



# SAN FERNANDO

MAYOR/CHAIR MARY MENDOZA  
VICE MAYOR/VICE CHAIR HECTOR A. PACHECO  
COUNCILMEMBER/BOARDMEMBER SYLVIA BALLIN  
COUNCILMEMBER/BOARDMEMBER CINDY MONTAÑEZ  
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, JANUARY 18, 2022 - 6:00 PM

CITY HALL COUNCIL CHAMBER  
117 MACNEIL STREET  
SAN FERNANDO, CALIFORNIA 91340  
TELECONFERENCE – PURSUANT TO PROVISIONS OF ASSEMBLY BILL 361

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

**NOTICE OF TELECONFERENCE:** Pursuant to Adopted Resolution No. 8098 by the City Council of the City of San Fernando, effective January 12, 2022, the City of San Fernando's Legislative Bodies may participate via teleconference and/or video in Accordance with Government Code Section 54953 as permitted under the provisions of Assembly Bill 361

#### **PUBLIC PARTICIPATION OPTIONS**

##### **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 IN PERSON:**

Members of the public may provide comments in the City Council Chambers during the Public Comments section of the Agenda by submitting a comment card to the City Clerk.

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### **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. Note: This is audio only and no video.

**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.

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

### **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. PRESENTATION IN RECOGNITION OF SOUTHERN CALIFORNIA GAS COMPANY FOR THE 2020-2021 CLIMATE ADAPTATION AND RESILIENCY GRANT AWARD OF \$50,000 TO THE CITY OF SAN FERNANDO



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#### **B. PRESENTATION OF A PROCLAMATION DECLARING THE WEEK OF JANUARY 23 THROUGH JANUARY 29, 2022 AS SCHOOL OF CHOICE WEEK IN THE CITY OF SAN FERNANDO**

### **DECORUM AND ORDER**

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

### **PUBLIC STATEMENTS**

Members of the public may **provide comments in the City Council Chambers** during the Public Comments section of the Agenda by submitting a comment card to the City Clerk.

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 and read into the record.

Members of the public may provide a **live public comment by calling in between 6:00 p.m. and 6:15 p.m.** **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 MEETING MINUTES FOR:**

- |   |                                       |
|---|---------------------------------------|
| a. May 18, 2020 - Regular Meeting       | e. March 1, 2021 - Regular Meeting    |
| b. August 17, 2020 - Regular Meeting    | f. October 4, 2021 - Regular Meeting  |
| c. September 8, 2020 - Regular Meeting  | g. October 18, 2021 - Regular Meeting |
| d. September 21, 2020 - Regular Meeting | h. December 6, 2021 - Special Meeting |

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**2) CONSIDERATION TO ADOPT RESOLUTION NOS. 21-122, 22-011, AND 22-012 APPROVING THE WARRANT REGISTERS OF DECEMBER 20, 2021, JANUARY 3, 2022, AND JANUARY 18, 2022, RESPECTIVELY**

Recommend that the City Council:

- a. Adopt Resolution No. 21-122 approving the Warrant Register dated December 20, 2021;
- b. Adopt Resolution No. 22-011 approving the Warrant Register dated January 3, 2022; and
- c. Adopt Resolution No. 22-012 approving the Warrant Register dated January 18, 2022.

**3) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE LAST AND FINAL RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 FOR THE SUCCESSOR AGENCY TO THE SAN FERNANDO REDEVELOPMENT AGENCY**

Recommend that the Board of Directors:

- a. Adopt Resolution No. 168 approving the Successor Agency's Last and Final Recognized Obligation Payment Schedule for the period from July 1, 2022 through June 30, 2023; and
- b. Authorize the Executive Director to take certain related actions.

**4) CONSIDERATION TO APPROVE A THIRD AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH JOHN ROBINSON CONSULTING, INC. FOR ADDITIONAL ENGINEERING SERVICES AND PERMIT FEES RELATED TO THE UPPER RESERVOIR REPLACEMENT PROJECT**

Recommend that the City Council:

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

**5) CONSIDERATION AND DISCUSSION REGARDING CITY COUNCIL LIAISON ASSIGNMENTS, AD HOC COMMITTEES AND COMMISSIONS AND ADOPT A RESOLUTION APPOINTING A PRIMARY ALTERNATE REPRESENTATIVE TO THE INDEPENDENT CITIES RISK MANAGEMENT AUTHORITY GOVERNING BOARD**

Recommend that the City Council:

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- a. Review and provide direction to staff regarding Councilmember Liaison Assignments, Ad Hoc Committees and Commissions; and
- b. Adopt Resolution No. 8110 appointing Michael Okafor as the primary alternate representative to the Independent Cities Risk Management Authority Governing Board.

#### **6) 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; education and outreach efforts; financial assistance programs and the pursuit of funding opportunities; COVID-19 related policy initiatives; and related recommendations, as appropriate.

#### **PUBLIC HEARINGS**

#### **7) A PUBLIC HEARING TO CONSIDER THE ADOPTION OF A RESOLUTION TO APPROVE THE 2021 CITYWIDE ENGINEERING AND TRAFFIC SURVEY FOR SPEED LIMITS TO ALLOW FOR SPEED RADAR ENFORCEMENT ON CITY STREETS AND THE ADOPTION OF AN ORDINANCE AMENDING THE CITY CODE RELATING TO SPEED LIMITS**

Recommend that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, introduce for first reading, in title only, and waive further reading of Ordinance No. 1705, "An Ordinance of the City Council of the City of San Fernando, California, Amending Sections 90-941 and 90-942 of Chapter 90 of the City of San Fernando City Code Relating to Speed Limits"; and
- c. Adopt Resolution No. 8111 approving the 2021 Citywide Engineering and Traffic Survey Report to establish speed limit zones in the City.

#### **ADMINISTRATIVE REPORTS**

#### **8) CONSIDERATION AND DISCUSSION REGARDING THE PROPOSED TRANSITION OF THE HEALTHY SAN FERNANDO CAMPAIGN 5K ANNUAL RELAY RUN EVENT TO A ONE-MILE RUN EVENT**

Recommend that the City Council:

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- a. Authorize Recreation and Community Services staff to transition from the 5K Relay Run event to a One-Mile Run event;
- b. Authorize the City Manager to accept a \$40,000 operating grant from Anthem Blue Cross to implement the One-Mile Run event;
- c. Authorize the City Manager to execute all grant-related documents required for receiving such grant funds pursuant to the terms and conditions of the grant; and
- d. Upon full execution of all grant-related documents, authorize the City Manager to amend the revenue and expenditure budgets to appropriate the grant funds.

#### **9) UPDATE AND DISCUSSION REGARDING THE 2022 FOURTH OF JULY CELEBRATION EVENT**

Recommend that the City Council:

- a. Receive a presentation from staff regarding the planning progress for the 2022 Fourth of July Celebration event;
- b. Provide staff direction, as to the type of light display the Fourth of July Celebration event should host; and
- c. Provide staff direction, as appropriate.

#### **10) PRESENTATION AND STUDY SESSION OF THE DRAFT 2021-2029 HOUSING ELEMENT AND SAFETY ELEMENT UPDATE TO THE GENERAL PLAN**

Recommend that the City Council receive a presentation and provide feedback on the proposed 2021-2029 Housing Element and Safety Element Update to the General Plan.

#### **11) CONSIDERATION AND DISCUSSION TO ADOPT AN INTERIM URGENCY ORDINANCE ESTABLISHING REGULATIONS FOR URBAN LOT SPLITS AND HOUSING DEVELOPMENT IN SINGLE-FAMILY RESIDENTIAL (R-1) ZONE FOR IMPLEMENTATION OF SENATE BILL 9 (SB 9) AND AUTHORIZE A LETTER OF SUPPORT FOR A PROPOSED BALLOT INITIATIVE TO OVERTURN SB 9**

Recommend that the City Council:

- a. Adopt Interim Urgency Ordinance No. U-1706 establishing regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for implementation of Senate Bill 9; and

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- b. Authorize the Mayor and City Manager to submit a letter of support to the Brand-Huang-Mendoza Tripartisan Land Use Initiative committee and take other related actions supporting the ballot initiative titled, “Provides That Local Land-Use and Zoning Laws Override Conflicting State Laws. Initiative Constitutional Amendment.”

#### **12) CONSIDERATION AND DISCUSSION REGARDING RE-ESTABLISHING LOW INCOME ASSISTANCE HOME PROGRAMS**

Recommend that City Council:

- a. Discuss re-establishing the City’s low income assistance home loan programs, including the housing rehabilitation loan program and down payment assistance loan program;
- b. Discuss the staffing resources required to providing affordable housing and homeless services, including the low income home loan programs, rental assistance programs, landlord/tenant services, homeless outreach services, and other related programs and services; and
- c. Provide direction, as appropriate.

#### **13) CONSIDERATION TO APPROVE REALLOCATING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR FISCAL YEAR 2021-2022 TO PARTICIPATE IN THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY’S SMALL BUSINESS GRANT PROGRAM**

Recommend that the City Council:

- a. Approve the re-allocation of unspent Community Development Block Grant Funds for Fiscal Year 2021-2022 to the Small Business Assistance Program;
- b. Authorize use of the reallocated CDBG funds to participate in the Los Angeles County Development Authority’s Small Business Grant Program; and
- c. Authorize the City Manager, or designee, to submit documentation conveying the City Council’s approval to the Los Angeles County Community Development Commission for approval.

#### **14) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH WILL DAN ENERGY SOLUTIONS FOR DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR SOLAR, HEATING, VENTILATION, AND AIR CONDITIONING, AND BATTERY ENERGY STORAGE SYSTEMS AT CITY FACILITIES**

Recommend that the City Council:

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- a. Approve a Professional Services Agreement with Willdan Energy Solutions (Contract No. 2049) for Design and Construction Management Services for Solar, Heating, Ventilation, and Air Conditioning, and Battery Energy Storage Systems at City Facilities; and
- b. Adopt Resolution No. 8117 amending the Fiscal Year 2021-2022 Adopted Budget appropriating the Self-Generation Incentive Program expenditures and revenues (\$583,950) in the Capital Grants Fund and transferring funds from the General (\$920,433), Water Enterprise (\$424,815), and Sewer Enterprise (\$70,802) fund balances in the Capital Outlay Fund (Fund 032); and
- c. Authorize the City Manager to execute the Agreement and all related documents.

#### **15) CONSIDERATION TO ADOPT A RESOLUTION ESTABLISHING A JOB SPECIFICATION FOR THE POSITION OF DEPUTY CITY MANAGER**

Recommend that the City Council:

- a. Adopt Resolution No. 8112 approving a specification for the Deputy City Manager job classification;
- b. Adopt Resolution No. 8113 amending the Fiscal Year 2021-2022 Salary Resolution to reflect the proper salary range for the Deputy City Manager classification;
- c. Adopt Resolution No. 8114 amending the Fiscal Year 2021-2022 Table of Organization to include the Deputy City Manager classification in the City Manager's Office;
- d. Adopt Resolution No. 8115 amending Resolution No. 7692 to include the Deputy City Manager in the Department Head Benefits Plan.
- e. Authorize the City Manager to make non-substantive corrections and execute all related documents.

#### **STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

#### **GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES**

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**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: January 13, 2022 (4:30 p.m.)

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*The Regular Meetings of the City Council of the City of San Fernando also serves as concurrent Regular Meeting s of the Successor Agency to the San Fernando Redevelopment Agency, and, from time to time, such other bodies of the City composed exclusive of the Members of the City Council.*

*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 or [cityclerk@sfcity.org](mailto:cityclerk@sfcity.org) 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 18, 2020 – 6:00 P.M.  
REGULAR MEETING**

Teleconference Per Governor Executive Order N-29-20

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 6:00 P.M.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Pacheco (joined via teleconference at 6:08 p.m.) and Councilmembers Sylvia Ballin, Mary Mendoza, and Robert C. Gonzales (joined via teleconference at 6:08 p.m.)

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, Chief of Police Anthony Vairo, Deputy City Manager/Director of Community Development Tim Hou, Director of Finance Diego Ibanez, Director of Recreation and Community Services Julian Venegas and City Clerk Julia Fritz

Absent: None

**PLEDGE OF ALLEGIANCE**

Led by Mayor Joel Fajardo

**APPROVAL OF AGENDA**

Mayor Fajardo announced the content for Item No. 3 was inadvertently included in the agenda packet under Item No. 4 and vice versa.

Motion by Mayor Fajardo, seconded by Councilmember Mendoza, to approve the agenda as amended, restoring the content of Item No. 3 to Item No. 4 and the content of Item No. 4 back to Item No. 3. The motion carried with the following vote:

**ROLL CALL**

AYES: Fajardo, Ballin, Mendoza – 3  
NOES: None  
ABSTAIN: None  
ABSENT: Pacheco, Gonzales - 2

**PUBLIC STATEMENTS:** None

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**CONSENT CALENDAR**

Councilmember Mendoza pulled Item No. 3 from the Consent Calendar for separate discussion.

Motion by Mayor Fajardo, seconded by Councilmember Mendoza to approve Consent Calendar Items No. 1 and 2 to approve:

- 1) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 2) CONSIDERATION TO APPROVE SUBMITTAL OF A GRANT APPLICATION TO THE FARMERS MARKET PROMOTION PROGRAM FOR FUNDING OF A FARMERS MARKET IN SAN FERNANDO

The motion carried with the following vote:

ROLL CALL

AYES: Fajardo, Ballin, Mendoza – 3  
NOES: None  
ABSTAIN: None  
ABSENT: Pacheco, Gonzales – 2

Vice Mayor Pacheco and Councilmember Gonzales joined the meeting at 6:08 p.m.

**ITEM PULLED FOR DISCUSSION**

- 3) CONSIDERATION TO WAIVE 2019 BUSINESS LICENSE PENALTY FEES

City Manager Kimball provided a brief report and responded to Councilmembers questions.

Motion by Councilmember Mendoza, seconded by Councilmember Ballin to approve:

- a. Consider temporarily waiving Business License Penalty Fees from 2019 and resuming the collection of Penalty Fees in February 2021;
- b. Adopt Resolution No. 8803 implementing the proposed waiving of Business License Penalty Fees from 2019 and resuming collection of fees in February 2021; and
- c. Authorize the City Manager, or designee, to finalize and execute all documents related to waiving the 2019 Business License Penalty Fees and Councilmember Ballin seconded the motion.

The motion carried with the following vote:

ROLL CALL

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



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**ADMINISTRATIVE REPORTS**

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

City Manager Kimball discussed the need to develop ways to decrease the number of COVID-19 cases emphasized the importance of safety protocols.

Councilmembers commented on the increased number of positive cases and stricter guidelines and enforcements, such as restaurants providing pre-packaged utensils and the costs involved for the owner, increase community outreach efforts to educate and remind everyone to take necessary appropriate precautions and to follow the health order guidelines and the potential use of CDBG funds towards educational efforts.

Deputy City Manager/Director of Community Development Tim Hou displayed informational materials for distribution to local businesses; addressed Code Enforcement and spoke about efforts and resources available through the County Health Department.

It was the consensus of the City Council to bring back a report for the discussion regarding extending financial assistance programs to the special meeting on May 21, 2020.

Motion by Councilmember Gonzales to walk-on an item on tonight's agenda as Item 13 regarding approval of a letter of support calling on the State to secure funds associated with the CARES Act. Mayor Fajardo seconded the motion. By consensus, the motion passed.

**13) WALK-ON ITEM**

Motion by Councilmember Gonzales to approve a letter of support calling on the State to secure \$7 billion in direct and flexible funding to support critical local services and secure CARES Act funding for all cities for COVID-19 related expenditures, and the federal government to secure \$500 billion in direct and flexible funding for all cities nationwide to support critical local services and seconded by Mayor Fajardo.

The motion carried with the following vote:

**ROLL CALL**

<b>AYES:</b>	Mendoza, Gonzales, Ballin, Pacheco, Fajardo - 5
<b>NOES:</b>	None
<b>ABSTAIN:</b>	None
<b>ABSENT:</b>	None

**5) DISCUSS USE OF ADDITIONAL COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS PROVIDED THROUGH THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT**

City Manager Kimball presented details of the report.

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Discussion followed regarding investing \$25,000 for PPE for citizens and local businesses, food vouchers, hiring a consultant to coordinate COVID-19 aid and help small businesses reopen safely, continuing to work with the County in terms of testing, working with local supermarkets, putting together PPE care packages for distribution to San Fernando households and businesses, the possibility of using CDBG funds for upgrades to bandwidth and youth enrichment programs.

Motion by Mayor Fajardo, and seconded by Councilmember Ballin to receive a presentation regarding the additional Community Development Block Grant funding allocated to the City through the Coronavirus Aid, Relief, and Economic Security Act; limit focus to Items No. 1 for \$25,000 and Item No. 3 for the balance of \$111.373 as detailed in the staff report and direct staff to return with a plan to implement those items.

The motion carried with the following vote:

**ROLL CALL**

AYES:	Fajardo, Pacheco, Ballin – 3
NOES:	Gonzales, Mendoza - 2
ABSTAIN:	None
ABSENT:	None

- 9) CONSIDERATION TO ADOPT AN ORDINANCE AMENDING SECTION 2-121(2) AND SECTION 2-161 OF THE SAN FERNANDO CITY MUNICIPAL CODE TO PERMIT THE APPOINTMENT OF A CITY CLERK BY THE CITY MANAGER

City Manager Kimball presented details of the report.

Motion by Mayor Fajardo, and seconded by Councilmember Gonzales to introduce for first reading, in title only, and waive full reading of Ordinance No. 1695 "An Ordinance of the City Council of the City of San Fernando, California, amending section 2-121(2) and Section 2-161 of the San Fernando Municipal Code to permit the appointment of a City Clerk by the City Manager."; and adopt Resolution No. 7973(a) amending Resolution No. 7973 to include the City Clerk in the Executive Compensation Plan for Department Head classifications.

The motion carried with the following vote:

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

- 8) CONSIDERATION TO ADOPT AN URGENCY ORDINANCE AMENDING SECTION 26-91(A) OF THE SAN FERNANDO CITY CODE TO PERMIT THE APPOINTMENT OF ANY MEMBER OF THE COUNCIL AS CHAIR AND VICE CHAIR OF THE DISASTER COUNCIL

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**This Urgency Ordinance was introduced pursuant to Government Code Sections 36934 and 36937 and requires a four-fifths (4/5th's) vote for adoption.**

City Manager Kimball presented details of the report.

Mayor Fajardo indicated his wish to continue serving on the Disaster Council through the end of his term.

Discussion followed regarding the eliminating stipends for members of the Disaster Council and the importance of having two City Council members on the Disaster Council.

Councilmember Gonzales expressed interest in serving on the Disaster Council and listed his experience and qualifications.

Discussion followed regarding including a coordinator for emergency services in the Council and someone from the Public Works Department.

It was the consensus of the City Council that lunch be provided to its members at the quarterly Disaster committee meetings.

Motion by Mayor Fajardo, seconded by Councilmember Ballin to adopt Urgency Ordinance No. 1694 by title, "An Urgency Ordinance amending Section 26-91(a) of the San Fernando City Code to permit the appointment of any member of the City Council as Chair and Vice Chair of the Disaster Council" and eliminate stipends for members of the Disaster Council.

The motion carried with the following vote:

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

City Manager Kimball clarified that the discussion to select two City Councilmembers to serve on the Disaster Committee would be brought back to City Council at the next meeting.

At 8:32 p.m. Mayor Fajardo stated he would be leaving the meeting and yielded the Chair to Vice Mayor Pacheco.

- 6) CONSIDERATION TO APPROVE A COOPERATION AGREEMENT WITH THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY TO CONTINUE PARTICIPATION IN THE LOS ANGELES URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

City Manager Kimball presented details of the report.

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Motion by Councilmember Ballin, and seconded by Councilmember Gonzales to approve the Cooperation Agreement with the Los Angeles County Development Authority (Contract No. 1952) to continue participation in the Los Angeles Urban County Community Development Block Grant program; and authorize the City Manager to make non-substantive changes and execute all related documents.

The motion carried with the following vote:

**ROLL CALL**

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

- 7) CONSIDERATION TO APPROVE AN INCREASE TO ENVIROGEN TECHNOLOGIES' PURCHASE ORDER FOR ADDITIONAL OPERATION AND MAINTENANCE SERVICES RELATED TO THE ION-EXCHANGE SYSTEM FOR SAN FERNANDO WELL NO. 7

City Manager Kimball presented details of the report.

Motion by Councilmember Gonzales, and seconded by Councilmember Ballin to authorize the City Manager to increase Purchase Order No. 12115 with Envirogen Technologies in the amount of \$40,000 to cover the cost of additional operations and maintenance services related to the Ion-Exchange System at San Fernando Well No. 7.

The motion carried with the following vote:

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

- 10) CONSIDERATION OF FISCAL YEAR (FY) 2020-2021 LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT (LLAD) APPROVAL OF ENGINEER'S REPORT AND SETTING THE DATE FOR THE PUBLIC HEARING

City Manager Kimball presented details of the report.

Motion by Councilmember Gonzales to adopt Resolution No. 7999 approving the Engineer's Report for FY 2020-2021 Landscaping and Lighting Assessment District (LLAD); and adopt Resolution No. 8000 declaring the City Council's intention to order the annual assessments for FY 2020-2021 LLAD and setting the date for the Public Hearing on June 15, 2020, and seconded by Councilmember Ballin.

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The motion carried with the following vote:

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

City Manager Kimball suggested to consider Items No. 11 and 12, concurrently.

11) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE CITY TREASURER AND DEPUTY CITY TREASURER TO INVEST SURPLUS FUNDS

12) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE INVESTMENT POLICY FOR FISCAL YEAR 2020-21

Motion by Councilmember Ballin, seconded by Councilmember Gonzales to adopt Resolution No. 8001 authorizing the City Treasurer and Deputy City Treasurer to invest surplus funds and adopt Resolution No. 8002, approving the Annual Investment Policy for Fiscal Year 2020-2021.

The motion carried with the following vote:

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

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

City Clerk Fritz provided an update of a recent meeting of the Education Commission where it chose ten students for receipt of an educational scholarship.

Deputy City Manager/Director of Community Development Hou provided an update of a recent meeting of the Planning and Preservation Commission and announced the City received an American Planning Association award for Excellence for a Comprehensive Plan in a Small Jurisdiction.

City Manager Kimball presented updates of the construction efforts on Glenoaks Boulevard; addressed Education and Transportation Safety Commission meetings; spoke about support from the Community Investment Fund for a High School Senior banner program; thanked City Council for its support for staff and discussed closure of City parks and City Hall.

**SAN FERNANDO CITY COUNCIL**

**MINUTES – May 18, 2020**

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**GENERAL COUNCIL COMMENTS AND LIAISON UPDATES**

Councilmember Mendoza reported her appointment to the L.A. County Selection Committee for the L.A. County Library Commission and thanked Former Assemblymember Patty Lopez for the recent food distribution event at the San Fernando Swap Meet.

Councilmember Gonzales congratulated Councilmember Mendoza on her appointment; thanked City Council for supporting the letter relative to the CARES Act funding; discussed installation of banners; spoke about COVID-19 increasing case numbers and addressed organized sports.

Councilmember Ballin congratulated Deputy City Manager/Director of Community Development Hou on the recent award; discussed Nurses Appreciation Month; thanked the Shadow Hills Rotary Club for the donation of face shields to nursing homes; asked that the City send a letter of appreciation to them and spoke about moratoriums on evictions.

Vice Mayor Pacheco presented an update on the City's tree-planting efforts; congratulated recipients of the Education Commission scholarships and thanked City staff for their work obtaining grants.

**ADJOURNMENT (9:05 P.M.)**

Motion by Vice Mayor Pacheco, seconded by Councilmember Mendoza to adjourn the meeting at 9:05 p.m. By consensus the motion carried, with Mayor Fajardo absent.

I do hereby certify that the foregoing is a true and correct copy of the minutes of May 18, 2020, meeting as approved by the San Fernando City Council.

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Julia Fritz, City Clerk

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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**AUGUST 17, 2020 – 6:00 P.M.  
REGULAR MEETING**

TELECONFERENCE – PER GOVERNOR’S EXECUTIVE ORDER N-29-20

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 6:22 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Hector A. Pacheco, Councilmembers Sylvia Ballin, 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 Hou, Director of Finance Diego Ibanez, Director of Public Works Matt Baumgardner, Director of Recreation and Community Services Julian Venegas and City Clerk Julia Fritz

Absent: Councilmember Robert C. Gonzales

**PLEDGE OF ALLEGIANCE**

Led by Mayor Fajardo

**APPROVAL OF AGENDA**

Motion by Mayor Fajardo, seconded by Vice Mayor Pacheco to approve the agenda as presented.

The motion carried with the following vote:

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

**SAN FERNANDO CITY COUNCIL**

**MINUTES – August 17, 2020**

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**PUBLIC STATEMENTS – WRITTEN**

City Clerk Fritz read public comments submitted by:

Sarah Ro Ahearn, spoke about the pandemic forcing her business to close, seeking City assistance and plans to assist small businesses.

Liana Stepanyan, San Fernando Library Manager, provided an update of library resources, services and virtual programs currently offered.

Arturo Garcia-Mendoza, Field Representative for the office of Assemblymember Luz Rivas, discussed the Assemblywoman's activities and programs and encouraged the public to complete the 2020 Census.

**PRESENTATION**

- A) PROCLAMATION CELEBRATING THE 100TH ANNIVERSARY OF WOMEN'S RIGHT TO VOTE  
Councilmember Mary Mendoza

On behalf of City Council, Councilmember Mendoza read and presented a proclamation celebrating the 100th Anniversary of Women's Right to Vote. In addition, she noted the Ad Hoc Committee would like to collaborate with a non-profit organization to create a mural dedicated to Women's Suffrage.

**CONSENT CALENDAR**

Councilmember Ballin pulled Consent Item No. 2 for separate discussion.

Motion by Mayor Fajardo, seconded by Councilmember Mendoza to approve Item Nos. 1 and 3:

- 1) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE CITY'S GRANT MANAGEMENT POLICY TO COMPLY WITH 2 CODE OF FEDERAL REGULATIONS (CFR) 200 – UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

The motion carried with the following vote:

**ROLL CALL**

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

**SAN FERNANDO CITY COUNCIL**

**MINUTES – August 17, 2020**

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**ITEM PULLED FOR SEPARATE DISCUSSION**

- 2) APPROVE FACILITY USE AGREEMENTS WITH THE LOS ANGELES COUNTY REGISTRAR’S-RECORDER/COUNTY CLERK REGARDING ELECTION ACTIVITIES FOR THE NOVEMBER 3, 2020, GENERAL ELECTION

City Clerk Fritz responded to Councilmember questions about the County Registrar-Recorder’s Offices on preparedness for the upcoming election, the installation of the permanent Vote By Mail ballot drop boxes, provided information on five day early voting centers in the City, and will bring back regular updates associated with elections related activities, at each Council meeting leading up to the elections.

Motion by Mayor Fajardo, seconded by Councilmember Ballin to:

- a. Approve a Facility Use Agreement with the Los Angeles County Registrar’s Recorder/County Clerk (“RR/CC”) to use City Lot 6N as a Central Ballot Collection Check-In-Center (Contract No. 1963) for the November 3, 2020, General Election;
- b. Approve a Facility Use Agreement with RR/CC to use Las Palmas Park and Recreation Park as Vote Centers (Contract Nos. 1964 and 1965) for the November 3, 2020, General Election; and
- c. Authorize the City Manager to make non-substantive edits and execute all related documents.

The motion carried with the following vote:

**ROLL CALL**

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

**ADMINISTRATIVE REPORTS**

Mayor Fajardo announced that Item Nos. 5 and 6 would be considered prior to Item No. 4.

- 5) CONSIDERATION TO APPROVE A LETTER OF AGREEMENT WITH THE SAN FERNANDO PUBLIC EMPLOYEES' ASSOCIATION RELATED TO THE GOVERNMENT CODE SECTION 20903 RETIREMENT INCENTIVE BENEFIT

City Manager Kimball presented the staff report; noted the need to cut expenses and highlighted main provisions in the agreement.

**SAN FERNANDO CITY COUNCIL**

**MINUTES – August 17, 2020**

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

- a. Approve the proposed Letter of Agreement (Contract No. 1962) between the City of San Fernando and the San Fernando Public Employees Association (SFPEA) outlining the terms and conditions related to the City's offer of a retirement incentive to certain eligible employees in accordance with Government Code section 20903; and
- b. Authorize the City Manager to make non-substantive corrections and execute the Letter of Agreement and all related documents.

The motion carried with the following vote:

ROLL CALL

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

6) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE LIST OF JOB CLASSIFICATIONS ELIGIBLE FOR RETIREMENT UNDER THE PROVISIONS OF GOVERNMENT CODE SECTION 20903

City Manager Kimball presented the staff report and responded to Councilmember questions.

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

- a. Adopt Resolution No. 8023 approving the List of Job Classifications that are eligible for retirement under the two-year additional service credit provisions of Government Code Section 20903; and
- b. Authorize the City Manager to make non-substantive corrections, and submit the approved list to the California Public Employees' Retirement System (CalPERS).

