3,870	\$0	\$600	\$0 \$20,200	\$0 \$71,140
Fask 2 - Final Design Engineering Services													0	20				230	\$50,940	\$4,000	\$10,447	50	\$1,283	\$3,670	50	2000	\$20,200	\$/1,140
2.1 60% Design Documents	4	7	52	24	34	52	74	85	19	o	19	0	0	80	n n	0	0	450	\$78,603							\$100	\$100	\$78,703
2,2 90% Design Documents	4	7	52			52	74	85	19	0	19	n	n	80			 	450						\$4,420		\$100	\$4,520	
2.3 100% Design Documents	4	2	13		9	13	19	21	5	0	5	0	0	20	1		0	115	\$20,101					\$2,830		\$100		\$83,123
2.4 Traffic Control Plans							4											110	\$680				\$6.850	φ2,030		\$100	\$2,930 \$6,850	\$23,031
2.5 Public Outreach	7	6					12										-	7	\$4,740				0.000		\$17,500	\$150		\$7,530
2.6 Permitting Support	2	2	8		8		16		8		4							20	\$9,610						\$17,500	\$150	\$17,650	\$22,390
2.7 CEQA Support							2											52	1				\$964				\$964	\$10,574
2.8 Bid Support		6	F		8		28		16			*****						2	\$340			\$4,500		1221242			\$4,500	\$4,840
					U		20		10		0		0		1				\$14,670					\$1,610		\$50	\$1,660 \$0	\$16,330 \$0
Task 2 - Subtotal	25	29	130	54	93	117	229	191	67	0	55	4	8	180	0 0	0	0	1182		\$0	\$0	\$4,500	\$7,814	\$8,860	\$17,500	\$500	\$39.174	\$246,521
Task 3 - Engineering Services during Construction													-															
3.1 RFI Responses		10	16		8	8	20	16	12									90	\$17,550					\$1,240			\$1,240	\$18,790
3.2 Submittal Reviews		10	16		20	20	40	16	44							10		176	\$31.290					\$620			\$620	\$31,910
3.3 Contractor Payment Evaluations		4					16											20	\$3,820								\$0	\$3,820
3.4 Meetings and Site Visits	12		12				120	12			10000000000000000000000000000000000000							156	1					\$1,860		\$1,200	\$3,060	\$30,020
3.5 Record Drawings								8						36	3			44	\$5,200					÷1,000		\$100	\$100	\$5,300
3.6 Public Outreach	2	2		11111111111111111111111111111111111111			4											8	\$1,530						\$13,500		\$13,500	\$15,030
																		0	\$0								\$0	\$10,030
Task 3- Subtotal	14	26	44	0	28	28	200	52	56	0	0	0	0	36	0	10	0	494	\$86,450	\$0	\$0	\$0	\$0	\$3,720	\$13,500	\$1,300	\$18,520	\$104,970
Task 4 - Project Management and Meetings															-													
4.1 Project Management & Administration	30	12		ļ			30									20		92	\$14,900				\$1,130				\$1,130	\$16.030
4.2 Meetings	60	30																90	\$17,250					\$500	\$0	\$600	\$1.100	\$18,350
4.3 QA/QC		8	24			24												56	\$12,880								\$0	\$12,880
Task 4 - Subtotal	90	50	24	0	0	24	30		0	0	0				-			0	\$0								\$0	\$0
All Tasks Total	145		The owner and the	- Telle contraction of the second			and the second se	245		0	61	4	0	236	0 0 30	-		238 2204		\$0 \$4,000	\$0 \$10,447		\$1,130 \$10,227	\$500 \$16,950	Carrier Contraction of Contraction		\$2,230 \$80,124	\$47,260 \$469,891

John Robinson Consulting, Inc. & Kennedy Jenks

2020

FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT (John Robinson Consulting Incorporated (John Robinson Consulting) - Upper Reservoir Replacement Engineering Design Services)

THIS 2020 FIRST AMENDMENT ("First Amendment") to that certain agreement entitled "Professional Services Agreement – John Robinson Consulting Incorporated (John Robinson Consulting) - Upper Reservoir Replacement Engineering Design Services" originally executed 17th day of June, 2019 by and between the CITY OF SAN FERNANDO, a municipal corporation and general law city ("CITY") and JOHN ROBINSON CONSULTING, a California corporation (hereinafter, "CONSULTANT" is made and entered into this 5th day of October, 2020 ("Effective Date"). For purposes of this First Amendment, the capitalized term "Parties" shall be a collective reference to both CITY and CONSULTANT. The capitalized term "Party" may refer to either CITY or CONSULTANT interchangeably as appropriate.

RECITALS

WHEREAS, the Parties executed and entered into an employment agreement dated June 17, 2019 and entitled "Professional Services Agreement – John Robinson Consulting Incorporated (John Robinson Consulting) - Upper Reservoir Replacement Engineering Design Services", Contract No. 1912 (hereinafter, the "Master Agreement"); and

WHEREAS, the Parties now wish to modify the Master Agreement further for purposes of modifying the Master Agreement's compensation terms; and

WHEREAS, execution of this First Amendment was approved by the San Fernando City Council ("City Council") at its Regular Meeting of October 5, 2020.

NOW, THEREFORE, in consideration of the mutual agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows:

SECTION 1. The Not-to-Exceed Sum as defined under Section 1.3 of the Master Agreement is hereby amended to mean and refer to the sum of Five Hundred and Forty-Five Thousand, Three Hundred and Forty-Five Dollars (\$545,345.00).

SECTION 2. Notwithstanding anything in the Master Agreement or the First Amendment to the contrary, CONSULTANT shall perform the various services and tasks set forth in the Scope of Services in accordance with the performance scheduled entitled "Additional Scope of Services" which is attached and incorporated hereto as **Exhibit "A"**).

SECTION 3. Except as otherwise set forth in this First Amendment, the Master Agreement shall remain binding, controlling and in full force and effect. The provisions of this First Amendment shall be deemed a part of the Master Agreement and except as otherwise provided under this First Amendment, the Master Agreement and all provisions contained therein shall remain binding and enforceable. In the event of any conflict or inconsistency between the provisions of this First Amendment shall govern and control, but only in so far as such provisions conflict with the Master Agreement and no further.

SECTION 4. The Master Agreement as amended by way of this First Amendment, constitutes the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this First Amendment. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to the Master Agreement as amended by this First Amendment shall be valid and binding unless in writing and duly executed by the Parties in the form of a written contract amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this First Amendment to be executed on the day and year first appearing above.

CITY:

City of San Fernando

By:_____Joel Fajardo Joel Fajardo Joel Fajardo Mayor

10/6/2020 | 12:10 PM PDT Date:

APPROVED AS TO FORM

PocuSigned by: Fichard fadilla 9E6768364A9F4FC...

Richard Padilla Name:

By:

Title: Assistant City Attorney

Date: 10/6/2020 | 1:05 PM PDT

CONSULTANT

John Robinson Consulting

Name: John Robinson

Title: Principal

10/6/2020 | 10:02 AM PDT Date:

EXHIBIT A

Additional Scope of Services

Task 1.2 – Geotechnical Investigation – Converse Consultants, based on the draft geotechnical investigation report, is required to complete extra evaluation, engineering analysis, and drafting.

Task 1.3 – Utility Research and Task 2.1 – 60% Design Documents (Civil Discipline) – Kennedy/Jenks, based on the direction on the draft preliminary design report, are adding effort to accommodate the following design changes:

- Addition of piping modifications at the Hubbard pump station site including two (2) new civil sheets, one civil plan, based on additional survey to be provided by the surveyor, and one new additional set of details for the piping connections at that location.
- Add site lighting attached to both tanks using LED lights.
- Add 2-foot deep concrete curb at south fence line.
- Change concrete tank configuration from circular pre-stressed concrete to rectangular conventionally reinforced tank, resulting in three additional structural sheets being added for additional detailing.
- Provision of a motorized swing gate with remote operation.

Task 1.4 – Topographic Survey – On-Line Engineering, based on the addition of piping modifications at the Hubbard pump station site, would provide additional survey to support the civil design.

Task 2.4 – Traffic Control Plans – JMDiaz, based on the addition of piping modifications at the Hubbard pump station site, would provide additional traffic control for the future construction of the pipeline modifications at the Hubbard pump station.

Task 4.1 Project Management and Administration – John Robinson Consulting is not requesting any additional compensation for the above effort as we believe this work will not impact the project schedule and can be incorporated into the existing quality assurance/quality control review of the overall project.

Project Schedule:

The additional scope of services would not impact the schedule for the overall project design.

Additional Compensation:

The following is fee breakdown of our fee for each discipline. The fee will be on a time and materials basis, not to exceed \$75,454.

Task No.	Project Task	Total Fee
1.2	Geotechnical Investigation	\$2,560
1.3 and 2.1	Utility Research / 60% Design	\$60,674
1.4	Topographic Survey	\$2,500
2.4	Traffic Control Plans	\$9,720
4.1	Project Management	\$0
	Total Not-to-Exceed Fee:	\$75,454

Per the April 9, 2019 proposal, JRC will not mark-up any of our Project Team invoices and pass those savings back to the City.

4

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June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager By: Matt Baumgardner, Director of Public Works
Date:	June 21, 2021
Subject:	Consideration to Approve a First Amendment to the Professional Services Agreement with CWE for Construction Management Services Related to the San Fernando Regional Park Infiltration Project

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a first Amendment to the Professional Services Agreement with CWE (Attachment "A" Contract No. 1883(a)) for construction management services related to the San Fernando Regional Park Infiltration Project; and
- b. Authorize the City Manager to execute the Agreement and all related documents.

BACKGROUND:

- 1. On April 16, 2018, the City Council awarded Contract No. 1883 (Attachment "B") for the design phase of the San Fernando Regional Park Infiltration Project (the Project).
- 2. The final design (100%) drawings and project specifications were completed in 2020. Since that time, CWE has assisted the City with providing all necessary documentation including project budget, schedule, and reporting required for receipt of the Measure W and Prop 1 IRWM grant funds.
- 3. On February 16, 2021, the City Council approved a transfer agreement with the Los Angeles County Flood Control District for \$9,201,200 in grant funds from the Safe, Clean Water Program (also known as Measure W). Staff anticipates receiving the Prop 1 IRWM grant funds from the County of Los Angeles in the summer of 2021.

ANALYSIS:

Since 2018, CWE has provided engineering design services for the Project, which involves diverting storm water from entering the Pacoima Wash by redirecting it through underground pipes to a buried infiltration basin beneath Recreation Park. When completed, the storm water diversion and Infiltration Project will recharge the groundwater basin by approximately 400 acrefeet (130 million gallons) of runoff. The Project has many stages that includes underground construction of new structures to intercept storm water, new diversion pipeline beneath the streets along sections of Jessie Street, Fifth Street, and Park Avenue, new pavement above these streets, and the excavation of the field area at the Park for construction of the infiltration basin. Once completed, the turf above the buried basin will be returned to its original condition.

Due to the complexity of the Project, staff strongly recommends that CWE provide construction management services for the duration of construction, which is anticipated to be over a year. There are many efficiencies achieved in both the project timeline, as well as project costs, when employing the Project designer to provide construction management services. For example, when using a third-party construction manager there tend to be significant delays while encountering issues in the field. This is due to having someone unfamiliar with the Project trouble-shooting without the benefit of having studied the parameters and developing the design. Disagreements between construction managers and designers from different firms are common and can further exacerbate time delays. The City has also spent two years working closely with CWE and a synergy exists between the parties that will continue to benefit the City and lead to a more successful, cost-effective project.

For these reasons, pursuant to Section 2-850 of the City Code, staff recommends that City Council waive formal purchasing procedures for construction management services for the Infiltration Project and determine it is in the City's best interest to amend the contract with CWE to provide these services.

The scope of work to be added to CWE's original contract includes public outreach for the Project, bid support, submittal review, review of requests for information and change from the contractor, construction inspection, certified payroll and progress payment review, materials testing, project schedule review, progress meetings, closeout documentation, as-built plans, agency coordination, post-completion project monitoring, and reporting as required for both Measure W and Prop 1 IRWM grand funding.

BUDGET IMPACT:

For Fiscal Year (FY) 2020-2021 through FY 2024-2025, the budget will see an increase in revenues of \$9,201,200 and added to account 010-3686-0763 as a result of the Measure W transfer agreement executed by City Council on February 16, 2021. The funds will be disbursed to the City

over a five-year period and used for construction and operational maintenance of the Project according to the following schedule:

Total:	\$9,201,200
FY 2024-2025:	<u>\$ 100,400</u>
FY 2023-2024:	\$ 100,400
FY 2022-2023:	\$ 100,400
FY 2021-2022:	\$5,785,000
FY 2020-2021:	\$3,115,000

The contract amendment of \$984,496 with CWE will be funded through the use of these Measure W funds.

CONCLUSION:

Staff recommends that the City Council waive the purchasing procedures for the Infiltration Project construction management services due to the special and unique experience that CWE has on this project as the design engineer of record and approved the proposed amendment to CWE's scope of work.

ATTACHMENTS:

- A. Contract No. 1883(a)
- B. Contract No. 1883

2021

FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT (CWE – San Fernando Regional Infiltration Project)

THIS 2021 FIRST AMENDMENT ("First Amendment") to that certain agreement entitled "Professional Services Agreement – CWE – San Fernando Regional Infiltration Project" originally executed 16th day of April, 2018 by and between the CITY OF SAN FERNANDO, a municipal corporation and general law city ("CITY") and CWE, a California corporation (hereinafter, "CONSULTANT" is made and entered into this 21st day of June, 2021 ("Effective Date"). For purposes of this First Amendment, the capitalized term "Parties" shall be a collective reference to both CITY and CONSULTANT. The capitalized term "Party" may refer to either CITY or CONSULTANT interchangeably as appropriate.

RECITALS

WHEREAS, the Parties executed and entered into an employment agreement dated April 18, 2018 and entitled "Professional Services Agreement – CWE - San Fernando Regional Park Infiltration Project", Contract No. 1883 (hereinafter, the "Master Agreement"); and

WHEREAS, the Parties now wish to modify the Master Agreement further for purposes of modifying the Master Agreement's compensation terms; and

WHEREAS, execution of this First Amendment was approved by the San Fernando City Council ("City Council") at its Regular Meeting of June 21, 2021.

NOW, THEREFORE, in consideration of the mutual agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows:

SECTION 1. The Term as defined under Section 1.2 of the Master Agreement is hereby amended to conclude on June 21, 2026 to cover the construction and post-construction monitoring period.

The Not-to-Exceed Sum as defined under Section 1.3 of the Master Agreement is hereby amended to mean and refer to the sum of One Million, Six Hundred and Forty-Nine Thousand, Six Hundred and Fifty-Four Dollars (\$1,649,654.00).

SECTION 2. Notwithstanding anything in the Master Agreement or the First Amendment to the contrary, CONSULTANT shall perform the various services and tasks set forth in the Scope of Services in accordance with the performance scheduled entitled "Additional Scope of Services" which is attached and incorporated hereto as **Exhibit "A"**).

SECTION 3. Except as otherwise set forth in this First Amendment, the Master Agreement shall remain binding, controlling and in full force and effect. The provisions of this First Amendment shall be deemed a part of the Master Agreement and except as otherwise provided under this First Amendment, the Master Agreement and all provisions contained therein shall remain binding and enforceable. In the event of any conflict or inconsistency between the provisions of this First Amendment shall govern and control, but only in so far as such provisions conflict with the Master Agreement and no further.

SECTION 4. The Master Agreement as amended by way of this First Amendment, constitutes the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this First Amendment. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to the Master Agreement as amended by this First Amendment shall be valid and binding unless in writing and duly executed by the Parties in the form of a written contract amendment.

IN WITNESS WHEREOF, the Parties hereto have caused this First Amendment to be executed on the day and year first appearing above.

CITY:

City of San Fernando

By:______Sylvia Ballin

Mayor

CONSULTANT

CWE

By:_____

Name:_____

Title:_____

Date:_____

APPROVED AS TO FORM

By:_____

Date:_____

Name:_____

Title:_____

Date:_____

EXHIBIT A

Additional Scope of Services

May 20, 2021

EMAIL

Mr. Matt Baumgardner City of San Fernando Director of Public Works 117 Macneil Street San Fernando, California 91340

San Fernando Regional Park Infiltration Project Construction Management Proposal

Dear Mr. Baumgardner,

CWE assisted the City of San Fernando (City) in the design of the San Fernando Regional Park Infiltration Project (Project) and we are pleased to submit this letter proposal for construction management services related to the Project. CWE has led construction management efforts on similar regional stormwater projects, such as the Torrance Stormwater Basin Enhancement Project for the City of Torrance, for which we also led the design. We have an in depth and intimate knowledge of the Project and understand the City's preferences and priorities related to implementation. By having CWE lead construction management, there will be a lot of efficiencies and cost reductions. For example, if another team were to lead construction management time/costs, which would result in a more expensive implementation approach.

We understand the Project's funding structure, which will also allow us to collect critical reporting data as we oversee construction management. We understand the City is planning to go out to bid and start construction in the next year and we are ready and available to provide construction management services. This letter proposal details construction management related tasks that are included in our Scope of Work based on our experience and coordination with the City.

Scope of Work

The following tasks have been identified based on our experience on similar projects and discussions with the City. The tasks described in this letter proposal will occur during the bid, construction, and post-construction phases.

Task 1: Public Outreach

We understand the City is interested in spreading the word about the Project prior to the start of construction. During the pandemic, CWE has done a combination of in-person pop-up events and virtual online meetings. We have found that visiting the site during known high-traffic times (when sports leagues are happening or on the weekend) is a great way of spreading the word to the day-to-day park users. We will develop posters and handouts to share with the community at the pop-up events. CWE will work with the City to identify ideal pop-up event times. We will attend two (2) half-day pop-up events in the park prior to the start of construction. We will develop flyers to advertise the events, which we assume the City will mail out to the local community and post on social media.

We will also develop Frequently Asked Questions (FAQs) and Project overview information for the City to post on their website. It would be helpful for the City to maintain a webpage for the Project, which can include an overview of the Project along with upcoming dates and milestones. It is a great way to make information accessible to the community. CWE will also identify a few local community-based organizations and/or non-governmental organizations in the area. We will email information about the Project and ask that they share Project information with their followers/community. We will develop a standard email and notification package for these organizations to use. This is a great way of bringing the community in and informing them of the Project.

Task Element	Description/Assumptions
Pop-up events onsite	CWE will develop flyers, handouts, and posters and will organize/attend two (2) half-day pop-up events (we assume the City will distribute mailers)
Website content	CWE will develop FAQs and a Project overview for the City to post online as a separate webpage (assume the City will maintain with upcoming dates)
Local organization outreach	CWE will contact at least three (3) local community organizations and share flyers/handouts, template notification/e-blast letter, and other materials for the organization to use to inform their communities

The table below summarizes the tasks/assumptions we have included as part of the public outreach task.

Deliverables: Flyers, handouts, posters, website content, and photographs from outreach events.

Task 2: Bid Support

CWE will attend the pre-bid meeting for the Project to support the City in sharing key Project information. We will also accompany the City on a site walk during the pre-bid meeting. CWE will also support the City during the bid process by responding to Requests for Information (RFIs) on the design plans and specifications. We understand this may involve minor revisions to the plans and/or specifications, which will be due in accordance with the timeline included in the specifications. We will prepare responses to bidder's questions that pertain to design elements, while we assume the City will respond to contract-related questions. We have budgeted up to 50 hours for bid support, which we anticipate may include attendance at a pre-bid meeting, support with addenda, and/or responding to RFIs.

Deliverables: RFI/addenda responses (if needed) in electronic format.

Task 3: Pre-Construction Meeting

CWE will arrange and conduct a pre-construction meeting with the City, construction Contractor, stakeholders, affected utility companies, and other Project participants to introduce key personnel and discuss procedures/expectations. Attendees will have the opportunity to establish lines of communication and address issues the Contractor may have. Personnel roles will be defined at the meeting, along with Project goals and concerns. The meeting will be scheduled once the selected Contractor has been awarded and a Notice to Proceed (NTP) has been issued. We will prepare a meeting agenda, which will serve as the basis for the meeting summary, which will be prepared shortly after the meeting is held.

Deliverables: Meeting agenda, sign-in sheet, and summary in electronic (PDF) format.

