



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  
TUESDAY, SEPTEMBER 7, 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 <https://www.youtube.com/c/CityOfSanFernando>. Comments submitted via YouTube will not be read into the record. Members of the public may submit comments by email to [cityclerk@sfcity.org](mailto: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. 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 **Telephone Number: (669) 900-6833; Meeting ID: 833 6022 0211; and Passcode: 924965, between 6:00 p.m. and 6:15 p.m.** 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.

**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](mailto: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**      None

## **DECORUM AND ORDER**

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

## **PUBLIC STATEMENTS**

There will be a three (3) minute limitation per each member of the audience who wishes to make comments relating to City Business. Anyone wishing to speak, please fill out the blue form located at the Council Chambers entrance and submit it to the City Clerk. When addressing the City Council, please speak into the microphone and voluntarily state your name and address.

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## **CONSENT CALENDAR**

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the City Council wishes to discuss any item, it should first be removed from the Consent Calendar.

### **1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES FOR:**

- a. July 27, 2021 – Special Meeting
- b. August 2, 2021 – Regular Meeting
- c. August 16, 2021 – Special Meeting

### **2) CONSIDERATION TO ADOPT RESOLUTION NO. 21-091 APPROVING THE WARRANT REGISTER**

Recommend that the City Council adopt Resolution No. 21-091 approving the Warrant Register.

### **3) CONSIDERATION TO ADOPT RESOLUTION NO. 167 APPROVING THE SUCCESSOR AGENCY WARRANT REGISTER**

Recommend that the Successor Agency Board of Directors adopt Resolution No. 167 approving the Warrant Register.

### **4) CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING SIDE LETTER AGREEMENT BETWEEN THE CITY AND SAN FERNANDO PUBLIC EMPLOYEES ASSOCIATION/ SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 721 AND ADOPT RELATED RESOLUTIONS**

Recommend that the City Council:

- a. Approve the proposed Memorandum of Understanding Side Letter Agreement (Contract No. 1887(c)) between the City of San Fernando and the San Fernando Public Employees Association / Service Employees International Union Local 721 implementing changes to existing job classifications, adopting new job classifications, and adjusting the salary plan related to certain positions in various departments;
- b. Adopt Resolution No. 8092 approving new classification specifications for certain positions represented by SFPEA and related unrepresented positions;
- c. Adopt Resolution No. 8093 amending the Fiscal Year 2021-2022 Salary Plan to include the appropriate salary range for various classification specifications;
- d. Adopt Resolution No. 8094 amending the Table of Organization for FY 2021-2022 to reflect the changes identified in the MOU Side Letter Agreement; and

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- e. Authorize the City Manager to make non-substantive corrections and execute the MOU Side Letter Agreement and all related documents.

### **5) CONSIDERATION TO ADOPT RESOLUTIONS APPROVING UPDATED JOB SPECIFICATIONS FOR THE POSITIONS OF POLICE CHIEF, ASSISTANT TO THE CITY MANAGER, AND MANAGEMENT INTERN**

Recommend that the City Council

- a. Adopt Resolution No. 8087 approving updated specifications for Police Chief, Assistant to the City Manager, and Management Intern job classifications;
- b. Adopt Resolution No. 8088 amending the Fiscal Year 2021-2022 Salary Resolution to reflect the proper salary range for the Assistant to the City Manager and the Management Intern classifications;
- c. Adopt Resolution No. 8089 amending the FY 2021-2022 Table of Organization to include the Management Intern classifications in each City Department; and
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- d. Authorize the City Manager to make non-substantive corrections and execute all related documents.

### **6) CONSIDERATION TO ADOPT RESOLUTIONS TO ACCEPT GRANT FUNDS FROM THE CALIFORNIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL, ALCOHOL POLICING PARTNERSHIP PROGRAM**

Recommend that the City Council:

- a. Accept the California Department of Alcoholic Beverage Control, Alcohol Policing Partnership Program 21-APP42 in the amount of \$63,704.00;
- b. Adopt Resolution No. 8090 authorizing the Police Chief to execute Standard Agreement No. 21-APP42 with ABC; and
- c. Adopt Resolution No. 8091 amending the budget for Fiscal Year 2021-2022 to appreciate the grant revenues and expenses.