The motion carried with the following vote:

ROLL CALL

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

**SAN FERNANDO CITY COUNCIL**

**MINUTES – August 17, 2020**

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

The City Council received a presentation from staff related to the City's COVID-19 efforts including, but not limited to updates on the City's COVID-19 planning, response, enforcement, education efforts, related policy initiatives; and reviewed financial Federal and State funding assistance programs and addressed inquiries by Councilmembers regarding increasing public participation during City Council meetings.

City Council provided direction to staff to continue its COVID-19 response efforts.

**7) CONSIDERATION TO ADOPT A RESOLUTION SETTING THE PROPERTY TAX RATE REQUIRED TO MEET THE CITY'S OBLIGATION TO THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM FOR FISCAL YEAR 2020-2021**

Director of Finance Ibanez presented the staff report and responded to questions from City Council. City Manager Kimball discussed the CalPERS Side Fund Loan and presented two options for City Council consideration.

Mayor Fajardo spoke in favor of lowering the tax rate; discussed providing economic relief to the public and commented on the City's prior use of property taxes to pay for employee health benefits and noted steps taken to rectify the errors.

In reply to Vice Mayor Pacheco's question, City Manager Kimball commented on what the funds were used for, and the terms of repayment mentioned in the resolution adopted in 2013.

Motion by Mayor Fajardo, seconded by Councilmember Ballin to adopt Resolution No. 8024 establishing the amount necessary to be raised by taxation for the City's annual payment to the California Public Employees' Retirement System; Fix the property tax rate for Fiscal Year 2020-2021 at \$0.203571 per \$100 of assessed valuation; and Levy that tax rate upon all taxable property in the City.

The motion carried with the following vote:

**ROLL CALL**

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

**SAN FERNANDO CITY COUNCIL**

**MINUTES – August 17, 2020**

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8) UPDATE REGARDING SIDEWALK REPAIR EFFORTS WITHIN THE CITY AND DISCUSSION OF THE USE OF PROPOSITION 'A' TRANSIT FUNDS DURING FISCAL YEAR 2020-2021

Director of Public Works Baumgardner presented an update regarding sidewalk repair efforts in the City; addressed modes of repairs and discussed use of Proposition 'A' transit funds.

Discussion followed regarding the cost of installing bus stops and benches, recommended use of available funds in the total amount of \$12,500/2,500 per Councilmember, and on how they would like their funds to be allocated.

City Manager Kimball will direct staff to prepare and circulate a list to Councilmember that identify various locations needing sidewalk/street repair improvements and include information on bus stop locations without a bench and have each Councilmember determine what portion of their funds to be allocated on their behalf. It was noted that the transactions and direction from Councilmembers on the use of funds can be handled administratively as these funds have been appropriated for FY 2020-2021.

9) DISCUSSION AND CONSIDERATION TO APPROVE A LETTER CONDEMNING ADMINISTRATIVE POLICIES ON U.S. IMMIGRATION AND CUSTOMS ENFORCEMENT DETENTION FACILITIES

City Manager Kimball presented the staff report.

Councilmember Ballin offered minor edits to the letter.

Motion by Councilmember Ballin, seconded by Councilmember Mendoza, to authorize the City Manager to finalize the letter, include City Council signatures, and forward the letter of opposition to the Trump Administration, Federal, State and Local Officials.

The motion carried with the following vote:

ROLL CALL

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

10) DISCUSSION AND DIRECTION REGARDING EXISTING CITY COUNCIL AD HOC COMMITTEE ASSIGNMENTS

City Manager Kimball presented the staff report. Councilmembers discussed various changes, in addition to staff's recommendations.

**SAN FERNANDO CITY COUNCIL**

**MINUTES – August 17, 2020**

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Motion by Mayor Fajardo, seconded by Councilmember Mendoza, to approve staff's recommendations as presented in the staff report and include the following changes:

Combine Green City with Street and Parkway Trees Ad Hoc Committee, and assign Mayor Fajardo to replace Councilmember Gonzales; Wildhorse Children's Foundation Ad Hoc Committee stay in tact until further review and replace Councilmember Gonzales with Vice Mayor Pacheco; and Mayor Fajardo will replace Councilmember Gonzales on the Mural Ad Hoc Committee.

The motion carried with the following vote:

**ROLL CALL**

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

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

City Clerk Fritz presented an update on activities related to the November 2020 election.

Deputy City Manager/Director of Community Development Huo discussed release of an RFP for a Planning Consultant to help the City with its General Plan Housing Element update.

Director of Public Works Baumgardner addressed current permit applications for outdoor seating for local businesses.

Chief of Police Vairo discussed the start of a Park Patrol Program on weekends with the help of Police Reserves.

City Manager Kimball addressed operating hours for the City's cooling centers; encouraged residents to sign up for Alert San Fernando at [www.sfcity.org](http://www.sfcity.org) and announced there will be traffic slowdowns on Glenoaks Boulevard, this coming week. He asked to adjourn tonight's meeting in memory of Patsy Orozco's mother, Martha Sanchez de Amaya.

**GENERAL COUNCIL COMMENTS AND LIAISON UPDATES**

Councilmember Ballin discussed an upcoming program for toilet rebates; commented on online landscaping classes and discussed upcoming meetings.

Councilmember Mendoza discussed her participation in various teleconferences and expressed her condolences to the Orozco and Amaya Family.

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**MINUTES – August 17, 2020**

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Vice Mayor Pacheco expressed sympathy for those affected by the fires and encouraged everyone to vote and reach out to Assemblywoman Rivas regarding EDD matters.

Mayor Fajardo discussed eliminating the use of single-use plastic bags; suggested City Council consider a formal City policy regarding the subject; concerns about the use of flavored tobacco and talked about asking restaurants to use biodegradable utensils, plates, and cups.

**ADJOURNMENT (9:07 P.M.)**

Mayor Fajardo adjourned the meeting in memory of Martha Sanchez de Amaya and Greg O'Donnell (Stepfather of Long Beach Mayor Robert Garcia) to the next regular meeting of Tuesday, September 8, 2020.

Motion by Mayor Fajardo, seconded by Councilmember Ballin, to adjourn the meeting. By consensus, the motioned carried with Councilmember Gonzales, absent.

I do hereby certify that the foregoing is a true and correct copy of the minutes of August 17, 2020, meeting as approved by the San Fernando City Council.

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Julia Fritz, City Clerk



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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**SEPTEMBER 8, 2020 – 6:00 P.M.  
REGULAR MEETING**

Teleconference Per Governor Executive Order N-29-20

**CALL TO ORDER/ROLL CALL**

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

Present:

Council: Mayor Joel Fajardo, Vice Mayor Hector A. Pacheco, Councilmembers Sylvia Ballin, 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 Hou, Director of Finance Diego Ibanez, Director of Public Works Matt Baumgardner, Director of Recreation and Community Services Julian Venegas and City Clerk Julia Fritz

**PLEDGE OF ALLEGIANCE**

Led by Mayor Fajardo

**APPROVAL OF AGENDA**

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

The motion carried with the following vote:

**ROLL CALL**

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

**PUBLIC STATEMENTS – WRITTEN**

The following statements submitted were read:

**SAN FERNANDO CITY COUNCIL**

**MINUTES – September 8, 2020**

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Liana Stepanyan, San Fernando Library Manager, provided an update of library resources, services and virtual programs that are being offered as a result of COVID-19.

Marco Enriquez, Field Representative, U.S. Senator Dianne Feinstein's office, seeking support for S-4431.

Marco Solis listed concerns with the trash bins in the alley behind San Fernando Loan (Parking Lot 5) and illegal dumping, as well as trash bins near AT&T and requested City Council consider installing trash enclosures.

Maria Solario expressed support for requests for outdoor dining for San Fernando breweries and taprooms.

Paul Trevino expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Truman House Tavern expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Shoghig Bardekjian expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Liz Riley expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Suleymi Recinos expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

J.P. Outlar expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Mary Ann Martinez expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Christine Amillategui expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Nora Apelian expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Andy Alonso expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Akibdra Cano expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

**SAN FERNANDO CITY COUNCIL**

**MINUTES – September 8, 2020**

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Adriana Gomez expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Christina Bernal expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

David Bernal expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Rick Bernal expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Vic Chouchanian, San Fernando Brewing Co. expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

Joe Chouchanian, San Fernando Brewing Co. expressed support for allowing San Fernando breweries and taprooms to reopen by providing outdoor services.

**CONSENT CALENDAR**

Motion by Mayor Fajardo, seconded by Councilmember Ballin, to approve the Consent Calendar as follows:

- 1) REQUEST TO APPROVE MEETING MINUTES OF:
  - a. AUGUST 3, 2020 – SPECIAL MEETING
  - b. AUGUST 17, 2020 – SPECIAL MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH KOSMONT & ASSOCIATES, INC., DBA KOSMONT COMPANIES, TO PROVIDE REAL ESTATE ADVISORY SERVICES FOR DEVELOPMENT AGREEMENT NEGOTIATIONS

The motion carried with the following vote:

**ROLL CALL**

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

**SAN FERNANDO CITY COUNCIL**

**MINUTES – September 8, 2020**

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**ADMINISTRATIVE REPORTS**

- 4) RECEIVE A PRESENTATION FROM THE LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK REGARDING THE UPCOMING NOVEMBER 3, 2020, GENERAL MUNICIPAL ELECTION AND PROVIDE RELATED DIRECTION

Councilmember Mendoza left the meeting at 6:48 p.m.

City Clerk Julia Fritz introduced Jeff Klein, Manager, Civic Engagement, Community Relations and Legislation, Los Angeles County Office Registrar-Recorder/County Clerk and presented an update on activities associated with the upcoming November 3, 2020, General Municipal Election.

It was the consensus of the City Council to receive and file the presentation, and directed staff to add the presentation to the City's website.

Councilmember Mendoza returned to the meeting at 7:02 p.m.

- 8) DISCUSSION OF CERTAIN AD HOC COMMITTEE REVISIONS

Councilmember Gonzales expressed disappointment at having been removed from his Ad Hoc Committee assignments and requested for an opportunity to return to them until he retires in December.

Motion by Councilmember Ballin, seconded by Councilmember Mendoza to restore Councilmember Gonzales assignments to previously assigned Ad Hoc Committees and Councilmember Ballin to replace Councilmember Mendoza on the Mural Ad Hoc Committee.

The motion carried with the following vote:

ROLL CALL

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

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

Deputy City Manager Tim Hou narrated a PowerPoint presentation regarding COVID-19 response efforts and statistics.

Assistant City Attorney Padilla clarified the State's Eviction Moratorium.

**SAN FERNANDO CITY COUNCIL**

**MINUTES – September 8, 2020**

**Page 5**

Mayor Fajardo left the meeting at 8:08 p.m.

City Manager Kimball noted code compliance consideration and continued efforts to educate the community on the County Health Orders in place, provide extended time to allow public comments to be submitted to 5pm, other alternatives to increase public participation.

Mayor Fajardo returned to the meeting at 8:20 p.m.

Vice Mayor Pacheco left the meeting at 8:20 p.m.

Discussion followed regarding the possibility of allowing use of City parking lots and park spaces for local fitness and dance studios, steps necessary to consider allowing breweries and taprooms to operate outdoors, the need to follow State and County orders, the possibility of giving businesses that do not require masks a warning, prior to issuing citations, waiting until a higher tier to begin conducting Council meetings in the Chamber and encouraged residents to monitor the City's website for updated COVID-19 information. Staff was directed to draft a letter of support to the offices of U.S. Senator Feinstein regarding "Emergency Wildfire and Public Safety Act" (S. 4431). There was no action provided by the City Council and staff confirmed clarification of suggested directions as discussed by the City Council.

- 6) CONSIDERATION TO AUTHORIZE THE ACCEPTANCE OF CORONAVIRUS RELIEF FUNDS FROM THE STATE OF CALIFORNIA TO ASSIST THE CITY WITH CORONAVIRUS DISEASE 2019 (COVID-19) EXPENDITURES

Director of Finance Diego Ibanez presented details of the report.

Motion by Mayor Fajardo, seconded by Councilmember Gonzales, to approve this item, per staff's recommendations.

The motion carried with the following vote:

ROLL CALL

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

- 7) REVIEW AND DISCUSS A 100-YEAR ANNIVERSARY OF WOMEN'S RIGHT TO VOTE COMMEMORATIVE MURAL AND RELATED MURAL AD HOC RECOMMENDATIONS

**SAN FERNANDO CITY COUNCIL**

**MINUTES – September 8, 2020**

**Page 6**

City Manager Kimball presented a brief report on the processes and procedures regarding a mural, proposed location, and various details to include, but not limited on paint quality, color and seeking funds for this project.

Assistant City Attorney Padilla reported placing a mural on City property would not require an ordinance and stated an ordinance would be necessary in trying to regulate private property murals.

Staff was directed to continue discussions in the next Mural Ad Hoc Committee meeting and report back to Council.

9) **DISCUSSION REGARDING THE CITY’S SUPPORT TO ALLOW BREWERIES AND TAPROOMS TO PROVIDE OUTDOOR SERVICES**

Motion by Councilmember Gonzales, seconded by Mayor Fajardo, to direct staff to draft a letter of support to the County of Los Angeles Board of Supervisors, to open breweries and taprooms to outdoor dining, following COVID-19 regulations and include comments submitted by the public.

The motion carried with the following vote:

**ROLL CALL**

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

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Director of Finance Ibanez discussed an upcoming Measure A townhall meeting.

**GENERAL COUNCIL COMMENTS AND LIAISON UPDATES**

Councilmember Mendoza encouraged residents to attend the local community college; referenced an article regarding a methane leak at the Department of Water and Power and suggested a report on the item including impacts to the City be brought to a future City Council meeting.

Councilmember Ballin requested that staff look into the trash situation reported by Mr. Solis during public comments; asked for a report from Republic at an upcoming City Council meeting and requested that staff issue a letter of support to Senator Feinstein regarding “Emergency Wildfire and Public Safety Act” (S. 4431).



**SAN FERNANDO CITY COUNCIL**

**MINUTES – September 8, 2020**

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Councilmember Gonzales discussed the ICA Board installation; thanked incoming Board President Sean Ashton and Outgoing Board President Richard Montgomery for their help and requested sending them a proclamation and spoke about a recent Metro meeting.

**ADJOURNMENT (9:13 P.M.)**

Motion by Mayor Fajardo, seconded by Councilmember Gonzales, to adjourn the meeting.

The motion carried with the following vote:

ROLL CALL

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

I do hereby certify that the foregoing is a true and correct copy of the minutes of September 8, 2020, meeting as approved by the San Fernando City Council.

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Julia Fritz, CMC  
City Clerk

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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**SEPTEMBER 21, 2020 – 6:00 P.M.  
REGULAR MEETING**

Teleconference Per Governor Executive Order N-29-20

**CALL TO ORDER/ROLL CALL**

Mayor Joel Fajardo called the meeting to order at 6:03 p.m.

Present:

Council: Mayor Joel Fajardo, Vice Mayor Hector A. Pacheco, Councilmembers Sylvia Ballin, 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 Hou, Director of Finance Diego Ibanez, Director of Recreation and Community Services Julian Venegas and City Clerk Julia Fritz

Absent: None

**PLEDGE OF ALLEGIANCE**

Led by Mayor Fajardo

**APPROVAL OF AGENDA**

Motion by Mayor Fajardo, seconded by Councilmember Mendoza, to approve the agenda, as presented.

The motion carried with the following vote:

**ROLL CALL**

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

**SAN FERNANDO CITY COUNCIL  
MINUTES – September 21, 2020  
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**PUBLIC STATEMENTS – WRITTEN**

City Clerk Julia Fritz read written comments as follows:

Joshua Seymore, expressed his opposition to Proposition 16.

Arturo Garcia-Mendoza, Field Representative for the office of Assemblymember Luz Rivas, discussed the Assemblywoman's activities and programs and encouraged the public to complete the 2020 Census.

**PRESENTATIONS**

- A. EDUCATION COMMISSION CERTIFICATE OF RECOGNITION - STUDENT OF THE MONTH  
KARL FORTALEZA – ACADEMY OF SCIENTIFIC EXPLORATION

Education Commissioner Nicole Mohr presented a Certificate of Recognition to Student of the Month for his creative and artistic achievements, Karl Fortaleza, Academy of Scientific Exploration and displayed a short video.

- B. EDUCATION COMMISSION CERTIFICATE OF RECOGNITION - TEACHER SPOTLIGHT  
MALCOLM FOLEY – ACADEMY OF SCIENTIFIC EXPLORATION  
Education Commission Chair Angel Zobel Rodriguez

Education Commission Chair Angel Zobel Rodriguez presented a Certificate of Recognition, Teacher Spotlight, to Malcolm Foley, Academy of Scientific Exploration and displayed a short video.

**CONSENT CALENDAR**

Mayor Fajardo pulled Item No. 3 from the Consent Calendar for separate discussion.

Vice Mayor Pacheco pulled Items No. 4 and 8 from the Consent Calendar, for separate discussion.

- 1) REQUEST TO APPROVE MEETING MINUTES OF:
  - a. APRIL 6, 2020 – REGULAR MEETING
  - b. SEPTEMBER 8, 2020 – SPECIAL MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 5) CONSIDERATION TO ACCEPT THE DONATION OF AN ELLIPTICAL EXERCISE MACHINE FROM FULL CIRCLE CONSULTING SYSTEMS, INC.

**SAN FERNANDO CITY COUNCIL**

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- 6) CONSIDERATION TO ACCEPT AND APPROPRIATE THE NATIONAL ENDOWMENT FOR THE ARTS COVID-19 RESPONSE GRANT AWARD TO SUPPORT PERSONNEL COST ASSOCIATED WITH THE MARIACHI MASTER APPRENTICE PROGRAM
- 7) FAIR POLITICAL PRACTICES COMMISSION – 2020 CONFLICT OF INTEREST CODE LOCAL AGENCY BIENNIAL NOTICE REQUIREMENT

Motion by Mayor Fajardo, seconded by Councilmember Mendoza, to approve the Consent Calendar Items No. 1, 2, 5, 6 and 7, as presented.

The motion carried with the following vote:

ROLL CALL

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

City Council considered Item No. 10 at this juncture.

- 10) DISCUSSION REVIEW AND DISCUSS A TEMPORARY MURAL PILOT PROGRAM AND RELATED MURAL AD HOC COMMITTEE RECOMMENDATIONS

City Manager Kimball presented details of the report and discussed establishing a temporary mural program in the area of the Metro right-of-way, where the mural will be painted on plywood and mounted to the wall.

Artist Lalo Garcia spoke about the paint of the mural's timeline, the concept, creating an illustration for City Council's consideration and noted he is not asking for funds but noted the need for space to install the artwork.

City Manager Kimball addressed the Ad Hoc Committee's recommendations; discussed next steps in establishing a pilot program and spoke about the budget, duration of installation, forming program guidelines, and developing a standard agreement for artists.

City Council returned to consider Items pulled from the Consent Calendar for separate discussion.

**ITEMS PULLED FOR SEPARATE DISCUSSION**

- 3) CONSIDERATION TO APPROVE THE UPDATED CITY COUNCIL AD HOC COMMITTEE ASSIGNMENTS

**SAN FERNANDO CITY COUNCIL  
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Councilmember Ballin left the meeting at 7:05 p.m.

Motion by Mayor Fajardo, seconded by Councilmember Gonzales, to approve Item No. 3, as presented.

The motion carried with the following vote:

ROLL CALL

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

Councilmember Ballin returned to the meeting at 7:19 p.m.

4) CONSIDERATION TO AUTHORIZE RELEASE OF A NOTICE INVITING BIDS FOR THE DESIGN OF THE LAYNE PARK REVITALIZATION PROJECT

Director of Recreation and Community Services Venegas presented the staff report.

Motion by Vice Mayor Pacheco, seconded by Mayor Fajardo, to authorize staff to release a Notice Inviting Bids soliciting professional services from qualified and experienced engineering firms to develop a biddable set of plans, specifications, and project cost estimate for the Layne Park Revitalization Project and incorporating City Council suggestions, including but not limited to amenities and accessibility.

The motion carried with the following vote:

ROLL CALL

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

Councilmember Gonzales departed the meeting at 7:50 p.m.

8) RECEIVE AND FILE PRESENTATION OF MEASURE "A" ANNUAL REPORT

City Manager Kimball and Director of Finance Ibanez presented the staff report.

Finance Director Diego Ibanez discussed comparisons in last year's Measure A funding and this year's funding; reported a more-detailed report is forthcoming and addressed impacts of COVID-19.



**SAN FERNANDO CITY COUNCIL**

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City Manager Kimball discussed a recent townhall and high priorities in the community including street repairs, trees, and economic development.

City Council received and filed the 2020 Annual Report on the collection, management, and expenditure of Measure “A” as required by the City Code.

**ADMINISTRATIVE REPORTS**

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

Deputy City Manager Tim Hou narrated a PowerPoint presentation with an update on the City's COVID-19 response efforts and proposed recommendations.

City Council concurred to receive the presentation and direct staff to report back to City Council on the ongoing COVID-19 response efforts at the next City Council meeting.

City Council considered Item No. 13 at this juncture.

13) DISCUSSION AND POSSIBLE DIRECTION RELATED TO WHISTLEBLOWER AND ALLEGED EMPLOYEE MISCONDUCT REPORTING PROCEDURES

Mayor Fajardo requested that Assistant City Attorney Padilla research best practices from other municipalities regarding whistleblowers and alleged employee misconduct procedures and direct him to return with a report at City Council's second meeting in October.

Mayor Fajardo departed the meeting at 9:04 p.m.

11) CONSIDERATION TO DETERMINE A CITY POSITION ON THE 2020 LEAGUE OF CALIFORNIA CITIES RESOLUTION

City Manager Kimball presented the report.

Motion by Councilmember Ballin, seconded by Councilmember Mendoza, to support staff recommendations.

The motion carried with the following vote:

ROLL CALL

AYES:	Mendoza and Ballin - 2
NOES:	Pacheco - 1
ABSENT:	Gonzales and Fajardo - 2
ABSTAIN:	None

**SAN FERNANDO CITY COUNCIL  
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Page 6**

- 12) CONSIDERATION TO APPROVE A REQUEST FROM THE KIDNEYS QUEST FOUNDATION THE USE OF THE CITY SEAL FOR ITS EMERGENCY EDUCATION BACKPACK DISTRIBUTION PROGRAM

Councilmember Mendoza presented a brief report.

Motion by Councilmember Mendoza, seconded by Councilmember Ballin, to approve the use of the City seal printed on backpacks for the Kidneys Quest Foundation's Emergency Education Backpack Distribution Program pursuant to Resolution No. 6904.

The motion carried with the following vote:

**ROLL CALL**

AYES:	Mendoza, Pacheco and Ballin - 3
NOES:	None
ABSENT:	Gonzales and Fajardo - 2
ABSTAIN:	None

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Director of Recreation and Community Services Venegas announced upcoming virtual recreation programs.

Deputy City Manager/Director of Community Development Hou reported touring San Fernando's second Starbucks location.

City Clerk Fritz reported on the installation of Vote by Mail voting boxes in the City.

Police Chief Vairo announced a DUI checkpoint this coming Friday as well as additional traffic enforcement.

City Manager Kimball discussed upcoming agenda items; reported Metro will be providing an update on the EIR for light rail and discussed formation of a Light Rail Ad Hoc Committee and a Tree Ad Hoc Committee.

**GENERAL COUNCIL COMMENTS AND LIAISON UPDATES**

Councilmember Mendoza reported participating in webinar on housing at the Los Angeles County Library Commission meeting.

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Councilmember Ballin read the following quote from Supreme Court Justice Ruth Bader Ginsburg: "Women belong in all places where decisions are being made. It shouldn't be that women are the exception."

Vice Mayor Pacheco thanked the San Fernando Police Department for their DUI enforcement; reported meeting with and Education Commissioner and Assistant City Manager Hou regarding engaging and collaborating with Tesla; spoke about the availability and opportunities for SCAG grants and commented on the recent passing of Supreme Court Justice Ruth Bader Ginsburg.

**ADJOURNMENT (9:40 P.M.)**

Motion by Vice Mayor Pacheco, seconded by Councilmember Mendoza, to adjourn the meeting in memory of Supreme Court Justice Ruth Bader Ginsberg. By consensus, the motion carried.

I do hereby certify that the foregoing is a true and correct copy of the minutes of September 21, 2020, meeting as approved by the San Fernando City Council.

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Julia Fritz, City Clerk

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**CITY OF SAN FERNANDO  
CITY COUNCIL/SUCCESSOR AGENCY  
TO THE SAN FERNANDO REDEVELOPMENT AGENCY  
MINUTES**

**MARCH 1, 2021 – 6:00 P.M.  
REGULAR MEETING**

Teleconference Per Governor Executive Order N-29-20

**CALL TO ORDER/ROLL CALL**

Mayor Sylvia Ballin called the meeting to order at 6:02 p.m.

Present:

Council: Mayor Sylvia Ballin, Vice Mayor Mary Mendoza, and Councilmembers Cindy Montañez, and Hector A. Pacheco

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, Chief of Police Anthony Vairo, Deputy City Manager/Director of Community Development Tim Hou, Director of Finance Diego Ibañez, Director of Public Works Matt Baumgardner, Director of Recreation and Community Services Julian Venegas, and City Clerk Julia Fritz

Absent: Councilmember Celeste T. Rodriguez

**PLEDGE OF ALLEGIANCE**

Led by City Clerk Fritz

**APPROVAL OF AGENDA**

Motion by Vice Mayor Mendoza, seconded by Councilmember Montañez to approve the agenda as amended, to consider Agenda Item 10 to be heard before Public Hearings.

The motion carried by the following vote:

ROLL CALL

AYES:	Pacheco, Montañez, Mendoza, Ballin -3
NOES:	None
ABSTAIN:	None
ABSENT:	Rodriguez-1

**SAN FERNANDO CITY COUNCIL**

**MINUTES – March 1, 2021**

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**PRESENTATIONS**

- A) PRESENTATION BY CHRISTOPHER MOORE LOCAL GOVERNMENT LIAISON FROM THE CALIFORNIA PUBLIC UTILITIES COMMISSION ON AVAILABLE UTILITY RESOURCES  
City Manager Nick Kimball

**PUBLIC STATEMENTS**

City Clerk Fritz read the following public statements submitted:

Liana Stepanyan, San Fernando Library Manager, provided an update on library services.

Darlene Lily, commented on her past employment experience with the Metropolitan Water District.

David Michalko, General Manager of Valencia Heights Water Company in West Covina, stated he is in support of Agenda Item 10.

Reshell Zelaznik, stated her opposition to Agenda Item 10.

Patty Lopez, stated her opposition to Agenda Item 10.

Jennifer Tanner, stated her opposition to Agenda Item 10.

Note: Public comments were received live and is identified by their name if provided or by the callers last 4-digits of the telephone number.

The following expressed concerns regarding Agenda Item 10 and spoke in opposition of Adan Ortega's appointment to serve on the Metropolitan Water District's Board of Directors:

1. Martha Rodriguez
2. Caller Last 4 digits of telephone number 1888
3. Caller Last 4 digits of telephone number 9666
4. Caller Last 4 digits of telephone number 0903
5. Hans Johnson
6. Patty Lopez
7. Dallas Fowler
8. Caller Last 4 digits of telephone number 7388

The following expressed their support regarding Agenda Item 10 and the appointment of Adan Ortega to serve on the Metropolitan Water District's Board of Directors:

1. Sharon
2. Scott Houston



**SAN FERNANDO CITY COUNCIL**

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3. Gina Chavez
4. Ellen Mackie
5. Laura Garcia
6. Allen Shlahan
7. Charles Leon
8. Eva Muenos

**CONSENT CALENDAR**

Motion by Councilmember Montañez, seconded by Vice Mayor Mendoza to approve the Consent Calendar Items:

- 1) CONSIDERATION TO APPROVE MINUTES FOR THE FEBRUARY 16, 2021 SPECIAL MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO APPROVE AN AMENDMENT TO THE PARKING MAINTENANCE AGREEMENT BETWEEN THE CITY AND E.B.F. FOWLER FAMILY, LLC FOR REAL PROPERTY LOCATED AT 800 TRUMAN STREET
- 4) CONSIDERATION TO APPROVE CERTAIN EXECUTIVE ORDERS EXTENDING AND IMPLEMENTING COVID-19 RELIEF PROGRAMS
- 5) CONSIDERATION TO APPROVE AN EXTENSION TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN FERNANDO PART-TIME EMPLOYEES' BARGAINING UNIT/SERVICE EMPLOYEES' INTERNATIONAL UNION LOCAL 721 AND THE CITY OF SAN FERNANDO
- 6) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH EDGESOFT, INC., TO IMPLEMENT PHASE 2 OF THE ONLINE PERMIT COUNTER
- 7) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING AND ADOPTING THE CITY'S 2021 FEDERAL TRANSIT ADMINISTRATION TITLE VI PLAN

The motion carried by the following vote:

ROLL CALL

AYES: Pacheco, Montañez, Mendoza, Ballin -4  
NOES: None  
ABSTAIN: None  
ABSENT: Rodriguez

**SAN FERNANDO CITY COUNCIL**

**MINUTES – March 1, 2021**

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Agenda Item No. 10 was heard at this juncture.