Task 4: Submittal Review and Response

CWE's construction team will distribute submittals received from the Contractor to the Engineering team for review and acceptance. Submittals include shop drawings, working drawings, and document submittals, as indicated in the Project specifications. We will use our standardized submittal review template (unless the City provides a template to be used) to respond to submittals. The response will identify the submittal number, when it was received, when it was returned, the status (accepted or not), and any other notes/comments. When submittals are not accepted, we will stamp it as such, redline the package received, and send it back to the Contractor. Once submittals are accepted, the construction team will confirm the Contractor follows the submittal in the field. The submittal will be reviewed within ten (10) working days of receipt or in line with the requirements outlined in the specifications. Critical submittals can be expedited upon request. CWE will log all submittals and their responses in a table that will be distributed to the Contractor on a regular basis to confirm submittals have been responded to prior to construction of that specific feature. We have assumed up to 50 submittal reviews as part of the Project.

Deliverables: Submittal responses in electronic (PDF) format and submittal tracking log.

Task 5: RFI Review and Response

CWE will review and respond to RFIs within ten (10) working days of receipt or in line with the requirements outlined in the specifications. We will use our standardized RFI response template (unless the City provides a template to be used). Our standard form includes a summary of the RFI, date received, date responded to, and our response. Critical RFIs can be expedited upon request. CWE will log all RFIs and responses in a table that will be distributed to the Contractor on a regular basis to confirm items requested have been responded to adequately. We have assumed up to 25 RFIs will be responded to during the Construction duration.

Deliverables: RFI responses in electronic (PDF) format and RFI tracking log.

Task 6: RFC Review and Response

Upon receipt of a Request for Change (RFC), CWE's construction team will review the Project documents to determine the merit of the request and create an independent cost estimate as a basis for negotiation. We will then work with the Contractor to issue a reasonable cost or recommend the work be done under a time and materials basis (T&M). We will use a standard form for our responses to maintain consistency. As with the submittals and RFIs described above, we will maintain a log of the RFCs submitted and responded to. We have assumed up to four (4) RFC reviews/responses.

Deliverables: RFC responses in electronic (PDF) format and change order tracking log.

Task 7: Construction Inspection

CWE will provide and maintain sufficient staff to effectively manage the construction and perform the required inspections. Inspections will be performed to verify that the workmanship and quality of the Contractor's work are to industry standards and in compliance with Project specifications. If deficiencies are observed, the Contractor will be directed immediately to conform to the Project specifications, and deficiencies will be documented. Promptly correcting deficiencies will minimize schedule delays and prevent frustration for all involved parties. CWE will perform regular quality assurance reviews, recommend necessary changes, and submit monthly reports to the City documenting construction progress. We will maintain photo documentation of daily activities, as we have found that having photo documentation can help settle claims and provide visual confirmation of the Project status.

CWE will monitor for conformance with plans, specifications, department regulations, and other applicable laws and codes. CWE will meet with Contractors onsite and review the work as it is carried out. No work that requires submittal approval and/or testing will be accepted until the necessary approvals are obtained. The onsite inspector will log activities each workday and quickly notify the City of issues as they become apparent. CWE will be onsite each day and will work out of the office to be supplied by the Contractor. CWE will verify that the as-built plan set is kept up to date by the Contractor and that changes are documented as needed and on a regular basis, consistent with the requirements identified in the Project specifications.

The CWE inspection team will develop and maintain strict inspection diaries to document work progress, labor and equipment utilized, issues encountered, direction given to the Contractor, safety violations, and other items of concern. Inspection diaries will include the names of each Contractor's personnel onsite that day. Coordination with impacted parties (such us utility companies, school, and local residents) and public notification and outreach will take place as needed and for the duration of the Project.

Deliverables: Daily inspection diaries, photo documentation, statement of working day reports, contract progress records, etc. will be maintained and submitted to the City with the Close-Out documents described under **Task 14** (and upon request).

Task 8: Certified Payroll Compliance

The Contractor will be required to maintain a daily log of their personnel onsite (sign-in sheets), which will be matched against the inspector's records. This requirement will be emphasized at the preconstruction meeting. This documentation will help to confirm that construction personnel are being paid their respective prevailing wages. The Contractor will be required to submit accurate Certified Payroll Reports (CPRs) with monthly progress payments, which will also be reviewed based on the documentation required.

Deliverables: Approval of Contractor's payroll submittal.

Task 9: Progress Payments Review and Verification

CWE will track the progress of work completed and provide the City with measurements, calculations, and recommendations regarding progress payments. Schedule updates and conformance with all aspects of the Project will be enforced as required by the Project specifications prior to recommending payment. Progress payment reports submitted to the City will include information regarding the total contract price, payments to date, current payment request, current balance amount, retention, and the actual amounts owed for the current period.

Deliverables: Approval of monthly invoice from the Contractor.

Task 10: Project Schedule Review

CWE will analyze the Contractor's baseline schedule, identify the critical path, and provide feedback as appropriate. Schedule updates will be submitted by the Contactor in accordance with the Project specifications. We will review updated schedule to monitor the Project progress, identify potential delays, and plan accordingly.

Deliverables: Recommendations/feedback on baseline schedule and schedule updates, as needed.

Task 11: Construction Progress Meetings

Construction progress meetings will be held on a weekly basis, or as requested, to inform the team on how individual tasks are progressing. Project concerns will also be brought up and discussed at regular progress meetings. CWE will prepare a meeting agenda, which will serve as the basis for the meeting summary, which will be prepared shortly after the meeting. We have assumed up to 66 progress meetings.

Deliverables: Meeting agenda and summary for each construction progress meeting.

Task 12: Testing Services

CWE has retained Terracon, Inc. to provide testing services. CWE's construction team will notify Terracon of testing needs a minimum of 48 hours in advance of when testing is required. Testing data

will be made available in real-time in the Construction Materials Engineering Laboratory Management System (CMELMS), which is maintained by Terracon. Field technicians will promptly communicate nonconformances to the onsite inspector, while reports will be distributed within five (5) business days of testing service. The testing services anticipated are summarized in the table below along with associated assumptions.

Testing Service	Assumptions							
Earthwork Observation and Compaction Test	ing							
Site preparation observation	See more specific services below							
Subgrade preparation (prior to fill placement)	Two (2) services							
Fill placement observation and testing	Eight (8) services							
Foundation wall backfill placement	Five (5) services							
Utility trench backfill	38 services							
Pavement and floor subgrade preparation	Four (4) services							
Granular base placement	Four (4) services							
Shallow Foundation Bearing Soil Observation	and Testing							
Excavations will be checked for bearing using a handheld prob and/or nuclear gage Excavations will be observed for cleanliness and geometry	- Two (2) services							
Laboratory Soil/Aggregate Testing								
Modified proctors	Ten (10) services							
Sieve analysis and aggregate gradations	Ten (10) services							
Sand equivalent	Four (4) services							
Hot-Mix Asphalt Testing								
Lay-down testing (temperature and compaction)	Ten (10) services with up to four (4) laboratory tests for specific gravity							
Cast-in-Place Concrete Reinforcing Steel Spe	cial Inspection							
Bars will be checked for size, placement, lap length, and cleanliness	Eight (8) services							
Concrete placement observation	Eight (8) services							
Portland Cement Concrete Field and Laboratory Testing								
Casting of 5 cylinders and performing slump and air content testing as specified	Eight (8) trips							
Laboratory testing for compressive strength of concrete	80 tests							

Deliverables: Testing reports in electronic (PDF) format.

Task 13: Preliminary/Final Punchlist and Final Walk

CWE will develop a Preliminary and Final Punchlist addressing pending non-complaint items prior to Project acceptance. These punchlists will be distributed to the Contractor and CWE will monitor the

Contractor's work until final completion of all punchlist items. CWE will recommend to the City when the Contractor's work is ready for final inspection and conduct a final inspection/walk through with City staff.

Deliverables: Preliminary and Final Punchlist in electronic (PDF) format.

Task 14: Close-Out Documents

Once the punchlist items have been addressed, CWE will request and review warranties, guarantees, Operation and Maintenance (O&M) manuals, as-built mark ups, charts, and other required documents as identified in the Project specifications. CWE will then recommend issuance of the final payment and deliver an electronic file containing Project documents to the City for their records. Documentation will include the RFIs, submittals, shop/working drawing reviews, RFCs, inspection reports, photographs, and more, as documented in the task descriptions above.

Deliverables: Final documents, warranties, guarantees, and other records in electronic format.

Task 15: As-Builts

The CWE Team will prepare as-built record drawings once construction is completed. We will revise the design plans based on the Contractor's changes and markups from the field, which we assume will be provided by the Contractor and City upon construction completion, as required by the Project specifications. Revisions to the drawings will be clouded in the as-builts. CWE will upload the as-built plans to Epic LA for Los Angeles County, as required in relation to the Connection Permit.

Deliverables: As-Built drawings in electronic (PDF) format.

Task 16: Agency Coordination

CWE will keep the City up to date regarding construction progress and activities throughout construction through meetings, phone calls, and emails. We anticipate the City will request documentation and updates to provide to City Council, funding entities, and others. This task also includes hours for CWE to support the City in coordination with the Los Angeles Department of Water and Power (LADWP) for the establishment of a funding agreement and/or periodic progress reporting. We assume the City will prepare progress reports to LADWP, while we will provide supporting information. We will also assist the City in coordinating with the Los Angeles County Flood Control District (LACFCD), as required by the connection permit (for connecting to their storm drain systems).

Deliverables: There are no direct deliverables associated with this task.

Optional Tasks

The following optional tasks have been identified. The City is receiving funding through the Safe, Clean Water Program (SCWP) administered by LACFCD and the Proposition 1 Integrated Regional Water Management (IRWM) funding program administered by LACFCD on behalf of the Department of Water

Resources (DWR). The following tasks will be required based on funding program requirements. If the City does not wish to authorize the optional tasks with the initial authorization, then CWE can prepare a separate letter proposal in the future for these tasks. The cost for these optional tasks may be used to support budgeting as the City finalizes an additional funding agreement with the LADWP.

Task 17: Post-Project Monitoring (Optional)

CWE will support the City once construction is complete by implementing the Monitoring Plan developed to meet SCWP requirements (included as part of the SCWP reporting task [separate proposal]. We have included additional budget under Task 17 to make sure that the Monitoring Plan developed also meets the Proposition 1 IRWM funding requirements. The post-Project monitoring program will be designed to meet the requirements of both SCWP and Proposition 1 IRWM. We will coordinate with an accredited laboratory to perform the analytical tests for bacteria and metals, as these are the priority pollutants associated with applicable Total Maximum Daily Loads (TMDLs). We assume up to three (3) wet-weather and three (3) dry-weather monitoring events per year for three (3) years total, in accordance with the funding requirements. This results in 18 monitoring events over the three years. We assume up to four (4) monitoring sites will be identified in the Monitoring Plan.

We will follow standard monitoring practices, collect field parameters, and reviews results provided by the laboratory. We will compile monitoring information in the California Environmental Data Exchange Network (CEDEN) format and will maintain field photographs and logs to document site conditions during the sampling event. We assume monitoring will include up to three (3) hour manual composite samples and automatic samplers will not be used. We will also analyze other information, such as flow meter data and O&M costs to assess the Project's effectiveness. We assume the first event of the year is not critical and have accounted for up to one (1) false start per year.

Deliverables: Monitoring results and TM summarizing findings each year in electronic (PDF) format (consistent with reporting requirements of both SCWP and Proposition 1 IRWM).

Task 18: Proposition 1 IRWM Reporting Support (Optional)

The Proposition 1 IRWM funding program requires a wide variety of reporting once the grant agreement is signed and effective. The reporting requirements are documented in the Grant Agreement Template. The table below summarizes the different type of reports required and our assumptions related to each reporting type. As summarized below, it is assumed that the City will prepare and submit Quarterly Progress Reports and an Accountability Report (if advanced payments are requested and received).

Required Reporting	Description and Assumptions
Quarterly Progress Reports	Quarterly reports are to be submitted using the online reporting system (GRanTS) and include a description of the work performed, milestones achieved, accomplishments, and problems faced. We assume the City will prepare and submit required Quarterly Progress Reports.
Accountability Report	Quarterly reports are required if advanced payments are requested. We assume the City will not be requesting advanced payments and that the City will prepare Accountability Reports as needed.

Required Reporting	Description and Assumptions
Project Completion Report	A Project Completion Report must be prepared for each project within 90 days of Project completion. The report must include an executive summary, discussion of applicable reports/documents developed as part of the Project, breakdown of funds, and benefits provided by the Project. CWE will prepare this report and we assume up to one (1) revision. We assume the City will provide the breakdown of funds.
Grant Completion Report	We understand that the Grant Completion Report will be prepared by Los Angeles County Flood Control District (LACFCD) to summarize all projects funded in the Greater Los Angeles County (GLAC) IRWM region. We anticipate general information will be requested for the Project, in which CWE will develop. We assume LACFCD will request an executive summary (up to 10 pages). We have assumed up to one (1) revision.
Monitoring Plan	CWE will incorporate the Monitoring Plan requirements identified in the Proposition 1 IRWM program agreement template into the Monitoring Plan being developed to meet the SCWP requirements.
Post-Performance Report (PPR)	We understand a template will be provided for the PPR from the Department of Water Resources (DWR) or LACFCD. CWE will look for opportunities to format the annual TMs described under Task 5 in a similar format as what is required for the PPR. We will prepare a PPR at the end of each monitoring year for up to three (3) years, as required by the funding program. We assume up to one (1) revision of each PPR.

Deliverables: One (1) Project Completion Report, one (1) Grant Completion Report Executive Summary, and three (3) PPRs in electronic (Word/PDF) in accordance with grant funding requirements/templates. The Monitoring Plan will be delivered as indicated under the SCWP Reporting Task (separate proposal).

Assumptions

The following assumptions have been made and are considered as part of our fee proposal, in addition to the assumptions documented above. If any of the assumptions do not hold true, CWE will provide a supplemental scope and fee.

- Construction survey is the responsibility of the Contractor and CWE will not perform any surveying as part of these services.
- CWE will have a workspace onsite with wireless internet, which will be provided by the Contractor in accordance with the Project specifications.
- > City will coordinate internally for website content to be posted once provided by CWE.
- Construction will be completed within 300 working days in accordance with the Project specifications.
- Construction will start by April 2022 and end by October 2023 and monitoring will follow shortly thereafter and occur over three (3) consecutive years (ending by September 2026).

- City will prepare Proposition 1 IRWM Quarterly Progress Reports and Accountability Reports (as applicable).
- > Assumptions regarding the number of reviews is documented under each task above.
- Re-testing and re-inspection costs shall be borne by the Contractor in accordance with the specifications; therefore, re-testing and re-inspection costs will be billed separately, such that the City can bill the Contractor.
- > Concrete batch plant inspection is not required.

Fee Estimate

The following table summarizes the fee estimate for the task identified above.

Task	Cost
Task 1: Public Outreach	\$17,586
Task 2: Bid Support	\$12,326
Task 3: Pre-Construction Meeting	\$3,582
Task 4: Submittal Review and Response	\$59,348
Task 5: RFI Review and Response	\$11,608
Task 6: RFC Review and Response	\$3,860
Task 7: Construction Inspection	\$393,318
Task 8: Certified Payroll Compliance	\$8,820
Task 9: Progress Payment Review and Verification	\$6,762
Task 10: Project Schedule Review	\$4,410
Task 11: Construction Progress Meetings	\$110,682
Task 12: Testing Services	\$132,880
Task 13: Preliminary/Final Punchlist and Final Walk	\$12,240
Task 14: Close-Out Documents	\$4,168
Task 15: As-Builts	\$12,926
Task 16: Agency Coordination	\$23,128
Optional Tasks	
Task 17: Post-Project Monitoring (Optional)	\$107,416
Task 18: Proposition 1 IRWM Reporting Support (Optional)	\$18,726
Total (All Tasks):	\$943,786
Total (Excludes Optional Tasks):	\$817,644

If you have any questions or require additional information, please contact Katie Harrel at (714) 732-8180 or <u>kharrel@cwecorp.com</u>.

Respectfully submitted,

CWE) va

Vik Bapna, PE, ENV SP, CPSWQ, QSD/P Principal

March 23, 2021

EMAIL

Mr. Matt Baumgardner City of San Fernando Director of Public Works 117 Macneil Street San Fernando, California 91340

San Fernando Regional Park Infiltration Project Additional Work – Bid Document Preparation

Dear Mr. Baumgardner,

CWE assisted the City of San Fernando (City) in the design of the San Fernando Regional Park Infiltration Project (Project). Our original Scope of Work did not include preparation of the bid documents, as we had assumed this would be completed by the City. In discussing the next steps with the City, it was agreed that CWE could assist in the preparation of the bid documents based on the City's existing template. The Bid Documents will need to be submitted to the State Water Resources Control Board (State Board) based on the Proposition 1 Grant Agreement. The Bid Documents will also be used to advertise the Project for construction once the City is ready to move into that phase. These additional services shall be performed under the same terms and conditions of our original contract dated April 16, 2018 except for updated rates.

Bid Document Preparation

CWE will use the templates provided by the City to prepare a bid package for the Project (provided via email on March 10, 2021). We assume that the City will have their Legal Counsel review the package before releasing it to confirm the appropriate forms and formats are used. CWE has assumed the template provided has the forms and documentation required for the type of Project. The Special Provisions (Section 6 in the City's template) and Technical Specifications (Section 7 of the City's template) will be populated based on our previous submittal. These sections will not be reformatted to match the template, as they were prepared based on a different template provided and serve the purpose of those sections. CWE will maintain the formatting used by the City and will not reformat the documents. Information related to the City's contacts, bid release/award dates, and how bids will be submitted will be highlighted and left for the City to populate once the Project is going to be advertised. We will submit a draft Bid Document package to the City for review and will finalize the package based on comments received. We suggest the City talk with the State Board to determine if it is okay to submit the Bid Documents with highlights on the dates, as they are currently not decided. If this approach is approved

by the State Board, then CWE will assist the City in submitting the Bid Documents to the State Board. We assume the City will update the highlighted dates and information prior to soliciting bids.

Deliverables: Draft and Final Bid Documents package in electronic (PDF and Microsoft Word) format.

Fee Estimate

The following table summarizes the fee estimate for the task identified above.

\$4,078	Total:
\$4,078	Bid Document Preparation
Cost	Task

kharrel@cwecorp.com. If you have any questions or require additional information, please contact me at (714) 732-8180 or

Respectfully submitted, **CWE**

Katie Harrel, PE, ENV SP, QSD Special Projects Manager

November 17, 2020

EMAIL

Mr. Matt Baumgardner City of San Fernando Director of Public Works 117 Macneil Street San Fernando, California 91340

San Fernando Regional Park Infiltration Project Additional Work – Safe Clean Water Program Reporting

Dear Mr. Baumgardner,

The City of San Fernando (City) was awarded Safe Clean Water Program (SCWP) funding under the Infrastructure Program for the San Fernando Regional Park Infiltration Project (Project). Documentation and reporting is required as part of the funding requirements, as described in the draft Transfer Agreement. CWE will provide documentation/reporting support to the City through construction completion, as described below. These additional services shall be performed under the same terms and conditions of our original contract dated April 16, 2018 except for updated rates.

SCWP Documentation and Support

The transfer agreement that comes with SCWP infrastructure funding identifies several tasks and deliverables that are needed throughout the implementation process. CWE has assisted several of our clients in meeting grant program requirements by preparing report deliverables and providing key information for our clients to use to support documentation requirements. CWE will support the City in documentation and reporting required for the SCWP Infrastructure Program, which will allow the funding process to be smooth and successful. We will complete the tasks summarized below at the indicated frequency through the design and implementation phases. We developed the table below based on the draft Transfer Agreement, specifically Exhibits A and B.