### **7) CONSIDERATION TO APPROVE A THIRD AMENDMENT TO THE WILLDAN ENGINEERING PROFESSIONAL SERVICES AGREEMENT FOR THE SAN FERNANDO TRAFFIC SIGNAL IMPROVEMENT PROJECT**

Recommend that the City Council:

- a. Approve a third Amendment to the Willdan Engineering Professional Services Agreement (Contract No. 1893(c)) for design services related to the Highway Safety Improvement Program Cycle 8 Traffic Signal Improvements Project; and

- b. Authorize the City Manager, or designee, to execute all related documents.

**8) RECEIVE AND FILE AN UPDATE REGARDING COVID-19 RESPONSE EFFORTS**

Recommend that the City Council receive and file an update related to the City's COVID-19 efforts, including, but not limited to the City's COVID-19 planning, response, enforcement, and education efforts, and related policy initiatives; and financial assistance programs and the pursuit of funding opportunities, and related recommendations, as appropriate.

**ADMINISTRATIVE REPORTS**

**9) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE CITY'S 2021 MULTI-HAZARD MITIGATION PLAN**

Recommend that the City Council:

- a. Adopt Resolution No. 8095, approving the City's 2021 Multi-Hazard Mitigation Plan; and
- b. Authorize Emergency Planning Consultants to forward the resolution of approval to Federal Emergency Management Agency for issuance of a Final Letter of Approval. Upon receipt, the Final Letter of Approval will be included in the Final Plan.

**10) CONSIDERATION TO ACCEPT THE AMERICAN RESCUE PLAN ACT FUNDS AND ADOPT A RESOLUTION APPROPRIATING A PORTION OF THE FUNDS**

Recommend that the City Council:

- a. Accept American Rescue Plan Act funds from the United States Department of the Treasury in the amount of \$2,909,170;
- b. Approve Resolution No. 8097 amending the Fiscal Year 2021-2022 Adopted Budget to appropriate \$2,909,170 in revenues and \$250,000 in expenses in Fund 121 – American Rescue Plan Act Fund;
- c. Authorize the City Manager to use the appropriated funds to reimburse the City for supply, equipment, cleaning, capital improvement, capital purchase and other operating costs incurred as a direct result of the City's COVID-19 response efforts in FY 2020-2021 and FY 2021-2022; and
- d. Provide additional direction, as appropriate.

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## 11) CONSIDERATION TO DETERMINE A CITY POSITION ON THE 2021 LEAGUE OF CALIFORNIA CITIES PROPOSED RESOLUTIONS

Recommend that the City Council:

- a. Discuss the resolutions to be presented at the 2021 League of California Cities General Assembly Meeting; and
- b. Provide direction to the Voting Delegate regarding the City's position on the resolutions.

## 12) CONSIDERATION TO DECLARE A DROUGHT EMERGENCY IN SAN FERNANDO

This item was agendized by Councilmember Hector A. Pacheco.

## 13) CONSIDERATION TO ALLOCATE INDEPENDENT CITIES FINANCE AUTHORITY'S COMMUNITY OUTREACH PROGRAM FUNDS FOR FISCAL YEAR 2021-2022

This item was agendized by Mayor Sylvia Ballin.

## 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.

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Julia Fritz, CMC

City Clerk

Signed and Posted: September 2, 2021 (5:15 p.m.)

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*Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet website ([www.sfcity.org](http://www.sfcity.org)). These are also available for public reviewing prior to a meeting in the City Clerk Department. Any public writings distributed by the City Council to at least a majority of the Councilmembers regarding any item on this regular meeting agenda will also be made available at the City Clerk Department at City Hall located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's website at [www.sfcity.org](http://www.sfcity.org). In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk Department at (818) 898-1204 at least 48 hours prior to the meeting.*

THE CITY OF  
**SAN FERNANDO**