- 10) CONSIDERATION TO ADOPT A RESOLUTION APPOINTING ADAN ORTEGA TO THE METROPOLITAN WATER DISTRICT'S BOARD OF DIRECTORS AND APPROVE USE OF THE CITY SEAL AND CITY LOGO FOR DISPLAY AS THE CITY OF SAN FERNANDO'S BOARD REPRESENTATIVE AND LIAISON

Mayor Ballin announced that she would be stepping down as the City of San Fernando's representative and nominated the appointment of Mr. Adan Ortega to fill her vacancy.

Mr. Ortega responded to staff questions.

Motion by Mayor Ballin, seconded by Councilmember Montañez to:

- a. Adopt Resolution No. 8058 appointing Adan Ortega to the Metropolitan Water District's Board of Directors, and;
- b. Approve use of the City Seal and City Logo for display during Board meetings directly related to the appointment through the end of the term.

The motion carried by the following vote:

ROLL CALL

AYES:	Montañez, Mendoza, Ballin - 3
NOES:	None
ABSTAIN:	Pacheco -1
ABSENT:	Rodriguez -1

Mayor Ballin stepped away from the meeting at 8:09 p.m. and returned at 8:16 p.m.

Agenda items were considered in the following order:

- 12) PRESENTATION OF FISCAL YEAR 2019-2020 COMPREHENSIVE ANNUAL FINANCIAL REPORT

The City Council received and filed a presentation of the Fiscal Year 2019-2020 Comprehensive Annual Financial Report, presented by Director of Finance Ibañez.

**PUBLIC HEARINGS**

- 8) A PUBLIC HEARING TO CONSIDER AND ADOPT A RESOLUTION ESTABLISHING THE ALLOCATION OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR FISCAL YEAR 2021-2022

Mayor Ballin opened the Public Hearing at 8:25 p.m.

**SAN FERNANDO CITY COUNCIL**

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City Manager Kimball presented the staff report and replied to questions from the City Council.

Mayor Ballin called for Public Comments, and there being none, Motion by Councilmember Montañez, seconded by Councilmember Pacheco to close the Public Hearing at 8:40 p.m. By consensus, the motion carried.

Motion by Councilmember Pacheco, seconded by Vice Mayor Mendoza to adopt Resolution No. 8060 approving the allocation of Community Development Block Grant Funds for Fiscal Year 2021-2022; and authorize the City Manager to submit documentation conveying the City Council's Resolution to the Los Angeles County Community Development Commission for approval.

The motion carried by the following vote:

ROLL CALL

AYES:	Pacheco, Montañez, Mendoza, Ballin - 3
NOES:	None
ABSTAIN:	None
ABSENT:	Rodriguez -1

**ADMINISTRATIVE REPORTS**

**9) PRESENTATION AND UPDATE REGARDING COVID-19 RESPONSE EFFORTS**

The City Council received and filed a presentation from staff related to the City's COVID-19 efforts.

**10) CONSIDERATION TO APPROVE A BUSINESS TAX DELINQUENT FEE AMNESTY PROGRAM FOR SAN FERNANDO BUSINESSES IMPACTED BY COVID-19 AND THE STATE OF CALIFORNIA'S STAY-AT-HOME ORDERS**

City Manager Kimball presented the staff report and responded to Councilmember questions.

Motion by Mayor Ballin, seconded by Vice Mayor Mendoza to establish a Business Tax Delinquent Fee Amnesty Program for businesses impacted by COVID-19 and the state's stay-at-home orders; adopt Resolution No. 8059 implementing the proposed Business Tax Delinquent Fee Amnesty Program; and authorize the City Manager to finalize and execute all documents related to the Business Tax Delinquent Fee Amnesty Program.

The motion carried by the following vote:

ROLL CALL

AYES:	Pacheco, Montañez, Mendoza, Ballin - 3
NOES:	None
ABSTAIN:	None
ABSENT:	Rodriguez -1

**SAN FERNANDO CITY COUNCIL**

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**11) PRESENTATION OF RECENT CHANGES TO ACCESSORY DWELLING UNIT LAWS STATEWIDE**

Deputy City Manager/Director of Community Development presented the staff report and replied to questions from Councilmembers.

Motion by Mayor Ballin, seconded by Councilmember Pecheco to form an Accessory Dwelling Unit (ADU) Ad Hoc Committee to research potential amendments to the City's municipal code regarding recent changes to ADU laws statewide; and to appoint Vice Mayor Mendoza and Councilmember Montañez to the committee.

The motion carried by the following vote:

**ROLL CALL**

AYES: Pacheco, Montañez, Mendoza, Ballin - 3

NOES: None

ABSTAIN: None

ABSENT: Rodriguez -1

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Director of Recreation and Community Services Venegas mentioned the next Park, Wellness and Recreation Commission will hold their next meeting on March 9 and spoke about the Veteran's Recognition Banner Program design selection and reported an Ad Hoc committee was formed to review applications submitted for the Mural Program.

Director of Public Works Baumgardner reported having a meeting with the Safe and Active Streets Ad Hoc committee and mentioned priority street areas and guidance on community outreach recommendations were discussed.

Director of Finance Ibanez reported that the originally scheduled Measure "A" Town was reschedule to March 22, 2021 due to technical difficulties and mentioned the mid-year Budget review will be presented at the next City Council meeting.

City Clerk Fritz reported that the Education Commission will be meeting on March 30, 2021 to select scholarship recipients and the Student of the Month presentation is scheduled to be presented at the March 15, 2021 City Council meeting.

Deputy City Manager/Director of Community Development Hou mentioned that the next Planning and Preservation Commission meeting will be held on March 8 and the department is currently conducting Planning Intern and first round Community Preservation Officer interviews.

City Manger Kimball gave recognition to City Clerk Fritz for running a smooth virtual meeting considering the unusual number of public comment callers and reported that the mural located at 6N will remain until a new destination is chosen by the artist, Lalo Garcia.

**SAN FERNANDO CITY COUNCIL**

**MINUTES – March 1, 2021**

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**GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES**

Councilmember Pacheco spoke in recognition honoring Womans History Month, including woman staff and City Councilmembers, spoke on Alex Padilla's career accomplishments leading up to being a U.S. Senator, attended the Southern California Association of Government (SCAG) board meeting and mentioned he would be attending a Green City Ad Hoc committee meeting.

Councilmember Montañez echoed comments about U.S. Senator Padilla, reported she participated with interviews to select a program administrator for the City's Pension Obligation Bond Liability, and attended the Visioning and Resilience Ad Hoc committee meeting and discussed bringing City Council priority recommendations to a future City Council meeting.

Vice Mayor Mendoza reported she attended the San Fernando Valley Council of Governments board meeting and discussed the status of area Metrolink projects, attended the Los Angeles County Library Commission meeting and stated she attended Ad Hoc committee meetings.

City Clerk Fritz provided status regarding the Deputy City Clerk recruitment process.

Mayor Ballin announced her resination from her Board position with the Metropolitan Water District and spoke about the appointment of Adan Ortega who would be filling her vacated Board position.

City Manager Kimball reported that the Cesar Chavez Commemorative Committee San Fernando Valley (CCCCSFV) would be donating a plaque to the City for installation at the Cesar Chavez Memorial and mentioned that a staff report for consideration would be brought to the next City Council meeting.

**ADJOURNMENT**

Mayor Ballin adjourned the meeting at 10:01 p.m. to the next regular City Council Meeting of March 15, 2021.

I do hereby certify that the foregoing is a true and correct copy of the minutes of March 1, 2021 meeting as approved by the San Fernando City Council.

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Julia Fritz, CMC  
City Clerk

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**CITY OF SAN FERNANDO  
CITY COUNCIL/SUCCESSOR AGENCY  
TO THE SAN FERNANDO REDEVELOPMENT AGENCY  
MINUTES**

**OCTOBER 4, 2021 – 6:00 P.M.  
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBER  
117 MACNEIL STREET  
SAN FERNANDO, CALIFORNIA 91340**

**CALL TO ORDER/ROLL CALL** Mayor Sylvia Ballin called the meeting to order at 6:07 p.m.

Present:

Council: Mayor Sylvia Ballin, Vice Mayor Mary Mendoza and Councilmembers Cindy Montañez, Hector A. Pacheco and Celeste Rodriguez

Absent: None

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, Chief of Police Anthony Vairo, Director of Public Works Matt Baumgardner, Director of Recreation and Community Services Julian Venegas, and City Clerk Julia Fritz

**PLEDGE OF ALLEGIANCE**

Led by City Clerk Julia Fritz

**APPROVAL OF AGENDA**

Motion by Councilmember Montanez, seconded by Councilmember Rodriguez to approve the agenda, as amended to correct Agenda Item 5 in title only, to reflect the correct date of October 4, 2021 to November 2, 2021. By consensus, the motion carried.

**PRESENTATIONS** (Item B was presented before Item A)

**B. PRESENTATION FROM THE LOS ANGELES COUNTY OFFICE OF THE ASSESSOR TO PROVIDE A GENERAL OVERVIEW OF THE OFFICE AND SERVICES OFFERED TO TAXPAYERS**

Los Angeles County Assessor Jeff Prang provided an informational presentation regarding property tax valuation, Proposition 19 and on the Homeowners Exemption program.

**A. PRESENTATION OF A PROCLAMATION RECOGNIZING THE SECOND WEEK OF OCTOBER AS CODE ENFORCEMENT APPRECIATION WEEK**

**SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

**MINUTES – October 4, 2021**

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**PUBLIC STATEMENTS**

City Clerk Fritz read the following public comments submitted via email:

Liana Stepanyan, San Fernando Library Manager provided updates on programs offered at the library.

David Bernal, stated his support of Agenda Items 6 and 7 and opposed toe Agenda Item 9.

Angel Zobel Rodriguez, Education Commission Chair, spoke in support of Agenda Item No 5.

Julissa Hernandez, Field Representative from the office of Assemblymember Luz Rivas provided updates on community activities and the status of various assembly bills.

**CONSENT CALENDAR**

Motion by Councilmember Montanez, seconded by Councilmember Rodriguez to:

- 1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES
  - a. AUGUST 16, 2021 - REGULAR MEETING
  - b. SEPTEMBER 20, 2021 - SPECIAL MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO APPROVE A FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH TOM BROHARD AND ASSOCIATES FOR TRAFFIC ENGINEERING SERVICES
- 4) CONSIDERATION TO APPROVE AN AMENDMENT TO THE MASTER AGREEMENT WITH HINDERLITER, DE LLAMAS AND ASSOCIATES TO PROVIDE COVID-19 RELIEF AND ECONOMIC RECOVERY PROGRAM ADMINISTRATION SERVICES RELATED TO THE AMERICAN RESCUE PLAN ACT FUNDS

By consensus, the motioned carried.

**ADMINISTRATIVE REPORTS**

- 5) CONSIDERATION AND ADOPTION OF A RESOLUTION TO CONTINUE REMOTE TELECONFERENCE MEETINGS OF THE CITY OF SAN FERNANDO'S LEGISLATIVE BODIES FOR A PERIOD OF 30 DAYS FROM OCTOBER 4, 2021 TO NOVEMBER 2, 2021 IN COMPLIANCE WITH GOVERNMENT CODE SECTION 54953(E) AND OTHER APPLICABLE PROVISIONS OF ASSEMBLY BILL 361

**SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

**MINUTES – October 4, 2021**

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Assistant City Attorney Richard Padilla presented the staff report and responded to Councilmember questions.

Motion by Mayor Ballin, seconded by Vice Mayor Mendoza to approve Option No. 2 and not adopt resolution and take no action and that the legislative body meetings will be required to comply with the requirements for public meetings (Pre-COVID-19 Pandemic), as amended to continue to allow the public the ability to teleconference, and revisit this matter at a future date uncertain.

The motion carries by the following vote:

ROLL CALL

AYES:	Rodriguez, Mendoza, Montañez, Ballin - 4
NOES:	Pacheco - 1
ABSTAIN:	None
ABSENT:	None

Councilmember Montañez left the dais at 7:09 p.m. and stated she would be recusing herself from consideration of Agenda Item 6, due to a potential conflict of interest as TreePeople is her current employer.

6) DISCUSSION AND CONSIDERATION REGARDING A RECOMMENDATION FROM THE EDUCATION COMMISSION REQUESTING THE CITY COUNCIL TO CO-SPONSOR A WORKFORCE DEVELOPMENT PARTNERSHIP BETWEEN TREEPEOPLE AND AMERICORPS

Motion by Councilmember Rodriguez, seconded by Vice Mayor Mendoza to approve a co-sponsorship to use the City's communication platforms, including the City website, social media, and email, to promote the workforce development partnership between TreePeople and AmeriCorps pursuant to City Council Resolution No. 6904.

The motion carried by the following vote:

ROLL CALL

AYES:	Rodriguez, Mendoza, Ballin - 3
NOES:	Pacheco - 1
ABSTAIN:	None
ABSENT:	Montañez – 1

Councilmember Montañez returned to the dais at 7:30 p.m.

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

City Manager Kimball presented the staff report and responded to Councilmember questions.

**SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

**MINUTES – October 4, 2021**

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Councilmembers stated their support or opposition to certain aspects of the proposed scope and elements of the beautification program and commented that the Beautification Program presented would be subject to ongoing changes and refinement, as a living document. There was general consensus from the Councilmembers in support of the program; however mentioned concerns over staff time and costs associated with the program.

There was a general consensus among the Councilmembers to direct staff to continue working with the Beautification Ad Hoc committee to move forward to include, but not limited to, certain clean up events and community outreach regarding property maintenance and to bring back an update from the Ad Hoc committee to the City Council to a date uncertain.

**8) DISCUSSION AND CONSIDERATION OF RECOMMENDATIONS FROM THE PUBLIC SAFETY COMMISSION AD HOC COMMITTEE RELATED TO ESTABLISHING A PUBLIC SAFETY COMMISSION**

City Manager Kimball presented the staff report and responded to Councilmember questions.

There was a general consensus among the Councilmembers to direct staff to proceed with the necessary procedures towards establishing a Public Safety Commission, to include, but not limited to presenting the concept to the Transportation and Safety Commission for their recommendations, pending review by the incoming new Chief of Police, and bring back a staff report to the City Council for consideration at a future date to be determined.

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

City Clerk Fritz provided updates to the Council Chamber audio and video upgrade project and mentioned the Education Commission would be presented Student of the Month recognitions at the next regular Council meeting.

Director of Public Works Baumgardner reported on a pop-up event at the San Fernando Mall and received numerous comment cards regarding the City's conceptual for finalization to prepare for submission of an application to apply for grant funds.

Director of Recreation and Community Services Venegas stated that he would be officially taking over the handling of the Education Commission beginning with the October 26, 2021 meeting.

Chief of Police Vairo announced that the National Night Out event (in-person) is being held tomorrow night and commented on attendance and event activities.

City Manager Kimball commented on the use of recent technology (Zoom) that assists staff with facilitating regular Ad Hoc committee meetings as well as providing the community with an additional option to interact with City staff.

**SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

**MINUTES – October 4, 2021**

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**GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES**

Councilmember Rodriguez reported that due the recent home purchased by her family, she would be recusing herself on discussion regarding lot 3 due to its proximity between her new home and the area.

Councilmember Montañez reported she attended the Green City, Homeless Ad Hoc, Beatification Program Ad Hoc committee meetings and the Economic Alliance Board meeting. She mentioned the creation of an inter-agency homeless task force recently formed and would be attending an upcoming meeting.

Councilmember Pacheco thanked staff and mentioned he would be attending the National Night Out event.

Vice Mayor Mendoza reported she attended the League of California Cities 2021 Annual Conference and mentioned that two resolutions were passed and attended the California Climate and Energy Collaborative (CCEC) forum meeting.

Mayor Ballin expressed congratulations to Councilmember Rodriguez and to Julie Duarte (formally Fernandez) for both their recent marriages.

**ADJOURNMENT (8:33 p.m.)**

Mayor Ballin adjourned the meeting at 8:33 p.m. to the next regular meeting.

I do hereby certify that the foregoing is a true and correct copy of the minutes of October 4, 2021, meeting as approved by the San Fernando City Council.

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Julia Fritz, CMC  
City Clerk

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**CITY OF SAN FERNANDO  
CITY COUNCIL/SUCCESSOR AGENCY  
TO THE SAN FERNANDO REDEVELOPMENT AGENCY  
MINUTES**

**OCTOBER 18, 2021 – 6:00 P.M.  
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBER  
117 MACNEIL STREET  
SAN FERNANDO, CALIFORNIA 91340**

**CALL TO ORDER/ROLL CALL** Mayor Sylvia Ballin called the meeting to order at 6:03 p.m.

Present:

Council: Mayor Sylvia Ballin, Vice Mayor Mary Mendoza and Councilmembers Cindy Montañez and Celeste Rodriguez

Absent: Councilmember Hector A. Pacheco

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, Chief of Police Anthony Vairo, Director of Public Works Matt Baumgardner, Director of Recreation and Community Services Julian Venegas, Interim Director of Finance Sonia Garcia and City Clerk Julia Fritz

**PLEDGE OF ALLEGIANCE**

Led by City Clerk Julia Fritz

**APPROVAL OF AGENDA**

Mayor Ballin requested that Agenda Item 8 be considered first, then Item 7 followed by Agenda Item 6 (Public Hearing).

Motion by Councilmember Montanez, seconded by Councilmember Rodriguez to approve the agenda, as amended. By consensus, the motion carried with Councilmember Pacheco absent.

**PRESENTATIONS**

- A. EDUCATION COMMISSION CERTIFICATE OF RECOGNITION FOR SEPTEMBER AND OCTOBER STUDENTS OF THE MONTH
- EMMANUEL SOLIS (San Fernando Institute for Applied Media) (September)
  - ABIGAIL ALVARADO (Social Justice Humanitas Academy) (October)
  - LYSHA GUTIERREZ (Academy of Scientific Exploration) (October)
- Education Commissioner Vice Chair David Govea

**SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

**MINUTES – October 18, 2021**

Page 2 of 4

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**PUBLIC STATEMENTS**

Julissa Hernandez, Field Representative from the office of Assemblymember Luz Rivas provided updates on community activities and the status of various assembly bills, which included Assembly Bill (AB) 1363, AB 27 and AB 1220.

**ADMINISTRATIVE REPORTS**

8) DISCUSSION AND CONSIDERATION TO ACCEPT A DONATION OF A COMPANA DE LIBERTAD LIBERTY BELL FOR PUBLIC DISPLAY IN THE CITY OF SAN FERNANDO

City Manager Kimball presented the staff report and answered Councilmember inquiries.

Motion by Councilmember Rodriguez, seconded by Councilmember Montanez to accept the donation of a Compana de Libertad Liberty Bell from a private donor for public display in the City of San Fernando; authorize staff to work with the non-profit organization Ballet Folklorico Ollin to host a dedication ceremony to be held in San Fernando on Tuesday, November 22, 2021 to unveil the Liberty Bell; and establish an Ad Hoc Committee to work with staff and Ballet Folklorico Ollin to develop recommendations for a permanent location to display the Liberty Bell with Councilmember Montanez and Councilmember Rodriguez to serve on the Ad Hoc Committee.

The motion carried by the following vote:

ROLL CALL

AYES: Rodriguez, Montañez, Mendoza, Ballin -4

NOES: None

ABSTAIN: None

ABSENT: Pacheco - 1

7) DISCUSSION AND CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH CALIFORNIA COMMUNITY ECONOMIC DEVELOPMENT ASSOCIATION TO IMPLEMENT THE SAN FERNANDO SMALL BUSINESS ASSISTANCE PROGRAM

Director of Recreation and Community Services Venegas presented the staff report and answered Councilmember inquiries.

Councilmembers questioned information describing the scope and cost of services in response to the Request for Qualifications.

City Manager Kimball noted that the staff report inadvertently omitted Exhibit “A” of the Professional Services Agreement, which is the response to the Request for Qualifications “Scope of Work” and includes the cost of services.

**SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

**MINUTES – October 18, 2021**

Page 3 of 4

Motion by Councilmember Rodriguez, seconded by Councilmember Montañez to approve, contingent upon final review of the Request for Qualifications (RFQ) that includes the cost of services by the COVID-19 Relief Program Ad hoc committees, a Professional Services Agreement (Contract No. 2001) to California Community Economic Development Association for an amount not to exceed \$25,000; adopt Resolution No. 8099, to increase the revenue and expenditures of Fiscal Year 2021-2022 Community Development Block Grant Fund 26 budget by \$179,707, authorize the City Manager to execute a Professional Service Agreement with CCEDA and all related documents.

The motion carried by the following vote:

ROLL CALL

AYES: Rodriguez, Montañez, Mendoza, Ballin - 4  
NOES: None  
ABSTAIN: None  
ABSENT: Pacheco – 1

**PUBLIC HEARINGS**

6) A PUBLIC HEARING TO CONSIDER ADOPTION OF AN ORDINANCE REGARDING THE IMPLEMENTATION OF SENATE BILL 1383 ORGANIC WASTE REDUCTION REGULATIONS

Mayor Ballin opened the Public Hearing at 7:10 p.m.

Director of Public Works Baumgardner presented the staff report and answered Councilmember inquiries.

Mayor Ballin opened the Public Comments at 7:21 p.m. There being no comments, motion by Mayor Ballin, seconded by Vice Mayor Mendoza to close the public hearing at 7:22 p.m.

Councilmembers emphasized the importance of an extensive community outreach program to provide education on the new waste reduction regulations and suggested that staff provide regular updates to the City Council regarding the outreach process.

Motion by Councilmember Montañez, seconded by Vice Mayor Mendoza to introduce for first reading in title only, and waive further reading of Ordinance No. 1703, titled, “An Ordinance of the City Council of the City of San Fernando, California, Adding Article IX (Organic Waste Disposal Reduction, Senate Bill 1383) to Chapter 70 of the San Fernando Municipal Code, and Making a Determination of Exemption Under the California Environment Quality Act.”

The motion carried by the following vote:

ROLL CALL

AYES: Rodriguez, Montañez, Mendoza, Ballin - 4  
NOES: None  
ABSTAIN: None  
ABSENT: Pacheco – 1

**SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

**MINUTES – October 18, 2021**

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**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Chief of Police Vairo provided an update regarding the National Night Out event.

Director of Public Works Baumgardner commented on the status of the Departments workload.

Director of Recreation and Community Services Venegas mentioned that the next Education Commission meeting is on October 26.

City Manager Kimball commented on the status of recruitments to fill existing and newly created positions.

**GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES**

Mayor Ballin requested to close the meeting in memory of Brenda Perez Castellon and Colin Powell.

Councilmember Montañez echoed sentiments made by Mayor Ballin regarding the passing of Brenda Perez Castellon, thanked Chief Vairo for a successful National Night Out event; mentioned the Dia De Los Muertos Cultural Festival being held on October 30, and attended the Homeless Ad Hoc committee meeting.

Councilmember Rodriguez concurred with her colleagues' comments and thanked staff for their work.

Vice Mayor Mendoza reported she attended the National Night Out event, the Las Palmas Senior Club meeting and reported that the club voted to begin monthly meetings and announced a dance event will be scheduled for December. Vice Mayor Mendoza expressed condolences to the family of Brenda Perez Castellon.

Mayor Ballin commented on the Chief's police work during the National Night Out event regarding the protestors and stated the situation was well handled.

**ADJOURNMENT (7:52 p.m.)**

Mayor Ballin adjourned the meeting in memory of Brenda Perez Castellon and Colin Powell at 7:52 p.m. to the next regular meeting.

I do hereby certify that the foregoing is a true and correct copy of the minutes of October 18, 2021, meeting as approved by the San Fernando City Council.

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Julia Fritz, CMC  
City Clerk

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**SAN FERNANDO CITY COUNCIL  
MINUTES**

**DECEMBER 6, 2021 – 5:00 P.M.  
SPECIAL MEETING**

**City Hall Council Chambers  
117 Macneil Street, San Fernando, CA 91340**

**CALL TO ORDER/ROLL CALL**

Mayor Ballin called the special meeting to order at 5:00 p.m.

Present:

Council: Mayor Sylvia Ballin, Vice Mayor Mary Mendoza, and Councilmembers Cindy Montañez, and Celeste Rodriguez (arrived at 5:03 p.m.)

Staff: City Manager Nick Kimball and Assistant City Attorney Richard Padilla

Absent: Councilmember Hector A. Pacheco

**APPROVAL OF AGENDA**

Motion by Vice Mayor Mendoza, seconded by Councilmember Montañez to approve the agenda.  
Motion carried with Councilmember Pacheco and Rodriguez absent.

**PUBLIC STATEMENTS - WRITTEN/ORAL**      None

**RECESS TO CLOSED SESSION (5:01 P.M.)**

By consensus, Councilmembers recessed to Closed Session.

Councilmember Pacheco arrived directly into Closed Session for consideration of Item B and Item C of the special meeting agenda.

**SAN FERNANDO CITY COUNCIL**  
**SPECIAL MEETING MINUTES – December 6, 2021**  
**Page 2**

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A) CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO G.C. §54957.6:

Designated City Negotiators:

City Manager Nick Kimball

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 Police Management Unit

San Fernando Police Civilian Association

San Fernando Part-Time Employees' Bargaining Unit (SEIU, Local 721)

All Unrepresented Employees

B) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(4)  
ANTICIPATED LITIGATION:

Two (2) Related Matters

C) PUBLIC EMPLOYEE EMPLOYMENT/PERFORMANCE EVALUATION  
PURSUANT TO G.C. §54957:

Title of Employee: City Manager

**RECONVENE/REPORT OUT FROM CLOSED SESSION**

Assistant City Attorney Padilla stated there was no reportable action as a result of the Closed Session meeting held on December 6, 2021, at 5:00 p.m.

**ADJOURNMENT**

The City Council adjourned the special meeting at 5:48 p.m. to the regular meeting at 6:00 p.m.

I do hereby certify that the foregoing is a true and correct copy of the minutes of December 6, 2021, Special Meeting, as approved by the San Fernando City Council.

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Julia Fritz, CMC  
City Clerk





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## AGENDA REPORT

**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
**By:** Sonia Gomez-Garcia, Interim Director of Finance/City Treasurer

**Date:** January 18, 2022

**Subject:** Consideration to Adopt Resolution Nos. 21-122, 22-011, and 22-012 Approving the Warrant Registers of December 20, 2021, January 3, 2022, and January 18, 2022, Respectively

### RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 21-122 (Attachment "A") approving the Warrant Register dated December 20, 2021;
- b. Adopt Resolution No. 22-011 (Attachment "B") approving the Warrant Register dated January 3, 2022; and
- c. Adopt Resolution No. 22-012 (Attachment "C") approving the Warrant Register dated January 18, 2022.

### 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/City Treasure 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

**Consideration to Adopt Resolution Nos. 21-122 and 22-011, and 22-012 Approving the Warrant Registers of December 20, 2021, January 3, 2022, and January 18, 2022, Respectively**

Page 2 of 8

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appropriate. The Director of Finance/City Treasure hereby certifies that each warrant has been reviewed for completeness and that sufficient funds are available for payment of the warrant register.

There are three Warrant Registers attached due to the lack of a formal City Council meeting on December 20, 2021 and January 3, 2022. Resolution No. 6212 (adopted August 3, 1992) approves the issuing of Warrants prior to City Council ratification due to cancellation of a regularly scheduled City Council meeting. A copy of the Resolution No. 6212 and the memoranda provided to the Director of Finance/City Treasurer approving the release of the Warrants are attached to this report (Attachments "D" & "E").

**ATTACHMENTS:**

- A. Resolution No. 21-122
- B. Resolution No. 22-011
- C. Resolution No. 22-012
- D. Resolution No. 6212 (August 3, 1992)
- E. Memoranda Approving Release of Warrant Registers (December 20, 2021 and January 3, 2022)

**RESOLUTION NO. 21-122**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND / WARRANT REGISTER NO. 21-122**

**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 18<sup>th</sup> day of January, 2022.

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Mary Mendoza, Mayor of the City of San Fernando, California

**ATTEST:**

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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. 21-122 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 18th day of January, 2022, 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 January, 2022.