Summary of Settin Becamentation and Reporting to be remember by enti-		
Task/Deliverable	Frequency	Description
Scope of Work	Annually (within 30 days of executed agreement and amendments)	Key/significant elements summarized below
Budget Plan	Updated annually	Funding breakdown by fiscal year, including leveraged funds

Summary of SCWP Documentation and Reporting to be Performed by CWE

Task/Deliverable	Frequency	Description
Activity Costs/Descriptions	Updated annually	Scope of work and cost
Operation and Maintenance Plan	Updated annually, as needed	Developed under original scope (will confirm it aligns with Exhibit F of Transfer Agreement)
Post-Construction Monitoring Plan	Develop when design is complete	Project description, objectives, sampling design, procedures, quality control, data management, etc.
Stakeholder and Community Outreach/Engagement Plan	Update annually, as needed	Plan for community outreach and engagement
Work Schedule	Update annually	Start and completion dates for scope of work items
Quarterly Progress Reports	Four per year (due the 15 th of May, August, November, and February)	Key/significant elements summarized below
Breakdown of Expenditures	Quarterly	Connecting expenditures to the scope of work task
Description of Activities	Quarterly	Summary of work performed during quarter
Scheduling Concerns/Changes	Quarterly	Challenges that may impact schedule and implementation
Schedule/Budget Modifications	Quarterly	Documentation of modifications needed to budget/schedule
Annual Progress Report	Once per year	Summary of that year's quarterly progress reports

The following assumptions have been made related to this task:

- CWE will perform the documentation and reporting summarized above through construction completion (will not continue into the monitoring phase)
- Post-construction monitoring implementation is not included in this scope, while it is required for a minimum of three (3) years following implementation
- Project will not be assessed for Envision award level based on the Institute for Sustainable Infrastructure (ISI) rating system
- CWE will not be involved in the establishment of an interest-bearing account and other accounting/auditing tasks
- City will provide invoices, receipts, and expenditure documentation during design and implementation for inclusion in progress reporting (consultant invoices, contractor invoices/documentation, and City staff time/rates)
- Quarterly and progress reports will not be prepared by CWE once construction is completed, while they may be required through the post-construction monitoring timeframe

on for saving invoices and other expense reports that will be required for quarterly reporting. Once them being due to Los Angeles County Flood Control District (LACFCD). We will establish documentation We will submit the documents summarized in the table above to the City in advance for review prior to templates/standard procedures are developed, they will be shared with the City. throughout Project implementation. For example, Dropbox or other file sharing may be established early templates early on to support long-term reporting efforts, as this will streamline the process for the City

three (3) Annual Progress Reports in electronic (PDF) format. Deliverables: Up to three (3) Scopes of Work, up to twelve (12) Quarterly Progress Reports, and up to

Fee Estimate

The following table summarizes the fee estimate for the task identified above.

CE9 42\$	Total:
\$36,632	SCWP Documentation and Support
Cost	Task

kharrel@cwecorp.com. If you have any questions or require additional information, please contact me at (714) 732-8180 or

Respectfully submitted, CWE

Katie Harrel, PE, ENV SP, QSD Special Projects Manager



CWE

San Fernando Regional Park Infiltration Project

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 16th day of April 2018 (hereinafter, the "Effective Date"), by and between the CITY OF SAN FERNANDO, a municipal corporation ("CITY") and CWE, a California corporation (hereinafter, "CONSULTANT"). For the purposes of this Agreement CITY and CONSULTANT may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONSULTANT interchangeably.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, CITY and CONSULTANT agree as follows:

I. ENGAGEMENT TERMS

- 1.1 <u>SCOPE OF SERVICES</u>: Subject to the terms and conditions set forth in this Agreement and all exhibits attached and incorporated hereto, CONSULTANT agrees to perform the services and tasks set forth in **Exhibit "A"** (hereinafter referred to as the **"Scope of Services"**). CONSULTANT further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Services. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Services shall hereinafter be referred to generally by the capitalized term "Work."
- 1.2 <u>TERM</u>: This Agreement shall have a term of 25 Months commencing on April 16, 2018 and concluding May 16, 2020. Nothing in this Section shall operate to prohibit or otherwise restrict the CITY's ability to terminate this Agreement at any time for convenience or for cause

1.3 <u>COMPENSATION</u>:

- A. CONSULTANT shall perform the various services and tasks set forth in the Scope of Services in accordance with the compensation schedule which is Table 6.1. "Fee Proposal for Feasibility and Preliminary Design" set forth in Exhibit "B" (hereinafter, the "Approved Rate Schedule").
- B. Section 1.3(A) notwithstanding, CONSULTANT's total compensation during the Term of this Agreement or any extension term shall not exceed the budgeted aggregate sum of FOUR HUNDRED SEVENTY NINE THOUSAND TWO HUNDRED

San Fernando Regional Park Infiltration Project Page 2 of 17

SIXTY FOUR (\$479,264) (hereinafter, the "Not-to-Exceed Sum"), unless such added expenditure is first approved by the CITY acting in consultation with the City Manager and the Finance Director. In the event CONSULTANT's charges are projected to exceed the Not-to-Exceed Sum prior to the expiration of the Term or any single extension term, CITY may suspend CONSULTANT's performance pending CITY approval of any anticipated expenditures in excess of the Not-to-Exceed Sum or any other CITY-approved amendment to the compensation terms of this Agreement.

- 1.4 <u>PAYMENT OF COMPENSATION</u>: Following the conclusion of each calendar month, CONSULTANT shall submit to CITY an itemized invoice indicating the services and tasks performed during the recently concluded calendar month, including services and tasks performed and the reimbursable out-of-pocket expenses incurred. If the amount of CONSULTANT's monthly compensation is a function of hours worked by CONSULTANT's personnel, the invoice shall indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Work, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within thirty (30) calendar days of receipt of each invoice, CITY shall notify CONSULTANT in writing of any disputed amounts included in the invoice. Within forty-five (45) calendar day of receipt of each invoice, CITY shall pay all undisputed amounts included on the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.
- 1.5 <u>ACCOUNTING RECORDS</u>: CONSULTANT shall maintain complete and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. CITY shall have the right to access and examine such records, without charge, during normal business hours. CITY shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.
- 1.6 <u>ABANDONMENT BY CONSULTANT</u>: In the event CONSULTANT ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Services, CONSULTANT shall deliver to CITY immediately and without delay, all materials, records and other work product prepared or obtained by CONSULTANT in the performance of this Agreement. Furthermore, CONSULTANT shall only be compensated for the reasonable value of the services, tasks and other work performed up to the time of cessation or abandonment, less a deduction for any damages, costs or additional expenses which CITY may incur as a result of CONSULTANT's cessation or abandonment.

San Fernando Regional Park Infiltration Project Page 3 of 17

II. PERFORMANCE OF AGREEMENT

- 2.1 <u>CITY'S REPRESENTATIVES</u>: The CITY hereby designates the Director of Public Works/ City Engineer and Public Works Civil Engineering Assistant II (hereinafter, the "CITY Representatives") to act as its representatives for the performance of this Agreement. The Director of Public Works/ City Engineer shall be the chief CITY Representative. The CITY Representatives or their designee shall act on behalf of the CITY for all purposes under this Agreement. CONSULTANT shall not accept directions or orders from any person other than the CITY Representatives or their designee.
- 2.2 <u>CONSULTANT REPRESENTATIVE</u>: CONSULTANT hereby designates Vik Bapna, Professional Engineer and Project Manager, to act as its representative for the performance of this Agreement (hereinafter, "CONSULTANT Representative"). CONSULTANT Representative shall have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement. CONSULTANT Representative or his designee shall supervise and direct the performance of the Work, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Work under this Agreement. Notice to the CONSULTANT Representative shall constitute notice to CONSULTANT.
- 2.3 <u>COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS</u>: CONSULTANT agrees to work closely with CITY staff in the performance of the Work and this Agreement and shall be available to CITY staff and the CITY Representatives at all reasonable times. All work prepared by CONSULTANT shall be subject to inspection and approval by CITY Representatives or their designees.
- 2.4 <u>STANDARD OF CARE; PERFORMANCE OF EMPLOYEES</u>: CONSULTANT represents, acknowledges and agrees to the following:
 - A. CONSULTANT shall perform all Work skillfully, competently and to the highest standards of CONSULTANT's profession;
 - B. CONSULTANT shall perform all Work in a manner reasonably satisfactory to the CITY;
 - C. CONSULTANT shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 et seq.);
 - D. CONSULTANT understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;

PROFESSIONAL SERVICES AGREEMENT San Fernando Regional Park Infiltration Project

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- E. All of CONSULTANT's employees and agents possess sufficient skill, knowledge, training and experience to perform those services and tasks assigned to them by CONSULTANT; and
- F. All of CONSULTANT's employees and agents (including but not limited subcontractors and subconsultants) possess all licenses, permits, certificates, qualifications and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such licenses, permits, certificates, qualifications and approvals shall be maintained throughout the term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONSULTANT shall perform, at CONSULTANT's own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONSULTANT's failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONSULTANT's employees, agents, contractors, subcontractors and subconsultants. Such effort by CONSULTANT to correct any errors or omissions shall be commenced immediately upon their discovery by either Party and shall be completed within seven (7) calendars days from the date of discovery or such other extended period of time authorized by the CITY Representatives in writing and in their sole and absolute discretion. The Parties acknowledge and agree that CITY's acceptance of any work performed by CONSULTANT or on CONSULTANT's behalf shall not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand and agree that CITY has relied upon the foregoing representations of CONSULTANT, including but not limited to the representation that CONSULTANT possesses the skills, training, knowledge and experience necessary to perform the Work skillfully, competently and to the highest standards of CONSULTANT's profession.

- 2.5 <u>ASSIGNMENT</u>: The skills, training, knowledge and experience of CONSULTANT are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONSULTANT or on behalf of CONSULTANT in the performance of this Agreement. In recognition of this interest, CONSULTANT agrees that it shall not assign or transfer, either directly or indirectly or by operation of law, this Agreement or the performance of any of CONSULTANT's duties or obligations under this Agreement without the prior written consent of the CITY. In the absence of CITY's prior written consent, any attempted assignment or transfer shall be ineffective, null and void and shall constitute a material breach of this Agreement.
- 2.6 <u>CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR</u>: The Work shall be performed by CONSULTANT or under CONSULTANT's strict supervision.

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> CONSULTANT will determine the means, methods and details of performing the Work subject to the requirements of this Agreement. CITY retains CONSULTANT on an independent contractor basis and not as an employee. CONSULTANT reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONSULTANT's competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONSULTANT are not employees of CITY and shall at all times be under CONSULTANT's exclusive direction and control. CONSULTANT shall pay all wages, salaries and other amounts due such personnel and shall assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONSULTANT shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like.

- 2.7 <u>REMOVAL OF EMPLOYEES OR AGENTS</u>: If any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants is determined by the CITY Representatives to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONSULTANT, a threat to persons or property, or if any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants fail or refuse to perform the Work in a manner acceptable to the CITY, such officer, employee, agent, contractor, subcontractor or subconsultant shall be promptly removed by CONSULTANT and shall not be re-assigned to perform any of the Work.
- 2.8 <u>COMPLIANCE WITH LAWS</u>: CONSULTANT shall keep itself informed of and in compliance with all applicable federal, State or local laws to the extent such laws control or otherwise govern the performance of the Work. CONSULTANT's compliance with applicable laws shall include without limitation compliance with all applicable Cal/OSHA requirements.
- 2.9 <u>NON-DISCRIMINATION</u>: In the performance of this Agreement, CONSULTANT shall not discriminate against any employee, subcontractor, subconsultant, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.
- 2.10. <u>INDEPENDENT CONTRACTOR STATUS</u>: The Parties acknowledge, understand and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and shall at all times remain, wholly independent contractors and are not officials, officers,

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employees, departments or subdivisions of CITY. CONSULTANT shall be solely responsible for the negligent acts and/or omissions of its employees, agents, contractors, subcontractors and subconsultants. CONSULTANT and all persons retained or employed by CONSULTANT shall have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of, or against, CITY, whether by contract or otherwise, unless such authority is expressly conferred to CONSULTANT under this Agreement or is otherwise expressly conferred by CITY in writing.

III. INSURANCE

- 3.1 <u>DUTY TO PROCURE AND MAINTAIN INSURANCE</u>: Prior to the beginning of and throughout the duration of the Work, CONSULTANT will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONSULTANT shall procure and maintain the following insurance coverage, at its own expense:
 - A. <u>Commercial General Liability Insurance</u>: CONSULTANT shall procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001) or its equivalent. Such CGL Coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and contractual liability.
 - B. <u>Automobile Liability Insurance</u>: CONSULTANT shall procure and maintain Automobile Liability Insurance as broad as Insurance Services Office Form Number CA 0001 covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage.
 - C. <u>Workers' Compensation Insurance/ Employer's Liability Insurance</u>: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both CONSULTANT and CITY against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONSULTANT in the course of carrying out the Work contemplated in this Agreement.

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- D. <u>Errors & Omissions Insurance</u>: For the full term of this Agreement and for a period of three (3) years thereafter, CONSULTANT shall procure and maintain Errors and Omissions Liability Insurance appropriate to CONSULTANT's profession. Such coverage shall have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and shall be endorsed to include contractual liability.
- 3.2 <u>ADDITIONAL INSURED REQUIREMENTS</u>: The CGL Coverage and the Automobile Liability Insurance shall contain an endorsement naming the CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers as additional insureds.
- 3.3 <u>REQUIRED CARRIER RATING</u>: All varieties of insurance required under this Agreement shall be procured from insurers admitted in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance shall be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A:VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representatives are authorized to authorize lower ratings than those set forth in this Section.
- 3.4 <u>PRIMACY OF CONSULTANT'S INSURANCE</u>: All policies of insurance provided by CONSULTANT shall be primary to any coverage available to CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers. Any insurance or self-insurance maintained by CITY or CITY's elected or appointed officials, officers, employees, agents or volunteers shall be in excess of CONSULTANT's insurance and shall not contribute with it.
- 3.5 <u>WAIVER OF SUBROGATION</u>: All insurance coverage provided pursuant to this Agreement shall not prohibit CONSULTANT or CONSULTANT's officers, employees, agents, subcontractors or subconsultants from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY.
- 3.6 <u>VERIFICATION OF COVERAGE</u>: CONSULTANT acknowledges, understands and agrees, that CITY's ability to verify the procurement and maintenance of the insurance required under this Article is critical to safeguarding CITY's financial well-being and, indirectly, the collective well-being of the residents of the CITY. Accordingly, CONSULTANT warrants, represents and agrees that its shall furnish CITY with original certificates of insurance and endorsements evidencing the coverage required under this Article on forms satisfactory to CITY in its sole and absolute discretion. The certificates of insurance and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the CITY if

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requested. All certificates of insurance and endorsements shall be received and approved by CITY as a condition precedent to CONSULTANT's commencement of any work or any of the Work. Upon CITY's written request, CONSULTANT shall also provide CITY with certified copies of all required insurance policies and endorsements.

IV. INDEMNIFICATION

- 4.1 The Parties agree that CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers (hereinafter, the "CITY Indemnitees") should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the CITY Indemnitees with the fullest protection possible under the law. CONSULTANT acknowledges that CITY would not enter into this Agreement in the absence of CONSULTANT's commitment to indemnify, defend and protect CITY as set forth herein.
- 4.2 To the fullest extent permitted by law, CONSULTANT shall indemnify, hold harmless and defend the CITY Indemnitees from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONSULTANT's performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole negligence or willful misconduct of the CITY.
- 4.3 CITY shall have the right to offset against the amount of any compensation due CONSULTANT under this Agreement any amount due CITY from CONSULTANT as a result of CONSULTANT's failure to pay CITY promptly any indemnification arising under this Article and related to CONSULTANT's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 4.4 The obligations of CONSULTANT under this Article will not be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives its statutory immunity under such statutes or laws as to CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers.
- 4.5 CONSULTANT agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Article from each and every subcontractor or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. In the event CONSULTANT fails to obtain such indemnity obligations from others as required herein, CONSULTANT agrees to be fully responsible and

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indemnify, hold harmless and defend CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONSULTANT's subcontractors or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of CITY's choice.

- 4.6 CITY does not, and shall not, waive any rights that it may possess against CONSULTANT because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.
- 4.7 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

V. <u>TERMINATION</u>

5.1 <u>TERMINATION WITHOUT CAUSE</u>: CITY may terminate this Agreement at any time for convenience and without cause by giving CONSULTANT a minimum of five (5) calendar days prior written notice of CITY's intent to terminate this Agreement. Upon such termination for convenience, CONSULTANT shall be compensated only for those services and tasks which have been performed by CONSULTANT up to the effective date of the termination. CONSULTANT may not terminate this Agreement except for cause as provided under Section 5.2, below. If this Agreement is terminated as provided herein, CITY may require CONSULTANT to provide all finished or unfinished Documents and Data, as defined in Section 6.1 below, and other information of any kind prepared by CONSULTANT in connection with the performance of the Work. CONSULTANT shall be required to provide such Documents and Data within fifteen (15) calendar days of CITY's written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, shall operate to prohibit or otherwise restrict CITY's ability to terminate this Agreement for convenience as provided under this Section.

5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:

A. In the event either Party fails to perform any duty, obligation, service or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service or task set forth under this Agreement), an event

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of default (hereinafter, "Event of Default") shall occur. For all Events of Default, the Party alleging an Event of Default shall give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which shall specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default shall be cured, which shall not be less than the applicable cure period set forth under Sections 5.2.B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default shall constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period allowed under this Agreement.

- B. CONSULTANT shall cure the following Events of Defaults within the following time periods:
 - i. Within three (3) business days of CITY's issuance of a Default Notice for any failure of CONSULTANT to timely provide CITY or CITY's employees or agents with any information and/or written reports, documentation or work product which CONSULTANT is obligated to provide to CITY or CITY's employees or agents under this Agreement. Prior to the expiration of the 3-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 3-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2 B.i. that exceeds seven (7) calendar days from the end of the initial 3-day cure period; or
 - ii. Within fourteen (14) calendar days of CITY's issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY shall be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14day cure period.

In addition to any other failure on the part of CONSULTANT to perform any duty, obligation, service or task set forth under this Agreement (or the failure to timely perform or properly perform any such duty, obligation, service or task), an Event of

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Default on the part of CONSULTANT shall include, but shall not be limited to the following: (i) CONSULTANT's refusal or failure to perform any of the services or tasks called for under the Scope of Services; (ii) CONSULTANT's failure to fulfill or perform its obligations under this Agreement within the specified time or if no time is specified, within a reasonable time; (iii) CONSULTANT's and/or its employees' disregard or violation of any federal, state, local law, rule, procedure or regulation; (iv) the initiation of proceedings under any bankruptcy, insolvency, receivership, reorganization, or similar legislation as relates to CONSULTANT, whether voluntary of involuntary; (v) CONSULTANT's refusal or failure to perform or observe any covenant, condition, obligation or provision of this Agreement; and/or (vii) CITY's discovery that a statement representation or warranty by CONSULTANT relating to this Agreement is false, misleading or erroneous in any material respect.

- C. CITY shall cure any Event of Default asserted by CONSULTANT within forty-five (45) calendar days of CONSULTANT's issuance of a Default Notice, unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY's failure to timely pay any undisputed sums to CONSULTANT as provided under Section 1.4, above, shall be cured by CITY within five (5) calendar days from the date of CONSULTANT's Default Notice to CITY.
- D. CITY, in its sole and absolute discretion, may also immediately suspend CONSULTANT's performance under this Agreement pending CONSULTANT's cure of any Event of Default by giving CONSULTANT written notice of CITY's intent to suspend CONSULTANT's performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONSULTANT shall be compensated only for those services and tasks which have been rendered by CONSULTANT to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY shall operate to prohibit or otherwise restrict CITY's ability to suspend this Agreement as provided herein.
- E. No waiver of any Event of Default or breach under this Agreement shall constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

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- F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:
 - i. Upon written notice to CONSULTANT, the CITY may immediately terminate this Agreement in whole or in part;
 - ii. Upon written notice to CONSULTANT, the CITY may extend the time of performance;
 - iii. The CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONSULTANT's breach of the Agreement or to terminate the Agreement; or
 - iv. The CITY may exercise any other available and lawful right or remedy.

CONSULTANT shall be liable for all legal fees plus other costs and expenses that CITY incurs upon a breach of this Agreement or in the CITY's exercise of its remedies under this Agreement.

- G. In the event CITY is in breach of this Agreement, CONSULTANT's sole remedy shall be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONSULTANT under this Agreement for completed services and tasks.
- 5.3 <u>SCOPE OF WAIVER</u>: No waiver of any default or breach under this Agreement shall constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.
- 5.4 <u>SURVIVING ARTICLES, SECTIONS AND PROVISIONS</u>: The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto shall not operate to terminate any Article, Section or provision contained herein which provides that it shall survive the termination or normal expiration of this Agreement.