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Julia Fritz, City Clerk

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12/17/2021 11:42:31AMVoucher List  
CITY OF SAN FERNANDO

Page: 1

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225059	12/20/2021	893053 A THREAD AHEAD INC	I-229877		CODE PRESERVATION UNIFORMS	
			I-229929		001-152-0000-4325 UNIFORMS	787.05
					001-222-0000-4300	292.18
					<b>Total :</b>	<b>1,079.23</b>
225060	12/20/2021	891587 ABLE MAILING INC.	34907		MAILING AND FULFILLMENT SERVICES	
				12444	072-360-0000-4300	90.92
				12444	070-382-0000-4300	90.92
			34908		NOV'21-WATER ENVELOPE STORAGE	
					072-360-0000-4300	12.50
					070-382-0000-4300	12.50
					<b>Total :</b>	<b>206.84</b>
225061	12/20/2021	888356 ADVANCED AUTO REPAIR	1533		VEHICLE MAINT, REPAIRS & BODY WO	
				12537	041-320-0320-4400	695.64
					<b>Total :</b>	<b>695.64</b>
225062	12/20/2021	100143 ALONSO, SERGIO	NOV 2021		MARIACHI MASTER APPRENTICE PRO	
				12570	109-424-3656-4260	1,050.00
					<b>Total :</b>	<b>1,050.00</b>
225063	12/20/2021	887695 AL'S KUBOTA TRACTOR	218636		VEHICLE MAINTS- PK1169	
					041-320-0390-4400	247.61
					<b>Total :</b>	<b>247.61</b>
225064	12/20/2021	892975 ALTA LANGUAGE SERVICES INC	IS547524		LISTENING & SPEAKING TEST 3@ \$55.	
					001-106-0000-4270	165.00
					<b>Total :</b>	<b>165.00</b>
225065	12/20/2021	100184 ANDERSON TROPHY CO.	715448		TROPHIES FOR YOUTH AND ADULT SP	
				12493	017-420-1334-4300	98.44
					<b>Total :</b>	<b>98.44</b>
225066	12/20/2021	100188 ANDY GUMP INC.	INV871923		PORTABLE RESTROOM SERVICE	
				12491	070-384-0000-4260	330.34

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225066	12/20/2021	100188 ANDY GUMP INC.	(Continued)			
			INV871924		PORTABLE RESTROOM SERVICE	
				12491	043-390-0000-4260	211.28
			INV871925		PORTABLE RESTROOM SERVICE	
				12491	043-390-0000-4260	330.49
			INV874753		PORTABLE RESTROOM SERVICE	
				12491	121-390-3689-4260	197.17
					<b>Total :</b>	<b>1,069.28</b>
225067	12/20/2021	893441 ARAMARK REFRESHMENT SERVICES	11918245		EMPLOYEE BREAK ROOM SUPPLIES	
				12451	001-222-0000-4300	246.17
					<b>Total :</b>	<b>246.17</b>
225068	12/20/2021	100222 ARROYO BUILDING MATERIALS, INC	265091		HARDWARE SUPPLIES & CONCRETE U	
				12461	001-311-0000-4300	249.13
			265094		HARDWARE SUPPLIES & CONCRETE U	
				12461	001-311-0000-4300	153.21
			265859		HARDWARE SUPPLIES & CONCRETE U	
				12461	001-311-0000-4300	249.13
			687290		HARDWARE SUPPLIES & CONCRETE U	
				12461	001-311-0000-4300	11.31
					<b>Total :</b>	<b>662.78</b>
225069	12/20/2021	889942 ATHENS SERVICES	11378449		CITY STREET SWEEPING	
				12528	011-311-0000-4260	14,552.40
				12528	001-343-0000-4260	2,891.00
					<b>Total :</b>	<b>17,443.40</b>
225070	12/20/2021	893176 AUTOZONE STORE 5681	5681004197		SUPPLIES FOR FLEET MAINT	
					041-320-0000-4310	61.48
			5681004199		SUPPLIES FOR FLEET MAINT	
					041-320-0000-4310	179.42
			5681004389		SUPPLIES FOR FLEET MAINT	
					041-320-0000-4310	68.64
			5681010878		SUPPLIES FOR MECH. SHOP	
					041-320-0000-4310	74.94
			5681208568		MISC SUPPLIES	

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<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225070	12/20/2021	893176 AUTOZONE STORE 5681	(Continued)		070-383-0000-4310	6.46
					<b>Total :</b>	<b>390.94</b>
225071	12/20/2021	890980 AVILA, JESSE H.	DEC 2021		GLACVCD TRUSTEE MEMBER STIPEND	150.00
			NOV 2021		001-190-0000-4111	150.00
					GLACVCD TRUSTEE MEMBER STIPEND	150.00
					001-190-0000-4111	150.00
					<b>Total :</b>	<b>300.00</b>
225072	12/20/2021	890546 BARAJAS, CRYSTAL	NOV 2021	12571	MARIACHI MASTER APPRENTICE PROGRAM	200.00
					109-424-3656-4260	200.00
					<b>Total :</b>	<b>200.00</b>
225073	12/20/2021	892426 BEARCOM	5297888	12535	RADIO COMM SYST & WIRELESS BRO/	7,610.41
					001-135-0000-4260	7,610.41
					<b>Total :</b>	<b>7,610.41</b>
225074	12/20/2021	892014 BERNAL, DAVID	NOV 2021		COMMISSIONER STIPEND	75.00
					001-150-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225075	12/20/2021	891301 BERNARDEZ, RENATE Z.	604		INTERPRETATION SRVS-CC MTG 10/04	150.00
			606		001-101-0000-4270	150.00
					INTERPRETATION SRVS-CC MTG 10/18	150.00
					001-101-0000-4270	150.00
			609		INTERPRETATION SRVS-CC MTG 12/06	150.00
					001-101-0000-4270	150.00
					<b>Total :</b>	<b>450.00</b>
225076	12/20/2021	893591 BIOMEDICAL WASTE DISPOSAL	107482		BIOMEDICAL WASTE PICK UP	99.00
			107893		001-224-0000-4270	99.00
					BIOMEDICAL WASTE PICK UP	99.00
					001-224-0000-4270	99.00
					<b>Total :</b>	<b>198.00</b>
225077	12/20/2021	890254 BMI	41412859		MUSIC LICENSING	368.00
					001-424-0000-4260	368.00

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<b>Bank code :</b>		bank3				
<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225077	12/20/2021	890254 890254 BMI	(Continued)			<b>Total :</b> 368.00
225078	12/20/2021	892389 BRITE STAR LIGHTING	3507	12566	INSTALLATION OF CHRISTMAS DECO, I	6,400.00
					001-190-0000-4267	6,400.00
					<b>Total :</b>	<b>6,400.00</b>
225079	12/20/2021	889345 BSN SPORTS LLC	914671944	12494	SPORTS EQUIPMENT	2,078.61
					017-420-1330-4300	2,078.61
					<b>Total :</b>	<b>2,078.61</b>
225080	12/20/2021	888800 BUSINESS CARD	093021		POSTS BOOSTS	17.42
			093021		001-105-0000-4270	17.42
			093021		CONFERENCE REGISTRATION	500.00
			093021		001-115-0000-4370	500.00
			100421		ACROBAT PRO LICENSES (2) - PW	107.81
			100421		043-390-0000-4300	107.80
			100721		072-360-0000-4300	1,632.13
			100821-1		CITY EMAIL - OCT 2021	143.33
			100821-1		001-135-0000-4260	5.47
			100821-2		DINNER FOR CC & STAFF-CC MTG 10/0	73.86
			100821-2		001-101-0000-4300	765.45
			100821-3		PROGRAM SUPPLIES	75.99
			101221		004-2346	1,350.51
			101421		PROGRAM SUPPLIES	1,074.32
					004-2346	27.55
					MATL'S-COUNCIL CHAMBERS UPGRAD	24.19
					121-115-3689-4500	
					PROGRAM SUPPLIES	
					004-2346	
					MATL'S-COUNCIL CHAMBERS UPGRAD	
					121-115-3689-4500	
					MATL'S-COUNCIL CHAMBERS UPGRAD	
					121-115-3689-4500	
					TAPE CONVERTER	
					001-115-0000-4300	
					SANDBAGS	
					001-105-0000-4300	

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**Voucher List**  
**CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225080	12/20/2021	888800 BUSINESS CARD	(Continued)			
			101521		ACROBAT PRO LICENSE - CITY CLERK 001-115-0000-4380	99.43
			101821		DINNER FOR CC & STAFF-CC MTG 10/1 001-101-0000-4300	138.51
			101821		DESK ORGANIZERS 001-222-0000-4300	67.95
			101921		COMPUTER EQUIP 001-115-0000-4300	30.28
			101921-1		PW RECRUITMENT ADVERTISING 001-106-0000-4230	200.00
			101921-2		PW RECRUITMENT ADVERTISING 001-106-0000-4230	200.00
			102021		CONDOLENCE ARRANGEMENT 001-101-0000-4300	109.14
			102121-1		FLOOR FAN 001-423-0000-4300	41.90
			102121-2		COMPUTER CORDS 001-222-0000-4300	22.02
			102221		SENIOR MATINEE SUPPLIES 004-2383	42.99
			102221-2		SENIOR MATINEE SUPPLIES 001-422-0000-4300	8.81
			102321		CERTIFICATE JACKETS 001-101-0000-4300	545.67
			102421		ASST TO CM RECRUIT ADVERTISEMEN 001-106-0000-4230	300.00
			102621-1		TRAINING REGISTRATION 070-381-0000-4360	150.00
			102621-2		TRAINING REGISTRATION 070-381-0000-4360	150.00
			102621-3		TRAINING REGISTRATION 070-381-0000-4360	150.00
			102821		PW RECRUITMENT ADVERTISING 001-106-0000-4230	200.00
			102921		FINANCE CHARGES 001-190-0000-4435	151.47

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**Voucher List**  
**CITY OF SAN FERNANDO**

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225080	12/20/2021	888800 BUSINESS CARD	(Continued)			
					<b>Total :</b>	<b>8,514.00</b>
225081	12/20/2021	888800 BUSINESS CARD	112621		OFFICE AND BREAK ROOM SUPPLIES 001-222-0000-4300	41.87
			113021		FINANCE CHARGES 001-190-0000-4435	34.82
			113021		OFFICE AND BREAK ROOM SUPPLIES 001-222-0000-4300	327.71
			120221		LODGING-ORIENTATION FOR UPCOMIN 001-225-3688-4360	123.38
					<b>Total :</b>	<b>527.78</b>
225082	12/20/2021	100466 CACEO	300014600		ANNUAL MEMBERSHIP MIRANDA 001-152-0000-4380	95.00
			300015343		ANNUAL MEMBERSHIP RAYGOZA 001-152-0000-4380	95.00
			300016105		ANNUAL MEMBERSHIP T MATSUOLEA 001-152-0000-4380	95.00
					<b>Total :</b>	<b>285.00</b>
225083	12/20/2021	887810 CALGROVE RENTALS, INC.	147059-1		LIGHT TOWER HOLLIDAY TREE LIGHTII 010-420-3711-4260	386.12
					<b>Total :</b>	<b>386.12</b>
225084	12/20/2021	891860 CARL WARREN & COMPANY	20099-20101		REIMB. TO ITF ACCT (LIABILITY CLAIMS 006-1037	20,043.69
					<b>Total :</b>	<b>20,043.69</b>
225085	12/20/2021	893945 CASTRO, LISA	REFUND		LIVESCAN REFUND 001-3720-0000	25.00
					<b>Total :</b>	<b>25.00</b>
225086	12/20/2021	101957 CITY OF LOS ANGELES	SF220000005		FIRE SERVICES-DEC 2021 001-500-0000-4260	234,990.08
			SF220000006		FIRE SERVICES-JAN 2022 001-500-0000-4260	234,990.08
					<b>Total :</b>	<b>469,980.16</b>

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225087	12/20/2021	103029 CITY OF SAN FERNANDO	3963-3976		REIMB TO WORKER'S COMP ACCT 006-1038	7,423.54
					<b>Total :</b>	<b>7,423.54</b>
225088	12/20/2021	890893 CITY OF SAN FERNANDO	DEC2021		CITY ROPERTY UTILITY BILL DEC 2021 043-390-0000-4210	17,537.51
					<b>Total :</b>	<b>17,537.51</b>
225089	12/20/2021	892480 CLEAN ENERGY	CEW12444735	12453	CNG STATION EMERGENCY & MAINT R 074-320-0000-4260	297.00
			CEW12446717	12453	CNG STATION EMERGENCY & MAINT R 074-320-0000-4260	297.00
			RSC0019287	12453	CNG STATION EMERGENCY & MAINT R 074-320-0000-4260	-297.00
					<b>Total :</b>	<b>297.00</b>
225090	12/20/2021	100747 COASTLINE EQUIPMENT	853592		CUTTING BLADE PW5213 041-320-0311-4400	1,386.58
					<b>Total :</b>	<b>1,386.58</b>
225091	12/20/2021	100805 COOPER HARDWARE INC.	128043	12454	SUPPLIES FOR P.W. OPS 043-390-0000-4300	62.63
					<b>Total :</b>	<b>62.63</b>
225092	12/20/2021	892687 CORE & MAIN LP	P195122	12471	WATER & FIRE SERVICE LINE MATERIA 070-383-0000-4310	1,304.69
			P927368	12471	WATER & FIRE SERVICE LINE MATERIA 070-385-0701-4600	117.48
					<b>Total :</b>	<b>1,422.17</b>
225093	12/20/2021	103826 COUNTY OF LOS ANGELES	120821		PROCESSING FEE-RECORDING OF DE 010-420-3669-4600	187.00
					<b>Total :</b>	<b>187.00</b>
225094	12/20/2021	100499 CPCA	20597		OFFICER POSITION POSTING 001-106-0000-4230	250.00
					<b>Total :</b>	<b>250.00</b>

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225095	12/20/2021	893904 CRICKET CONSULTING	081621		RESERVOIR 2A REPAIRS 070-384-0000-4330	225.00
					<b>Total :</b>	<b>225.00</b>
225096	12/20/2021	893775 CSG CONSULTANTS	40074	12508	CONTRACTED BUILDING INSPECTOR 001-140-0000-4270	4,560.00
					<b>Total :</b>	<b>4,560.00</b>
225097	12/20/2021	892472 DE NORA WATER TECHNOLOGIES	9200050642	12455	ON-SITE SODIUM HYPOCHLORITE GEN 070-384-0000-4260	2,988.55
					<b>Total :</b>	<b>2,988.55</b>
225098	12/20/2021	890090 DEPARTMENT OF INDUSTRIAL	OSIP 69062		ASSESSMENT-07/01/21-06/30/22 006-190-0000-4240	18,123.79
					<b>Total :</b>	<b>18,123.79</b>
225099	12/20/2021	893944 DEPARTMENT OF TAX & FEE ADMIN	TF500389		TAX IMPLEMENTATION 07/01/20-06/30/2 001-190-0000-4450	5,282.59
					<b>Total :</b>	<b>5,282.59</b>
225100	12/20/2021	893103 DUARTE, MARITZA	20400		SENIOR CLUB DANCE DECORATIONS~ 004-2380	135.78
					<b>Total :</b>	<b>135.78</b>
225101	12/20/2021	889121 EDGESOFT, INC.	3256	12442	NOV'21-MAINTENANCE OF AIMS SOFT 055-135-0000-4260	2,080.00
					<b>Total :</b>	<b>2,080.00</b>
225102	12/20/2021	890401 ENVIROGEN TECHNOLOGIES INC	0013002-IN	12464	MAINT., REPAIRS, PARTS, LABOR, ION- 070-384-0857-4260	9,065.60
					<b>Total :</b>	<b>9,065.60</b>
225103	12/20/2021	890879 EUROFINS EATON ANALYTICAL, INC	L0589022	12541	ENVIRONMENTAL CITY OF S.F. DRINKI 070-384-0000-4260	150.00
			L0589023	12541	ENVIRONMENTAL CITY OF S.F. DRINKI 070-384-0000-4260	162.00
			L0589024	12541	ENVIRONMENTAL CITY OF S.F. DRINKI 070-384-0000-4260	150.00

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225103	12/20/2021	890879 EUROFINS EATON ANALYTICAL, INC	(Continued) L0589207		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0589207	12541	070-384-0000-4260	150.00
			L0589721		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0589721	12541	070-384-0000-4260	144.00
			L0589722		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0590051	12541	070-384-0000-4260	150.00
			L0590052		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0590052	12541	070-384-0000-4260	162.00
			L0590414		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0590414	12541	070-384-0000-4260	150.00
			L0590415		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0590415	12541	070-384-0000-4260	150.00
			L0590471		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0590471	12541	070-384-0000-4260	60.00
			L0591694		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0591694	12541	070-384-0000-4260	162.00
			L0591695		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0591695	12541	070-384-0000-4260	144.00
			L0591696		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0591696	12541	070-384-0000-4260	184.00
			L0591697		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0591697	12541	070-384-0000-4260	150.00
			L0591749		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0591749	12541	070-384-0000-4260	162.00
			L0591750		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0591750	12541	070-384-0000-4260	144.00
			L0591751		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0591751	12541	070-384-0000-4260	150.00
			L0593675		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0593675	12541	070-384-0000-4260	150.00
			L0593676		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0593676	12541	070-384-0000-4260	150.00
			L0593677		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0593677	12541	070-384-0000-4260	150.00

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225103	12/20/2021	890879 EUROFINS EATON ANALYTICAL, INC	(Continued) L0593678		ENVIRONMENTAL CITY OF S.F. DRINKI/	
			L0593678	12541	070-384-0000-4260	144.00
					<b>Total :</b>	<b>3,268.00</b>
225104	12/20/2021	103851 EVERSOF, INC.	R2208305		WATER SOFTENER WELL #2A	
			R2208305		070-384-0000-4260	97.94
			R2208306		WATER SOFTENER WELL #4A	
			R2208306		070-384-0000-4260	183.84
					<b>Total :</b>	<b>281.78</b>
225105	12/20/2021	890981 FAJARDO, JOEL	NOV 2021		COMMISSIONER STIPEND	
			NOV 2021		001-150-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225106	12/20/2021	101147 FEDEX	7-570-84912		COURIER SERVICES	
			7-570-84912		001-190-0000-4280	80.60
			7-585-90167		COURIER SERVICE	
			7-585-90167		001-190-0000-4280	25.26
					<b>Total :</b>	<b>105.86</b>
225107	12/20/2021	892198 FRONTIER COMMUNICATIONS	209-150-5145-010598		PAC 50 TO SHERIFFS 12/01-12/31	
			209-150-5145-010598		001-222-0000-4220	573.47
			209-150-5250-081292		RADIO REPEATER PD 11/02-12/01	
			209-150-5250-081292		001-222-0000-4220	46.25
			209-150-5251-040172		MWD METER PW 11/28-12/27	
			209-150-5251-040172		070-384-0000-4220	46.25
			209-151-4939-102990		MUSIC CHANNEL 11/28-12/27	
			209-151-4939-102990		001-190-0000-4220	42.08
			209-151-4941-102990		PD PAGING 12/01-12/31	
			209-151-4941-102990		001-222-0000-4220	51.13
			209-151-4943-081292		RADIO REPEATER PD 11/02-12/01	
			209-151-4943-081292		001-222-0000-4220	46.25
			209-188-4361-031792		RCS PHONE LINES (11/28/21 - 12/27/21)	
			209-188-4361-031792		001-420-0000-4220	122.21
			209-188-4362-031792		PD MAJOR PHONE LINES (11/28/21	
			209-188-4362-031792		001-222-0000-4220	633.50

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225107	12/20/2021	892198 FRONTIER COMMUNICATIONS	(Continued) 209-188-4363-031892		CITY HALL PHONE LINES~ 001-190-0000-4220 070-384-0000-4220 001-420-0000-4220 SEWER FLOW MONI PW 12/01-12/31 072-360-0000-4220 CNG STATION 12/01-12/31 074-320-0000-4220 ENGINEERING FAX LINE 11/22-12/21 001-310-0000-4220 PD NARCOTICS VAULT 11/19-12/18 001-222-0000-4220 PW PHONE LINE 11/25-12/24 001-190-0000-4220 ENGINEERING FAX MODEM 12/01-12/31 001-310-0000-4220 PD ALARM PANEL 11/25-12/24 001-222-0000-4220	86.18 288.23 282.65 65.78 52.93 29.56 29.27 29.56 39.44 116.26 <b>Total :</b> <b>2,581.00</b>
225108	12/20/2021	888922 FS CONSTRUCTION	3006	12527	SF MALL BOLLARD INSTALLATION 010-420-3711-4600	105,350.00 <b>Total :</b> <b>105,350.00</b>
225109	12/20/2021	887249 GALLS, LLC	019791123 019795969 019893691		UNIFORMS 001-222-0000-4300 UNIFORMS 001-225-0000-4325 UNIFORMS 001-222-0000-4300	277.51 132.21 37.41 <b>Total :</b> <b>447.13</b>
225110	12/20/2021	101273 GARCIA, PATTY	REIMB.		SUPPLIES FOR HOLIDAY TREE LIGHTING 001-424-0000-4300	157.30 <b>Total :</b> <b>157.30</b>

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225111	12/20/2021	893949 GARCIA, SONIA G.	135; 137-138		L P SENIOR PETTY CASH REIMB. 004-2380	100.00 <b>Total :</b> <b>100.00</b>
225112	12/20/2021	893947 GEC EVENTS	4500312366		LIGHTING & SNOW EFFECTS FOR HOLIDAYS 010-420-3711-4260	2,250.00 <b>Total :</b> <b>2,250.00</b>
225113	12/20/2021	101376 GRAINGER, INC.	9105064662 9109717737 9125794488 9126977603 9131356801 9132064156 9133006966	12482 12482 12482 12482 12482 12482 12482	SUPPLIES FOR BUILDING, ELECTRICAL 043-390-0000-4300 SUPPLIES FOR BUILDING, ELECTRICAL 001-311-0000-4300 SUPPLIES FOR BUILDING, ELECTRICAL 001-311-0000-4300 SUPPLIES FOR BUILDING, ELECTRICAL 043-390-0000-4300 SUPPLIES FOR BUILDING, ELECTRICAL 041-320-0000-4300 SUPPLIES FOR BUILDING, ELECTRICAL 043-390-0000-4300 SUPPLIES FOR BUILDING, ELECTRICAL 043-390-0000-4300	62.71 81.53 262.02 394.79 36.15 778.48 -62.71 <b>Total :</b> <b>1,552.97</b>
225114	12/20/2021	101434 GUZMAN, JESUS ALBERTO	NOV 2021	12572	MARIACHI MASTER APPRENTICE PROGRAM 109-424-3656-4260	1,800.00 <b>Total :</b> <b>1,800.00</b>
225115	12/20/2021	888647 HDL SOFTWARE, LLC	SIN012958	12533	BUSINESS LICENSE ADMIN SERVICES- 001-130-0000-4260	2,370.38 <b>Total :</b> <b>2,370.38</b>
225116	12/20/2021	890594 HEALTH AND HUMAN RESOURCE	E0258653		EAP 130 @ \$1.93 EA 001-106-0000-4260	250.90 <b>Total :</b> <b>250.90</b>
225117	12/20/2021	893817 HERNANDEZ MOLINA, MARIO ALBERTO	NOV 2021		MARIACHI MASTER APPRENTICE PROGRAM	

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225117	12/20/2021	893817 HERNANDEZ MOLINA, MARIO ALBERTO	(Continued)	12573	109-424-3656-4260	1,080.00
					<b>Total :</b>	<b>1,080.00</b>
225118	12/20/2021	890033 HERNANDEZ, CARLOS	DEC 2021		COMMISSIONER'S STIPEND 001-310-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225119	12/20/2021	101511 HINDERLITER DE LLAMAS & ASSOC.	SIN013041		CONTRACTUAL SERVICES-SALES TAX 001-130-0000-4270	1,827.25
					<b>Total :</b>	<b>1,827.25</b>
225120	12/20/2021	893729 HOUSEAL LAVIGNE ASSOCIATES LLC	S344	12370	CONSULTANT FOR THE 2021-2029 HOL 110-150-3609-4270	30,036.90
					<b>Total :</b>	<b>30,036.90</b>
225121	12/20/2021	101599 IMAGE 2000 CORPORATION	483660		SHARP MX 4111N EQ20796 ~ 001-135-0000-4260 072-360-0000-4450 001-135-0000-4260	1,946.96 40.75 244.00
					<b>Total :</b>	<b>2,231.71</b>
225122	12/20/2021	893804 INDUSTRIAL SHOEWORX	1100-1285444		SHOES 001-152-0000-4325	100.00
					<b>Total :</b>	<b>100.00</b>
225123	12/20/2021	891570 INNOVATIVE TELECOM. SYSTEMS	3051		TELEPHONE EQUIPMENT MAINT-JAN 2 001-190-0000-4220	395.00
					<b>Total :</b>	<b>395.00</b>
225124	12/20/2021	892682 IPS GROUP, INC.	INV66306	12513	SMART METER CC TRANSACTION & M 001-310-0000-4270	737.52
					<b>Total :</b>	<b>737.52</b>
225125	12/20/2021	887952 J. Z. LAWNMOWER SHOP	26507	12465	SMALL EQUIPMENT REPAIRS (LAWNMA 001-311-0000-4300	51.01
			26508	12465	SMALL EQUIPMENT REPAIRS (LAWNMA 043-390-0000-4300	63.61

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225125	12/20/2021	887952 J. Z. LAWNMOWER SHOP	(Continued)			<b>Total :</b> 114.62
225126	12/20/2021	893885 JOHNNY ALLEN TENNIS ACADEMY	OCT & NOV 2021	12498	TENNIS PROGRAM 017-420-1327-4260	987.00
					<b>Total :</b>	<b>987.00</b>
225127	12/20/2021	887637 JOHNSON CONTROLS	22545759		TESTING & INSPECTION PD 043-390-0000-4330	1,434.98
					<b>Total :</b>	<b>1,434.98</b>
225128	12/20/2021	892641 KIDNEY QUEST FOUNDATION, INC.	FY21/22		CIF-GIVE A GIFT PROGRAM 053-101-0101-4430 053-101-0107-4430	250.00 250.00
					<b>Total :</b>	<b>500.00</b>
225129	12/20/2021	101795 KOSMONT & ASSOCIATES	18-0099-035	12287	REAL ESTATE ADVISORY SERVICES 001-151-0000-4270	955.50
			18-0099-036	12287	REAL ESTATE ADVISORY SERVICES 001-151-0000-4270	397.80
					<b>Total :</b>	<b>1,353.30</b>
225130	12/20/2021	102007 L.A. COUNTY SHERIFFS DEPT.	221044SG	12484	INMATE MEALS 001-225-0000-4350	552.47
					<b>Total :</b>	<b>552.47</b>
225131	12/20/2021	101971 L.A. MUNICIPAL SERVICES	004-750-1000		ELECTRIC - 13003 - BORDEN WELL 3 070-384-0000-4210	126.77
			594-750-1000		ELECTRIC & LIGHTING - 12900 DRONFI 070-384-0000-4210	6,103.87
			657-750-1000		ELECTRIC - 14060 SAYRE WELL 2A 070-384-0000-4210	12,368.28
					<b>Total :</b>	<b>18,598.92</b>
225132	12/20/2021	893218 LAZARO, ERNESTO	NOV 2021	12574	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	900.00
					<b>Total :</b>	<b>900.00</b>
225133	12/20/2021	101920 LIEBERT CASSIDY WHITMORE	207116		LEGAL SERVICES	

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225133	12/20/2021	101920 LIEBERT CASSIDY WHITMORE	(Continued)			
			207936		001-112-0000-4270 LEGAL SERVICES	493.00
			208049		001-112-0000-4270 LEGAL SERVICES	174.00
			208067		001-112-0000-4270 LEGAL SERVICES	1,740.00
			208072		001-112-0000-4270 LEGAL SERVICES	38.00
			208079		001-112-0000-4270 LEGAL SERVICES	380.00
					001-112-0000-4270	494.00
					<b>Total :</b>	<b>3,319.00</b>
225134	12/20/2021	101935 LOCAL GOVERNMENT COMMISSION	105954		CONSULTING SERVICES	
				12282	010-311-0628-4600	1,813.98
				12282	001-310-0628-4270	235.02
					<b>Total :</b>	<b>2,049.00</b>
225135	12/20/2021	892477 LOWES	1203		TOOLS	
			1224		001-311-0000-4300 CHRISTMAS TREE SUPPLIES	42.63
			1257		043-390-0000-4300 PD CEILING TILE REPAIR	62.75
			1889		043-390-0000-4300 CITY HALL ADMIN CUBICLE	21.94
					043-390-0000-4300	30.69
					<b>Total :</b>	<b>158.01</b>
225136	12/20/2021	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE	
					007-440-0441-4220	36.45
					<b>Total :</b>	<b>36.45</b>
225137	12/20/2021	891054 MEJIA PENA, YVONNE	NOV 2021		COMMISSIONER STIPEND	
					001-150-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>

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225138	12/20/2021	893442 MENDOZA, MARY	121621		WELLNESS REIMBURSEMENT	
					001-101-0107-4140	50.56
					<b>Total :</b>	<b>50.56</b>
225139	12/20/2021	102226 MISSION LINEN SUPPLY	515974135		LAUNDRY SERVICE FOR PD	
			515989296	12457	001-225-0000-4350 LAUNDRY SERVICE FOR PD	96.05
			516009167	12457	001-225-0000-4350 LAUNDRY SERVICE FOR PD	120.31
			516030878	12457	001-225-0000-4350 LAUNDRY SERVICE FOR PD	96.05
			516057014	12457	001-225-0000-4350 LAUNDRY SERVICE FOR PD	119.86
					001-225-0000-4350	96.05
					<b>Total :</b>	<b>528.32</b>
225140	12/20/2021	893343 MOHR, NICOLE	DEC 2021		COMMISSIONER'S STIPEND	
					001-310-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225141	12/20/2021	892353 MOORE IACOFANO, GOLTSMAN, INC.	0072008		DESIGN FOR LAYNE PARK REVITALIZA	
				12400	010-420-3669-4600	23,070.00
					<b>Total :</b>	<b>23,070.00</b>
225142	12/20/2021	893050 MORALES-RODRIGUEZ, CRISTAL	NOV 2021		MARIACHI MASTER APPRENTICE PRO	
				12575	109-424-3656-4260	300.00
					<b>Total :</b>	<b>300.00</b>
225143	12/20/2021	893348 NCSI	16113		BACKGROUND CHECK	
					017-420-1328-4260	37.00
					<b>Total :</b>	<b>37.00</b>
225144	12/20/2021	893405 NEW HORIZON	1715118		LP PHONE SERVICE - DEC 2021	
					001-420-0000-4220	317.16
					<b>Total :</b>	<b>317.16</b>
225145	12/20/2021	102410 NORTHRIDGE HOSPITAL MEDICAL	30151084933		SART EXAM	
					001-225-0000-4270	1,080.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225145	12/20/2021	102410 102410 NORTHEDGE HOSPITAL MEDICAL	(Continued)			
					<b>Total :</b>	<b>1,080.00</b>
225146	12/20/2021	102432 OFFICE DEPOT	203253231001		OFFICE SUPPLIES	
			205095344001		001-105-0000-4300 OFFICE SUPPLIES	296.07
			205101553001		001-140-0000-4300 OFFICE SUPPLIES	14.43
			205101573001		001-140-0000-4300 OFFICE SUPPLIES	20.55
			205912028001		001-150-0000-4300 OFFICE SUPPLIES	31.41
			205912591001		001-150-0000-4300 OFFICE SUPPLIES	12.55
			206184117001		001-150-0000-4300 OFFICE SUPPLIES	90.99
			207342947001		001-105-0000-4300 OFFICE SUPPLIES	102.52
			207892757001		001-101-0000-4300 OFFICE SUPPLIES	398.58
			209059080001		001-115-0000-4300 OFFICE SUPPLIES	398.58
			209061106001		001-152-0000-4300 OFFICE SUPPLIES	85.96
			209061127001		001-140-0000-4300 OFFICE SUPPLIES	40.09
			210164588001		001-222-0000-4300 OFFICE SUPPLIES	187.07
			210215388001		001-222-0000-4300 OFFICE SUPPLIES	19.06
			210215390001		001-222-0000-4300 OFFICE SUPPLIES	19.72
			211124646001		001-310-0000-4300 OFFICE SUPPLIES	16.64
			211125398001		001-310-0000-4300 OFFICE SUPPLIES	35.49
					001-310-0000-4300 OFFICE SUPPLIES	5.05
					070-384-0000-4300 OFFICE SUPPLIES	109.99

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225146	12/20/2021	102432 OFFICE DEPOT	(Continued)			
			211137905001		070-384-0000-4300 OFFICE SUPPLIES	95.19
			211172907001		001-311-0000-4300 OFFICE SUPPLIES	70.50
			211175405001		070-383-0000-4300 OFFICE SUPPLIES	57.99
			211616329001		070-383-0000-4300 OFFICE SUPPLIES	15.86
			211626228001		001-222-0000-4300 OFFICE SUPPLIES	155.72
			214012088001		001-310-0000-4300 OFFICE SUPPLIES	66.22
			214013359001		043-390-0000-4300 OFFICE SUPPLIES	25.11
			2538090727		070-383-0000-4300 OFFICE SUPPLIES	12.34
			2538090728		004-2380 OFFICE SUPPLIES	23.43
			2538096939		001-422-0000-4300 OFFICE SUPPLIES	63.30
			2538824101		074-320-0000-4300 OFFICE SUPPLIES	15.76
			2538826535		001-222-0000-4300 OFFICE SUPPLIES	52.76
					070-384-0000-4330	253.91
					<b>Total :</b>	<b>2,817.95</b>
225147	12/20/2021	890095 O'REILLY AUTOMOTIVE STORES INC	4605-439896	12538	VEHICLE SERVICE, MAINT. AND REPAI	
			4605-440502	12538	041-320-0311-4400 VEHICLE SERVICE, MAINT. AND REPAI	79.10
			4605-440504	12538	070-383-0000-4400 VEHICLE SERVICE, MAINT. AND REPAI	74.93
			4605-440677	12538	029-335-0000-4400 VEHICLE SERVICE, MAINT. AND REPAI	56.11
				12538	041-320-0225-4400	38.55

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<b>Bank code :</b> bank3						
<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225147	12/20/2021	890095 890095 O'REILLY AUTOMOTIVE STORES INC	(Continued)			<b>Total : 248.69</b>
225148	12/20/2021	893116 PACHECO, HECTOR	NOV 2021		COMMISSIONER STIPEND 001-150-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225149	12/20/2021	102568 PARKHOUSE TIRE, INC.	4010174438		TIRE ON WA7218 070-381-0000-4400	442.65
					<b>Total :</b>	<b>442.65</b>
225150	12/20/2021	892360 PARKING COMPANY OF AMERICA	INVM0016210	12512	PUBLIC TRANSPORTATION SERVICES 008-313-0000-4260	50,939.24
					<b>Total :</b>	<b>50,939.24</b>
225151	12/20/2021	891527 PEREZ, MARVIN	NOV 2021		COMMISSIONER STIPEND 001-150-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225152	12/20/2021	893946 POTHIDANG, NANCY	120421		COOKIES FOR HOLIDAY TREE LIGHTIN 010-420-3711-4260	500.00
					<b>Total :</b>	<b>500.00</b>
225153	12/20/2021	888789 PRO FORCE LAW ENFORCEMENT	467954		REUSABLE TRAINING TARGET 001-222-0000-4300	165.39
					<b>Total :</b>	<b>165.39</b>
225154	12/20/2021	102688 PROFESSIONAL PRINTING CENTERS	19463	12519	PURCHASE OF PRE-PRINTED FORMS 070-383-0000-4270	218.96
					<b>Total :</b>	<b>218.96</b>
225155	12/20/2021	890004 PTS	2079090		PD PAY PHONE - JAN 2022 001-190-0000-4220	65.64
					<b>Total :</b>	<b>65.64</b>
225156	12/20/2021	102929 ROYAL PAPER CORPORATION	5106017	12507	CLEANING SUPPLIES FOR RCS DEPT 001-420-0000-4300	262.77
				12507	001-422-0000-4300	262.76
				12507	001-423-0000-4300	262.76
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<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225156	12/20/2021	102929 ROYAL PAPER CORPORATION	(Continued)	12507	001-424-0000-4300	262.76
					<b>Total :</b>	<b>1,051.05</b>
225157	12/20/2021	102958 S & S WORLDWIDE INC	IN100816189		PROGRAM SUPPLIES 017-420-1399-4300	38.52
			IN100897848		PROGRAM SUPPLIES 017-420-1399-4300	279.86
					<b>Total :</b>	<b>318.38</b>
225158	12/20/2021	892856 SALAS, JUAN	REIMB.		NON-CONTACT THERMOMETERS 001-422-0000-4300	71.65
					<b>Total :</b>	<b>71.65</b>
225159	12/20/2021	891253 SAN FERNANDO SMOG TEST ONLY	4774		SMOG PD4539 041-320-0000-4450	60.00
			4795		SMOG WA3241 041-320-0000-4450	60.00
					<b>Total :</b>	<b>120.00</b>
225160	12/20/2021	103064 SAN GABRIEL VALLEY CITY	121521		RGSTR-SGVCMA MTG ON 12/15/21 001-105-0000-4370	70.00
					<b>Total :</b>	<b>70.00</b>
225161	12/20/2021	102967 SCOTT FAZEKAS & ASSOCIATES INC	21699	12407	PLAN CHECK CONSULTANT SERVICES 001-2698	4,519.91
					<b>Total :</b>	<b>4,519.91</b>
225162	12/20/2021	103184 SMART & FINAL	0267		SUPPLIES 001-310-0000-4300	60.83
					<b>Total :</b>	<b>60.83</b>
225163	12/20/2021	103202 SOUTHERN CALIFORNIA EDISON CO.	600000512389		ELECTRIC-VARIOUS LOCATIONS 027-344-0000-4210	29,095.65
					043-390-0000-4210	21,652.38
					070-384-0000-4210	39,607.81
					074-320-0000-4210	13,812.43
					029-335-0000-4210	8,478.52
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225163	12/20/2021	103202 SOUTHERN CALIFORNIA EDISON CO.	(Continued) 700136176526		ELECTRIC - METER FOR MALL-MACLA'	
			700301226571		030-341-0000-4210	73.84
			700360580265		ELECTRIC - 1117 2ND ST	
			700363532503		043-390-0000-4210	57.53
			700577150347		ELECTRIC - 910 FIRST	
					043-390-0000-4210	6,068.77
					ELECTRIC - VARIOUS LOCATIONS	
					043-390-0000-4210	12,997.19
					ELECTRIC - 190 PARK	
					027-344-0000-4210	820.96
					<b>Total :</b>	<b>132,665.08</b>
225164	12/20/2021	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9776		NATURAL GAS FOR CNG	
					074-320-0000-4402	4,912.92
					<b>Total :</b>	<b>4,912.92</b>
225165	12/20/2021	101528 THE HOME DEPOT CRC, ACCT#603532202490	0011611		CITY HALL ADMIN CUBICLE	
			0025219		043-390-0000-4300	383.14
			002556		CITY HALL ADMIN CUBICLE	
			4012212		043-390-0000-4300	422.33
			5020825		TREE LIGHTING SUPPLIES	
			5360495		110-422-3691-4310	57.29
			5540259		CNG TOOLS TRUCK ME8615	
			6020751		074-320-0000-4400	476.89
			6122085		CITY HALL ADMIN CUBICLE	
			7100852		043-390-0000-4300	24.87
					CITY HALL ADMIN CUBICLE	
					043-390-0000-4300	16.49
					PD EXIT LIGHTS	
					043-390-0000-4300	75.64
					CITY HALL ADMIN CUBICLE	
					043-390-0000-4300	197.99
					LOCKS FOR STORAGE	
					001-423-0000-4300	67.42
					SUPPLIES	
					070-384-0000-4310	341.81

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225165	12/20/2021	101528 THE HOME DEPOT CRC, ACCT#603532202490	(Continued) 7100858		CITY HALL ADMIN CUBICLE	
			8011825		043-390-0000-4300	141.79
			9011763		CITY HALL ADMIN CUBICLE	
					043-390-0000-4300	113.14
					CITY HALL ADMIN CUBICLE	
					043-390-0000-4300	143.23
					<b>Total :</b>	<b>2,462.03</b>
225166	12/20/2021	890833 THOMSON REUTERS	845418344	12467	DETECTIVE INVESTIGATIVE SOFTWARE	
					001-135-0000-4260	226.65
					<b>Total :</b>	<b>226.65</b>
225167	12/20/2021	103903 TIME WARNER CABLE	0010369111821		CABLE SERVICE	
			196309112321		001-222-0000-4260	224.64
			222204112921		INTERNET SERVICES 11/23/21 - 12/22/21	
					001-190-0000-4220	1,399.00
					PW OPS CTR CABLE 11/29/21 - 12/28/21	
					043-390-0000-4260	129.95
					<b>Total :</b>	<b>1,753.59</b>
225168	12/20/2021	892525 T-MOBILE	958769818		HOTSPOT & TABLET CONNECTION (10/2021)	
					001-420-0000-4220	29.40
					001-152-0000-4220	19.74
					<b>Total :</b>	<b>49.14</b>
225169	12/20/2021	893504 TOWN HALL STREAMS, LLC	13640		DECEMBER STREAMING SERVICES	
					001-115-0000-4260	175.00
					<b>Total :</b>	<b>175.00</b>
225170	12/20/2021	103413 TRANS UNION LLC	11104623		CREDIT CHECKS	
					001-222-0000-4260	85.00
					<b>Total :</b>	<b>85.00</b>
225171	12/20/2021	889069 U.S. BANK NATIONAL ASSOCIATION	1868946		2021 A BOND-PRINCIPAL PAYMENT-JAN	
					018-190-0872-4429	1,240,000.00
					018-190-0872-4405	262,213.17

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<b>Bank code :</b>		bank3				
<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225171	12/20/2021	889069 889069 U.S. BANK NATIONAL ASSOCIATION	(Continued)			<b>Total : 1,502,213.17</b>
225172	12/20/2021	889069 U.S. BANK NATIONAL ASSOCIATION	1865196		2021B BOND-PRINCIPAL PAYMENT-JAN 070-180-0872-4429 070-180-0872-4405 072-180-0872-4429 072-180-0872-4405	92,500.00 21,071.79 92,500.00 21,071.79 <b>Total : 227,143.58</b>
225173	12/20/2021	103463 U.S. POSTMASTER	DEC 2021		PRESORTED FIRST CLASS POSTAGE [ 072-360-0000-4300 070-382-0000-4300	546.79 546.78 <b>Total : 1,093.57</b>
225174	12/20/2021	103445 UNDERGROUND SERVICE ALERT	1120210680 dsb20206189		(84) SNF01 NEW TICKET 070-381-0000-4260 CA STATE FEE REGULATORY COSTS 070-381-0000-4260	148.60 43.88 <b>Total : 192.48</b>
225175	12/20/2021	892258 UNIFORM & ACCESSORIES	INV51923	12518	UNIFORMS AND UNIFORM ACCESSORI 001-225-0000-4325	598.22 <b>Total : 598.22</b>
225176	12/20/2021	893167 UNITED MAINTENANCE SYSTEMS	15073	12516 12516	JANITORIAL SERVICES CITY WIDE 043-390-0000-4260 043-390-0000-4260	7,250.00 17,850.00 <b>Total : 25,100.00</b>
225177	12/20/2021	103439 UPS	831954491		COURIER SERVICES 001-190-0000-4280	132.00 <b>Total : 132.00</b>
225178	12/20/2021	893740 UTILITY SYSTEMS SCIENCE &	1053	12379	WASTEWATER FLOW MONITORING & S 072-360-0000-4260	540.00 <b>Total : 540.00</b>
225179	12/20/2021	893647 VALEO NETWORKS	17812		INFORMATION TECHNOLOGY MANAGE	

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<b>Bank code :</b>		bank3				
<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225179	12/20/2021	893647 VALEO NETWORKS	(Continued)	12492	001-135-0000-4270	198.10 <b>Total : 198.10</b>
225180	12/20/2021	103534 VALLEY LOCKSMITH	75721 75723	12555 12555	LOCKSMITH SERVICES CITY-WIDE 043-390-0000-4330 LOCKSMITH SERVICES CITY-WIDE 043-390-0000-4330	328.50 213.95 <b>Total : 542.45</b>
225181	12/20/2021	891797 VALLEY POWER REPAIRS	6599		EQUIP MAINT WA9977 070-383-0000-4310	557.78 <b>Total : 557.78</b>
225182	12/20/2021	889627 VERIZON CONFERENCING	Z7928782		CONFERENCE CALLS-NOV 2021 001-190-0000-4220	14.42 <b>Total : 14.42</b>
225183	12/20/2021	100101 VERIZON WIRELESS-LA	9893015183 9893384204 9893664056 9893675352 9893686584		MDT MODEMS - PD UNITS ~ 001-222-0000-4220 PD CELL PHONE 11/22-12/21 001-222-0000-4220 001-152-0000-4220 PD CELL PHONE 11/26-12/25 001-222-0000-4220 CITY YARD CELL PHONE 11/26-12/25 070-384-0000-4220 041-320-0000-4220 043-390-0000-4220 072-360-0000-4220 VARIOUS CELL PHONE PLANS 001-106-0000-4220 070-384-0000-4220	701.44 315.20 190.05 610.86 203.96 19.50 19.50 35.27 53.10 69.15 <b>Total : 2,218.03</b>
225184	12/20/2021	103603 VULCAN MATERIALS COMPANY	73128252	12449	UTILITY BASE COLD MIX, SAND FOR PI 072-360-0000-4300	534.61

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225184	12/20/2021	103603 VULCAN MATERIALS COMPANY	(Continued)			
			73128253	12449	070-383-0000-4310	1,069.21
				12449	UTILITY BASE COLD MIX, SAND FOR PI	221.58
				12449	072-360-0000-4300	443.14
					070-383-0000-4310	
					<b>Total :</b>	<b>2,268.54</b>
225185	12/20/2021	888390 WEST COAST ARBORISTS, INC.	179631		CITY-WIDE TREE TRIMMING	
				12540	001-311-0000-4260	2,418.00
					<b>Total :</b>	<b>2,418.00</b>
225186	12/20/2021	103666 WESTERN CITY MAGAZINE	004711		PREMIUM JOB POSTING DIRECTOR O	
					001-106-0000-4230	300.00
					<b>Total :</b>	<b>300.00</b>
225187	12/20/2021	890970 WEX BANK	76433641		FUEL FOR CITY FLEET	
					041-320-0152-4402	327.80
					041-320-0221-4402	191.23
					041-320-0222-4402	135.77
					041-320-0224-4402	1,379.17
					041-320-0225-4402	5,156.04
					041-320-0228-4402	809.79
					041-320-0311-4402	867.85
					041-320-0312-4402	150.31
					041-320-0320-4402	237.95
					041-320-0346-4402	124.24
					041-320-0370-4402	1,502.29
					041-320-0390-4402	2,099.49
					041-320-0420-4402	2.00
					007-313-3630-4402	423.96
					029-335-0000-4402	157.83
					070-381-0000-4402	118.31
					070-382-0000-4402	499.38
					070-383-0000-4402	909.71
					070-384-0000-4402	183.36
					072-360-0000-4402	278.82

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225187	12/20/2021	890970 890970 WEX BANK	(Continued)			
					<b>Total :</b>	<b>15,555.30</b>
225188	12/20/2021	891531 WILLDAN ENGINEERING	00335508		WELL 7A REGULATORY COMPLIANCE	
			622147	12265	070-381-0000-4270	499.00
				11901	SF - HSIP CYCLE 8 TRAFFIC SIGNAL IM	1,228.00
					024-371-0562-4600	
					<b>Total :</b>	<b>1,727.00</b>
130 Vouchers for bank code :		bank3			<b>Bank total :</b>	<b>2,811,337.72</b>
130 Vouchers in this report					<b>Total vouchers :</b>	<b>2,811,337.72</b>

Voucher Registers are not final until approved by Council.

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## SPECIAL CHECKS

EXHIBIT "A"

RES. NO. 21-122

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
224797	11/10/2021	103648 CITY OF SAN FERNANDO	PR 11-12-21		REIMB FOR PAYROLL W/E 11/5/21	
					001-1003	421,367.58
					007-1003	169.28
					017-1003	1,864.85
					027-1003	3,802.78
					029-1003	5,490.80
					030-1003	2,550.07
					041-1003	5,552.40
					043-1003	22,720.82
					070-1003	38,775.55
					072-1003	21,825.33
					094-1003	144.09
					110-1003	2,809.89
					<b>Total :</b>	<b>527,073.44</b>
224798	11/12/2021	890907 DELTA DENTAL OF CALIFORNIA	DEMAND		DENTAL INS BENEFITS - NOVEMBER 20	
					001-1160	10,984.34
					<b>Total :</b>	<b>10,984.34</b>
224799	11/12/2021	891230 DELTA DENTAL INSURANCE COMPANY	DEMAND		DENTAL INS BENEFITS - NOVEMBER 20	
					001-1160	176.22
					<b>Total :</b>	<b>176.22</b>
224800	11/12/2021	103596 CALIFORNIA VISION SERVICE PLAN	DEMAND		VISION INS BENEFITS - NOVEMBER 20	
					001-1160	2,237.11
					<b>Total :</b>	<b>2,237.11</b>
224801	11/12/2021	887627 STANDARD INSURANCE	DEMAND		LIFE/AD& D INS BENEFITS - NOVEMBER	
					001-1160	3,650.06
					<b>Total :</b>	<b>3,650.06</b>
224803	11/15/2021	103648 CITY OF SAN FERNANDO	SPR 11-15-21		REIMB FOR SPECIAL PAYROLL W/E 11/	
					001-1003	1,755.12
					<b>Total :</b>	<b>1,755.12</b>
224804	11/24/2021	103648 CITY OF SAN FERNANDO	PR 11-26-21		REIMB FOR PAYROLL W/E 11/19/21	

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Voucher List

CITY OF SAN FERNANDO

Page: 2

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
224804	11/24/2021	103648 CITY OF SAN FERNANDO	(Continued)			
					001-1003	428,388.63
					007-1003	162.16
					012-1003	396.08
					017-1003	1,625.21
					027-1003	3,851.69
					029-1003	3,410.95
					030-1003	1,495.16
					041-1003	5,552.42
					043-1003	18,334.57
					070-1003	36,438.03
					072-1003	19,961.15
					094-1003	144.09
					110-1003	1,635.75
					<b>Total :</b>	<b>521,395.89</b>
7 Vouchers for bank code : bank3						<b>Bank total : 1,067,272.18</b>
7 Vouchers in this report						<b>Total vouchers : 1,067,272.18</b>

Voucher Registers are not final until approved by Council.

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**SPECIAL CHECK****EXHIBIT "A"**  
**RES. NO. 21-122**  
Page: 1

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Voucher List  
CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225048	12/2/2021	102519 P.E.R.S.	DEC 2021		HEALTH INS. BENEFITS- DEC 2021 001-1160	148,875.07
Total :						148,875.07
1 Vouchers for bank code : bank3						Bank total : 148,875.07
1 Vouchers in this report						Total vouchers : 148,875.07

Voucher Registers are not final until approved by Council.

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## SPECIAL CHECK

EXHIBIT "A"  
RES. NO. 21-122vchlist  
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CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225052	12/3/2021	893115 P.E.R.S. CITY RETIREMENT	100000016580200		EMPL CONTRIB VARIANCE-11/06-11/19	
					018-222-0000-4124	210.20
					018-224-0000-4124	157.65
					018-225-0000-4124	2,259.60
					Total :	2,627.45
1 Vouchers for bank code :		bank3			Bank total :	2,627.45
1 Vouchers in this report					Total vouchers :	2,627.45

Voucher Registers are not final until approved by Council.

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**RESOLUTION NO. 22-011**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND / WARRANT REGISTER NO. 22-011**

**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 18<sup>th</sup> day of January 2022.

---

Mary Mendoza, 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. 22-011 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 18<sup>th</sup> day of January, 2022, 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 January 2022.

---

Julia Fritz, City Clerk



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 12/29/2021 11:28:13AM  
 Voucher List  
 CITY OF SAN FERNANDO

Bank code :	bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225190	1/3/2022	893053 A THREAD AHEAD INC	I-230004		REUSABLE FACE MASKS 001-152-0000-4300	308.70
					Total :	308.70
225191	1/3/2022	888356 ADVANCED AUTO REPAIR	1541	12537	VEHICLE MAINT, REPAIRS & BODY WOI 072-360-0000-4400	160.00
			1542	12537	VEHICLE MAINT, REPAIRS & BODY WOI 041-320-0152-4400	892.51
					Total :	1,052.51
225192	1/3/2022	891969 ADVANCED PURE WATER SOLUTIONS	1059257		DRINKING WATER 001-222-0000-4300	98.55
					Total :	98.55
225193	1/3/2022	100124 ALL-PHASE ELECTRIC SUPPLY CO.	0946-1028990		BATTERIES FOR PARKING METERS 029-335-0000-4300	442.60
					Total :	442.60
225194	1/3/2022	100188 ANDY GUMP INC.	INV877065	12491	PORTABLE RESTROOM SERVICE 043-390-0000-4260	115.36
					Total :	115.36
225195	1/3/2022	102530 AT & T	818-270-2203		PD NETWORK LINE - DEC-2021 001-222-0000-4220	221.15
					Total :	221.15
225196	1/3/2022	889037 AT&T MOBILITY	287277903027X1208202		MODEM FOR ELECTRONIC MESSAGE 001-310-0000-4220	101.19
					Total :	101.19
225197	1/3/2022	892412 AT&T MOBILITY	287297930559X1210202		MDT MODEMS -PD UNITS - NOV 2021 001-222-0000-4220	549.39
					Total :	549.39
225198	1/3/2022	893013 AYSON, LEILANI	DEC 2021	12546	CONTRACTED INSTRUCTOR: ZUMBA 017-420-1337-4260	123.50
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vchlist 12/29/2021 11:28:13AM		Voucher List CITY OF SAN FERNANDO				Page: 2
Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225198	1/3/2022	893013 893013 AYSON, LEILANI	(Continued)			<b>Total :</b> 123.50
225199	1/3/2022	893954 BADGER, TAMARAH	DEC 2021	12584	YOGA INSTRUCTOR 017-420-1337-4260	60.00
					<b>Total :</b>	<b>60.00</b>
225200	1/3/2022	892784 BARAJAS, MARIA BERENICE	DEC 2021	12547	CONTRACTED INSTRUCTOR (TBC/CYC 017-420-1337-4260	150.00
					<b>Total :</b>	<b>150.00</b>
225201	1/3/2022	893924 BUCKLEY, BRANDON	TRAVEL-5		PER DIEM-BASIC JAILER & CORRECTI 001-225-3688-4360	180.00
					<b>Total :</b>	<b>180.00</b>
225202	1/3/2022	893924 BUCKLEY, BRANDON	TRAVEL-6		PER DIEM-BASIC JAILER & CORRECTI 001-225-3688-4360	180.00
					<b>Total :</b>	<b>180.00</b>
225203	1/3/2022	893924 BUCKLEY, BRANDON	TRAVEL-7		PER DIEM-BASIC JAILER & CORRECTI 001-225-3688-4360	180.00
					<b>Total :</b>	<b>180.00</b>
225204	1/3/2022	893924 BUCKLEY, BRANDON	TRAVEL-8		PER DIEM-BASIC JAILER & CORRECTI 001-225-3688-4360	180.00
					<b>Total :</b>	<b>180.00</b>
225205	1/3/2022	888800 BUSINESS CARD	102921		BUDGET AWARD APPLICATION FEE 001-130-0000-4370	445.00
			103021		POSTS BOOSTS 001-105-0000-4270	32.58
			110121		MEMBERSHIP DUES 001-130-0000-4380	110.00
			110121		DINNER FOR CC & STAFF-CC MTG 11/0 001-101-0000-4300	117.33
			110221		CITY EMAIL - NOV 2021 001-135-0000-4260	1,632.13
			110321		DEPOSIT-SENIOR CLUB TRIP 004-2383	100.00
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**Voucher List**  
**CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225205	1/3/2022	888800 BUSINESS CARD	(Continued)			
			110421		SURVEY PLATFORM SUBSCRIPTION 121-190-3689-4270	384.00
			110421		HOLIDAY GREETING CARDS 001-422-0000-4300	142.12
			110521		CONFERENCE REGISTRATION 001-105-0000-4370	100.00
			110821		RGSTR - INT. GOV ACCT COURSE 001-130-0000-4370	420.00
			110821		FIRE TV STICK 001-420-0000-4300	66.12
			110921		RGSTR-MEETING 001-130-0000-4370	30.00
			110921		BUSINESS CARDS 001-105-0000-4300	77.06
			110921		001-152-0000-4300	85.36
			110921		VENT FOR RESERVOR 4A 070-384-0000-4330	214.07
			110921		ADMISSIONS FEE-MMC DESIGNATION 001-115-0000-4360	50.00
			110921		RGSTR-EDUCATION COURSE 001-115-0000-4360	100.00
			111021		CONFERENCE REGISTRATION 001-101-0102-4370	1,375.00
			111221		RETIREMENT MUG 001-105-0000-4300	23.13
			111621		DINNER FOR CC & STAFF-CC MTG 11/1 001-101-0000-4300	89.10
			111621		BASEBALL PROGRAM EQUIP 017-420-1330-4300	1,348.38
			111621-1		REGISTRATION-VIRTUAL CONF 001-101-0000-4370	250.00
			111621-2		REGISTRATION-VIRTUAL CONF 001-101-0000-4370	250.00
			111721		SWING ARM WALL MOUNT 121-115-3689-4500	562.64
			111721		MEMBERSHIP DUES	

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**Voucher List**  
**CITY OF SAN FERNANDO**

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225205	1/3/2022	888800 BUSINESS CARD	(Continued)			
			111821		001-105-0000-4380 IPHONE CASES	400.00
			111921		001-222-0000-4300 CONFERENCE REFUND	35.26
			111921		001-115-0000-4370 TICKETS FOR SENIOR DANCES	-425.00
			111921		004-2380 RCS CABLE - 09/29-11/28	355.69
			112321		001-420-0000-4260 REBATE-DINNER FOR CC & STAFF-CC	444.70
			112321		001-101-0000-4300 LAPTOP BRIEFCASE	-3.56
			112321		001-222-0000-4300 SENIOR CLUB RAFFLE PRIZES (3) TV'S	26.45
			112321		004-2380 STORAGE CONTAINER RENTAL	1,274.82
			112321		017-420-1330-4260 CANOPY WITH CITY LOGO	164.00
			112421		001-420-0000-4300 LAPTOP CHARGER, CARRY CASE, COF	1,145.50
			112421		043-390-0000-4300 SECURITY SUBSCRIPTION	33.96
			112421-2		001-135-0000-4260 LAPTOP CHARGER, CARRY CASE, COF	90.34
			112421-3		043-390-0000-4300 VELCRO KEY TAGS	101.41
			112521		001-130-0000-4300 ACROBAT PRO LICENSE-PD	11.55
			112621		001-222-0000-4300 USB BULK PACK	76.52
			112921-1		001-222-0000-4300 RECRUITMENT ADVERTISEMENT	233.60
			112921-2		001-106-0000-4230 RECRUITMENT ADVERTISEMENT	100.00
			113021-1		001-106-0000-4230 FINANCE CHARGES	100.00