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VI. MISCELLANEOUS PROVISIONS

- 6.1 DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY: All Documents and Data shall be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term "Documents and Data" means and includes all reports, analyses, correspondence, plans, drawings, designs, renderings, specifications, notes, summaries, strategies, charts, schedules, spreadsheets, calculations, lists, data compilations, documents or other materials developed and/or assembled by or on behalf of CONSULTANT in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. CONSULTANT shall require all subcontractors and subconsultants working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY shall be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any subcontractor or subconsultant as applies to Documents and Data prepared by CONSULTANT in the performance of this Agreement.
- 6.2 <u>CONFIDENTIALITY</u>: All data, documents, discussion, or other information developed or received by CONSULTANT or provided for performance of this Agreement are deemed confidential and shall not be disclosed by CONSULTANT without prior written consent by CITY. CITY shall grant such consent if disclosure is legally required. Upon request, all CITY data shall be returned to CITY upon the termination or expiration of this Agreement. CONSULTANT shall not use CITY's name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of CITY.
- 6.3 <u>FALSE CLAIMS ACT</u>: CONSULTANT warrants and represents that neither CONSULTANT nor any person who is an officer of, in a managing position with, or has an ownership interest in CONSULTANT has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., Section 3789 et seq. and the California False Claims Act, Government Code Section 12650 et seq.
- 6.4 <u>NOTICES</u>: All notices permitted or required under this Agreement shall be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

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CONSULTANT:

CWE 1561 E. Orangethorpe Ave. Suite 240 Fullerton, CA 92831 Attn: Jason Pereira, Principal-in-Charge Phone: 714-526-7500 Fax: 714-526-7004

CITY:

City of San Fernando Public Works Department 117 Macneil Street San Fernando, CA 91340 Attn: Director of PW- City Engineer Phone: 818-898-1222 Fax: 818-361-6728

Such notices shall be deemed effective when personally delivered <u>or</u> successfully transmitted by facsimile as evidenced by a fax confirmation slip <u>or</u> when mailed, forty-eight (48) hours after deposit with the United States Postal Service, first class postage prepaid and addressed to the Party at its applicable address.

- 6.5 <u>COOPERATION; FURTHER ACTS</u>: The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.6 <u>SUBCONTRACTING</u>: CONSULTANT shall not subcontract any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. Subcontracts (including without limitation subcontracts with subconsultants), if any, shall contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.7 <u>CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS</u>: CITY reserves the right to employ other contractors in connection with the various projects worked upon by CONSULTANT.
- 6.8 <u>PROHIBITED INTERESTS</u>: CONSULTANT warrants, represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONSULTANT, to solicit or secure this Agreement. Further, CONSULTANT warrants and represents that it has not paid nor has it agreed to pay any company or person, other than a *bona fide* employee working solely for CONSULTANT, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CITY shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CITY, during the term of his or her service with CITY, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

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- 6.9 <u>TIME IS OF THE ESSENCE</u>: Time is of the essence for each and every provision of this Agreement.
- 6.10 <u>GOVERNING LAW AND VENUE</u>: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- 6.11 <u>ATTORNEYS' FEES</u>: If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation shall be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.
- 6.12 <u>SUCCESSORS AND ASSIGNS</u>: This Agreement shall be binding on the successors and assigns of the Parties.
- 6.13 <u>NO THIRD PARTY BENEFIT</u>: There are no intended third party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.
- 6.14 <u>CONSTRUCTION OF AGREEMENT</u>: This Agreement shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.15 <u>SEVERABILITY</u>: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- 6.16 <u>AMENDMENT; MODIFICATION</u>: No amendment, modification or supplement of this Agreement shall be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- 6.17 <u>CAPTIONS</u>: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this Agreement.

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- 6.18 <u>INCONSISTENCIES OR CONFLICTS</u>: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement shall control.
- 6.19 <u>ENTIRE AGREEMENT</u>: This Agreement including all attached exhibits is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, or entered into between CITY and CONSULTANT prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any Party which are not embodied herein shall be valid or binding. No amendment, modification or supplement to this Agreement shall be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.15, above.
- 6.20 <u>COUNTERPARTS</u>: .This Agreement shall be executed in three (3) original counterparts each of which shall be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterparts shall be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart shall be delivered to CONSULTANT and the remaining two original counterparts shall be retained by CITY.

(SIGNATURE PAGE TO FOLLOW)

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IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

CITY OF SAN FERNANDO

CWE

By:

Alexander P. Meyerhoff, City Manager

By: Name: VIK BAPNA Title: PRINCIPAL

APPROVED AS TO FORM By:

Rick R. Olivarez, City Attorney Richards Podsho Dest. City DHV

EXHIBIT "A"

SAN FERNANDO San Fernando Regional Park Infiltration Project

City of San Fernando

The SWRCB will be funding the implementation of multi-benefit projects through Round 2 of the Proposition 1 Grant Program, which will be accepting applications near the end of 2018/early 2019. CWE prepared a Proposition 1 grant application for the development of the San Bernardino County Santa Ana River Watershed Stormwater Resource Plan, which was awarded \$1 million, half of which is required as a match from the grant recipient. We also prepared the Proposition 1 grant application for John Anson Ford Park, which was identified in the Los Angeles River Upper Reach 2 WMP. This project was awarded \$10 million, of which, the implementing jurisdiction is only responsible for \$1 million, as the project services a Disadvantaged Community (DAC). We have included an optional task in the Scope of Work for assistance in applying for additional grant funding for the implementation of the Project (through Proposition 1 or other programs).

Scope of Work 4.2

This section presents an outline of the proposed scope of work, developed based on the RFP, our understanding of the Project, and our approach for completing the Project as described in this proposal. We have also identified additional optional tasks that may benefit the City. We welcome the opportunity to discuss other Project additions, modifications, or deletions as might benefit the City.

Task 1 – Project Management and Meetings

Project management includes staff chartering, project coordination and management, management of subconsultants, and schedule and budget tracking. Project management efforts are critical for allowing the Project to be completed on time and within budget. CWE will proactively engage the City with timely and concise communications and anticipates feedback throughout Project development. Open and result-driven communications will allow the Project to move forward in a productive and timely manner.

CWE will organize a kickoff meeting once the Project is awarded to discuss the City's thoughts on our approach and to gather information necessary for completing the Project. This meeting will provide a foundation for communication and an opportunity for CWE to gain an understanding of the City's expectations and concerns regarding each of the tasks identified in the Scope of Work. Anticipated items for discussion include, but are not limited to, data availability and data needs, City standards related to design plans, and the City's thoughts regarding our approach. CWE will distribute an up-to-date Project schedule at the kickoff meeting and discuss the critical path items.

Three (3) additional in-person progress meetings will be held following the City's review of major submittals. Progress meetings are anticipated following the submission of the Preliminary Design Report. 50% PS&Es, and 90% PS&Es. Comments, guestions, and concerns will be discussed at these meetings,



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and an approach for moving forward will be agreed upon so the Project can stay on schedule. A meeting agenda will be prepared for the kickoff meeting and three (3) progress meetings and will be the basis for the meeting summary, which will be prepared shortly after each meeting. CWE will also prepare sign-in sheets and provide an up-to-date schedule and necessary reference materials to allow for a productive meeting.

Deliverables: sign-in sheet, agenda, reference material, schedule, and summary for in-person meetings (kickoff and three progress meetings).

Task 2 – Preliminary Design

CWE will perform the following preliminary design tasks prior to preparing the final design package. We will compare alternatives to optimize the design and utilize our experience and expertise in designing innovative multi-benefit projects to efficiently and effectively complete the tasks detailed below.

Task 2.1 - Document Review

CWE will gather and review relevant documents that will influence the design of the Project. CWE will work with necessary agencies to obtain available documents. We anticipate reviewing the following documents at a minimum:

- Park as-builts A
- Utility and street plans along diversion A
- A Geographic Information System (GIS) data
- A Title report with exhibits of all historic and existing easements
- P Parcel/tract maps
- A ULAR EWMP and Coordinated Integrated Monitoring Program (CIMP)
- P Programmatic Environmental Impact Report (PEIR)

Deliverables: data reviewed will be incorporated into other tasks; therefore, there is no direct deliverable.



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Task 2.2 – Utility Search

CWE will contact Underground Service Alert (DigAlert) and mark the site limits, such that existing local utility companies are able to mark the location of their utilities prior to work being performed. This will allow us to identify/verify utility locations in the field during our field investigations and when the survey is performed. DigAlert reports will be retained and available upon request.

CWE will conduct a utility search for the Project site to identify existing or planned future utility conflicts along the proposed Project components (diversion piping, pretreatment, storage system, pump station, etc.). This step is necessary to evaluate proposed diversions and subsurface systems alignments will not conflict with existing subsurface utilities, and early coordination will result in eliminating potential future relocations. Based on our proprietary accessibility to the DigAlert records, we anticipate contacting 17 utility companies (excluding any City-owned utilities). We will prepare and distribute Preliminary Utility Search notices to utility companies that may have conflicts in an effort to collect additional information, including design plans/details. CWE will maintain a complete record log of utility contacts and responses and provide a copy of correspondence to the City, if requested. It is anticipated that through the utility search we will only locate utilities within the public right-of-way. We will utilize site asbuilts provided by the City to identify utilities within the park.

CWE will send out second and final utility notices to those utility companies that have stated they may have a utility conflict. These notices will be sent with the 50% and 90% PS&Es, respectively. These notices will allow the utility companies to review the proposed conditions and provide feedback to prevent utility conflicts. The information gathered will be used to create the existing utility base map for the final design plans. Letters will be sent utilizing certified mail.

Deliverables: information collected as part of the utility search will be incorporated into the design plans; therefore, there is no direct deliverables.

Task 2.3 – Utility Potholing

The CWE team will pothole for utilities that may conflict with Project implementation. Potholes will be used to identify existing pavement sections in areas where pavement will be replaced and existing conditions are unknown. We will contact DigAlert for the location of utilities within the public right-of-way prior to any potholing. The CWE team assumes that no drilling permits will be required to perform our field services and all permits will be issued by the City at no cost. Traffic control setup will conform to the Work Area Traffic Control Handbook (WATCH). We have provided for up to five (5)



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potholes to be conducted as part of our scope. An optional task has been identified below to cover additional potholing needs.

Deliverables: information collected through potholing will be incorporated into the design plans; therefore, there is no direct deliverables.

Task 2.4 – Geotechnical Evaluation

The CWE team proposes to perform four (4) borings to depths of around 25 feet below existing grade for soil classification, infiltration, and other testing within the Project area. It is assumed the site is accessible to our truck mounted rig. The investigation will be performed in consideration of the LACDPW's Guidelines for Geotechnical Investigation and Reporting for LID Stormwater Infiltration (2017). The LACDPW guidelines are not mandatory for the Project and the infiltration testing procedures for large scale regional projects is extensive and not cost-effective. We will utilize methods approved in the LACDPW guidance for smaller projects, as these tests have been used historically for these types of designs and are sufficient to support the sizing of the system.

Borings will be extended to the proposed depths unless auger refusal is encountered prior to full boring advancement. If auger refusal is encountered within 10 feet, an offset boring attempt will be performed to assess refusal materials. Test samples will be collected during drilling in general accordance with the appropriate American Society for Testing and Materials (ASTM) methods. Standard Penetration Testing (SPT) and sampling using standard split-spoon or Modified California samplers will be performed at approximately 2.5-foot intervals for the upper 10 feet below the ground surface followed by samples at 5-foot intervals to the maximum depths drilled. Bulk samples will be collected for the upper soils encountered in each boring. In addition, we will observe and record groundwater levels during and after drilling. Once the samples have been collected and classified in the field, they will be placed in appropriate sample containers for transport to the laboratory.

If groundwater is encountered, groundwater samples will be collected after setting up a temporary screening pipe around the boring. Groundwater samples will be delivered to a certified laboratory and analyzed for total petroleum hydrocarbons, gasoline and diesel range organics (GRO, DRO, and ORO) and volatile organic compounds. Information pertaining to groundwater level, fluctuation, and potential dewatering requirements during construction will be included in the geotechnical report if encountered. It is not anticipated that groundwater will be encountered at the depths infiltration is proposed.

Additionally, one (1) trench will be excavated with a backhoe adjacent to the edge of the baseball field to a maximum feasible depth with a minimum width equal to the backhoe and a length of 20 feet.



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Sediment types in the trench sidewalls will be logged. The following evaluations/analyses will be performed and included in the geotechnical report, at a minimum:

- Seismologic conditions P
- Engineering properties of soil 8
- Infiltration rate P
- Material properties P
- Bearing capacity ×
- Compaction and settlement characteristics 8
- Fill material and compaction requirements 8
- Recommendations on construction procedures/oversight A

The CWE team understands the LADPH requires a drilling permit for borings exceeding 20 feet in depth or entering groundwater. We will obtain this permit prior to drilling and the associated fees are included in our fee proposal. We assume that no additional drilling permits or traffic control plans will be required to perform our geotechnical investigation since work areas are located within the park and access authorization will be provided by the City.

Deliverables: draft and final Geotechnical Reports in electronic (PDF) format.

Task 2.5 - Hazardous Materials Assessment

As described in our Project Understanding and Approach, we are aware of a DTSC cleanup site in close proximity to the Project. The site has been inactive since 2005 and contamination data is not available on GeoTracker/EnviroStar. The CWE team will screen and perform a hazardous material sampling analysis and survey within the areas that may be impacted by the Project to determine if the soil is contaminated, thus impacting whether or not the Project may infiltrate. A report documenting the hazardous material analysis will be prepared. The report will include field procedures, sample descriptions, quantities, and locations. We will provide recommendations as part of this task as to whether or not a Phase I Environmental Site Assessment (ESA) is necessary. An optional task for the Phase I ESA is included below. If an ESA is necessary, a Technical Memorandum will be prepared following based on the ESA to identify abatement and/or removal specifications if materials are found.

Deliverables: Hazardous Material Sampling and Analysis Survey Report in electronic (PDF) format.





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Task 2.6 - Topographic Survey

CWE will perform a topographic survey within the Project area, which will be prepared in AutoCAD format and serve as the Project base map. CWE will research County and City record data for centerline, right-of-way, easements, survey control, existing geodetic control, and design network plans. We will establish the horizontal and vertical survey control based on the City's Global Positioning System (GPS) network. Existing monuments will be used to establish the centerline of street alignments and tract lot lines. Centerline monuments and ties will be displayed in the topographic survey. Topography will be georeferenced using the North American Datum from 1983 (NAD83), California Zone V for horizontal control and North American Vertical Datum from 1988 (NAVD 88) for vertical control.

The survey will include existing improvements within the site and along the proposed diversion structure and conveyance. The survey will include, but is not limited to, street centerlines, property lines, underground utilities, aboveground utility boxes and vaults, sidewalks, curbs, curb ramps, trees, park/landscaping features, signage, park infrastructure, and structures within the Project area. Utilities will be dipped at key areas where the Project may connect (storm drain) or where there may be conflicts.

Deliverables: topographic survey will be utilized as part of the final design; therefore, there is no direct deliverables.

Task 2.7 – Hydrology and Hydraulics Study

CWE will perform a hydrologic analysis of the area tributary to the Project. The findings from the hydrologic analysis will be used to size components of the proposed system, including the diversion systems, piping, pretreatment facilities, and the storage system. CWE will field verify the watershed boundaries and the drainage areas associated with different diversion locations adjacent to the park.

We will run the hydrology to determine the storm event depth associated with the water quality design storm (proposed BMP volume, as discussed in the Understanding and Approach). The associated hydrograph will be used to support the Project design.

A hydraulic analysis will be conducted using the flow rates identified in the hydrologic analysis (design storm) to size the proposed diversion structures, storm drains, pumps, etc., based on the final concept. We will utilize models to optimize the storm drain design based on hydraulic conditions. This analysis will support efficient operation and is consistent with the requirements set forth by LACFCD when connecting to their facility.



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A formal hydrology and hydraulic study will be prepared and, at a minimum, will include the components listed below. A draft study will be submitted to the City for review, and will include a detailed hydrologic analysis. Preliminary hydraulics may be included in the draft report, while the final report will include final hydraulic calculations representative of the design plans. We have assumed the City will require ten (10) business days to review the draft and provide written comments. Written comments will be addressed in the final study.

- P Project scope
- Existing conditions information (underlying soil, topography, and land use) P
- Permitting requirements (LACFCD) A
- A Methodology for analyzing the hydrology and hydraulics
- Findings from the hydrologic and hydraulic analyses A
- > Recommendations for the final design
- A Location and hydrology maps
- A Drainage area delineation maps
- A Calculations
 - Hydrologic and hydraulic в
 - Model input/output
 - Capture volume 8
 - Subsurface storage system
 - Proposed storm drain diversion .
- Preliminary stormwater capture system exhibit plan and cross sections (additional details will be > provided with the Preliminary Design Report described under Task 2.8)
- List of references used to complete the study >

Deliverables: Draft and final Hydrology and Hydraulics study in electronic (PDF) format.



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Task 2.8 – Preliminary Design Report

CWE will prepare a Preliminary Design Report (referred to as the Feasibility and Preliminary Design Report in the Grant Agreement) for the Project based on information collected through each of the tasks identified above. Once completed, the report will serve as the basis of the design moving forward. We will identify up to three (3) concepts for the Project, for which examples are included in the Project Understanding and Approach above. We will prepare preliminary design plans using AutoCAD Civil 3D, which will identify the utilities, topography, proposed improvements, and typical cross sections. The Preliminary Design Report will include discussions on the proposed concepts along with pros, cons, and construction costs. The table of contents will resemble the graphic shown to the right. We will meet with the City to discuss the draft report, as mentioned under Task 1. We assume the City and SWRCB will require ten (10) business days

Table of Contents

TABL	E OF CONTENTS
LIST	OF TABLES
LIST	OF FIGURES
ACRO	NYM5
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2.	PROJECT PURPOSE AND GOALS
3.	EXISTING CONDITIONS
3.1	SITE LOCATION
3.2	TOPOGRAPHY
3.3	GEOTECHNICAL
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4.	HYDROLOGY
4.1	Approach
4.2	RESULTS
4.3	PROPOSED CAPTURE VOLUME
4.4	CAPTURE AND USE ASSESSMENT (IF APPLICABLE)
5.	PROPOSED CONCEPTS
5.1	Diversion
5.2	PRETREATMENT
5.3	STORAGE SYSTEM
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5.5	OTHER SURFACE IMPROVEMENTS.
6,	ANTICIPATED PERMITS AND AGREEMENTS
7.	OPERATION AND MAINTENANCE
8.	PRELIMINARY COST ESTIMATE
9,	RECOMMENDATIONS
10.	REFERENCES
AH	achments

Attachment A Geotechnical Report Attachment B Utility Map Attachment C Hydrologic Model Input/Output Attachment D Preliminary Design Concepts Attachment E Permit References and Applications

to review the draft and provide written comments. Written comments will be addressed in the final report.

Deliverables: draft and final Preliminary Design Report in electronic (PDF) format.

Task 3 – Plans, Specifications, and Estimates

PS&Es will be prepared for the concept selected by the City following the completion of the Preliminary Design Report (Task 2.8). It is assumed that one complete design package will be prepared for the site. If phasing is proposed at the site, then the full build out scenario will be designed for.

We will prepare 24-inch by 36-inch construction plans in AutoCAD format using a scale of 1 inch equals 20 feet. The different plan sheet types that are anticipated as part of this Project are identified below.



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City of San Fernando SAN FERNANDO San Fernando Regional Park Infiltration Project

The plan sheets for bidding and construction will be stamped by our experienced Project Manager, Vik Bapna, who is a registered Civil Engineer for over 20 years in the State of California.

The following plan sheets are anticipated as part of this Project. We recommend that the contractor prepare excavation and shoring plans, which we will review as a submittal during construction. The specifications will identify requirements associated with excavation and shoring. This approach gives the contractor freedom to implement an excavation and shoring plan, consistent with their construction schedule, which is most efficient. This results in a reduced cost to the City.

- Title page 8
- General notes and discipline notes
- Demolition P
- Improvement/site plan P
- P Diversion
- Diversion pipe plan and profile P
- Pretreatment unit

- Subsurface storage/details
- Pump station (as applicable) 8
- Construction details 8
- Electrical P
- × **Erosion control**
- Landscape and irrigation A
- A Active controls (optional)

Each of the major project components is identified below with additional information pertaining to the design of these aspects of the Project. The most desirable configuration for the diversion systems and subsurface storage will be determined based on the findings presented in the Preliminary Design Report (Task 2.8). Each of the components will be designed with O&M in mind. The system we design will consider ease of maintenance and we will work with the City's maintenance team to identify any concerns they may foresee.