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**Voucher List**  
**CITY OF SAN FERNANDO**

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225205	1/3/2022	888800 BUSINESS CARD	(Continued)		001-190-0000-4435	202.15
					<b>Total :</b>	<b>12,371.41</b>
225206	1/3/2022	892464 CANON FINANCIAL SERVICES, INC	27804540	12470	CANON COPIERS LEASE PAYMENT-DE 001-135-0000-4260	651.40
					<b>Total :</b>	<b>651.40</b>
225207	1/3/2022	100713 CITY OF GLENDALE	1641		WATER MASTER COST SHARING AGRE 070-381-0000-4270	4,098.26
					<b>Total :</b>	<b>4,098.26</b>
225208	1/3/2022	100731 CITY OF LOS ANGELES	WP220000035	12496	OPERATION & MAINTENANCE OF SEW 072-360-0629-4260	153,441.00
			WP220000036	12505	CAPITAL PORTION OF ASSSC FOR SEV 072-365-0629-4600	95,496.00
					<b>Total :</b>	<b>248,937.00</b>
225209	1/3/2022	103029 CITY OF SAN FERNANDO	3977-4007		REIMB. TO WORKER'S COMP ACCT 006-1038	8,224.81
					<b>Total :</b>	<b>8,224.81</b>
225210	1/3/2022	890893 CITY OF SAN FERNANDO	NOV 2021		COMMISSIONER'S STIPEND DONATION 001-115-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225211	1/3/2022	100805 COOPER HARDWARE INC.	127626	12454	SUPPLIES FOR P.W. OPS 043-390-0000-4300	12.05
			127660	12454	SUPPLIES FOR P.W. OPS 043-390-0000-4300	-12.05
			128430	12454	SUPPLIES FOR P.W. OPS 043-390-0000-4300	32.28
					<b>Total :</b>	<b>32.28</b>
225212	1/3/2022	892687 CORE & MAIN LP	P260114	12471	WATER & FIRE SERVICE LINE MATERIA 070-383-0000-4310	414.55
			Q007548	12471	WATER & FIRE SERVICE LINE MATERIA 070-383-0000-4310	1,273.64

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**Voucher List**  
**CITY OF SAN FERNANDO**

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225212	1/3/2022	892687 CORE & MAIN LP	(Continued) Q051452	12471	WATER & FIRE SERVICE LINE MATERIA 070-383-0000-4310	783.63
					<b>Total :</b>	<b>2,471.82</b>
225213	1/3/2022	100562 CPRS	01202022		REGISTRATION-DIRECTOR'S ACADEM 001-420-0000-4360	120.00
					<b>Total :</b>	<b>120.00</b>
225214	1/3/2022	892888 CWE	21851	12523	REGIONAL PARK INFILTRATION PROJE 010-310-0620-4600	2,009.26
					<b>Total :</b>	<b>2,009.26</b>
225215	1/3/2022	893618 DANA SAFETY SUPPLY INC	762590		BULLET PROOF VESTS 001-222-0000-4300	1,550.03
					<b>Total :</b>	<b>1,550.03</b>
225216	1/3/2022	893103 DUARTE, MARITZA	REIMB.		TAMALES-SENIOR CLUB DANCE ON 12 004-2380	181.37
					<b>Total :</b>	<b>181.37</b>
225217	1/3/2022	889121 EDGESOFT, INC.	3260	12442	MAINTENANCE OF AIMS SOFTWARE 055-135-0000-4260	2,080.00
					<b>Total :</b>	<b>2,080.00</b>
225218	1/3/2022	893052 ENVIROTEK	C-3127		GRAFFITI REMOVER 001-152-0000-4300	790.11
					<b>Total :</b>	<b>790.11</b>
225219	1/3/2022	887441 EWING IRRIGATION PRODUCTS INC	15779837		MACLAY IRRIGATION 001-311-0000-4300	130.25
					<b>Total :</b>	<b>130.25</b>
225220	1/3/2022	893800 FAJARDO, JOANNE	OCT-DEC 2021		SENIOR ZUMBA INSTRUCTOR 017-420-1322-4260	150.00
					<b>Total :</b>	<b>150.00</b>
225221	1/3/2022	893956 FLEMING, MONICA M.	DEC 2021		ZUMBA INSTRUCTOR	

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**Voucher List**  
**CITY OF SAN FERNANDO**

<b>Bank code :</b> bank3						
<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225221	1/3/2022	893956 FLEMING, MONICA M.	(Continued)	12585	017-420-1337-4260	75.00
					<b>Total :</b>	<b>75.00</b>
225222	1/3/2022	892198 FRONTIER COMMUNICATIONS	209-151-4942-041191		CITY YARD AUTO DIALER 12/10-01/09	
			818-361-2385-012309		070-384-0000-4220	55.30
					MTA PHONE LINE 12/13-01/12	
					007-440-0441-4220	111.95
					001-190-0000-4220	55.97
			818-361-2472-031415		PW PHONE LINE 12/04-01/03	
					070-384-0000-4220	525.33
			818-361-7825-120512		HERRITAGE PARK IRR SYSTEM 12/13-0	
					001-420-0000-4220	57.06
			818-831-5002-052096		PD SPECIAL ACTIVITIES PHONE 12/04-1	
					001-222-0000-4220	55.39
			818-837-2296-031315		VARIOUS CITY HALL PHONE LINES	
					001-190-0000-4220	359.94
			818-837-7174-052096		PD SPECIAL ACTIVITIES PHONE 12/10-1	
					001-222-0000-4220	38.32
			818-898-7385-033105		LP PARK FAX NUMBER 09/13-10/12	
					001-420-0000-4220	42.86
			818-898-7385-033105		LP PARK FAX NUMBER 12/13-01/12	
					001-420-0000-4220	42.53
					<b>Total :</b>	<b>1,344.65</b>
225223	1/3/2022	887249 GALLS, LLC	019916105		UNIFORMS	
					001-222-0000-4300	84.78
			019916165		UNIFORMS	
					001-222-0000-4300	32.62
					<b>Total :</b>	<b>117.40</b>
225224	1/3/2022	892550 GOVEA, DAVID	NOV 2021		COMMISSIONER'S STIPEND	
					001-115-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225225	1/3/2022	101376 GRAINGER, INC.	9131356819	12482	SUPPLIES FOR BUILDING, ELECTRICAL	
					041-320-0000-4300	161.61

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**Voucher List**  
**CITY OF SAN FERNANDO**

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<b>Bank code :</b> bank3						
<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225225	1/3/2022	101376 GRAINGER, INC.	(Continued)			
			9138390514	12482	SUPPLIES FOR BUILDING, ELECTRICAL	
					043-390-0000-4300	57.16
			9145069382	12482	SUPPLIES FOR BUILDING, ELECTRICAL	
					043-390-0000-4300	34.79
			9145470630	12482	SUPPLIES FOR BUILDING, ELECTRICAL	
					001-370-0000-4300	733.57
					<b>Total :</b>	<b>987.13</b>
225226	1/3/2022	888647 HDL SOFTWARE, LLC	SIN012476	12533	BUSINESS LICENSE ADMIN SERVICES	
					001-130-0000-4260	1,656.89
					<b>Total :</b>	<b>1,656.89</b>
225227	1/3/2022	101511 HINDERLITER DE LLAMAS & ASSOC.	SIN013658		CONTRACTUAL SERVICES-TRAN TAX &	
					001-130-0000-4270	600.00
					<b>Total :</b>	<b>600.00</b>
225228	1/3/2022	893729 HOUSEAL LAVIGNE ASSOCIATES LLC	5375	12370	CONSULTANT FOR THE 2021-2029 HOL	
					110-150-3609-4270	30,429.75
					<b>Total :</b>	<b>30,429.75</b>
225229	1/3/2022	891570 INNOVATIVE TELECOM. SYSTEMS	3054		ROUTE & TERMINATE VOICE WIRE FOI	
					001-190-0000-4260	587.50
					001-190-0000-4300	573.56
					<b>Total :</b>	<b>1,161.06</b>
225230	1/3/2022	101650 INTOXIMETERS, INC.	696006		SERVICE TO HANDHELD DEVICE	
					001-222-0000-4320	538.45
					<b>Total :</b>	<b>538.45</b>
225231	1/3/2022	893032 IPROMOTEU	1939411DR2		PLAQUE	
					001-222-0000-4300	62.71
					<b>Total :</b>	<b>62.71</b>
225232	1/3/2022	887952 J. Z. LAWNMOWER SHOP	26509	12465	SMALL EQUIPMENT REPAIRS (LAWNMA	
					043-390-0000-4300	29.01
					<b>Total :</b>	<b>29.01</b>

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**Voucher List**  
**CITY OF SAN FERNANDO**

<b>Bank code :</b> bank3						
<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225233	1/3/2022	101713 JOBS AVAILABLE INC.	2125017		DIRECTOR OF FINANCE 001-106-0000-4230	409.50
					<b>Total :</b>	<b>409.50</b>
225234	1/3/2022	893885 JOHNNY ALLEN TENNIS ACADEMY	DEC 2021	12498	TENNIS PROGRAM 017-420-1327-4260	479.50
					<b>Total :</b>	<b>479.50</b>
225235	1/3/2022	889503 JTB SUPPLY COMPANY, INC.	109783		BULBS FOR TRAFFIC SIGNALS 001-370-0000-4300	488.05
					<b>Total :</b>	<b>488.05</b>
225236	1/3/2022	101795 KOSMONT & ASSOCIATES	18-0099-037	12287	REAL ESTATE ADVISORY SERVICES 001-151-0000-4270	2,558.40
					<b>Total :</b>	<b>2,558.40</b>
225237	1/3/2022	102007 L.A. COUNTY SHERIFFS DEPT.	221377SG	12484	INMATE MEALS 001-225-0000-4350	715.19
					<b>Total :</b>	<b>715.19</b>
225238	1/3/2022	101971 L.A. MUNICIPAL SERVICES	004-750-1000		ELECTRIC-13003 BORDEN 070-384-0000-4210	135.61
			494-750-1000		WATER - 12900 DRONFIELD 070-384-0000-4210	62.97
			500-750-1000		ELECTRIC - 13655 FOOTHILL 070-384-0000-4210	183.32
			594-750-1000		ELECTRIC-12900 DRONFIELD 070-384-0000-4210	5,788.86
			657-750-1000		ELECTRIC-14060 SAYRE 070-384-0000-4210	13,218.08
			694-750-1000		ELECTRIC & WATER-13180 DRONFIELD 070-384-0000-4210	6,382.21
			757-750-1000		WATER-14060 SAYRE 070-384-0000-4210	129.44
					<b>Total :</b>	<b>25,900.49</b>
225239	1/3/2022	101848 LANGUAGE LINE SERVICES	10413818		TRANSLATION SERVICES	
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<b>Voucher</b>	<b>Date</b>	<b>Vendor</b>	<b>Invoice</b>	<b>PO #</b>	<b>Description/Account</b>	<b>Amount</b>
225239	1/3/2022	101848 LANGUAGE LINE SERVICES	(Continued)		001-222-0000-4260	46.06
					<b>Total :</b>	<b>46.06</b>
225240	1/3/2022	893957 LEONZO-KUNZE, TANYA XIOMARA	DEC 2021	12588	ZUMBA INSTRUCTOR 017-420-1337-4260	50.00
					<b>Total :</b>	<b>50.00</b>
225241	1/3/2022	893907 LESAR DEVELOPMENT CONSULTANTS	PCH-5	12536	HOMELESSNESS PLAN CONSULTANT 110-422-3682-4270	5,312.30
					<b>Total :</b>	<b>5,312.30</b>
225242	1/3/2022	893403 LLAMAS, SUZANNE	NOV 2021		COMMISSIONER'S STIPEND 001-115-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225243	1/3/2022	101974 LOS ANGELES COUNTY	NOV 2021	12526	ANIMAL CARE & CONTROL SERVICES 001-190-0000-4260	6,515.66
					<b>Total :</b>	<b>6,515.66</b>
225244	1/3/2022	102003 LOS ANGELES COUNTY	RE-PW-21120603142	12485	INDUSTRIAL WASTE CHARGES 072-360-0000-4450	6,070.85
					<b>Total :</b>	<b>6,070.85</b>
225245	1/3/2022	892477 LOWES	01932		SUPPLIES 041-320-0000-4300	408.40
					<b>Total :</b>	<b>408.40</b>
225246	1/3/2022	888254 MCCALLA COMPANY	027616	12456	GLOVES AND WYPALLS 001-222-0000-4300	1,291.51
					<b>Total :</b>	<b>1,291.51</b>
225247	1/3/2022	888242 MCI COMM SERVICE	7DL39365		ALARM LINE 1100 PICO 001-420-0000-4220	35.80
					<b>Total :</b>	<b>35.80</b>
225248	1/3/2022	102226 MISSION LINEN SUPPLY	516076993	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	140.60
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225248	1/3/2022	102226 MISSION LINEN SUPPLY	(Continued) 516111379			
			516121803	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	97.66
			516147087	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	142.51
				12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	97.66
					<b>Total :</b>	<b>478.43</b>
225249	1/3/2022	893343 MOHR, NICOLE	NOV 2021		COMMISSIONER'S STIPEND 001-115-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
225250	1/3/2022	892353 MOORE IACOFANO, GOLTSMAN, INC.	0072793	12400	DESIGN FOR LAYNE PARK REVITALIZA 010-420-3669-4600	31,611.70
					<b>Total :</b>	<b>31,611.70</b>
225251	1/3/2022	102325 NAPA AUTO PARTS	6410-082377		AUTO PARTS 041-320-0225-4400	73.83
					<b>Total :</b>	<b>73.83</b>
225252	1/3/2022	893633 NORMAN A. TRAUB &	21065.2	12582	INVESTIGATION SERVICES 001-112-0000-4270	14,323.42
					<b>Total :</b>	<b>14,323.42</b>
225253	1/3/2022	102423 OCCU-MED, INC.	1221901		PRE EMPLOYMENT PHYSICALS 001-106-0000-4260	1,714.75
					<b>Total :</b>	<b>1,714.75</b>
225254	1/3/2022	102432 OFFICE DEPOT	207893360001		OFFICE SUPPLIES 001-150-0000-4300	21.27
			212914393001		OFFICE SUPPLIES 001-106-0000-4300	181.30
			214345891001		OFFICE SUPPLIES 001-130-0000-4300	197.08
			214360102001		OFFICE SUPPLIES 001-222-0000-4300	83.13

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225254	1/3/2022	102432 OFFICE DEPOT	(Continued) 214754214001			
			214798612001		OFFICE SUPPLIES 001-310-0000-4300	404.88
			214798613001		OFFICE SUPPLIES 001-310-0000-4300	2.52
			214798614001		OFFICE SUPPLIES 001-310-0000-4300	213.65
			214798615001		OFFICE SUPPLIES 001-310-0000-4300	392.64
			215129485001		OFFICE SUPPLIES 001-310-0000-4300	22.59
			215129577001		OFFICE SUPPLIES 001-222-0000-4300	59.51
			215129578001		OFFICE SUPPLIES 001-222-0000-4300	187.41
			215129579001		OFFICE SUPPLIES 001-222-0000-4300	32.99
			215143936001		OFFICE SUPPLIES 001-222-0000-4300	5.13
			21539794001		OFFICE SUPPLIES 001-310-0000-4300	82.65
			215400478001		OFFICE SUPPLIES 001-310-0000-4300	33.05
			216704954001		OFFICE SUPPLIES 001-115-0000-4300	22.37
			216707923001		OFFICE SUPPLIES 001-115-0000-4300	93.57
			2539566742		OFFICE SUPPLIES 001-222-0000-4300	23.03
			2539820827		OFFICE SUPPLIES 001-422-0000-4300	30.63
			2541978039		OFFICE SUPPLIES 001-222-0000-4300	12.43
					<b>Total :</b>	<b>2,126.18</b>

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225255	1/3/2022	892572 OLIVAREZ MADRUGA	17246		LEGAL SERVICES	
			17247		001-110-0000-4270	420.00
			17248		LEGAL SERVICES	42.00
			17249		001-110-0000-4270	11,760.00
			17250		LEGAL SERVICES	63.00
			17621		001-110-0000-4270	210.00
			17622		LEGAL SERVICES	9,181.20
					001-110-0000-4270	1,722.00
					<b>Total :</b>	<b>23,398.20</b>
225256	1/3/2022	890095 O'REILLY AUTOMOTIVE STORES INC	4605-442092		VEHICLE SERVICE, MAINT. AND REPAI	
			4605-442475	12538	041-320-0225-4400	66.13
				12538	VEHICLE SERVICE, MAINT. AND REPAI	42.38
					041-320-0225-4400	<b>108.51</b>
225257	1/3/2022	102688 PROFESSIONAL PRINTING CENTERS	19495		TREE LIGHTING POSTERS	
					010-420-3711-4260	174.20
					<b>Total :</b>	<b>174.20</b>
225258	1/3/2022	102738 QUINTERO ESCAMILLA, VIOLETA	DEC 2021		CONTRACTED INSTRUCTOR: SENIOF	
				12549	017-420-1323-4260	240.00
					<b>Total :</b>	<b>240.00</b>
225259	1/3/2022	893951 RALPH ANDERSEN & ASSOCIATES	INV-03448		EXECUTIVE SEARCH SERVICES - POLI	
				12583	001-190-0000-4267	7,475.00
					<b>Total :</b>	<b>7,475.00</b>
225260	1/3/2022	887296 ROBLED0, OLIVIA	NOV 2021		COMMISSIONER'S STIPEND	
					001-115-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>

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225261	1/3/2022	888382 SAHAGUN, JESUS	REIMB.		REIMB.-BACKFLOW TESTER COURSE	
					070-381-0000-4360	340.00
					<b>Total :</b>	<b>340.00</b>
225262	1/3/2022	892856 SALAS, JUAN	REIMB.-1		SUPPLIES FOR SENIOR CLUB DANCES	
			REIMB.-2		004-2380	29.46
					SUPPLIES FOR SENIOR CLUB DANCES	150.77
					004-2380	<b>180.23</b>
225263	1/3/2022	891253 SAN FERNANDO SMOG TEST ONLY	4808		SMOG - PD5563	
			4812		041-320-0000-4450	60.00
					SMOG - PD8399	60.00
					041-320-0000-4450	<b>120.00</b>
225264	1/3/2022	103057 SAN FERNANDO VALLEY SUN	11347		DISPLAY ADD TREE LIGHTING	
			11355		004-2385	873.30
			11361		NIB SWEEPING & PRESSURE WASHING	77.63
			11363		001-115-0000-4230	551.92
			11364		AD-BASEBALL MISISON CITY SPRING L	209.25
			11365		017-420-1330-4260	266.63
					NIB UPPER RESERVOIR REPLACEMENT	70.87
					001-115-0000-4230	<b>2,049.60</b>
225265	1/3/2022	102967 SCOTT FAZEKAS & ASSOCIATES INC	21743		PUBLICATION OF NOI HOUSING	
				12407	001-150-0000-4230	2,287.21
					RFP SOLAR HVAC & BATTERY ENERGY	<b>2,287.21</b>
225266	1/3/2022	103184 SMART & FINAL	0049		PLAN CHECK CONSULTANT SERVICES	
			0123		001-2698	179.10
					SUPPLIES-SENIOR CLUB MTG (12/05/2	
					004-2380	
					SUPPLIES-SENIOR CLUB DANCE	

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225266	1/3/2022	103184 SMART & FINAL	(Continued)			
			0129		004-2380 BREAK ROOM SUPPLIES	60.31
			0196		001-222-0000-4300 SUPPLIES-HOLIDAY TREE LIGHTING	32.73
			0213		001-424-0000-4300 SUPPLIES-SENIOR CLUB MTG (12/05/2	35.52
			0265		004-2380 SUPPLIES-SENIOR CLUB DANCE	12.99
			0309		004-2380 SUPPLIES-TBC HOLIDAY TREE LIGHTIN	147.83
					004-2391	162.15
					<b>Total :</b>	<b>630.63</b>
225267	1/3/2022	103202 SOUTHERN CALIFORNIA EDISON CO.	700224888278		ELECTRIC - 801 8TH 043-390-0000-4210	24.67
					<b>Total :</b>	<b>24.67</b>
225268	1/3/2022	893935 STAGE PLUS INC	340521-1	12589	AUDIO/STAGING RENTAL FOR HOLIDAY 010-420-3711-4260	5,610.00
					<b>Total :</b>	<b>5,610.00</b>
225269	1/3/2022	100532 STATE OF CALIFORNIA, DEPARTMENT OF JUSTICE	548008	12459	DOJ LIVESCAN FINGERPRINTING	2,528.00
				12459	004-2386 001-226-0230-4430	256.00
			549888		FINGERPRINTS - NOV 2021 001-106-0000-4270	64.00
					<b>Total :</b>	<b>2,848.00</b>
225270	1/3/2022	888621 SWRCB	WD-0192050		WATER SYSTEM PERMIT FEE 070-381-0000-4450	3,326.00
			WD-0193336		WATER SYSTEM PERMIT FEE 070-381-0000-4450	3,326.00
					<b>Total :</b>	<b>6,652.00</b>
225271	1/3/2022	103305 TAB PRODUCTS CO.	2499343	12539	DR FOLDERS FOR 2022 001-222-0000-4300	4,006.21

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225271	1/3/2022	103305 TAB PRODUCTS CO.	(Continued)			
					001-222-0000-4300	352.70
					<b>Total :</b>	<b>4,358.91</b>
225272	1/3/2022	893955 TALLEY, BRIDGET LAINE	DEC 2021	12590	YOGA INSTRUCTOR 017-420-1337-4260	60.00
					<b>Total :</b>	<b>60.00</b>
225273	1/3/2022	893889 THE COUNSELING TEAM	80888		PROFESSIONAL SERVICES 006-190-0000-4270	1,068.75
					<b>Total :</b>	<b>1,068.75</b>
225274	1/3/2022	103205 THE GAS COMPANY	042-320-6900-7		GAS - 910 FIRST 043-390-0000-4210	244.17
			088-520-6400-8		GAS - 117 MACNEIL 043-390-0000-4210	156.95
			143-287-8131-6		GAS - 208 PARK 043-390-0000-4210	148.63
			162-020-7432-0		GAS - 828 HARDING 043-390-0000-4210	2.89
					<b>Total :</b>	<b>552.64</b>
225275	1/3/2022	888821 THE GOODYEAR TIRE & RUBBER CO	124636	12554	TIRES FOR CITY FLEET 041-1215	1,726.56
			124637	12554	TIRES FOR CITY FLEET 041-1215	1,058.26
					<b>Total :</b>	<b>2,784.82</b>
225276	1/3/2022	101528 THE HOME DEPOT CRC, ACCT#603532202490	1025069		TOOLS 070-383-0000-4340	160.85
			2013290		MAT'L'S FOR MISC REPAIRS 030-341-0000-4300	31.32
			3542921		CITY HALL PROJECT 043-390-0000-4300	362.58
			5390361		SUPPLIES-GRAFFITI ABATEMENT 001-152-0000-4300	909.79
			8102022		TOOLS	

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225276	1/3/2022	101528 THE HOME DEPOT CRC, ACCT#603532202490 (Continued)			070-383-0000-4340	655.92
					<b>Total :</b>	<b>2,120.46</b>
225277	1/3/2022	103903 TIME WARNER CABLE	0010518112921		RCS CABLE - 11/29-12/28	225.77
			0283057120521		001-420-0000-4260	227.67
			10328120521		LP CABLE - 12/05/21-01/04/22	139.70
					001-420-0000-4260	593.14
					CABLE @ CITY HALL 12/05/21-1/04/22	
					001-190-0000-4220	
					<b>Total :</b>	<b>593.14</b>
225278	1/3/2022	887591 TOM BROHARD & ASSOCIATES	2021-37	12545	ON- CALL TRAFFIC ENGINEERING SER	1,650.00
					001-310-0000-4270	1,650.00
					<b>Total :</b>	<b>1,650.00</b>
225279	1/3/2022	103503 U.S. POSTAL SERVICE, NEOPOST POSTAGE ( 15122187			REIMBURSEMENT POSTAGE MACHINE	1,500.00
					001-190-0000-4280	1,500.00
					<b>Total :</b>	<b>1,500.00</b>
225280	1/3/2022	103444 ULTRA GREENS, INC	52906	12490	LANDSCAPE & PLANT MATERIAL FOR (	37.18
					001-311-0000-4300	37.18
					<b>Total :</b>	<b>37.18</b>
225281	1/3/2022	103449 USA BLUE BOOK	763886	12447	MISC. WATER SUPPLIES	201.96
			765349	12447	070-384-0000-4300	1,112.85
					MISC. WATER SUPPLIES	1,314.81
					070-384-0000-4300	
					<b>Total :</b>	<b>1,314.81</b>
225282	1/3/2022	893740 UTILITY SYSTEMS SCIENCE &	COSF_11/09-12/08	12379	WASTEWATER FLOW MONITORING & S	770.00
					072-360-0000-4260	770.00
					<b>Total :</b>	<b>770.00</b>
225283	1/3/2022	889644 VERIZON BUSINESS	62822946		CITY HALL LONG DIST (Y2619454)	54.12
			62822947		001-190-0000-4220	16.24
					CITY YARD LONG DIST (Y2619455)	
					070-384-0000-4220	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225283	1/3/2022	889644 VERIZON BUSINESS	(Continued)		CITY HALL LONG DIST (Y2619456)	27.06
			62822948		001-190-0000-4220	129.61
			62822949		PD LONG DIST (Y2619457)	10.82
			62822950		001-222-0000-4220	16.50
			62822951		CITY YARD LONG DISTANCE (Y2619458)	5.41
			62823489		070-384-0000-4220	59.64
			62823500		PARKS LONG DIST (Y2619459)	319.40
					001-420-0000-4220	
					CITY YARD LONG DIST (Y2620611)	
					001-310-0000-4220	
					CITY HALL LINES (Y2620636)	
					001-190-0000-4220	
					<b>Total :</b>	<b>319.40</b>
225284	1/3/2022	100101 VERIZON WIRELESS-LA	9894696980		PW CELL PHONE	50.28
					072-360-0000-4220	50.28
					001-101-0102-4220	40.99
					001-101-0108-4220	54.71
					001-105-0000-4220	196.26
					<b>Total :</b>	<b>196.26</b>
225285	1/3/2022	893762 WALL BROTHERS CONSTRUCTION INC	444	12392	DEMOLITION 13441 FOOTHILL	15,850.00
					070-385-0806-4270	15,850.00
					<b>Total :</b>	<b>15,850.00</b>
225286	1/3/2022	892712 WES KUYKENDALL PHOTOGRAPHY	008		TREE LIGHTING PHOTOGRAPHY	550.00
					010-420-3711-4260	550.00
					<b>Total :</b>	<b>550.00</b>
225287	1/3/2022	893910 WESTERN AUDIO VISUAL	15859	12534	AV EQUIPMENT UPGRADES - COUNCIL	13,323.61
					121-115-3689-4500	13,323.61
					<b>Total :</b>	<b>13,323.61</b>
225288	1/3/2022	892122 WESTERN LOS ANGELES COUNTY	12212021		EXPLORING FEES FOR YOUTHS AND A	1,620.00
					001-226-0230-4380	1,620.00
					<b>Total :</b>	<b>1,620.00</b>

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225289	1/3/2022	892023 WINDSTREAM	74412219		PD PHONE SERVICE (11/18/21-12/17/21	
					001-222-0000-4220	673.78
					070-384-0000-4220	537.75
					001-420-0000-4220	469.62
					001-190-0000-4220	2,230.06
					<b>Total :</b>	<b>3,911.21</b>
100	Vouchers for bank code :		bank3		<b>Bank total :</b>	<b>530,447.46</b>
100	Vouchers in this report				<b>Total vouchers :</b>	<b>530,447.46</b>

Voucher Registers are not final until approved by Council.

**RESOLUTION NO. 22-012**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND / WARRANT REGISTER NO. 22-012**

**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 18<sup>th</sup> day of January 2022.

---

Mary Mendoza, 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. 22-012 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 18<sup>th</sup> day of January, 2022, 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 January 2022.