- P Storm drain diversion
 - Avoid impacts to existing storm drain hydraulics
 - Design drop structure and diversion pipe
 - Include sections and details in plans
- Diversion pipe to pretreatment P
 - Diversion via gravity flow .
 - Hydraulics will be evaluated to determine pipe size, material, and slope
 - Include profile, sections, and details in plans 8
- Pretreatment system ×
 - Evaluate different pretreatment alternatives .
 - Optimize size based on anticipated flow delivery (determined as part of Task 2.7)
 - Include sections and details in plans



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- Diversion pump 8
 - Design pump well, valves/vaults, and appurtenances
 - Optimize size based on anticipated flow delivery (determined as part of Task 2.7)
 - Include sections and details in plans
- Subsurface system P

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- Evaluate storage options (size, shape, and manufacturer) for infiltration and retention .
- Verify loading capacity with factor of safety 88
- Determine most economical configuration and depth н.
- Include sections and details in plans .
- Irrigation pump station for capture and use (if applicable) A
 - Determine capacity and configuration .
 - Include sections and details in plans .
- Electrical and controls (associated with metering/pump station) 8
 - Determine power drop from a nearby source а.
 - н Design electrical alignment and configuration
 - Prepare single-line diagrams .
 - Include details in plans .
- Erosion control A
 - Illustrate control measures to prevent pollution during construction .
 - . Include details in plans
- 8 Landscape and irrigation
 - . Incorporate educational signage if desired
 - Identify landscaping and irrigation (if proposed varies from existing) .
 - . Include sections and details in plans
- Active controls (optional) ×
 - . Develop operation specifications
 - . Support civil and electrical design details of associated hardware
 - Support logic control development н
 - Include diagrams and details in the plans 8

CWE will prepare specifications for the Project based on the 2015 edition of the APWA Greenbook. The special provisions will be edited based on the Greenbook; however, if necessary, Caltrans standard specifications may be used. The specifications will include a cover page and table of contents, notice inviting bidders, instructions to bidders, proposal (bid) pages, contract pages, special provisions (including technical specifications), and exhibits and appendices necessary to convey design intent (including calculations, geotechnical report, standard plans, etc.). CWE will obtain boilerplate specifications from the City along with the front end documents. The specifications will clearly list the submittals required from the construction contractor. Mitigation measures determined through Task 4.1



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will be incorporated into the design and specifications as applicable. CWE will prepare an Engineer's Estimate for construction of the Project. The cost estimate will be prepared using standard engineering procedures and will be based on various sources of information and the cost estimator's best judgment.

Task 3.1 - 50% PS&Es

CWE will prepare a 50% PS&E package based on the concept agreed upon following the completion of Task 2.8. The 50% plans will include the final layout, preliminary pipe profiles, and details for various components, including the diversion structures, pretreatment components, diversion pump, subsurface storage (infiltration/retention), and irrigation pump station (if applicable). Electrical, landscape, and irrigation plans will also be included in this submittal. The piping (size, material, slope, etc.) will be designed at this phase based on utility information and the hydraulic analysis. Preliminary specifications (special provisions) will be prepared based on the 2015 edition of the APWA Greenbook. We have assumed the City will provide their standard boilerplate specifications. Additionally, a preliminary cost estimate will be prepared and include a 20% contingency. We have assumed the City and SWRCB will require ten (10) business days to review and provide written comments on the 50% PS&Es. A meeting will be held to discuss the comments and determine how to move forward, as described under Task 1. Revisions will be made to the plans based on the written comments received and the plans will be resubmitted with the 90% PS&E package, as described below.

Deliverables: plans, specifications, and estimates in electronic (PDF) format.

Task 3.2 - 90% PS&Es

CWE will prepare a 90% PS&E package based on the 50% PS&Es and written comments from the City and SWRCB. Erosion control sheets will be included in this design submittal, as major components will have been finalized. Additional details will be included in the plans and construction notes and details will be finalized. The specifications will be revised to include additional project components and the necessary attachments. The cost estimate prepared as part of the 50% PS&E package will be updated based on revisions to the plans. We will also prepare a construction schedule including various construction activities and major milestones. We have assumed that the City will require ten (10) business days to review and provide written comments on the 90% PS&Es. We understand the SWRCB does not need to review this submittal. It has also been assumed that new major comments on the alignment and overall site layout will not be made during this review, as these items will have been finalized in the earlier stages of the design. A meeting will be held to discuss the written comments and determine last-minute revisions, as described under Task 1. Revisions will be made to the plans based



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on the written comments received and the plans will be resubmitted with the 100% PS&E package, as described below.

Deliverables: construction schedule, plans, specifications, and estimates in electronic (PDF) format.

Task 3.3 - 100% PS&Es

CWE will revise the 90% PS&E submittal package based on written comments from the City, permitting agencies, and utility companies. The revised package will be considered the final submittal and be part of the bid package. Upon City approval of the plans and specifications, final construction drawings will be provided in digital format and one (1) set of wet stamped and signed mylars (4 mil) will be provided. Vik Bapna, the Project Manager, will stamp and sign the documents as the California Licensed Civil Engineer in charge.

Deliverables: construction schedule, plans, specifications, and estimates in electronic (Word/PDF) format (included on Compact Disc) and one (1) copy of the final plans printed on 4 mil mylar paper, wet stamped and signed by the California Licensed Civil Engineer in charge (Vik Bapna).

Task 4 – Permits, Authorizations, and CEQA

Consultation with regulatory agencies and the acquisition of permits is required before the Project can be constructed. We will have identified the permits/approvals required as part of the Preliminary Design Report (Task 2.8). We will assist in the preparation of documentation in accordance with CEQA, assist in the obtainment of necessary permits based on the final design, and coordinate with regulatory/permitting agencies, as further detailed in the tasks below.

Task 4.1 - CEQA Documentation

CWE will prepare a Mitigated Negative Declaration (MND) for the Project in accordance with CEQA on behalf of the City. Components of this effort will include completion of required studies, preparation of an Initial Study (IS), compilation of mailing lists provided by the City (property owners and interested parties), review of public comments, preparation of a mitigation monitoring and reporting program, and preparation of a Notice of Determination (NOD). We will review the PEIR prepared by LACDPW covering the EWMP projects to determine if information from the PEIR can be referenced. We will also reference the IS completed as part of the EWMP.



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The City will be the lead agency as the landowner and operator of the system. The IS and MND will be prepared per CEQA Sections 15063 and 15070. The Project document will be based on the premise that future land use will not be changed from the current condition and that population, traffic, long term air, or local environmental impacts are not expected to be altered by the Project. The primary changed condition will be a reduction in dry- and wet-weather runoff downstream of the proposed Project site. The presence of endangered or threatened species, or cultural resources are not anticipated due to the developed nature of the current environment in which the project will be built.

To evaluate the potential impacts, we will take the following steps:

- > Complete a literature and database review of the project vicinity to determine if there is the potential for the presence of protected species or cultural resources, specifically in compliance with new requirements associated with Assembly Bill 52, Native Americans CEOA.
- > Consult with the appropriate resource agencies and entities regarding information they may have regarding protected species or cultural resources.
- Complete the project description to a level of detail that allows for the evaluation of short-term impacts during construction and long-term impacts after project completion.
- Complete the IS checklist used by the City. Describe the mitigation measures to mitigate short-term impacts during construction, which are anticipated to consist of using Tier III construction equipment, limiting operating hours to standard business hours, complying with the Construction General Permit for stormwater runoff, and other standard construction impact mitigation measures. Mitigation for long-term impacts is not anticipated.
- Complete the NOD for the City to certify the project as a MND.

The MND will be circulated for public review and CWE will respond to comments received prior to the City Council taking action on the MND. CWE will prepare the NOD upon City Council approval for recordation with the City Clerk. We will prepare the original documentation and up to three (3) revisions (two revisions to draft documents and then final documents).

Deliverables: draft and final IS, MND, and NOD in electronic (PDF) format.

Task 4.2 – Permitting and Coordination

CWE will prepare permit applications on behalf of the City, along with necessary support documentation, such as Technical Memorandums, plans, etc. We will prepare and submit applications for the permits/approvals identified below, unless specified otherwise:



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- LACFCD Connection Permit (necessary if Project connects to LACFCD storm drain)
- LACFCD Use and Maintenance Agreement (necessary if Project connects to LACFCD storm drain)
 - To be obtained by construction contractor
- LADPH Cross Connection Permit (necessary if Project implements capture and use)

CWE has obtained a variety of permits for similar multi-benefit stormwater projects

We will submit the applications with the 50% PS&Es. We will work to finalize the design plans associated with these components early in the design process so that we can expedite the permit obtainment process. We have assumed up to three submissions of each application (two revisions). We have also assumed the City will cover all application fees.

We have assumed up to three (3) coordination meetings with permitting agencies, as we have found early coordination meetings also expedite the permit/approval obtainment timeline. We will coordinate the meetings and prepare sign-in sheets, agenda, summary, and other reference material. Our familiarity with the review processes and our connections within these agencies will help the City expedite this process, mitigate surprises, and reduce costs.

Deliverables: permit/approval application packages, including necessary supporting documentation for up to three (3) submissions to each agency. Meeting agenda, summary, and sign-in sheets for up to three (3) permit coordination meetings.

Task 5 – Outreach

We will support the City with up to two (2) community outreach meetings with the residents, property owners, and local businesses impacted by/interested in the Project. These meetings will be conducted in accordance with the Grant Agreement. The Grant Agreement specifies two meetings are to be conducted with the public and two meetings with stakeholders. We are assuming it has been approved that the City combine the meetings and/or two additional meetings will be conducted separately.

The first outreach meeting will be held following the completion of the 50% PS&Es. We will introduce the Project, discuss the objectives and benefits, and present possible construction related impacts to residents and businesses, such as noise, traffic control, access, etc. The second meeting will be held following the completion of the 100% PS&Es. This meeting will be used to share final information on the



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June 21, 2021 CC/SA Meeting

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Project and provide construction information. CWE will support the City by preparing flyers, sign-in sheets, PowerPoint presentations, poster boards, and handouts, as necessary. We will document questions, comments, and responses and take photos for inclusion in the quarterly submittals to the Grant Manager. We will also attend the events, present technical information, and be available to answer questions.

CWE has been involved in various community outreach efforts for similar stormwater projects, such as the City of Santa Monica Los Amigos Park Stormwater Harvesting and Direct Use Demonstration, which involved residents, teachers, parents, and community sports leagues, as the project took place within a park/school. We were able to involve affected parties and educate them on the benefits of the Project along with the inconveniences. Providing this education allowed the construction to operate more smoothly, as traffic alternatives could be shared ahead of time and those in attendance could share the message with others before it became a surprise. We anticipate reaching out to personnel at the San Fernando Middle School and the school district, as students may be impacted by the construction. A meeting summary will be prepared for each of the community outreach events summarizing the topics discussed, questions, and answers pertaining to the Project.

Deliverables: flyers, sign-in sheets, PowerPoint presentations, poster boards, handouts, and summaries in electronic (PDF) format for each of the two (2) outreach meetings.

Task 6 – Bid Phase Support

CWE will provide bid support to the City, which will include attending a pre-bid meeting with potential contractors. We have assumed the City will host the pre-bid meeting and we will attend to answer questions potential contractors may have regarding the Project. Construction contractors may have additional questions or need clarification on particular bid items and design intent. CWE will prepare those clarifications which will be included as addenda to the plans and special provisions. CWE has assumed that up to two (2) addenda will be prepared. We will also assist the City in the preparation of bidding and awarding documents.

Task 7 – Construction Phase Support

CWE has provided construction support on a variety of the design projects we have completed. CWE completed the final design and provided construction management and inspections for the City of Torrance Stormwater Basin Enhancement project and for the City of Los Angeles Garvanza Park Rainwater Capture and Use project. We also recently provided engineering support during construction for the City of Torrance North Well Field Phase II project.



Creating a better tomorrow, today...

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6. Proposal Costs Sheet and Rates

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Prepared by CWE on 02/22/2018		Principal	Technical Manager	Senior Engineer	Project Engineer		Assistant Engineer	Senior Env Sci	Construction Manager		Licensed Surveyor		Project Coordinator	Admin Assistant	Mileage	ODCs	Sub consultant	Sub consultant	Sub consultant	
Task		Total	\$240	\$203	\$166	\$145	\$121	\$98	\$148	\$169	\$157	\$157	\$98	\$87	\$79	\$0.545		AirX	Linkture	Terracon
1	Project Management and Meetings	\$22,568	56			28		8						1	1	400			\$3,900	
2	Preliminary Design															11111			0.000	
2.1	Document Review	\$3,784	2			8	8	12												
2.2	Utility Search	\$5,729				4		16					16		12		\$1,065			
2.3	Utility Potholing	\$7,819				2		4						1			and	\$7,050		
2.4	Geotechnical Evaluation	\$16,059				4		4						1						\$15,000
2.5	Hazardous Materials Assessment	\$3,347	2			4								1						\$2,200
2.6	Topographic Survey	\$20,054	2			4		12				106	12							
2.7	Hydrology and Hydraulics	\$18,095	14	4	6	32	40	32						1	2	120			1 A	
2.8	Preliminary Design Report	\$16,974	8	4	4	16	16	36			4		18	2	2				\$3,070	
3	Plans, Specifications, and Estimates (PS&Es)																			100 million (100 million)
3.1	50% PS&Es	\$160,522	44	42	120	200	300	200			30	0-1177-7	140	10	4		7		\$17,000	
3.2	90% PS&Es	\$64,498	20	16	50	80	112	80	- 112		12		60	8	2				\$6,540	
3.3	100% PS&Es	\$27,402	10	6	6	30	60	30	-		6		30	4	2		\$1,230		\$2,620	
4	Permits, Authorization, and CEOA								Constant and		Constant Street of	10000	-							
4.1	CEQA Documentation	\$40,130	24	1		8		60	180					2	4		\$200			
4.2	Permitting and Coordination	\$10,443	20			26		16		1		1	1000 Contractor	2		240	1	C		
5	Outreach	\$9,682	16	1	1000	24		12	_					10	4					
6	Bid Phase Support	\$10,405	12			20		20								100			\$2,610	
7	Construction Phase Support	\$36,571	20	8		48	40	12		56			20	2		500	\$1,230		\$4,070	
8	Operations and Maintenance Manual	\$5,182	2		4	8	16	8							2					
Total F	ee and Hours	\$479,264	252	80	190	546	592	562	180	56		106	296	45	35	\$741	\$3,725	\$7,050	\$39,810	\$17,200
Ontion	al Tasks																			
A	Additional Potholing	\$44,007	2			4		6							1			\$42,280		
B	Environmental Site Assessment	\$5,341	2			4	12	-							1			\$ 12,200		\$2,750
C	SWRCB Documentation and Coordination	TBD	-					-							- 1					92,700
D	Active Controls	TBD	-																	
E	Additional Outreach Events	TBD	-																	
F	SWPPP Preparation	\$5,308	4			6	8	16					8		2					
G	Grant Application Assistance	TBD					-								~					

June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager
Date:	June 21, 2021
Subject:	Presentation and Update Regarding COVID-19 Response Efforts

RECOMMENDATION:

Receive a presentation from staff related to the City's COVID-19 efforts, including, but not limited to:

- a. Review of the City's COVID-19 planning, response, enforcement, and education efforts, and related policy initiatives; and
- b. Review of financial assistance programs and the pursuit of funding opportunities, and related recommendations, as appropriate.

BACKGROUND/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 other potential stimulus funding.

Staff Updates.

State of California COVID-19 Updates.

As of June 15, 2021, California retired its Blueprint for a Safer Economy and California's economy is now fully open (Attachment "A"). Restaurants, shopping malls, movie theaters, and most everyday places are operating as normal – with no capacity limits or physical distancing required. However, everyone is still required to follow masking guidelines in select settings. Some restrictions also still exist for large events.

Los Angeles County Department of Public Health (LACDPH) A Safer Return Together at Work and in the Community Beyond the Blueprint for a Safer Economy.

With California's reopening on June 15, 2021, the Los Angeles County Health Officer Order (which includes the City of San Fernando) was updated to include the following modifications:

- Rescinds most Los Angeles County Department of Public Health sector-specific protocols and aligns with the State Beyond the Blueprint for Industry and Business Sectors and the accompanying memoranda and orders of the State Public Health Officer.
- Urges everyone, especially those who are not or cannot be vaccinated against COVID-19, to continue to exercise caution and good judgment as physical distancing requirements and capacity limitations are removed.

Please visit the City's website for current Health Orders issued by the LACDPH: <u>SFCITY.ORG/Coronavirus/#Health-Officer-Order</u>. Key COVID-19 related metrics for the County of Los Angeles and City of San Fernando are included as Attachment "B".

Masking Guidance.

Effective June 15, 2021, there are places where everyone two years of age and older must continue to wear a mask, regardless of their vaccination status (Attachment "C"). Note that in the workplace, workers have to follow Cal/OSHA mask requirements, which are different than the guidance below.

If you are fully vaccinated, you are not required to wear a mask, except in places where EVERYONE is required to wear a mask. Keep your vaccine record handy as businesses can ask for proof of vaccination.

EVERYONE, regardless of vaccination status, must wear a mask:

- On planes, trains, buses, ferries, taxis and ride-shares, and all other forms of public transport.
- In transportation hubs like airports, bus terminals, train stations, marinas, seaports or other ports, subway stations, or any other area that provides transportation.
- Healthcare settings.
- Shelters and cooling centers.
- Indoors at any youth-serving facility (such as K-12 schools, childcare, day camps, etc.)
- Any business or government office serving the public that requires everyone to wear a mask.

In addition, unvaccinated people must also wear a mask in indoor public settings and businesses, for example:

- Movie theaters;
- Restaurants;
- Retail Spaces
- Family entertainment centers;
- Mega-events;

- Meetings; and
- Government offices serving the public.

Please visit the City's website for additional masking guidance issued by the LACDPH: SFCITY.ORG/Coronavirus/#Face-Masks

Health Order Enforcement.

Staff will provide an update on current enforcement efforts during the meeting, if requested.

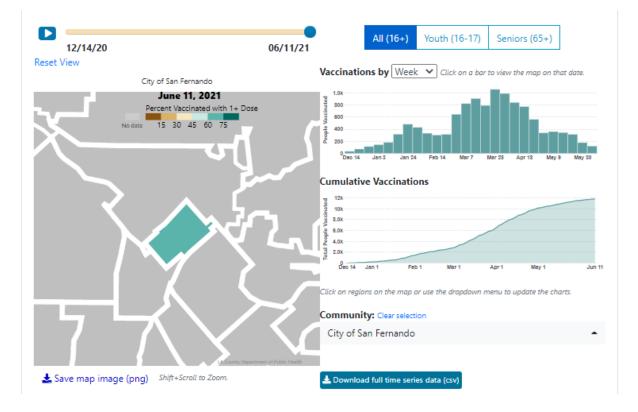
COVID-19 Vaccine Distribution.

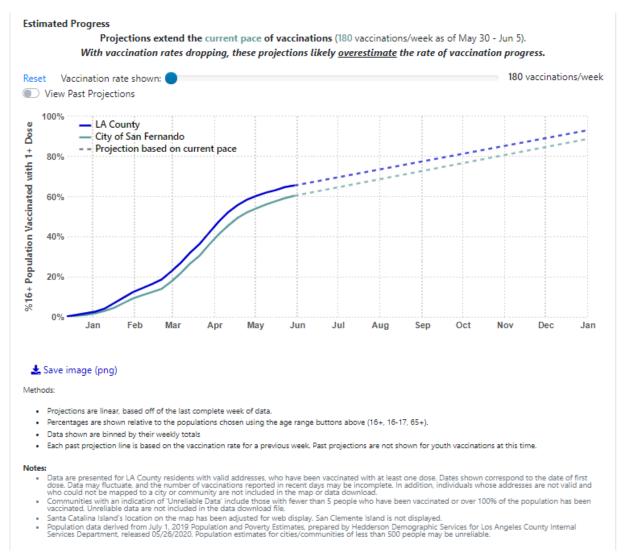
Since May 13, 2021, all California residents age 12 and older have been eligible to be vaccinated. Los Angeles County residents in have three options to register for an appointment to receive the COVID-19 vaccine:

- LACDPH Online portal: VaccinateLACounty.com
- Los Angeles Fire Department Online portal: CarbonHealth.com/COVID-19-Vaccines
- LACDPH Call Center (between 8 am and 8:30 pm): (833) 540-0473

This information is also available on the City's website: <u>SFCITY.ORG/Coronavirus/#COVID-19-</u> <u>Vaccine</u>.