\_\_\_\_\_  
Julia Fritz, City Clerk

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225403	1/18/2022	100020 A.G.O.P. SURPLUS STORES	0390622		RAIN GEAR 001-311-0000-4300	186.97
			0390623		RAIN GEAR 001-311-0000-4300	186.97
					<b>Total :</b>	<b>373.94</b>
225404	1/18/2022	893965 ABSOLUTE ACCURACY INC	109557		CALIBRATION OF ROTARY LASER 001-310-0000-4310	145.00
					<b>Total :</b>	<b>145.00</b>
225405	1/18/2022	100143 ALONSO, SERGIO	DEC 2021	12570	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	420.00
					<b>Total :</b>	<b>420.00</b>
225406	1/18/2022	892975 ALTA LANGUAGE SERVICES INC	IS568780		LISTENING & SPEAKING TESTS 001-106-0000-4270	715.00
					<b>Total :</b>	<b>715.00</b>
225407	1/18/2022	100188 ANDY GUMP INC.	INV879867	12491	PORTABLE RESTROOM SERVICE 070-384-0000-4260	330.34
			INV879868	12491	PORTABLE RESTROOM SERVICE 043-390-0000-4260	211.28
			INV879869	12491	PORTABLE RESTROOM SERVICE 043-390-0000-4260	330.49
					<b>Total :</b>	<b>872.11</b>
225408	1/18/2022	893441 ARAMARK REFRESHMENT SERVICES	11924305	12451	EMPLOYEE BREAK ROOM SUPPLIES 001-222-0000-4300	106.11
					<b>Total :</b>	<b>106.11</b>
225409	1/18/2022	890546 BARAJAS, CRYSTAL	DEC 2021	12571	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	160.00
					<b>Total :</b>	<b>160.00</b>
225410	1/18/2022	891301 BERNARDEZ, RENATE Z.	609		INTERPRETATION SERVICES 1/3/22 001-101-0000-4270	150.00

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225410	1/18/2022	891301 891301 BERNARDEZ, RENATE Z.	(Continued)		<b>Total :</b>	<b>150.00</b>
225411	1/18/2022	892865 BLUE360 MEDIA LLC	IN2110090440		CA VEHICLE CODE HANDBOOK 001-222-0000-4300	367.68
			IN2110090499		CA PENAL CODE HANDBOOKS 001-222-0000-4300	447.90
					<b>Total :</b>	<b>815.58</b>
225412	1/18/2022	889345 BSN SPORTS LLC	914854230	12494	SPORTS EQUIPMENT 017-420-1330-4300	2,032.91
				12494	017-420-1334-4300	141.10
					<b>Total :</b>	<b>2,174.01</b>
225413	1/18/2022	893924 BUCKLEY, BRANDON	TRAVEL-9		PER DIEM-BASIC JAILER & CORRECTI 001-225-3688-4360	180.00
					<b>Total :</b>	<b>180.00</b>
225414	1/18/2022	893924 BUCKLEY, BRANDON	TRAVEL-10		PER DIEM-BASIC JAILER & CORRECTI 001-225-3688-4360	180.00
					<b>Total :</b>	<b>180.00</b>
225415	1/18/2022	893924 BUCKLEY, BRANDON	TRAVEL-11		PER DIEM-BASIC JAILER & CORRECTI 001-225-3688-4360	180.00
					<b>Total :</b>	<b>180.00</b>
225416	1/18/2022	893924 BUCKLEY, BRANDON	TRAVEL-12		PER DIEM-BASIC JAILER & CORRECTI 001-225-3688-4360	90.00
					<b>Total :</b>	<b>90.00</b>
225417	1/18/2022	888800 BUSINESS CARD	120121		RECRUITMENT ADVERTISEMENT 001-106-0000-4230	100.00
			120221		STORAGE SHELVES 017-420-1330-4300	600.30
			120221		BUSINESS CARDS 001-150-0000-4300	90.26
			120221		PORTABLE RESTROOMS & WASH BAS 001-424-0000-4260	1,010.80
			120221		LUNCH-ORAL BOARD-ASST TO CITY M	

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225417	1/18/2022	888800 BUSINESS CARD	(Continued)			
			120421		001-106-0000-4270 CITY EMAIL - DEC 2021	71.69
			120521		001-135-0000-4260 BATTERY AND CHARGER FOR CAMER	1,693.29
			120621		001-222-0000-4300 DINNER FOR CC & STAFF-CC MTG 12/	27.55
			120621		001-101-0000-4300 CAKE & CUPCAKES	121.28
			120721		001-101-0000-4300 RECRUITMENT ADVERTISEMENT	49.44
			120721-1		001-106-0000-4230 MAGNETS	275.00
			120721-2		001-222-0000-4300 ETHERNET SWITCH & CABLE	33.09
			120821		121-115-3689-4500 CHAMBERS COMPUTER	314.20
			120821-1		121-115-3689-4500 COMPUTER MONITORS	994.40
			120821-1		001-152-0000-4300 COMPUTER MONITOR	440.96
			120821-2		001-150-0000-4300 COMPUTER MONITORS	220.48
			121121		001-140-0000-4300 LUNCH-POLICE CHIEF ORAL BOARD	220.48
			121421		001-106-0000-4270 ETHERNET SWITCH & CABLE	87.75
			121421		121-115-3689-4500 REBATE-LUNCH POLICE CHIEF ORAL E	27.55
			121921		001-106-0000-4270 GOLD SEALS	-3.51
			122021		001-101-0000-4300 CONFERENCE REGISTRATION	37.65
			122121		001-130-0000-4370 WIRELESS KEYBOARD & MOUSE	470.00
			122121-1		121-115-3689-4500 ACROBAT PRO LICENSE-CHAMBERS	22.04

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225417	1/18/2022	888800 BUSINESS CARD	(Continued)			
			122121-2		121-115-3689-4500 ACROBAT PRO LICENSE-CS SUPERVIS	62.00
			123021		001-422-0000-4300 ACFR AWARD FEE	62.00
			123121		001-130-0000-4380 FINANCE CHARGES	530.00
					001-190-0000-4435 <b>Total :</b>	317.52 <b>7,876.22</b>
225418	1/18/2022	100559 CALIFORNIA PEACE OFFICERS'	339470		RGSTR-LEGISLATIVE IMPACT SEMINAR	
					001-222-0000-4360 <b>Total :</b>	125.00 <b>125.00</b>
225419	1/18/2022	891860 CARL WARREN & COMPANY	20102		REIMB. TO ITF ACCT (LIABILITY CLAIMS)	
					006-1037 <b>Total :</b>	164.79 <b>164.79</b>
225420	1/18/2022	887917 CHIASSON, COURTNEY JAMES	TRAVEL		PER DIEM-FOS INSTRUCTOR COURSE	
					001-222-0000-4360 <b>Total :</b>	135.00 <b>135.00</b>
225421	1/18/2022	103029 CITY OF SAN FERNANDO	4008-4043		REIMBURSEMENT TO WORKER'S COM	
					006-1038 <b>Total :</b>	33,519.64 <b>33,519.64</b>
225422	1/18/2022	890893 CITY OF SAN FERNANDO	JAN 2022		CITY PROPERTY UTILITY BILL JAN 202	
					043-390-0000-4210 <b>Total :</b>	4,280.30 <b>4,280.30</b>
225423	1/18/2022	892480 CLEAN ENERGY	CEW12454735	12453	CNG STATION EMERGENCY & MAINT F	
					074-320-0000-4260 <b>Total :</b>	2,518.24 <b>2,518.24</b>
225424	1/18/2022	893968 COLATO, WENDY	824615		FACILITY DEPOSIT REFUND	
			824743		001-2220 RENTAL REFUND	150.00
					001-3777-0000	110.00

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225424	1/18/2022	893968 893968 COLATO, WENDY	(Continued)			Total : 260.00
225425	1/18/2022	100805 COOPER HARDWARE INC.	128534	12454	SUPPLIES FOR P.W. OPS 070-383-0000-4310	8.58 Total : 8.58
225426	1/18/2022	100491 CPS HR CONSULTING	SOP54041		TESTING MATERIALS - ASSISTANT TO 001-106-0000-4270	620.50 Total : 620.50
225427	1/18/2022	887121 DELL MARKETING L.P.	10506648986	12428 12428 12428 12428 12428 12428	LAPTOPS FOR PROPERTY & COMM CT 001-224-0000-4300 001-226-0000-4300 001-224-0000-4300 001-226-0000-4300 001-224-0000-4300 001-226-0000-4300	1,275.13 1,275.13 5.00 5.00 108.70 108.71
			10507574270	12419	3 COMPUTERS FOR HIGH DEMAND CC 001-250-0000-4300	3,742.37 Total : 6,520.04
225428	1/18/2022	893195 DR. GEEKSTERS	26810	12568	REPAIR OF LAPTOP SCREEN 001-152-0000-4300	174.00 Total : 174.00
225429	1/18/2022	890401 ENVIROGEN TECHNOLOGIES INC	0013063-IN	12464	DEC'21-MAINT., REPAIRS, PARTS, LAB 070-384-0857-4260	8,362.93 Total : 8,362.93
225430	1/18/2022	893473 ESQUIVEL, ERNESTO	REIMB.		K9 SUPPLIES 001-225-0000-4270	636.95 Total : 636.95
225431	1/18/2022	890879 EUROFINS EATON ANALYTICAL, INC	C0003793	12541	ENVIRONMENTAL CITY OF S.F. DRINKII 070-384-0000-4260	3,324.00 Total : 3,324.00
225432	1/18/2022	103851 EVERSOF, INC.	R2216397		WATER SOFTNER-WELL 2A	

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225432	1/18/2022	103851 EVERSOF, INC.	(Continued)		070-384-0000-4260	96.62 Total : 96.62
225433	1/18/2022	892198 FRONTIER COMMUNICATIONS	209-150-5251-040172 209-151-4939-102990 209-188-4361-031792 209-188-4362-031792 209-188-4363-031892		MWD METER PW 12/28-1/27 070-384-0000-4220 MUSIC CHANNEL 12/28-1/27 001-190-0000-4220 RCS PHONE LINES 12/28/21-1/27/22 001-420-0000-4220 PD MAJOR PHONE LINES 12/28/21-1/27 001-222-0000-4220 CITY HALL PHONE LINES 001-190-0000-4220 070-384-0000-4220 001-420-0000-4220	55.30 51.13 131.13 643.61 96.09 288.23 283.24
			818-361-6728-080105 818-365-5097-120298 818-837-1509-032207 818-838-4969-021803		ENGINEERING FAX LINE 12/21-1/22 001-310-0000-4220 PD NARCOTICS VAULT 12/19-1/18 001-222-0000-4220 PW PHONE LINE 12/25-1/24 001-190-0000-4220 PD ALARM PANEL 12/25-1/24 001-222-0000-4220	38.61 38.32 38.61 125.31 Total : 1,789.58
225434	1/18/2022	892660 G2 CONSTRUCTION, INC.	211102-C	12511	CATCH BASIN MAINTENANCE 001-311-0000-4260	13,420.00 Total : 13,420.00
225435	1/18/2022	888728 GALLEGOS, ROBERT	REIMB.		LUNCH REIMB-EVOC USE OF FORCE T 001-225-0000-4360	12.09 Total : 12.09
225436	1/18/2022	893791 GARCIA, AGUSTINA CURIEL	REPL-222355		REPL STL DTD CK-PROCESS FEE REFI 001-2140	22.00

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225436	1/18/2022	893791 893791 GARCIA, AGUSTINA CURIEL	(Continued)		Total :	22.00
225437	1/18/2022	101300 GENERAL PUMP CO., INC.	28980	12504	REPLACEMENT PUMP & MOTOR ASSE 070-385-0000-4320	3,086.00
			28982	12504	REPLACEMENT PUMP & MOTOR ASSE 070-385-0000-4320	6,112.00
			28983	12504	REPLACEMENT PUMP & MOTOR ASSE 070-385-0000-4320	6,112.00
					Total :	15,310.00
225438	1/18/2022	892740 GET SAFE	NONPO		REGISTRATION-FTO UPDATE COURSE 001-225-0000-4360	450.00
					Total :	450.00
225439	1/18/2022	101279 GOMEZ-GARCIA, SONIA	TRAVEL		PER DIEM-CSMFO ANNUAL CONFERE 001-130-0000-4370	85.00
					Total :	85.00
225440	1/18/2022	101434 GUZMAN, JESUS ALBERTO	DEC 2021	12572	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	600.00
					Total :	600.00
225441	1/18/2022	893817 HERNANDEZ MOLINA, MARIO ALBERTO	DEC 2021	12573	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	420.00
					Total :	420.00
225442	1/18/2022	888309 HI 2 LO VOLTAGE WIRING CO, INC	20031		MONITORING FROM 01/01/22-03/31/22 001-222-0000-4260	75.00
					Total :	75.00
225443	1/18/2022	101593 I.M.S.A.	118236		2022 MEMBERSHIP DUES 043-390-0000-4360	100.00
					Total :	100.00
225444	1/18/2022	893967 IAPE	TRAVEL		RGSTR-IAPE PROPERTY/EVIDENCE M 001-222-0000-4380	345.00
					Total :	345.00

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225445	1/18/2022	101599 IMAGE 2000 CORPORATION	489594		VARIOUS COPIER MAINT CONTRACT-1 001-135-0000-4260	2,238.68
					072-360-0000-4450	28.50
					001-135-0000-4260	216.58
					Total :	2,483.76
225446	1/18/2022	891570 INNOVATIVE TELECOM. SYSTEMS	3066		VOICEMAIL SYSTEM DIAGNOSED & 001-190-0000-4220	230.64
					Total :	230.64
225447	1/18/2022	892682 IPS GROUP, INC.	INV67309	12513	SMART METER CC TRANSACTION & M 001-310-0000-4270	744.54
					Total :	744.54
225448	1/18/2022	891777 IRRIGATION EXPRESS	15237676-00	12483	IRRIGATION SUPPLIES FOR REPAIRS / 043-390-0000-4300	132.87
			15238155-00	12483	IRRIGATION SUPPLIES FOR REPAIRS / 043-390-0000-4300	77.00
					Total :	209.87
225449	1/18/2022	891794 KIMBALL, NICK	TRAVEL		PER DIEM-2022 LEAGUE OF CA. CITIES 001-105-0000-4370	70.00
					Total :	70.00
225450	1/18/2022	893218 LAZARO, ERNESTO	DEC 2021	12574	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	360.00
					Total :	360.00
225451	1/18/2022	892444 LICEA, ALEXANDER	TRAVEL		PER DIEM-FOS INSTRUCTOR COURSE 001-224-0000-4360	135.00
					Total :	135.00
225452	1/18/2022	101935 LOCAL GOVERNMENT COMMISSION	106039	12282	CONSULTING SERVICES 010-311-0628-4600	1,513.86
				12282	001-310-0628-4270	196.14
					Total :	1,710.00
225453	1/18/2022	892477 LOWES	1064		SUPPLIES-ADMIN PROJECT	

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225453	1/18/2022	892477 LOWES	(Continued)			
			1106		043-390-0000-4300 PEST CONTROL	96.59
			1429		043-390-0000-4300 SUPPLIES-ADMIN PROJECT	42.62
			1435		043-390-0000-4300 MATL'S FOR ADMIN OFFICE PROJECT	15.57
			1697		043-390-0000-4300 DEPT SUPPLIES-WELL 4A	18.42
			1846		070-384-0000-4300 MATL'S TO REPAIR LEAK-LP PARK	50.41
			1857		043-390-0000-4300 SPACE HEATER	220.32
			2010		043-390-0000-4300 MATL'S FOR ROOF REPAIR & PEST CO	95.62
			2327		043-390-0000-4300 PARTS FOR CHLORINE TANK-WELL 4A	251.62
			2403		070-384-0000-4310 PARTS FOR OSG SYSTEM	175.73
			2467		070-384-0000-4310 VEHICLE MAINT-CNG TRUCK	65.21
			2622		074-320-0000-4400 PEST CONTROL	353.51
			2774		043-390-0000-4300 LED LIGHTS REPLACED	79.54
					043-390-0000-4300	24.96
					<b>Total :</b>	<b>1,490.12</b>
225454	1/18/2022	888468 MAJOR METROPOLITAN SECURITY	1104877		ALARM MONITORING AT ALL CITY FACI	
			1104878	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00
			1104879	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	25.00
			1104880	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00
			1104881	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00

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225454	1/18/2022	888468 MAJOR METROPOLITAN SECURITY	(Continued)			
			1104882	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00
			1104883	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00
			1104884	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	25.00
			1104885	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00
			1104886	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00
			1104887	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	25.00
			1104888	12486	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	25.00
			1104889	12486	070-384-0000-4260 ALARM MONITORING AT ALL CITY FACI	23.00
			1104890	12486	070-384-0000-4260 ALARM MONITORING AT ALL CITY FACI	23.00
			1104891	12486	070-384-0000-4260 ALARM MONITORING AT ALL CITY FACI	23.00
			2727	12486	070-384-0000-4260 ALARM MONITORING AT ALL CITY FACI	23.00
					043-390-0000-4260	460.00
					<b>Total :</b>	<b>757.00</b>
225455	1/18/2022	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE	
					007-440-0441-4220	36.45
					<b>Total :</b>	<b>36.45</b>
225456	1/18/2022	893442 MENDOZA, MARY	TRAVEL		WELLNESS REIMBURSEMENT	
					001-101-0107-4140	66.41
					<b>Total :</b>	<b>66.41</b>
225457	1/18/2022	892140 MICHAEL BAKER	1136336	11886	CDBG ADMINISTRATIVE & LABOR COM	
					026-311-0182-4260	3,500.00

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225457	1/18/2022	892140 892140 MICHAEL BAKER	(Continued)			Total : 3,500.00
225458	1/18/2022	102226 MISSION LINEN SUPPLY	516166187	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	135.73
			516185075	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	123.75
			516205627	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	135.73
			516226531	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	109.78
					Total :	504.99
225459	1/18/2022	893050 MORALES-RODRIGUEZ, CRISTAL	DEC 2021	12575	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	200.00
					Total :	200.00
225460	1/18/2022	893348 NCSI	17116		BACKGROUND CHECKS 017-420-1328-4260	129.50
					Total :	129.50
225461	1/18/2022	893405 NEW HORIZON	1740847		LP PHONE SERVICE-JAN 2022 001-420-0000-4220	313.10
					Total :	313.10
225462	1/18/2022	102432 OFFICE DEPOT	208992703001		OFFICE SUPPLIES 001-423-0000-4300	211.33
			212373511001		OFFICE SUPPLIES 070-381-0000-4300	174.25
			214359768001		OFFICE SUPPLIES 001-222-0000-4330	67.41
			214951149001		OFFICE SUPPLIES 070-383-0000-4300	96.37
			214952991001		OFFICE SUPPLIES 043-390-0000-4300	31.73
			215997656001		OFFICE SUPPLIES 001-130-0000-4300	67.33
			216008628001		OFFICE SUPPLIES	

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225462	1/18/2022	102432 OFFICE DEPOT	(Continued)			
			216916928001		001-130-3689-4300 OFFICE SUPPLIES	55.11
			216918039001		001-310-0000-4300 OFFICE SUPPLIES	48.22
			217154818001		001-310-0000-4300 CREDIT- ITEMS RETURNED	12.12
			217200421001		001-310-0000-4300 OFFICE SUPPLIES	-16.53
			217280582001		001-222-0000-4300 OFFICE SUPPLIES	95.19
			218036452001		001-222-0000-4300 OFFICE SUPPLIES	63.49
			218707907001		001-222-0000-4300 OFFICE SUPPLIES	73.91
					001-222-0000-4300	63.77
					Total :	1,043.70
225463	1/18/2022	890095 O'REILLY AUTOMOTIVE STORES INC	4605-443131	12538	VEHICLE SERVICE, MAINT. AND REPAI 041-320-0224-4400	126.73
					Total :	126.73
225464	1/18/2022	892360 PARKING COMPANY OF AMERICA	INVM0016290	12512	NOV-PUBLIC TRANSPORTATION SERVI 008-313-0000-4260	50,849.70
					Total :	50,849.70
225465	1/18/2022	888789 PRO FORCE LAW ENFORCEMENT	470359	12436	LESS LETHAL AMMUNITION 001-222-0000-4300	6,257.79
					Total :	6,257.79
225466	1/18/2022	102688 PROFESSIONAL PRINTING CENTERS	19567	12519	PURCHASE OF PRE-PRINTED FORMS 001-310-0000-4300	848.93
					Total :	848.93
225467	1/18/2022	102694 PROMOTIONAL MERCHANDISING INK	9701		EXPLORER UNIFORMS 001-226-0230-4430	405.00
					Total :	405.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225468	1/18/2022	893951 RALPH ANDERSEN & ASSOCIATES	INV-03490	12583	EXECUTIVE SEARCH SERVICES - POLI 001-190-0000-4267	7,475.00 <b>7,475.00</b>
225469	1/18/2022	102858 RIVERSIDE COUNTY SHERIFF	CORRE97-01		LODGING-BASIC JAILER & CORRECTIC 001-225-3688-4360	2,652.00 <b>2,652.00</b>
225470	1/18/2022	103057 SAN FERNANDO VALLEY SUN	11370		PH NOTICE ADOPT ENGINEER SPEED 001-115-0000-4230	97.88 <b>97.88</b>
225471	1/18/2022	103184 SMART & FINAL	26 99		OFFICE SUPPLIES 070-381-0000-4300 OFFICE SUPPLIES 043-390-0000-4300	108.76 47.67 <b>156.43</b>
225472	1/18/2022	103202 SOUTHERN CALIFORNIA EDISON CO.	600000512389		ELECTRIC-VARIOUS LOCATIONS 027-344-0000-4210 029-335-0000-4210 070-384-0000-4210 074-320-0000-4210 043-390-0000-4210	10,141.34 609.95 17,257.69 4,050.93 4,671.44 <b>36,731.35</b>
225473	1/18/2022	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9776		NATURAL GAS FOR CNG STATION 074-320-0000-4402	5,027.98 <b>5,027.98</b>
225474	1/18/2022	103251 STANLEY PEST CONTROL	3971840 406739 406741 406742	12532 12532 12532	PEST CONTROL AT CITY FACILITIES 043-390-0000-4330 PEST CONTROL AT CITY FACILITIES 043-390-0000-4330 PEST CONTROL AT CITY FACILITIES 043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	85.00 94.00 62.00

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225474	1/18/2022	103251 STANLEY PEST CONTROL	(Continued)			
			406744	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	135.00
			406745	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	55.00
			406746	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	95.00
			406747	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	85.00
			415610	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	85.00
			415612	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	94.00
			415613	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	62.00
			415614	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	135.00
			415615	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	55.00
			415616	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	95.00
			415617	12532	043-390-0000-4330 PEST CONTROL AT CITY FACILITIES	85.00
					<b>Total :</b>	<b>1,307.00</b>
225475	1/18/2022	893463 STEP SAVER	CT169884	12446	NSF CERTIFIED BULK SALT FOR THE H 070-384-0000-4300	3,928.07 <b>3,928.07</b>
225476	1/18/2022	888621 SWRCB	LW-1034502		WATER SYSTEM ANNUAL FEE 070-381-0000-4450	16,081.80 <b>16,081.80</b>
225477	1/18/2022	888621 SWRCB	SW-0223016		MS4-ANNUAL PERMIT FEE 070-381-0000-4450	10,602.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225477	1/18/2022	888621 888621 SWRCB	(Continued)			Total : 10,602.00
225478	1/18/2022	893966 TAUBER, TREVOR	TRAVEL		PER DIEM-IAPE PROP/EVIDENCE COU 001-222-0000-4380	90.00 Total : 90.00
225479	1/18/2022	101528 THE HOME DEPOT CRC, ACCT#603532202490	1111895		SUPPLIES-ADMIN PROJECT 043-390-0000-4300	191.01
			3021882		MISC SUPPLIES 070-383-0000-4310	352.95
			4015647		PEST CONTROL 043-390-0000-4300	44.03 Total : 587.99
225480	1/18/2022	103903 TIME WARNER CABLE	0010369121821		PD CABLE 12/18-01/17 001-222-0000-4260	224.64
			196309122321		INTERNET SERVICES 12/23/21-1/22/22 001-190-0000-4220	1,399.00
			222204122921		CABLE 12/29/21-1/28/22 PW OS CTR~ 043-390-0000-4260	129.95 Total : 1,753.59
225481	1/18/2022	892525 T-MOBILE	958769818		HOTSPOT & TABLET CONNECTION 001-420-0000-4220	29.40
					001-152-0000-4220	19.74 Total : 49.14
225482	1/18/2022	893504 TOWN HALL STREAMS, LLC	13721		JANUARY STREAMING SERVICES 001-115-0000-4260	175.00 Total : 175.00
225483	1/18/2022	101028 TYLER TECHNOLOGIES, INC.	045-362759		ANNUAL EDEN SYSTEM MAINT. SUPPC 070-382-0000-4260	6,274.38
				12591	072-360-0000-4260	6,274.38
				12591	001-135-0000-4260	34,568.23 Total : 47,116.99
225484	1/18/2022	103463 U.S. POSTMASTER	PERMIT 64		PERMIT NO.64 RENEWAL FEE	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225484	1/18/2022	103463 U.S. POSTMASTER	(Continued)			
					070-382-0000-4300	132.50
					072-360-0000-4300	132.50
					Total : 265.00	
225485	1/18/2022	103445 UNDERGROUND SERVICE ALERT	1220210676		(36) SNFO1 NEW TICKETS 070-383-0000-4300	69.40
			DSB20206735		CA STATE FEE FOR REGULATOR COS1 070-383-0000-4300	43.88
					Total : 113.28	
225486	1/18/2022	893746 UNISHIELD	INV-106855		MISC SAFETY SUPPLIES 070-383-0000-4310	260.74
					Total : 260.74	
225487	1/18/2022	893167 UNITED MAINTENANCE SYSTEMS	15100		JANITORIAL SERVICES CITY WIDE-DE 043-390-0000-4260	17,850.00
				12516	043-390-3689-4260	7,250.00
				12516	Total : 25,100.00	
225488	1/18/2022	103439 UPS	831954012		COURIER SERVICES 001-190-0000-4280	190.73
					Total : 190.73	
225489	1/18/2022	103449 USA BLUE BOOK	820177		MISC. WATER SUPPLIES 070-384-0000-4300	43.53
			828386	12447	MISC. WATER SUPPLIES 070-384-0000-4300	1,010.55
				12447	Total : 1,054.08	
225490	1/18/2022	893740 UTILITY SYSTEMS SCIENCE &	COSF_10/01-12/31		WASTEWATER FLOW MONITORING & S 072-360-0000-4260	1,200.00
			COSF_11/28-12/27	12379	WASTEWATER FLOW MONITORING & S 072-360-0000-4260	540.00
				12379	Total : 1,740.00	
225491	1/18/2022	893647 VALEO NETWORKS	18291		DEC'21-INFORMATION TECHNOLOGY I 001-135-0000-4270	10,083.00
				12492		

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225491	1/18/2022	893647 VALEO NETWORKS	(Continued) 18292	12492	DEC'21-IT MANAGEMENT SERVICES (V 001-135-0000-4270	512.50
Total :						10,595.50
225492	1/18/2022	892081 VERIZON BUSINESS SERVICES	72056132		MPLS PORT ACCESS & ROUTER FOR F 001-222-0000-4220	1,043.21
Total :						1,043.21
225493	1/18/2022	889627 VERIZON CONFERENCING	Z7982648		CONFERENCE CALLS-DEC 2021 001-190-0000-4220	9.09
Total :						9.09
225494	1/18/2022	100101 VERIZON WIRELESS-LA	9895249720		MDT MODEMS PD UNITS 12/17-1/16 001-222-0000-4220	701.44
			9895622439		PD CELL PHONE PLANS 12/22-1/21 001-222-0000-4220	315.20
					001-152-0000-4220	190.05
			9895904081		PD CELL PHONE PLANS 12/26-1/25 001-222-0000-4220	280.95
			9895915416		CITY YARD CELL PHONE PLANS 12/26- 070-384-0000-4220	415.45
					043-390-0000-4220	93.34
					041-320-0000-4220	93.33
					072-360-0000-4220	35.27
			9895926684		VARIOUS CELL PHONE PLANS 12/26-1/ 001-106-0000-4220	53.10
					070-384-0000-4220	50.62
Total :						2,228.75
225495	1/18/2022	888390 WEST COAST ARBORISTS, INC.	180417	12540	CITY-WIDE TREE TRIMMING 001-311-0000-4260	5,673.00
				12540	072-360-0000-4260	3,959.00
Total :						9,632.00
225496	1/18/2022	893910 WESTERN AUDIO VISUAL	16043	12534	AV EQUIPMENT UPGRADES - COUNCIL 121-115-3689-4500	11,657.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
225496	1/18/2022	893910 893910 WESTERN AUDIO VISUAL	(Continued)			Total : 11,657.00
225497	1/18/2022	890970 WEX BANK	77347656		CITY FLEET FUEL 041-320-0152-4402	245.28
					041-320-0221-4402	481.02
					041-320-0222-4402	201.86
					041-320-0224-4402	1,508.21
					041-320-0225-4400	4,310.94
					041-320-0228-4402	573.42
					041-320-0311-4402	819.51
					041-320-0320-4402	342.63
					041-320-0346-4402	125.75
					041-320-0370-4402	1,042.14
					041-320-0390-4402	1,721.07
					007-313-3630-4402	622.79
					029-335-0000-4402	103.75
					070-382-0000-4402	643.91
					070-383-0000-4402	654.77
					070-384-0000-4402	284.00
					072-360-0000-4402	177.87
					070-381-0000-4402	105.62
Total :						13,964.54
225498	1/18/2022	890970 WEX BANK	77169354		REPL FUEL CARDS 041-320-0225-4402	4.00
Total :						4.00
225499	1/18/2022	891531 WILLDAN ENGINEERING	00335584	12265	WELL 7A REGULATORY COMPLIANCE 070-381-0000-4270	67.50
Total :						67.50
97 Vouchers for bank code : bank3						Bank total : 392,044.10
97 Vouchers in this report						Total vouchers : 392,044.10

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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Voucher Registers are not final until approved by Council.