Per data provided by LACDPH as of June 11, 2021: 11,827 (60.8%) of San Fernando residents over the age of 16 and 2,190 (85.1%) of San Fernando residents over the age of 65 have received at least one dose of the COVID-19 Vaccine.





Upcoming Vaccination Opportunities.

The City has been working with many community and healthcare partners to provide opportunities for eligible San Fernando residents to receive the vaccine. Residents may register online (<u>SFCITY.ORG/CORONAVIRUS/#COVID-19-Vaccine</u>) to receive vaccine specific updates.

The following vaccination opportunities are available in the City of San Fernando in June 2021 and July 2021:

- <u>San Fernando Recreation Park</u>: Moderna, Pfizer, and Janssen J&J vaccinations are offered Monday through Saturday, from 8 am to 8 pm. No appointment is required. Residents may register online at <u>Carbonhealth.com/COVID-19-Vaccines/Los-Angeles</u>.
- <u>San Fernando Masonic Lodge</u>: On July 1, 2021, there will be a mobile vaccination clinic offering the Moderna, Pfizer, and Janssen J&J vaccine. Residents may call (833) 540-0473 to schedule an appointment.

- <u>Kidneys Quest Foundation</u>: On July 3, 2021, July 24, 2021, and July 25, 2021, there will be a mobile vaccination clinic offering the Pfizer vaccine. Residents may register online at <u>RemediaCare.md-hq.com/schedule_unregistered</u>.
- <u>Vaughn International Studies Academy Vaccination Clinic for Seniors Age 65+:</u> There will be a mobile vaccination clinic every Monday, Wednesday and Friday. Residents may call (818) 847-3860 to schedule an appointment.
- <u>San Fernando Community Health Center and Northeast Valley Health Corporation</u>: Both of these federally qualified health centers receive a limited supply of vaccine. Residents may contact the following vaccination hotlines for additional information:
 - San Fernando Community Health Center: Call (818) 963-5690.
 - Northeast Valley Health Corp: Call (818) 792-4949 to check availability.

As usually happens during a crises, misinformation is circulating about vaccines and scammers are at work trying to cheat people out of their money. The DPH has developed COVID-19 Vaccine Frequently Asked Questions (Attachment "D"), Myths about COVID-19 Vaccines (Attachment "E"), and COVID-19 Vaccine Scams (Attachment "F") informational brochures. Additional information relating to the COVID-19 vaccine may be found on the DPH website: http://publichealth.lacounty.gov/media/Coronavirus/vaccine/.

COVID-19 Relief Programs.

The City Council has approved a number of COVID-19 Relief Programs and is working with staff to develop additional relief programs. Please visit the City's website: <u>SFCITY.ORG/Coronavirus/#Business-Resources</u> for more information on the City's COVID-19 Relief Programs.

City Facilities Reopening.

Effective, April 19, 2021, City Hall reopened to the public with normal hours (i.e., Monday through Thursday, 7:30 am to 5:30 pm). City Hall will remain closed on Fridays and certain services will be by appointment only until July 2021.

All visitors to City Hall and the San Fernando Police Department must wear a cloth face covering at all times, until further notice.

Customers are urged to contact the Recreation and Community Services Department at (818) 898-1290 or <u>Recreation@sfcity.org</u> prior to visiting to check on availability of services.

Outdoor Fitness classes, including Zumba and Total Body Conditioning, began at Las Palmas Park in March 2021. Masks and physical distancing are required and strictly enforced. Additional program information is available on the City's website: <u>SFCITY.ORG/SFRecreation/#Outdoor-Fitness.</u>

LiveSan services and the Court Commitment Program have both resumed at the Police Department. Customers are urged to contact the Police Department at (818) 898-1267 or Police@sfcity.org prior to visiting to check on availability of services.

BUDGET IMPACT:

American Rescue Plan Act.

On March 12, 2021, President Biden signed the American Rescue Plan Act into law. The American Rescue Plan provides, among other items, payments to individuals of up to \$1,400 per person, extended unemployment benefits, and fiscal stimulus funding paid directly to state and local governments. The primary provisions impacting state and local governments include:

- Provides \$350 billion in state and local fiscal recovery funds. No estimate yet as to how much the City of San Fernando may receive.
- Divides the local allocation of funds into two equal tranches of payments spaced 12 months apart. Cities would receive the first half allocation 60 days after enactment and the other half one year later.
- Cities can use funds for revenue loss and necessary infrastructure investments like water, sewer, and broadband infrastructure. Funds cannot be used for offsetting a tax cut or pension funds.
- Creates a new \$10 billion Critical Infrastructure Projects program for broadband infrastructure.

Additional details will be provided by staff as it becomes available.

Prior Coronavirus Relief Funds.

The overall total that the City of San Fernando received from the Coronavirus Relief Funds (CRF) from the Department of Finance of the State of California through the first CARES Act was \$311,234. Given how much staff time was needed to provide continuity of service to the residents, including increased public safety, Health Officer Order enforcement, cleaning and maintenance at City parks and facilities, and creation/distribution of information, as well as the need for PPE at the inception of the pandemic, City Council approved using the funds to reimburse the City of the following COVID response related expenses:

City COVID-19 Response Expenses				
Personnel Costs	\$250,000			
Department Supplies	\$61,234			
Total Costs	\$311,234			

The City's Finance Department has tracked and continues to monitor these expenses. The total year to day (March 2020 – May 2021) expenses for labor are \$379,089 (inclusive of the most recent payroll) and \$192,547 for supplies (as of the most recent accounts payable run) totaling

\$571,636. The amount due to the City for outstanding water services is \$161,966 down from \$359,128; staff has seen an increase in water payments due to possible stimulas funds and/or tax returns; also since the suspencion of delinquent fees, water account eposit funds have been applied to accounts opened within the pandemic year.

ATTACHMENTS:

- A. California is Open What does this mean?
- B. City of San Fernando and LA County Daily COVID-19 Data as of June 2, 2021
- C. Masking Guidance
- D. COVID-19 Vaccine Frequently Asked Questions
- E. COVID-19 Vaccine Scams
- F. Coping with Stress

June 21, 2021 CC/SA Meeting California is Open What Does This Mean?

California is Open, With Some Restrictions

As of June 15, California retired its Blueprint for a Safer Economy.¹ California's economy is now fully open. Restaurants, shopping malls, movie theaters, and most everyday places are operating as normal – with no capacity limits or physical distancing required.² However, everyone is still required to follow masking guidelines in select settings. Some restrictions also still exist for large events.

Masking is Still Required In Some Settings

EVERYONE, regardless of vaccination status, is still required to wear masks on public transportation (buses, trains, planes, etc.) and some other places (like hospitals and shelters)³ per CDC guidelines.

People who are **NOT fully vaccinated** must still wear masks in all INDOOR public settings (such as, but not limited to, the grocery store and the movie theater) and should wear masks in OUTDOOR crowded settings when that region is experiencing high <u>covid transmission</u>.

Fully vaccinated⁴ people may go unmasked in most settings (except public transportation and places like hospitals and shelters). Workers must follow Cal/OSHA rules.

Read our full masking guidance.

Large Events are Subject to Some Restrictions

Some public health measures are still in place for large, or mega events, which include 5,000+ people indoors or 10,000+ outdoors. Think concerts, sporting events, festivals, and conventions. Mega events are high risk for spreading COVID-19 because they attract people from around the world, and people gather in crowds. Indoor mega event attendees will be required to confirm proof of vaccination or negative COVID-19 status to attend. Outdoor mega event attendees will be strongly encouraged to do so.

What's Next

California will keep a close eye on COVID-19 vaccination and infection rates over the summer and will review these guidelines by September 1, 2021.

¹See the full <u>Beyond the Blueprint guidance</u>. Read the <u>Beyond the Blueprint Q&A</u>.

²Local health jurisdictions may impose stricter criteria. In workplaces, employers are subject to the Cal/OSHA COVID-19 <u>Emergency Temporary Standards</u> (ETS) or in some workplaces the <u>CalOSHA Aerosol Transmissible Diseases Standard</u>, and should consult those regulations for additional applicable requirements.

³This includes K-12 schools, childcare and other youth settings, healthcare settings (including long term care facilities), state and local correctional facilities and detention centers, homeless shelters, emergency shelters, and cooling centers.

⁴Someone is considered fully vaccinated two weeks or more after their second dose of Pfizer/Moderna or two weeks after receiving the single dose J&J vaccine.





Scan the QR code

to see interactive

links on this flyer







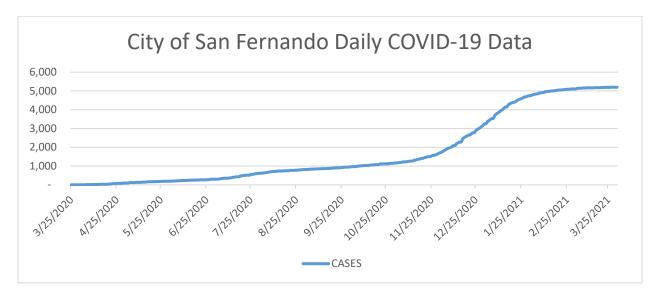
City of San Fernando Daily COVID-19 Data

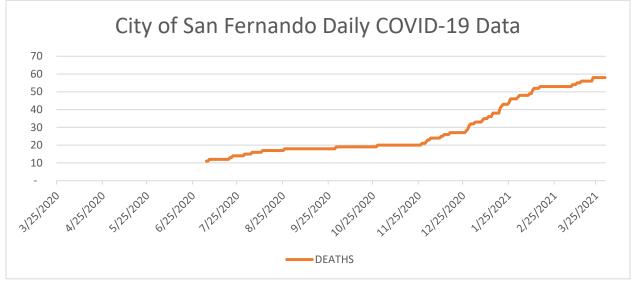
SOURCE:

http://publichealth.lacounty.gov/media/Coronavirus/data/index.htm; statistics captured daily.

Graph 1: Daily COVID-19 Cases and Deaths in the City of San Fernando (as of June 15, 2021)

Total Cases: 5,294 Total Deaths: 65





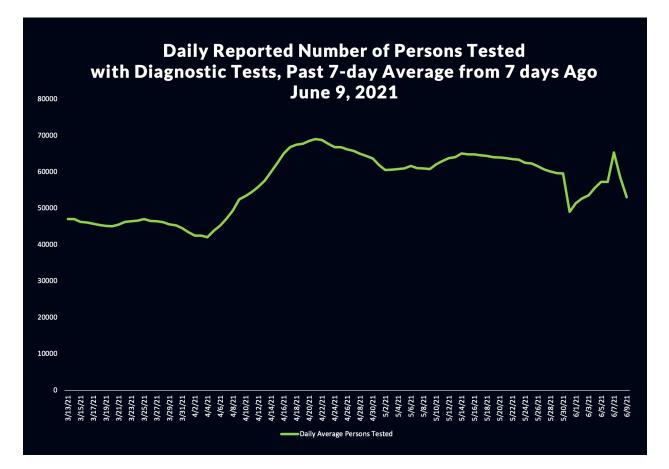
Los Angeles County Daily COVID-19 Data

SOURCE:

http://publichealth.lacounty.gov/media/Coronavirus/data/index.htm; 6/16/21 @ 4:30 pm.

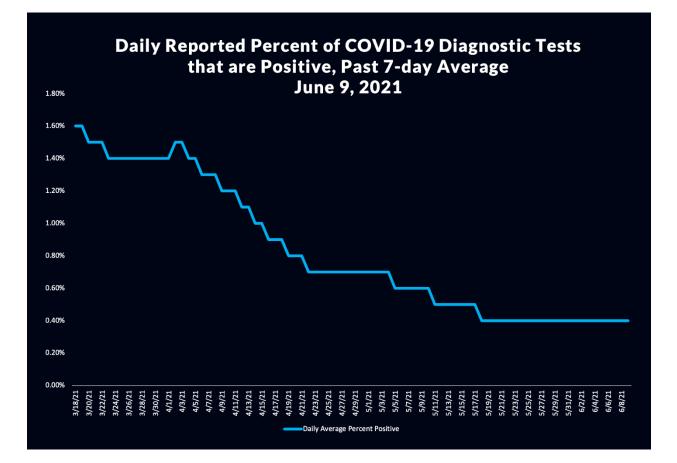
Graph 1: Daily Reported Persons Tested for COVID-19

7-Day Daily Average: 53,057 Total Number of People Tested: 6,917,224



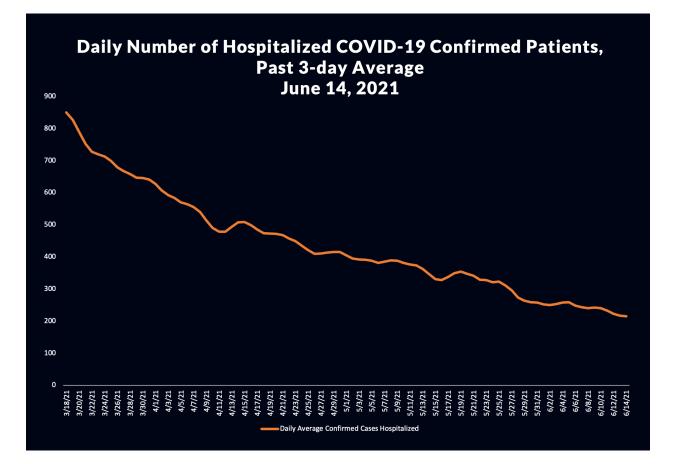
Graph 2: Daily Reported Percent Positive for COVID-19

7-Day Daily Average: 0.40%



Graph 3: Daily Number of COVID-19 Hospitalizations

Current Hospitalizations (6/16/21): 216



As California reopens and physical distancing requirements and capacity limits are lifted, the risk of COVID-19 is still present, especially for those who are not fully vaccinated against the virus. When people wear a mask correctly, they protect others as well as themselves.

There are places where everyone 2 years of age and older* must continue to wear a mask, regardless of their vaccination status.

Note that in the workplace, workers have to follow Cal/OSHA mask <u>requirements</u> which are different than the guidance below.

If you are fully vaccinated, you are not required to wear a mask, except in places where EVERYONE is required to wear a mask. Keep your vaccine record handy as businesses can ask for proof of vaccination.

EVERYONE, regardless of vaccination status, must wear a mask:

- On planes, trains, buses, ferries, taxis and ride-shares, and all other forms of public transport
- In transportation hubs like airports, bus terminals, train stations, marinas, seaports or other ports, subway stations, or any other area that provides transportation.
- Healthcare settings
- State and local correctional facilities and detention centers
- Shelters and cooling centers
- Indoors at any youth-serving facility (such as K-12 schools, childcare, day camps, etc.)
- Any business or government office serving the public that requires everyone to wear a mask

In addition, unvaccinated people must <u>also</u> wear a mask:

In indoor public settings and businesses, for example:

- Movie theaters
- Restaurants
- Retail spaces
- Family entertainment centers
- Mega-events
- Meetings
- Government offices serving the public

Recommendation: If you are in a setting where you are in close contact with other people who may not be fully vaccinated, consider wearing a higher level of protection, such as wearing two masks ("<u>double masking</u>") or a respirator (e.g., N95 or KN95). This is especially important if you are not fully vaccinated and are in an indoor or crowded outdoor setting.

You can always choose to wear a mask if you want to, regardless of your vaccination status. And you cannot be turned away from a business or activity for wearing one.

To learn more about mask wearing, visit ph.lacounty.gov/masks.

*There are some people who should not wear a mask, such as children younger than 2 and people with certain medical conditions or disabilities. See <u>Who should not wear a mask</u> and <u>Special considerations for persons with communication</u> <u>difficulties or certain disabilities</u>.

Updated 4/30/21: This update provides information on the three COVID-19 vaccines that are now authorized in the US. These vaccines are made by Moderna, Pfizer, and Janssen/Johnson & Johnson (J&J).

Why is vaccination important?

Vaccination is a safe and effective way to prevent disease. Vaccines save millions of lives each year. When we get vaccinated, we aren't just protecting ourselves, but also those around us. <u>You</u> can help stop the pandemic by getting a COVID-19 vaccine when one is available to you.

How well do the vaccines work?

In the vaccine studies, all 3 vaccines were very effective at preventing severe illnesses, hospitalizations, and deaths from COVID-19. You can't directly compare the results of the trials for the J&J/Janssen and the mRNA vaccines because:

- The studies were done at different times and in different locations so the level of infection in the communities and the type and number of viral variants varied.
- The studies used different groups of people who had different rates of underlying illness.
- The studies used different definitions of cases, side effects, and serious events.

Because all three vaccines performed equally well at preventing serious illness, hospitalizations, and deaths, the best vaccine to get is the one that is being offered to you.

GETTING THE VACCINE

Will I have to pay to get a COVID-19 vaccine?

No. If you have insurance, your doctor or pharmacy may charge your insurance company a fee for giving the vaccine. People without health insurance can get COVID-19 vaccines at no cost. There are no out-of-pocket payments for anyone.

Will I be asked about my immigration status when I get a COVID-19 vaccine?

No. COVID-19 vaccine is being given to Los Angeles County residents at no cost regardless of immigration status. You should not be asked about your immigration status when you get a COVID vaccine. Your medical information is private and getting a COVID-19 vaccine does not affect your immigration status. You do not need a government-issued ID or a letter from your employer to get a vaccine. For questions about immigratration, visit the Office of Immigrant Affairs webpage <u>oia.lacounty.gov</u> or call 800-593-8222.

Where is vaccine being given?

Public Health and county, city, community, and healthcare partners are working together to vaccinate people in eligible groups at many different locations. Vaccines are available at over 600 vaccination sites throughout LA County.

These include:

- Large vaccination sites called PODs (Point of Dispensing sites) or hubs
- Health clinics and Federally Qualified Health Centers (FQHCs)
- Pharmacies
- Some workplaces, including hospitals
- Some senior housing developments and senior centers

- Mobile vaccination units
- Skilled nursing facilities (SNFs) and long-term care facilities with congregate living, such as assisted living
- Special community vaccination sites run by Public Health and county, city, community, and healthcare partners

How can I get vaccinated?

Visit <u>VaccinateLACounty.com</u>, click on "How to Get Vaccinated" and follow the steps on the webpage. You can make an appointment and also see locations where you can get vaccinated without an appointment.

You can also call the **DPH Vaccine Call Center**:

- If you don't have a computer or need help making an appointment
- If you need transportation to a vaccination site
- If you are homebound

The number is **833-540-0473** 7 days a week from 8am to 8:30pm Information also available in multiple languages 24/7 by calling 2-1-1

You can also check with your usual healthcare provider as you may be able to be vaccinated at one of their facilities. A list of facilities and providers offering vaccine is available on <u>VaccinateLACounty.com</u> or by clicking <u>here</u>.

I just moved to LA County and my 2nd dose of vaccine is due. Where can I get my 2nd dose?

Visit the appointment webpage (see instructions above) and look for a location that offers the same type of vaccine that you got for your first dose. The type of vaccine is shown next to the name of the location on the webpage and/or in the appointment booking system. Be sure to bring your CDC vaccination card and Photo ID to your 2nd dose appointment.

How many doses of COVID-19 vaccine will I need?

- For the J&J/Janssen vaccine, you just need a single dose.
- The Pfizer vaccine is given as 2 doses 21 days apart.
- The Moderna vaccine needs 2 doses given 28 days apart.
- If you are late getting the second dose of a 2-dose series, you do not need to start over. It is
 important to get the same kind of vaccine for both doses.

With all 3 vaccines, you are not considered to be <u>fully vaccinated</u> until 2 weeks after your last vaccine.

When am I considered to be fully vaccinated?

People are considered <u>fully vaccinated</u>:

- 2 weeks after their second dose in a 2-dose series (the Pfizer or Moderna vaccines), or
- 2 weeks after a single-dose vaccine (the Johnson & Johnson/Janssen vaccine)

If it has been less than 2 weeks since your shot, or if you still need to get your second dose, you are NOT fully protected. Keep taking all <u>prevention steps</u> until you are fully vaccinated.

We don't know how long the protection from the vaccine will last yet. This means we don't know if you will need to get a booster dose in the future.

Can I get sick leave when I go to get my vaccine or if I am unable to work afterwards?

Covered Employees in the public or private sectors who work for employers with more than 25 employees are entitled to up to 80 hours of COVID-19 related sick leave from January 1, 2021 through September 30, 2021. This includes attending a vaccine appointment or being unable to work or telework due to vaccine-related symptoms. For more information, see the 2021 COVID-19 Supplemental Paid Sick Leave FAQs and poster.

VACCINATION RECORDS

What is the white vaccine record?

The CDC COVID-19 Vaccination Record Card (white card) is the official proof of vaccination. Everyone should be given one when they are vaccinated. **Please keep it safe as it cannot be replaced.** Consider taking a photo or making a photocopy of it.

What can I do if I lose my white card?

If you did not get a white card, or you lost it, there are 2 ways to get a copy of your official record from the state's California Immunization Registry (CAIR).

- Ask your primary care provider to look up your vaccination record in the California state immunization registry (CAIR) and give you a copy.
- Request a copy of your vaccination record directly from the state immunization registry, CAIR. Please wait at least 2-3 weeks after you are vaccinated before making the request and know that this request may take an additional 2-3 weeks given the high demand. Complete the online <u>Authorization To Release Form</u>. Have a scan or photo of a current official picture ID ready to upload as the form must be completed in a single session. You will receive a record by email. The record can only be requested online and can only be provided by email. For more information, visit <u>cairweb.org</u>.

Can I get a digital vaccination record?

- The CDC white card or CAIR record is your official proof of your COVID vaccination. You may receive a digital record in addition to your white card as a convenience, but it may not be accepted at all places/companies as the official proof of vaccination.
- Several different kinds of digital reminders and records are being used in LA County. The type
 depends on the record keeping system used by the provider who administered the vaccine. Most
 systems require the person being vaccinated to give an email address and/or cell phone number
 when they make an appointment or get vaccinated. Ask your provider when you get your vaccine
 about a digital record.
- The Los Angeles County Department of Public Health (DPH) has partnered with <u>Healthvana</u> to provide a digital copy of the vaccination record. This is available to people who are vaccinated at locations in Los Angeles County that are run by DPH, the City of Los Angeles, select community clinics (that are not part of a hospital system), and pharmacies. For more information on Healthvana and electronic records, see the DPH "<u>After you get a vaccine</u>" webpage.

ABOUT THE VACCINE

How many COVID-19 vaccines are there?

Around the world over 50 COVID-19 vaccines are being tested in humans. Three vaccines are allowed in the United States so far. They are made by Pfizer, Moderna, and Janssen, a company owned by Johnson & Johnson.

How do vaccines work?

Vaccines work by preparing your body's natural defenses to recognize and fight off germs.

- Some vaccines contain dead or weakened versions of the germ.
- Others contain substances made to look like part of the germ.
- The COVID-19 vaccines teach the body to make proteins that look like part of the germ. (See the question "How do the COVID-19 vaccines work?" for more information).

When you get a vaccine, your immune system responds.

lt:

- Makes antibodies. These are proteins produced naturally by the immune system to fight disease.
- Prepares your immune cells to respond to future infection.
- Remembers the disease and how to fight it. If you are exposed to the germ after getting the vaccine, your immune system can quickly destroy it before you become sick.

This is what makes vaccines so effective. Instead of treating a disease after it happens, vaccines can prevent us from getting sick in the first place.

How do the COVID-19 vaccines work?

None of the COVID-19 vaccines contain the virus that causes COVID-19 in any form. All 3 COVID-19 vaccines work by teaching our cells how to make harmless spike proteins (the crown-like spikes on the surface of the COVID-19 virus). Making the spike protein does not harm our cells.

- When we are vaccinated, the spike proteins show on the surfaces of our cells. Our immune system sees them and knows that they don't belong there.
- Our bodies react by building an immune response. It makes antibodies that can act against the COVID-19 virus's spike protein and it prepares immune cells. This will protect us if we are exposed to the virus in the future.

The COVID-19 vaccines differ in how they teach our cells to make the spike protein

- The vaccines made by Pfizer and Moderna are called mRNA vaccines. Messenger RNA (mRNA)
 is genetic material that tells our bodies how to make proteins. The mRNA in the vaccine is
 wrapped in oily bubbles (known as lipid nanoparticles or LNPs). When the mRNA enters our
 cells, it teaches them how to make copies of the spike protein.
- The vaccine made by J&J/Janssen Is called a viral vector vaccine. It is made of genetic instructions (DNA) inside a 'viral vector' that is used to carry the DNA into our cells. (The viral vector is a harmless version of a common cold virus). Our cells read the genetic material and make mRNA, and this mRNA teaches our cells to make the spike protein.

You can learn more on the <u>Understanding How COVID-19 Vaccines Work</u> CDC website.

What is in the vaccines?

For a full list of ingredients, please see each vaccine's Fact Sheet for Recipients and Caregivers: <u>Pfizer-BioNTech COVID-19 vaccine</u>, <u>Moderna COVID-19 vaccine</u>, and <u>J&J/Janssen COVID-19 vaccine</u>. None of the vaccines contain eggs, gelatin, latex, or preservatives.

Do the COVID-19 vaccines contain aborted fetal cells?

No, none of COVID-19 vaccines authorized for use in the United States contain any fetal tissue or fetal cells.

- **Pfizer and Moderna** did not use any fetal cell lines to develop or produce their COVID-19 vaccines. But they did use a fetal cell line for laboratory testing before their vaccines were tested on people.
- Johnson & Johnson used a fetal cell line to develop and test their COVID-19 vaccine. They also use it for production. The COVID-19 vaccines themselves do not contain any fetal cells.

The cell lines were made in laboratories from cells from 2 abortions conducted in 1973 and 1985. None of the fetal cells used came from a recent abortion or from an abortion done for the sole purpose of vaccine development or other research.

The Catholic Church has reviewed the use of fetal cells for this purpose and gone on to state that "it is morally acceptable to receive COVID-19 vaccines that have used cell lines from aborted fetuses in their research and production process." If this issue is of concern to you, we encourage you to review the document <u>COVID-19 Vaccine and Fetal Cell Lines</u> carefully so you can make an informed decision about getting vaccinated.

SAFETY AND SIDE-EFFECTS

Can you get COVID-19 from a vaccine?

No. The vaccines cannot give you COVID-19. But you could have been infected before you got the vaccine and then started showing symptoms afterwards. It can take up to 14 days for symptoms to appear after you have been infected. It is also possible to get infected after you get vaccinated, because it takes time for your body to build immunity and, even though the vaccines are very effective, none are 100%.

None of the COVID-19 vaccines have the virus that causes COVID-19 in them. The viral vector in the J&J/Janssen vaccine is a harmless version of a common cold virus. It can't replicate inside our cells or cause illness and it cannot change our DNA in any way.

Sometimes people get a fever or feel tired for a day or so after getting a vaccine. These vaccine side-effects are normal and are a sign that the body is building immunity.

What are common side effects of the COVID-19 vaccines?

You may get side effects, like the ones after the flu vaccine or shingles vaccine after getting a COVID-19 vaccine. For two-dose vaccines, side effects are more common after the second dose. These side effects may affect your ability to do daily activities, but they should go away within a day or two. Not everyone gets side effects. They may include:

• Fever, chills, and muscle aches

- Headache
- Feeling tired
- Sore or red arm

Side effects are normal and a sign that the vaccine is working. It shows your body is learning to fight a germ and build up immunity. Not everyone gets side-effects. It is important to get the second dose even if you get side effects after the first dose unless a vaccination provider or your doctor tells you not to.

Contact your doctor if you have:

- Vaccine side-effects that last more than 2 days,
- Symptoms that start more than 2 days after you get the vaccine
- Any of these symptoms: cough, shortness of breath, runny nose, sore throat, or new loss of taste or smell (as these are not vaccine side-effects)
- Symptoms that get worse or worry you.

Are there any serious side effects?

As with any medicine, it is possible to have a serious allergic reaction, such as not being able to breathe. This reaction is very rare but if it does happen, it is usually within in first 15-30 minutes after vaccination. Everyone is observed after getting a COVID-19 vaccine so that healthcare providers can treat an allergic reaction straight away.

There is a risk of a rare but serious condition involving blood clots and low platelets in people after receiving the Johnson & Johnson COVID-19 Vaccine. This risk is very low. This problem is rare and happened in about 7 per 1 million vaccinated women between 18 and 49 years old. For women 50 years and older and men of any age, this problem is even more rare. This problem has not been linked to the other two COVID-19 vaccines (Pfizer and Moderna).

For 3 weeks after receiving the vaccine, be on the lookout for possible symptoms. These include:

- Severe or persistent headaches
- Blurred vision
- Shortness of breath
- Chest pain
- Leg swelling
- Persistent abdominal pain
- Easy bruising or tiny blood spots under the skin beyond the site of the injection.

Are the COVID-19 vaccines likely to have any long term side effects?

Long term side effects following any vaccination are extremely rare. Vaccine monitoring has historically shown that if side effects are going to happen, they generally happen within six weeks of receiving a vaccine dose. For this reason, the Food and Drug Administration required each of the authorized COVID-19 vaccines to be studied for at least two months (eight weeks) after the final dose. CDC continues to closely monitor COVID-19 vaccines. If scientists find a connection between a safety issue and a vaccine, FDA and the vaccine manufacturer will work toward an appropriate solution to address the specific safety concern (for example, a problem with a specific lot, a manufacturing issue, or the vaccine itself). This is what is happened after safety monitoring detected an unusual type of blood clot with low platelets in women who received the J&J vaccine (see above).

If I get an adverse reaction (possible side effect) after I am vaccinated, how should I report it?

If you have an adverse event (possible side effect) after you are vaccinated, even if you aren't sure that the vaccine caused it, please report it to VAERS. The Vaccine Adverse Event Reporting System is an early warning system that the FDA and CDC use to detect possible safety problems. To make a report, call 1-800-822-7967 or visit https://vaers.hhs.gov/reportevent.html.

If you have signed up for <u>V-Safe</u>, CDC's after vaccination health checker, you can also report your symptoms through the smart phone app.

Neither VAERS nor V-safe provide medical advice. If you have symptoms or health problems that concern you at any time following COVID-19 vaccination, please contact your healthcare provider or seek medical treatment.

Will getting the vaccine cause me to test positive on a COVID-19 test?

No. Vaccines won't cause you to test positive on a PCR or antigen viral test (like the swab test) that looks for current COVID-19 infection. You may test positive on some antibody (blood) tests. This is because one of the ways that vaccines work is to teach your body to make antibodies.

See the public health testing webpage <u>ph.lacounty.gov/covidtests</u> to learn more about COVID-19 tests.

WHO CAN GET THE VACCINE?

If I have already had COVID-19, do I still need to get vaccinated?

Yes. You do need the vaccine even if you have had COVID-19. We don't yet know how long you are protected after you have had COVID-19, so it is important to have the vaccine to strengthen your immunity. It is safe to get the vaccine after getting COVID-19 but you should wait until after your isolation period is over. This is so that you don't infect healthcare workers and others when you go to get vaccinated. If you have had monoclonal antibody or convalescent treatment, you should wait for 90 days before getting a COVID-19 vaccine.

Can children get the COVID-19 vaccine?

No. People under the age of 16 cannot get COVID-19 vaccine at this time. There isn't enough information available yet about the use of these vaccines in children. People age 16 and 17 can get the Pfizer vaccine. The Moderna and J&J/Janssen vaccines are for people 18 and older.

Can people with weak immune systems get a COVID-19 vaccine?

Yes. People with weak immune systems may be at higher risk of getting COVID-19 and more likely to become very sick. They can get any of the 3 vaccines but are advised to talk to their doctor about the best time to be vaccinated. The vaccine studies included some people with weak immune systems, such as cancer and stable HIV and their side effects were not different. But we don't know how well the vaccines will work for people with weak immune systems compared to people with normal immune systems.

Can people with allergies get a COVID-19 vaccine?

It depends.

- People who are allergic to things like oral medication, food, pets, or pollen, or people who have a family history of allergies, can be vaccinated.
- But people who have had an allergic reaction to a vaccine, injectable therapy, polyethylene glycol (PEG), or polysorbate should talk to their doctor to decide if it is safe for them to get vaccinated.
- There is a small risk of severe allergic reaction with any vaccine.
- Everyone is observed for allergic reactions after getting a COVID-19 vaccine. Information about allergic reactions may change. Be sure to check the latest guidance on the CDC COVID-19 Vaccines and Allergic Reactions webpage and talk to your doctor.

Can pregnant women get the vaccine?

Yes. Pregnant women can choose to receive any of the 3 vaccines, but it is a personal decision, and they may want to talk it through with their doctor.

- Pregnant women who get COVID-19 are more likely to get severely ill than women who are not pregnant. They may also be more likely to get pregnancy complications like preterm birth compared to pregnant women without COVID-19.
- There is limited information about the safety of COVID-19 vaccines during pregnancy as pregnant women were not included in the vaccine studies. However, based on what we know about how these vaccines work, experts do not believe they pose a risk.
 - Pregnant women were not enrolled in the studies, but animal studies did not show any safety concerns.
 - The same vector in the J&J/Janssen vaccine was used in pregnant women in other trials and found to be safe for both mother and infant.
 - Many pregnant women who have received the vaccine are being monitored and so far, no safety concerns have been identified.

Can women who are breastfeeding get the vaccine?

Yes. Lactating women were not included in the vaccine studies so there are no data on the safety of COVID-19 vaccines in these women or the effects of the vaccines on the breastfed infant or milk production. However, based on what we know about how these vaccines work, they are not thought to be a risk for the mother or baby. Women who are breastfeeding may choose to be vaccinated.

PROTECTING MYSELF AND OTHERS

What if I get symptoms of COVID-19 after I have been vaccinated?

You should get tested and stay home and away from others if you have:

- Vaccine side-effects that last more than 2 days
- Symptoms that start more than 2 days after you get the vaccine
- Cough, shortness of breath, runny nose, sore throat, or new los of taste or smell these symptoms are NOT side effects of the vaccine

It is still important to watch out for symptoms of COVID-19 even if you have been vaccinated, especially if

you've been around someone who is sick.

Why do we need a vaccine if we can do other things, like social distance and wear masks?

We need to do as much as we can to stop the pandemic. Vaccines boost your immune system so it will be ready to fight the virus if you are exposed. Other steps, like masks and social distancing, help lower your chance of being exposed to or spreading the virus. Together, these tools offer the best protection.

What can I do now to help protect myself from getting COVID-19 until it is my turn to get a vaccine?

To protect yourself and others, follow these recommendations:

- Cover your mouth and nose with a mask when you are around others.
- Avoid crowds and poorly ventilated spaces (outside or well-ventilated spaces are safer).
- Stay at least 6 feet away from others.
- Wash your hands often.

See guidance for <u>reducing your risk</u>. You should do this even after you are fully vaccinated.

Can I stop wearing a mask once I am vaccinated?

For more information see the document 'If i am fully vaccinated, when can i go without a mask?

If I am vaccinated and am exposed to someone who has COVID-19, do I need to quarantine?

If you do <u>not</u> have symptoms and you are <u>fully vaccinated</u> you do not need to quarantine or get tested (unless you live in a group setting like a correctional or detention facility or group home). But you must monitor your health for symptoms of COVID-19 for 14 days and continue to protect yourself and others.

Whenever there is a health crisis, scammers will find ways to cheat people out of their money. During the coronavirus pandemic, they are taking advantage of fear, anxiety, and confusion about COVID-19. They sell things that don't work, charge money for things that are free, and steal personal information.

Scammers are targeting local residents with new, vaccine-related schemes. Beware!

If someone offers to sell you an <u>appointment</u> to be vaccinated, it's a scam.

- While vaccine supplies are limited, vaccine is being offered to groups of people at different times. Visit VaccinateLACounty.com to see which group you are in, and when you will be offered vaccine.
- If you are in a group that is currently being offered vaccine, talk to your doctor or visit <u>VaccinateLACounty.com</u> to make an appointment. Individuals who do not have internet access or who need help can call 1-833-540-0473 between 8am-8:30pm for assistance making an appointment.
- There is no "vaccine waiting list" and you cannot pay to get an appointment.

If someone offers to sell you a <u>vaccine</u>, get you a special, low cost deal, or get you the vaccine under the table, it's a scam.

COVID-19 vaccine is given at no cost and regardless of immigration status.

- You will not be charged a fee or co-pay to receive a COVID-19 vaccine. The doctor or pharmacy may charge a fee for giving the vaccine, but it should be paid by public and private insurance companies. People without health insurance can get COVID-19 vaccines for free.
- You will NOT be asked about your immigration status when you get a COVID vaccine. Your medical information is private. Your doctor is not allowed to share it with immigration officials.
- Visit the Los Angeles County <u>Office of Immigrant Affairs COVID-19 page</u> for updates on COVID-19 for immigrant residents.

If you receive an offer to buy a vaccine and have it sent to you directly, it's a scam.

• There are no "secret" sources of a vaccine that can be purchased. If anything is sent, it will not be an authentic.

Scammers are everywhere.

Scammers work online, on social media, or on the street. They may call, text, message, or email you. They may even approach you on the street or knock on your door offering a vaccine or an appointment to get vaccinated.

Look out for these RED FLAGs or warning signs that something might be a scam.

- You are contacted and asked to respond straight away with your personal or financial information. This might be your Social Security, bank account or credit card number, Medi-Cal or Medicare details. NEVER share these or other personal information.
- You receive an offer to buy a vaccine, and have it mailed to you. There are no "secret" sources of a vaccine that can be purchased. If anything is sent, it will not be the real vaccine.
- You see ads for fake vaccines or "miracle cures" using vitamins or other dietary supplements. Scammers promote these even though they have not been proven to work. The FDA has issued warning letters to many companies for selling products that claim to prevent, treat, or cure COVID-19.



If anyone that isn't well known in your community (like a doctor, a health care clinic, a pharmacy, a county health program) offers you a vaccine – think twice. Visit <u>VaccinateLACounty.com</u> or check with your doctor. Don't let the scammers win!

Get Help

- Find a doctor: call 2-1-1 the LA County information line or visit the <u>211LA website</u>.
- Find resources like food, medicines, and other essential supplies: call 2-1-1 or visit the <u>211LA website</u>, or the Public Health resource webpage.
- Report a possible COVID-19 scam and get help trying to get your money back: contact the LA County Department of Consumer and Business Affairs (DCBA): dcba.lacounty.gov or 800-593-8222.
- Report suspicious claims being made about vaccines, testing or treatment products: report to the FTC at <u>ftc.gov/complaint</u>

Stay up to date – with trusted information

Beware of fake news and hoaxes as well as COVID-19 scams

COVID-19 Vaccine

• Visit <u>VaccinateLACounty.com</u> and sign-up for the COVID-19 Vaccine Email Newsletter

COVID-19

- Visit ph.lacounty.gov/media/Coronavirus, sign up for press releases, or follow us @lapublichealth
- Visit the County's COVID-19 webpage <u>covid19.lacounty.gov</u>
- Check the CDC's website <u>cdc.gov/coronavirus</u>

Scam Alerts

Stay up to date on the latest scams and precautions you and your family should take.

- Learn about recent scams from the Los Angeles County Consumer and Business Affairs' consumer alerts
- Visit the Los Angeles County Office of Immigrant Affairs COVID-19 webpage
- Sign up for the American Association of Retired Persons (AARP) Fraud Alerts Watch
- Sign up to receive the Federal Trade Commission's consumer alerts

Coping with Stress During Infectious Disease Outbreaks that require social distancing

The Department of Mental Health supports the wellbeing of our County family, friends and colleagues. When you hear, read, or watch news about an outbreak of an infectious disease, you may feel anxious and show signs of stress. These signs of stress are normal During an infectious disease outbreak, care for your own physical and mental health and reach out in kindness to those affected by the situation.

WHAT YOU CAN DO TO HELP COPE WITH EMOTIONAL DISTRESS

1. Manage Your Stress

- Stay informed. Refer to credible sources for updates on the local situation.
- Stay focused on your personal strengths.
- Maintain a routine.
- Make time to relax and rest.

2. Be Informed and Inform Your Family

- Become familiar with local medical and mental health resources in your community.
- Avoid sharing unconfirmed news about the infectious disease to avoid creating unnecessary fear and panic.
- Give honest age-appropriate information to children and remember to stay calm; children often feel what you feel.

3. Connect with Your Community online or through the phone

- Keep contact with family and friends through social messaging or through phone calls
- Join community and/or faith group online chat groups
- Accept help from family, friends, co-workers and clergy.
- Reach out to neighbors and friends with special needs who may need your help.

4. Reach Out and Help while maintaining necessary social distancing guidelines

- If you know someone affected by the outbreak, call them to see how they are doing, and remember to keep their confidentiality.
- Consider an act of kindness for those who have been asked to practice social distancing, such as having a meal delivered

5. Be Sensitive

- Avoid blaming anyone or assuming someone has the disease because of the way they look or where they or their families come from.
- An infectious disease is not connected to any racial or ethnic group; speak up in kindness when you hear false rumors or negative stereotypes that foster racism and xenophobia.

Consider seeking professional help if you or a loved one is having difficulty coping.



Be Proactive!

- 1. Stay informed with information from credible sources.
- 2. Stay connected with friends, family, and community groups.
- 3. Keep a positive attitude and outlook.

Resources

Los Angeles County Department of Mental Health Access Center 24/7 Helpline (800) 854-7771 (562) 651-2549 TDD/TTY https://dmh.lacounty.gov

Los Angeles County Department of Public Health: http://publichealth.lacounty.gov/ media/Coronavirus/ or call 2-1-1 for more information



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June 21, 2021 CC/SA Meeting



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То:	Mayor Sylvia Ballin and Councilmembers
From:	Councilmember Cindy Montañez
Date:	June 21, 2021
Subject:	Consideration to Adopt a Resolution Declaring June 2021 as Pride Month in the City of San Fernando

RECOMMENDATION:

I have placed this on the agenda for City Council discussion (Attachment "A") and recommend that the City Council adopt Resolution No. 8077 (Attachment "B"), declaring the month of June 2021 as Pride Month in the City of San Fernando.

BACKGROUND:

The purpose of this Resolution is to declare the month of June 2021 as Pride Month in the City of San Fernando and to acknowledge that the need for multi-cultural education and awareness remains vital towards ending discrimination and prejudice and encourage all citizens to respect one another, appreciate the differences, recognize the common good, and celebrate diversity.

BUDGET IMPACT:

There is no impact to the budget by discussing this item. The proposed Resolution includes direction to fly the Pride Flag during the month of June. The City will need to purchase a Pride Flag, which is approximately \$50. The purchase can be funded from available funds in the City Council contract services budget item.

ATTACHMENTS:

- A. Request to Agendize an Item for City Council Discussion/Consideration
- B. Resolution No. 8077

From:	<u>Cindy Montanez</u>
То:	<u>Nick Kimball; Julia Fritz</u>
Cc:	Richard Padilla
Subject:	COUNCIL AGENDA ITEM: Pride Month
Date:	Wednesday, June 16, 2021 9:31:36 AM
Attachments:	Pride Month Resolution 2021.pdf Pride Month Resolution 2021.docx

Hi Nick and Julia,

I would like to add a resolution to our council agenda to declare June 2021 as Pride Month in the City of San Fernando. I wanted to do this last meeting but got sick. Moving forward can we add this to every June meeting?

Let me know if you need anything else for the council to vote on this resolution at Monday's meeting.

I have attached the resolution in both PDF and Word format.

-Cindy

RESOLUTION NO. 8077

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, RECOGNIZING JUNE 2021 AS LESBIAN, GAY, BISEXUAL, TRANSGENDER AND QUEER (LGBTQ+) PRIDE MONTH IN THE CITY OF SAN FERNANDO

WHEREAS, the uprising at the Stonewall Inn in June 1969, sparked a liberation movement to resist harassment and persecution to which lesbian, gay, bisexual, transgender and queer (LGBTQ+) Americans were commonly subjected, marking the beginning of a movement to outlaw discriminatory laws and practices against LGBTQ+ Americans— a call to action that continues to inspire us to live up to our Nation's promise of equality, liberty, and justice for all;

WHEREAS, historic United States Supreme Court rulings in recent years have struck down regressive laws, affirmed the right to marriage equality, and secured workplace protections for LGBTQ+ individuals in every State and Territory;

WHEREAS, Pride Month is a time to recognize the valuable contributions of the LGBTQ+ individuals across our country, recall the trials the LGBTQ+ community has endured and rejoice in the triumphs of trailblazing individuals who have bravely fought — and continue to fight — for full equality;

WHEREAS, we celebrate the progress we have made in creating a community more inclusive and accepting of gays, lesbians, bisexuals, and the transgender while recognizing that LGBTQ+ individuals continue to suffer discrimination, hostility and exclusion at almost every level of society, including in areas of housing, employment, healthcare, family law, immigration, religious, and marriage equality;

WHEREAS, Each day, more lesbian, gay, bisexual, transgender and queer people are elected to public offices across the country, serve in the United States Armed Forces, occupy the highest positions in business, participate in religious and spiritual communities, and serve as role models for all;

WHEREAS, Our Nation continues to witness a tragic spike in violence against transgender women of color. LGBTQ+ individuals — especially youth who defy sex or gender norms — face bullying and harassment in educational settings and are at a disproportionate risk of self-harm and death by suicide;

WHEREAS, society at large increasingly supports LGBTQ+ equality, it is essential to acknowledge that the need for multi-cultural education and awareness remains vital to end discrimination and prejudice;

WHEREAS, to achieve a just and fair society, we must not only respect one another, but also appreciate our differences, recognize the common good in all of us, and celebrate diversity as one of our greatest strengths;

WHEREAS, all people deserve to live with dignity and respect, free from fear and violence, and protected against discrimination, regardless of their gender identity or sexual orientation and we understand the unique challenges faced by sexual and gender minorities – especially transgender and gender non-conforming individuals – and are taking steps to address them;

WHEREAS, the City of San Fernando commends the bravery and courage of all those in the LGBTQ+ community that face adversity and various forms of violence. Continued opposition and oppression against LGBTQ+, especially LGBTQ+ black, indigenous, Latinx and people of color make it important for neighbors to stand up and show solidarity and support for our LGBTQ+ residents and the community at large; and

WHEREAS, in the four decades since the Stonewall Riots, civil rights for LGBTQ+ people have grown substantially, and LGBTQ+ pride celebrations have taken place around the country every June.

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, on behalf of the City of San Fernando and all of the residents thereof, proclaim June 2021, and every June thereafter, as Lesbian, Gay, Bisexual, Transgender and Queer Pride Month (LGBTQ+) in the City of San Fernando and call upon all residents to eliminate prejudice everywhere it exists, and to celebrate the great diversity of our city.

SECTION 2. On behalf of the City of San Fernando and all of the residents thereof, proclaim support for efforts, including raising the LGBTQ+ rainbow pride flag at City Hall, that increase awareness, acceptance, and inclusion of Lesbian, Gay, Bisexual, Transgender and Queer individuals.

SECTION 3. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the Office of the City Clerk.

PASSED, APPROVED, AND ADOPTED THIS 21st day of June, 2021.

ATTEST:

Sylvia Ballin, Mayor of the City of San Fernando, California

Julia Fritz, City Clerk

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. 8077 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 21st day of June, 2021, 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 _____, ____.

Julia Fritz, City Clerk

June 21, 2021 CC/SA Meeting





То:	Mayor Sylvia Ballin and Councilmembers
From:	Councilmember Celeste Rodriguez
Date:	June 21, 2021
Subject:	Consideration and Discussion Regarding Community Benefit of a Master Plan

RECOMMENDATION:

I have placed this item on the agenda for City Council consideration and discussion. The recommended action is provided in the *REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION* form, which is included as Attachment "A" to this report.

BACKGROUND/ANALYSIS:

Information related to the Background/Analysis for this item is provided in the *REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION* form, which is included as Attachment "A" to this report.

BUDGET IMPACT:

There is currently a surplus of approximately \$25,000 in the FY 2021-2022 Proposed Budget. Therefore, if City Council approves this request, an additional \$25,000 will need to be identified to appropriate the \$50,000 requested in the Fiscal Year 2021-2022 City Budget in Economic Development (Division 151) for the Master Plan.

CONCLUSION:

Consideration and discussion to approve funds of \$50,000 in the Fiscal Year 2021-2022 Budget towards developing a community benefit of a Master Plan.

ATTACHMENT:

A. FORM: Request to Agendize an Item for City Council Discussion/Consideration

June 21, 2021 CC/SA Meeting

REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL					
DISCUSSION/CONSIDERATION					
CITY COUNCILMEMBER INFORMATION					
NAME TITLE Celeste Rodriguez Councilmember					
ITEM INFORMATION					
SUBJECT Title of the item you are requesting to be agendized. Community benefit of a Master Plan					
PRIORITIES BUDGET FISCAL IMPACT Is this included in the current FY priorities? Is this a budgeted item? FISCAL IMPACT					
☑ Yes □ No ☑ Yes □ No \$50,000					
BACKGROUND/ANALYSIS Provide the reason you are requesting this item be agendized. COVID-19 highlighted how vital a stong local economy is for communities. On May 10, 2021, the San Fernando Planning & Preservation Commission unanimously supported a reccomendation to City Council to prepare a Master Plan for the downtown district. The Planning & Preservation Commission has a representative for each of the five Councilmembers. A Master Plan could produce a thriving commercial corridor, including community spaces. These spaces could include pocket parks and areas to promote art and artists. Through a comprehensive approach, including a commitment to local hiring and robust small business support, the plan can support workforce development, entrepreneurship and anti-displacement strategies to ensure that our community will directly benefit from improvements. Most importantly, approving and funding a master planning process will provide the residents of San Fernando an opportunity to share what they would like to have access to in their downtown.					
ATTACHMENTS Do you have any attachments to include?					
Yes No RECOMMENDATION Indicate the direction you are recommending.					
Recommend that the City Council approve the development of a master plan and allocate \$50,000 in FY 21-22.					

June 21, 2021 CC/SA Meeting



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- To: Mayor Sylvia Ballin and Councilmembers
- From: Councilmember Cindy Montañez

Date: June 21, 2021

Subject: Consideration and Discussion Regarding Approval of a San Fernando Beautification Program

RECOMMENDATION:

I have placed this on the agenda for City Council consideration and discussion. The recommended action is provided in the *REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION* form, which is included as Attachment "A" to this report.

BACKGROUND:

Information related to the Background/Analysis for this item is provided in the *REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION* form, which is included as Attachment "A" to this report. Additional information has been provided as Attachment "B."

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. FORM: Request to Agendize an Item for City Council Discussion/Consideration
- B. San Fernando Beautification Program

June 21, 2021 CC/SA Meeting

SANFERNANLO					
REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL					
DISCUSSION/CONSIDERATION					
CITY COUNCILMEMBER INFORMATION					
NAME CINDY MONTAÑEZ					
ITEM INFORMATION					
SUBJECT Title of the item you are requesting to be agendized. ADOPTION OF SAN FERNANDO BEAUTIFICATION PROGRAM					
PRIORITIES Is this included in the current FY priorities? Is this a budgeted item?	FISCAL IMPACT Is there a fiscal impact? If yes, indicate amount.				
☑ Yes □ No ☑ Yes □ No	□ Yes ☑ No \$				
BACKGROUND/ANALYSIS Provide the reason you are requesting this item be					
The city has an opportunity to pride itself on having clean streets, parks, trails, parking lots, storm drains and public facilities by engaging residents, the business community, local schools and other community groups in local clean up efforts.					
and public facilities free of trash and debris.					
The San Fernando Beautification program includes: - quarterly neighborhood cleanups to help residents and property owners keep their properties free of trash and debris;					
- establish daily public parking lot clean up					
- establish a text and online beautification response hotline					
- reinstitute a cross-departmental Neighborhood Action Response Team to coordinate Community Preservation, Police Department and other department responses around challenging properties.					
ALIFO	RN				
ATTACHMENTS Do you have any attachments to include?					
🗹 Yes 🛛 No					
RECOMMENDATION Indicate the direction you are recommending.					
Recommend council adoption of the San Fernando Be coordinated and community-centered approach to cle lot and other public facilities.					
The program can begin with funds allocated for cleaning/maintenance, code enforcement, lot sweeping, etc. under the proposed budget with flexibility for public works to come back to the City Council for any resource adjustments needed for program implementation beyond the adopted budget or current City Manager authorization (i.e. cost for lighting, parking lot resurfacing, etc. as determined by public works).					

SAN FERNANDO BEAUTIFICATION PROGRAM

Presented By:

Cindy Montañez Councilmember Celeste Rodriguez Councilmember Dave Bernal Planning Commissioner Yvonne Mejia Planning Commissioner

SAN FERNANDO BEAUTIFICATION PROGRAM

PLAN OF ACTION

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3	CLEAN PARKS AND BIKE TRAIL	Page 6
4	CLEAN PARKING LOTS	Page 7
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6	TEXT AND ONLINE BEAUTIFICATION RESPONSE HOTLINE	Page 9
7	ALIGN WITH CITY GOALS AND CURRENT EFFORTS	Page 10

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"IF WF HAD CLEAN STREETS, AI OT OF OTHER THINGS, TAKF CARF OF THEMSELVES EFFORTI FSSI Y."



BEAUTIFICATION GOALS

The City of San Fernando will pride itself on having clean streets, parks, trails, parking lots, storm drains, and public facilities. We know this investment will result in safer and healthier streets for our kids, senior citizens, businesses, visitors and all our residents.

GOALS

The City will lead by example by keeping our streets, parks, parking lots, trails, storm drains and other publicly-owned property free of trash and debris.

Organize quarterly neigh

Organize quarterly neighborhood cleanups to help residents and property owners keep their properties free of trash and debris.

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Establish daily public parking lot clean up.

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Establish a text and online beautification response hotline.

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Re-institute a Neighborhood Action Response Team to coordinate Police Department, Community Preservation and other department responses around challenging properties.

TEAM APPROACH



The City's Public Works director will designate a Public Works employee to oversee the schedule, budget, outreach and assessment for the San Fernando Beautification program. We will implement a team approach to engage as many people as possible.

BEAUTIFICATION TEAM

Public Works Residents Community Volunteers Business Community Waste Hauler Sweeper

TEAM UP TO CLEAN UP

All residents, businesses and volunteers are invited to join our San Fernando Beautification Team to eliminate trash on our streets, storm drains, parks, trails and parking lots.

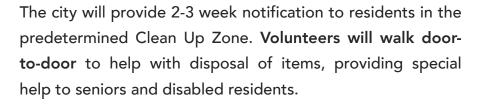
Residents can organize block clean ups or beautification events and receive support from the city for trash bags, trash pickers, disposal, etc.

NEIGHBORHOOD CLEAN UPS



The city will organize **quarterly neighborhood clean ups** in collaboration with the city's waste hauler and the Neighborhood Beautification Team. Waste hauler will provide trash bins per clean up for disposal of large items.







The Community Preservation team will revisit Clean Up Zone to address any remaining concerns or violations. Additional priority and follow up through the Neighborhood Action Task Force will be assigned to a challenging property.



The city can give residents, businesses or community-based organizations the opportunity to 'Adopt-a-Piece of San Fernando'. A thank you sign can be installed in honor of the adopter who will help maintain key public areas clean.

"Our neighborhood between Glenoaks and 8th and Maclay and the Pacoima Wash positively changed when the City organized its first Clean Up here 20 years ago"

-Susan LLamas, Resident, Teacher & Commissioner



OUR PARKS AND TRAILS

CLEAN. SAFE. BEAUTIFUL

Our parks and trails are one of our community's most important assets and often the only place kids, families and individuals can be in natural open spaces, so these places must be kept clean, safe and beautiful.

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The city should maintain a maintenance schedule for each park and trail and identify four Beautification Projects annually that can involve community volunteers, such as painting the picnic benches at Las Palmas Park and cleaning the Mission City Trail/ Bike Path.

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The city can partner with the Fernandeño-Tataviam Tribe to replant the native landscapes at Rudy Ortega Heritage Park; TreePeople to restore and maintain the Pacoima Wash Natural Park and sports leagues and other nonprofits for other parks.



PARKING LOT CLEAN UP



Improve Parking Lot Sweeping and Trash Pickup

The city should work with the business community to establish a daily parking lot cleaning schedule, sidewalk pressure washing and improve trash bin pick up in commercial areas.

Enforce No Overnight Parking

The city should enforce no overnight parking in its public parking lots unless a business has a shortterm permit provided on a limit basis.





Improve signage and lighting

The city should develop a maintenance plan for its signage and lighting at public parking lots.

Develop schedule for parking lot resurfacing

The city should develop a plan for parking lot resurfacing and re-striping.



INOPERABLE VEHICLES

There are numerous inoperable or unregistered vehicles located on public and private property. The city can provide a financial incentive for inoperable vehicles registered in San Fernando prior to 2021 to incentivize vehicle owners to dispose of those vehicles. After a 6-12 month period, Code Enforcement will enforce its rules and regulations, including financial penalties.





TEXT AND ONLINE BEAUTIFICATION RESPONSE HOTLINE

Easy Reporting

The city will establish a 24-hour text and online response line for people to report a public works problem or request public works service; including but not limited to: illegal dumping and debris, dirty parks or streets, potholes, fallen trees, bike path cleanliness, graffiti, public lighting repair, etc.

Fast Response. Happy Residents and Businesses

Public Works will designated individuals who will receive direct text and online requests and have authority to assign personnel or Beautification Team members to respond immediately.

COMMUNITY FIRST

ALIGN WITH CURRENT CITY STRATEGIC GOALS AND EFFORTS

In order to maximize the efficient use of taxpayer dollars, the city will coordinate its San Fernando Beautification Program with current efforts to improve city services, prioritize public safety, invest into making San Fernando more walkable and pedestrian-friendly, and green our neighborhoods by planting and caring for 2,000 trees over the next five years.

In addition, the City Council and City Manager should re-establish an internal Neighborhood Action Response Team to coordinate all city departments to identify and resolve problems with the most challenging properties.



What we do matters



CALLES VERDES TREE PLANTING 2,000 street trees

In partnership with TreePeople, the city will plant and care for 2,000 trees over the next 5 years. The trees will increase tree canopy by 33% and beautify streets. *Calles Verdes* also includes improvements to Lot 4: Brand/Truman and Carlisle Street.



SAFE AND ACTIVE STREETS 8 Street Designs

The city hired Toole Design to help identify and design safety and green improvements for 8 highpriority streets with heavy use by pedestrians and cyclists. In addition, the city will initiate a Safe Routes to School planning process in 2021-22 to get kids in public schools safe to school.



GET TO ZERO: HOMELESS RESPONSE 0 People Living on the Streets

The city hired LeSar & Associates to develop a Homeless Action Plan to get people off the streets or vehicles and into safe places to live. In addition, the City should establish a Homeless Command Center to address these issues on a daily basis.

WE ARE READY TO CLEAN UP!



BASIC, FUN AND NECESSARY

Several residents, some local businesses and nonprofit partners have offered to volunteer.

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We are happy to take the lead in organizing the San Fernando Beautification Team and inviting residents, business leaders, schools and nonprofit partners to volunteer as we put together Clean Up events and work to maintain our city clean.

This is an investment that will have longterm results and physically change the quality of life for our residents, businesses and visitors.

It's our time to lead by example.

SAN FERNANDO DESERVES THE BEST!

June 21, 2021 CC/SA Meeting





То:	Mayor Sylvia Ballin and Councilmembers
From:	Nick Kimball, City Manager
Date:	June 21, 2021
Subject:	Consideration to Cancel the Regular City Council and Successor Agency to the San Fernando Redevelopment Agency Meeting on July 6, 2021

RECOMMENDATION:

It is recommended that the City Council cancel the Regular City Council and Successor Agency to the San Fernando Redevelopment Agency meeting on July 6, 2021.

BACKGROUND/ANALYSIS:

Pursuant to Section 2-61 (Regular Meetings) of the San Fernando City Code, the City Council regularly meets on the 1st and 3rd meeting of each month. The City Council Procedural Manual allows for the cancellation of Regular Meetings of the City Council on dates in which it is desirable to cancel such meetings to accommodate holiday schedules. The Procedural Manual also states that the City Council will not convene for Regular City Council meetings that would otherwise occur on the 3rd Monday in December.

In the period between January 1, 2021 and June 21, 2021, there have been fifteen (15) City Council meetings, including three (3) Special meetings.

At the present time, there are no substantive or timely agenda items that need to be presented to City council by City staff on July 6, 2021. Therefore, staff recommends consideration by City Council to cancel the Regular City Council meeting on July 6, 2021 to accommodate the 4th of July holiday schedule. If the July 6, 2021 Regular Meeting is cancelled, the next Regular meeting will be on Monday, July 19, 2021

BUDGET IMPACT:

There is no budget impact associated with approving cancellation of the July 6, 2021 meeting.