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RESOLUTION NO. 6212

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, APPROVING THE ISSUING OF WARRANTS PRIOR TO COUNCIL RATIFICATION DUE TO CANCELLATION OF REGULARLY SCHEDULED CITY COUNCIL MEETINGS

WHEREAS, warrants are not issued until ratification at Council meetings; and


WHEREAS, during certain months of the year, regularly scheduled Council meetings may be cancelled, causing extended periods of time between meetings; and

WHEREAS, this time lag may create undue hardship to those whom the City may owe funds.


NOW, THEREFORE BE IT RESOLVED that the City Council of the City of San Fernando, California, does hereby approve that regularly scheduled warrants, including consultants' billings, which would have been considered for ratification had not a regularly scheduled City Council meeting been cancelled, may be approved for issuance by a consensus of the City Administrator and the Finance Director. The check signature policy will not be amended by this action and the warrants will be subject to ratification at the next scheduled City Council meeting.

PASSED, APPROVED AND ADOPTED this 3rd day of August, 1992, by the following vote:

AYES:	Acuna, Hernandez, Chacon, Wysbeek, Ojeda - 5
NOES:	None - 0
ABSENT	None - 0

  
Mayor, City of San Fernando

ATTEST:


  
City Clerk

STATE OF CALIFORNIA       )  
COUNTY OF LOS ANGELES   ) SS.  
CITY OF SAN FERNANDO     )

I hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of San Fernando at a regular meeting thereof, held on the 3rd day of August, 1992.

  
\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney





## MEMORANDUM

**To:** Sonia G. Garcia, Interim Director of Finance/City Treasurer

**From:** Sandra Franco-Rivas, Accounting Technician


**Date:** December 21, 2021

**Subject:** Release of Warrants

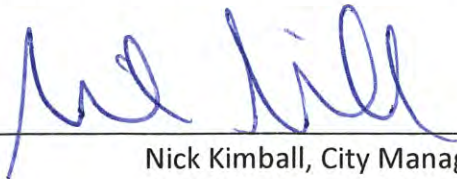
Due to the lack of a formal City Council meeting on December 20, 2021, the warrant register was not approved. The City Council has passed a Resolution #6212 permitting the release of regular occurring warrants with the approval of the City Manager and the Director of Finance. Copy of resolution and warrant register is attached.

Approval is hereby provided:

Approved: \_\_\_\_\_

  
Sonia G. Garcia, Interim Director of Finance/City Treasurer

Approved: \_\_\_\_\_

  
Nick Kimball, City Manager



## MEMORANDUM

**To:** Sonia G. Garcia, Interim Director of Finance/City Treasurer

**From:** Sandra Franco-Rivas, Accounting Technician

**Date:** January 4, 2022

**Subject:** Release of Warrants

Due to the lack of a formal City Council meeting on January 3, 2022, the warrant register was not approved. The City Council has passed a Resolution #6212 permitting the release of regular occurring warrants with the approval of the City Manager and the Director of Finance. Copy of resolution and warrant register is attached.

Approval is hereby provided:

Approved:   
Sonia G. Garcia, Interim Director of Finance/City Treasurer

Approved:   
Nick Kimball, City Manager



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## AGENDA REPORT

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**To:** Chair Mary Mendoza and Board Members

**From:** Nick Kimball, Executive Director  
By: Sonia Gomez-Garcia, Interim Director of Finance

**Date:** January 18, 2022

**Subject:** Consideration to Adopt a Resolution Approving the Last and Final Recognized Obligation Payment Schedule for the Period July 1, 2022 through June 30, 2023 For the Successor Agency to the San Fernando Redevelopment Agency

### RECOMMENDATION:

It is recommended that the Board of Directors:

- a. Adopt Resolution No. 168 (Attachment "A") approving the Successor Agency's Last and Final Recognized Obligation Payment Schedule (ROPS) for the period from July 1, 2022 through June 30, 2023 (Last and Final ROPS); and
- b. Authorize the Executive Director to take certain related actions.

### BACKGROUND:

1. On February 1, 2012, Assembly Bill X1 26 ("AB 26") became effective, which dissolved local redevelopment agencies and replaced them with successor agencies responsible for winding down the activities and obligations of the former redevelopment agencies. As part of that process, successor agencies were required to prepare an administrative budget and Recognized Obligation Payment Schedule ("ROPS") for each six-month fiscal period (commencing each January 1 and July 1), both of which must be submitted to an oversight board for approval.
2. On June 27, 2012, the Governor signed State budget trailer bill Assembly Bill No. 1484 ("AB 1484") amending AB 26 by imposing additional requirements on successor agencies and clarifying the roles and responsibilities of the different agencies involved in the dissolution process. It also required transitioning from a six-month ROPS to an annual ROPS beginning July 1, 2016 (subsequently amended by SB 107 and extended to July 1, 2017).

**Consideration to Adopt a Resolution Approving the Last and Final Recognized Obligation Payment Schedule for the Period July 1, 2022 through June 30, 2023 for the Successor Agency to the San Fernando Redevelopment Agency**

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3. On September 23, 2015, Governor Brown signed Senate Bill 107 (SB 107) that imposes additional requirements on successor agencies and sets a number of milestone dates for redevelopment dissolution. Some of the relevant dates included in SB 107 include:
  - a. *February 1, 2017*: Deadline for successor agencies to submit first annual ROPS for July 1, 2017 - June 30, 2018 (ROPS 17-18 A&B).
  - b. *July 1, 2018*: Single county-wide oversight board takes effect (originally set to take effect July 1, 2017).
4. Pursuant to SB 107, the County of Los Angeles created five oversight boards. Effective July 1, 2018, the Oversight Board to the Successor Agency of the San Fernando Redevelopment Agency was replaced with the Los Angeles County Third Supervisorial District Consolidated Oversight Board ("Consolidated Oversight Board").
5. On January 14, 2020, the Los Angeles County Third Supervisorial District Consolidated Oversight Board approved and adopted a Last and Final ROPS substantially in the form attached as Exhibit 1 to Resolution No. 37 (Attachment "B") as submitted by the Successor Agency for the period July 1, 2020 through June 30, 2025.
6. On April 15, 2020, the Department of Finance issued a letter of determination (Attachment "C"), that did not approve of the Successor Agency's Last and Final ROPS, based upon funding requests by the Successor Agency that were determined to be beyond what is required to retire its enforceable obligations; an agreement between the Department of Finance and the Agency on amendments and changes could not be reached.
7. The ROPS must now be submitted to the Consolidated Oversight Board for review and approval. The Consolidated Oversight Board-approved ROPS must be submitted to the State Department of Finance ("DOF") for review by February 1<sup>st</sup> each year.
8. Subsequent to approval by the Successor Agency to the San Fernando Redevelopment Agency (Successor Agency), staff will present the Last and Final ROPS to the Consolidated Oversight Board for approval. Upon approval from the Consolidated Oversight Board, the Last and Final ROPS will be transmitted to the DOF, State Controller, and County Auditor-Controller.

**ANALYSIS:**

Pursuant to Health and Safety Code Section 34191.6(a), beginning January 1, 2016, agencies that have received a Finding of Completion may submit a Last and Final ROPS if all of the following conditions are met:

**Consideration to Adopt a Resolution Approving the Last and Final Recognized Obligation Payment Schedule for the Period July 1, 2022 through June 30, 2023 for the Successor Agency to the San Fernando Redevelopment Agency**

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1. The remaining debt is limited to administrative costs and payments pursuant to enforceable obligations with defined payment schedules including, but not limited to, debt service, loan agreements, and contracts; and
2. All remaining obligations have been previously listed on the ROPS and approved for payment by Finance pursuant to HSC section 34177 (m) or (o); and
3. The agency is not a party to outstanding/unresolved litigation.

The Successor Agency received a Finding of Completion on October 3, 2013 and meets all of the preceding conditions. Therefore, the Successor Agency is submitting a Last and Final ROPS for the period July 1, 2022 through June 30, 2023 (Attachment "A" Exhibit 1). However, the California DOF has 100 days from the date of submission to issue a determination letter on Last and Final ROPS. Additionally, Last and Final ROPS must be approved at least 15 days prior to the tax distribution date to be eligible for that ROPS period. The first tax distribution date for this ROPS period is June 1, 2022.

Recognized Obligation Payment Schedule.

The Successor Agency was tasked with paying, performing and enforcing the enforceable obligations of the former redevelopment agency. The Successor Agency has met all enforceable obligations and all debt has been fully paid.

**BUDGET IMPACT:**

The Successor Agency is not requesting RPTTF for the Last and Final ROPS. Pursuant to HSC section 34191.6 (a) (3), any revenues received by the Agency not authorized for use in the approved Last and Final ROPS must be remitted to the County Auditor Controller for distribution to affected taxing entities.

**CONCLUSION:**

There is no deadline for submitting a Last and Final ROPS as it is optional. However, the Successor Agency has fully paid all enforceable obligations and would like to submit a Last and Final ROPS to streamline the process for dissolution of the Successor Agency.

Therefore, staff recommends that the Successor Agency adopt the attached Resolution, approving the Last and Final ROPS.

**Consideration to Adopt a Resolution Approving the Last and Final Recognized Obligation Payment Schedule for the Period July 1, 2022 through June 30, 2023 for the Successor Agency to the San Fernando Redevelopment Agency**

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**ATTACHMENTS:**

- A. Resolution No. 168 (Last and Final ROPS for the period of July 1, 2022 through June 30, 2023)
- B. Resolution No. 37 (Last and Final ROPS for the period of July 1, 2020 through June 30, 2025)
- C. Department of Finance Determination Letter for Last and Final ROPS for the period of July 1, 2020 through June 30, 2025



**RESOLUTION NO. 168**

**A RESOLUTION OF THE SUCCESSOR AGENCY TO THE SAN FERNANDO REDEVELOPMENT AGENCY APPROVING A LAST AND FINAL RECOGNIZED OBLIGATION PAYMENT SCHEDULE FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 AND TAKING CERTAIN ACTIONS IN CONNECTION THEREWITH**

**RECITALS:**

**WHEREAS**, pursuant AB x 1 26, enacted on June 28, 2011, and as subsequently amended by AB 1484, SB 341, and SB 107 ("Dissolution Act"), the Redevelopment Agency of the City of San Fernando was dissolved as of February 1, 2012, and the City of San Fernando elected to serve as the Successor Agency to the former Redevelopment Agency to the City of San Fernando ("Successor Agency");

**WHEREAS**, pursuant to Health and Safety Code Section 34171(m), a "Recognized Obligation Payment Schedule" ("ROPS") means the document setting forth the minimum payment amounts and due dates of payments required by enforceable obligations for each fiscal period as provided in Section 34177(o)(1) of the Health and Safety Code. Therefore, the amounts listed on a ROPS are solely estimates of minimum payment amounts required of the Successor Agency for enforceable obligations for the upcoming ROPS period;

**WHEREAS**, pursuant to Health and Safety Code Section 34191.6(a), beginning January 1, 2016, agencies that have received a Finding of Completion may submit a "Last and Final ROPS" if: 1) the remaining debt is limited to administrative costs and payments pursuant to enforceable obligations with defined payment schedules, 2) all remaining debt obligations have been previously listed on the ROPS and approved for payment by the Department of Finance pursuant to HSC section 34177 (m) or (o), and 3) the agency is not a party to outstanding or unresolved litigation;

**WHEREAS**, the proposed Last and Final ROPS is consistent with the requirements of the Health and Safety Code and other applicable law and is attached to this Resolution as Exhibit "1" for review and approval by the Successor Agency;

**WHEREAS**, the Successor Agency shall submit a copy of the Oversight Board-approved Last and Final ROPS to the Department of Finance electronically and the Successor Agency shall complete the Last and Final ROPS in the manner provided by the Department of Finance;

**WHEREAS**, the activity proposed for approval by this Resolution has been reviewed with respect to applicability of the California Environmental Quality Act ("CEQA"), the State CEQA Guidelines (California Code of Regulations, Title 14, Section 15000 et seq., hereafter the "Guidelines"), and the City's environmental guidelines; and

**WHEREAS**, the activity proposed for approval by this Resolution is not a “project” for purposes of CEQA, as that term is defined by Guidelines Section 15378, because the activity approved by this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per Section 15378(b)(5) of the Guidelines.

**NOW, THEREFORE, THE SUCCESSOR AGENCY TO THE SAN FERNANDO REDEVELOPMENT AGENCY DOES HEREBY RESOLVE, FIND, DETERMINE AND ORDER AS FOLLOWS:**

**Section 1.** The above recitals are true and correct and are a substantive part of this Resolution.

**Section 2.** This Resolution is adopted pursuant to the provisions of the Dissolution Act.

**Section 3.** The Successor Agency Board hereby approves and adopts the Last and Final ROPS, substantially in the form attached to this Resolution as Exhibit “1” as will be submitted for approval to the Oversight Board no later than February 1, 2022. The Executive Director of the Successor Agency, in consultation with the Successor Agency’s legal counsel, may modify the Last and Final ROPS as the Executive Director or the Successor Agency’s legal counsel deems necessary or advisable to comply with applicable state law and consistent with the enforceable obligations of the Successor Agency.

**Section 4.** The officers and staff of the Successor Agency are hereby authorized and directed, jointly and severally, to submit a copy of the Last and Final ROPS to the Department of Finance, the County Auditor-Controller and the County administrative officer as designated by the County.

**Section 5.** Staff is hereby authorized and directed, jointly and severally, to submit a copy of the Oversight Board-approved Last and Final ROPS to the Department of Finance, the Office of the State Controller, and the County Auditor-Controller.

**Section 6.** Staff is hereby authorized and directed, jointly and severally, to post a copy of the Oversight Board-Approved Last and Final ROPS on the Successor Agency’s Internet website (being a page on the Internet website of the City of San Fernando).

**Section 7.** The officers and staff of the Successor Agency are hereby authorized and directed, jointly and severally, to do any and all things which they may deem necessary or advisable to effectuate this Resolution, including requesting additional review by the DOF and an opportunity to meet and confer on any disputed items, and any such actions previously taken by such officers and staff are hereby ratified and confirmed.

**PASSED AND ADOPTED** this 18<sup>th</sup> day of January, 2022.

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**EXHIBIT 1**

**SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF SAN  
FERNANDO**

**LAST AND FINAL RECOGNIZED OBLIGATION PAYMENT SCHEDULE**

**(July 1, 2022) through June 30, 2023)**

**Last and Final Recognized Obligation Payment Schedule (ROPS) - Summary**  
**Filed for the July 1, 2022 through June 30, 2023 Period**

**Successor Agency:** San Fernando City  
**County:** Los Angeles  
**Initial ROPS Period:** 22-23A  
**Final ROPS Period:** 22-23B

Requested Funding for Enforceable Obligations		Total Outstanding Obligation
<b>A</b>	<b>Enforceable Obligations Funded as Follows (B+C)</b>	<b>\$-</b>
B	Bond Proceeds	-
C	Other Funds	-
<b>D</b>	<b>Redevelopment Property Tax Trust Fund (RPTTF) (E+F)</b>	<b>\$-</b>
E	RPTTF	-
F	Administrative RPTTF	-
<b>G</b>	<b>Total Outstanding Obligations (A+D)</b>	<b>\$-</b>

**Certification of Oversight Board Chairman:**

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

\_\_\_\_\_  
Name Title

/s/ \_\_\_\_\_  
Signature Date

San Fernando City  
Last and Final Recognized Obligation Payment Schedule (ROPS) - Summary by ROPS Period  
July 1, 2022 through June 30, 2023

A Period July - December					
ROPS Period	Fund Sources				Six-Month Total
	Bond Proceeds	Other Funds	RPTTF	Admin RPTTF	
	\$-	\$-	\$-	\$-	\$-
ROPS 22-23A	-	-	-	-	\$-

B Period January - June						Twelve-Month Total
ROPS Period	Fund Sources				Six-Month Total	
	Bond Proceeds	Other Funds	RPTTF	Admin RPTTF		
	\$-	\$-	\$-	\$-	\$-	\$-
ROPS 22-23B	-	-	-	-	\$-	\$-

San Fernando City  
Last and Final Recognized Obligation Payment Schedule (ROPS) - ROPS Detail  
July 1, 2022 through June 30, 2023  
(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstaning Obligation
								\$-
7	Administrative Cost (Personnel Cost)	Admin Costs	07/01/2017	06/30/2022	City of San Fernando	Administrative fee paid to the City of San Fernando as the Successor Agency to the San Fernando Redevelopment Agency per Health & Safety code 34171(b).	No. 1, 1A, 2, 3, 3A & 4	-
13	LAUSD Litigation (Project Specific)	Legal	05/17/1999	06/30/2022	Richards, Watson & Gershon	Ongoing attorney fees associated with defense of the Agency/Successor Agency regarding LAUSD lawsuit challenging prior fiscal years pass through payments.	No. 1, 1A, 2, 3, 3A & 4	-
14	Project #1/89 Annex Loan Agreement	Third-Party Loans	11/09/1988	06/30/2018	County of Los Angeles	Repayment of Agency loan agreement #60882 with Los Angeles County for deferral of pass through payments to meet Agency's debt service obligations	No. 1A	-
15	DDA with Haagen/Tiangus	OPA/DDA/Construction	10/16/1989	06/27/2018	San Fernando Mission Partnership	Payment of Developer loan per Disposition and Development Agreement (DDA) between the Agency and the Developer (San Fernando Mission Partnership/Tiangus) to facilitate redevelopment project at San Fernando Mission Blvd.	No. 1A	-
31	SERAF Loan Payments	SERAF/ERAF	01/19/2010	06/30/2022	City of San Fernando as Successor Agency of the RDA Low Moderate Income Housing Fund	Housing Fund Loan to the Redevelopment Project Areas to make the FY 2009-2010 Supplemental Educational Revenue Augmentation Fund (SERAF) payment per Health and Safety Code Section 33690 (a)(1).	No. 1, 1A, 2, 3, 3A, & 4	-
33	Tax Allocation Refunding Bonds, Series 2016A	Refunding Bonds Issued After 6/27/12	02/02/2016	09/15/2020	US Bank	The Successor Agency refunded the 2006 Bond to achieve debt service savings in accordance with section 34177.5 of the Health and Safety Code.	No. 3	-
34	Trustee Administration Fees for Bond Series 2016A	Fees	02/02/2016	09/15/2020	US Bank	Fiscal agent fees & continuing disclosure fees charged by the Trustee (U.S. Bank) to administer the 2016A Bond Series	No. 3	-

A	J	K	L	M	N	O	P	Q
	22-23A (Jul-Dec)				22-23B (Jan-Jun)			
Item #	Bond Proceeds	Other Funds	RPTTF	Admin RPTTF	Bond Proceeds	Other Funds	RPTTF	Admin RPTTF
	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
7	-	-	-	-	-	-	-	-
13	-	-	-	-	-	-	-	-
14	-	-	-	-	-	-	-	-
15	-	-	-	-	-	-	-	-
31	-	-	-	-	-	-	-	-
33	-	-	-	-	-	-	-	-
34	-	-	-	-	-	-	-	-



**ATTACHMENT "B"**

**RESOLUTION NO. 37**

**A RESOLUTION OF THE LOS ANGELES COUNTY THIRD SUPERVISORIAL DISTRICT CONSOLIDATED OVERSIGHT BOARD APPROVING A RECOGNIZED OBLIGATION PAYMENT SCHEDULE OF THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY TO THE CITY OF SAN FERNANDO FOR THE PERIOD JULY 1, 2020 THROUGH JUNE 30, 2025 AND TAKING CERTAIN ACTIONS IN CONNECTION THEREWITH**

**RECITALS:**

**WHEREAS**, pursuant AB x 1 26, enacted on June 28, 2011, and as subsequently amended by AB 1484, SB 341, and SB 107 ("Dissolution Act"), the Redevelopment Agency of the City of San Fernando was dissolved as of February 1, 2012, and the City of San Fernando elected to serve as the Successor Agency to the former Redevelopment Agency to the City of San Fernando ("Successor Agency").

**WHEREAS**, pursuant to Health and Safety Code Section 34179(q), commencing on and after July 1, 2018, the county of Los Angeles, where more than 40 oversight boards were created by the Dissolution Act, shall have five consolidated oversight boards each encompassing the five supervisorial districts.

**WHEREAS**, the Third Supervisorial District Consolidated Oversight Board ("Oversight Board") has jurisdiction over the Successor Agency to the Former Redevelopment Agency to the City of San Fernando.

**WHEREAS**, the Third Supervisorial District Consolidated Oversight Board held a special meeting on January 14, 2020.

**WHEREAS**, pursuant to Health and Safety Code Section 34171(m), a "Recognized Obligation Payment Schedule" ("ROPS") means the document setting forth the minimum payment amounts and due dates of payments required by enforceable obligations for each fiscal period as provided in Section 34177(o)(1) of the Health and Safety Code. Therefore, the amounts listed on a ROPS are solely estimates of minimum payment amounts required of the Successor Agency for enforceable obligations for the upcoming ROPS period.

**WHEREAS**, pursuant to Health and Safety Code Section 34191.6(a), beginning January 1, 2016, agencies that have received a Finding of Completion may submit a "Last and Final ROPS" if: 1) the remaining debt is limited to administrative costs and payments pursuant to enforceable obligations with defined payment schedules, 2) all remaining debt obligations have been previously listed on the ROPS and approved for payment by the Department of Finance pursuant to HSC section 34177 (m) or (o), and 3) the agency is not a party to outstanding or unresolved litigation.

**WHEREAS**, the proposed Last and Final ROPS, as approved by the Successor Agency on January 06, 2020, is consistent with the requirements of the Health and Safety Code and other applicable law and is attached to this Resolution as Exhibit "1" for review and approval by the Oversight Board.

**WHEREAS**, the Successor Agency shall submit a copy of the Oversight Board-approved Last and Final ROPS to the Department of Finance electronically and the Successor Agency shall complete the Last and Final ROPS in the manner provided by the Department of Finance.

**WHEREAS**, the activity proposed for approval by this Resolution has been reviewed with respect to applicability of the California Environmental Quality Act ("CEQA"), the State CEQA Guidelines (California Code of Regulations, Title 14, Section 15000 et seq., hereafter the "Guidelines"), and the City's environmental guidelines.

**WHEREAS**, the activity proposed for approval by this Resolution is not a "project" for purposes of CEQA, as that term is defined by Guidelines Section 15378, because the activity approved by this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per Section 15378(b)(5) of the Guidelines.

**NOW, THEREFORE, THE LOS ANGELES COUNTY THIRD SUPERVISORIAL OVERSIGHT BOARD DOES HEREBY RESOLVE AND FIND AS FOLLOWS:**

**Section 1.** The above recitals are true and correct and are a substantive part of this Resolution.

**Section 2.** This Resolution is adopted pursuant to the provisions of the Dissolution Act.

**Section 3.** The Oversight Board hereby approves and adopts the Last and Final ROPS, substantially in the form attached to this Resolution as Exhibit "1." The Executive Director of the Successor Agency, in consultation with the Successor Agency's legal counsel, may modify the Last and Final ROPS as the Executive Director or the Successor Agency's legal counsel deems necessary or advisable to comply with applicable state law and consistent with the enforceable obligations of the Successor Agency.

**Section 4.** The officers and staff of the Successor Agency are hereby authorized and directed, jointly and severally, to submit a copy of the Last and Final ROPS to the Department of Finance, the County Auditor-Controller and the County administrative officer as designated by the County.

**Section 5.** Staff is hereby authorized and directed, jointly and severally, to submit a copy of the Oversight Board-approved Last and Final ROPS to the Department of Finance, the Office of the State Controller, and the County Auditor-Controller.

**Section 6.** Staff is hereby authorized and directed, jointly and severally, to post a copy of the Oversight Board-Approved Last and Final ROPS on the Successor Agency's Internet website (being a page on the Internet website of the City of San Fernando).

**Section 7.** The officers and staff of the Successor Agency are hereby authorized and directed, jointly and severally, to do any and all things which they may deem necessary or advisable to effectuate this Resolution, including requesting additional review by the DOF and an opportunity to meet and confer on any disputed items, and any such actions previously taken by such officers and staff are hereby ratified and confirmed.

**Section 8.** The Successor Agency Board determines that the activity approved by this Resolution is not a "project" for purposes of CEQA, as that term is defined by Guidelines Section 15378, because the activity approved by this Resolution is an organizational or administrative activity that will not result in a direct or indirect physical change in the environment, per Section 15378(b)(5) of the Guidelines.

**PASSED, APPROVED AND ADOPTED** this 14<sup>th</sup> day of January, 2020, by the following vote:

Ayes: J. HEILMAN; C. HOUWEN; T. ROSNICK; P. SILVERN  
Noes: NONE  
Abstain: NONE  
Absent: J. GORDON; K. KING; S. KOFFROTH

John Heilman  
\_\_\_\_\_, Third Supervisorial  
District Consolidated Oversight Board, Chair

**ATTEST:**

Heather Frazer  
Deputy Clerk

**Last and Final Recognized Obligation Payment Schedule (ROPS) - Summary**  
**Filed for the July 1, 2020 through June 30, 2025 Period**

**Successor Agency:** San Fernando City  
**County:** Los Angeles  
**Initial ROPS Period:** 20-21A  
**Final ROPS Period:** 24-25B

Requested Funding for Enforceable Obligations		Total Outstanding Obligation
<b>A</b>	<b>Enforceable Obligations Funded as Follows (B+C)</b>	<b>\$-</b>
B	Bond Proceeds	-
C	Other Funds	-
<b>D</b>	<b>Redevelopment Property Tax Trust Fund (RPTTF) (E+F)</b>	<b>\$1,555,448</b>
E	RPTTF	1,055,448
F	Administrative RPTTF	500,000
<b>G</b>	<b>Total Outstanding Obligations (A+D)</b>	<b>\$1,555,448</b>

**Certification of Oversight Board Chairman:**

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

John Heilman Chair  
 Name Title

/s/ John Heilman 1-14-2020  
 Signature Date

San Fernando City  
Last and Final Recognized Obligation Payment Schedule (ROPS) - Summary by ROPS Period  
July 1, 2020 through June 30, 2025

A Period July - December					
ROPS Period	Fund Sources				Six-Month Total
	Bond Proceeds	Other Funds	RPTTF	Admin RPTTF	
	\$-	\$-	\$1,053,448	\$250,000	\$1,303,448
ROPS 20-21A	-	-	798,321	125,000	\$923,321
ROPS 21-22A	-	-	255,127	125,000	\$380,127
ROPS 22-23A	-	-	-	-	\$-
ROPS 23-24A	-	-	-	-	\$-
ROPS 24-25A	-	-	-	-	\$-

B Period January - June						Twelve-Month Total
ROPS Period	Fund Sources				Six-Month Total	
	Bond Proceeds	Other Funds	RPTTF	Admin RPTTF		
	\$-	\$-	\$2,000	\$250,000	\$252,000	\$1,555,448
ROPS 20-21B	-	-	1,000	125,000	\$126,000	\$1,049,321
ROPS 21-22B	-	-	1,000	125,000	\$126,000	\$506,127
ROPS 22-23B	-	-	-	-	\$-	\$-
ROPS 23-24B	-	-	-	-	\$-	\$-
ROPS 24-25B	-	-	-	-	\$-	\$-

San Fernando City  
Last and Final Recognized Obligation Payment Schedule (ROPS) - ROPS Detail  
July 1, 2020 through June 30, 2025  
(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I
Item #	Project Name	Obligation Type	Agreement Execution Date	Agreement Termination Date	Payee	Description	Project Area	Total Outstaning Obligation
								\$1,555,448
7	Administrative Cost (Personnel Cost)	Admin Costs	07/01/2017	06/30/2022	City of San Fernando	Administrative fee paid to the City of San Fernando as the Successor Agency to the San Fernando Redevelopment Agency per Health & Safety code 34171(b).	No. 1, 1A, 2, 3, 3A & 4	500,000
13	LAUSD Litigation (Project Specific)	Legal	05/17/1999	06/30/2022	Richards, Watson & Gershon	Ongoing attorney fees associated with defense of the Agency/Successor Agency regarding LAUSD lawsuit challenging prior fiscal years pass through payments.	No. 1, 1A, 2, 3, 3A & 4	4,000
14	Project #1/89 Annex Loan Agreement	Third-Party Loans	11/09/1988	06/30/2018	County of Los Angeles	Repayment of Agency loan agreement #60882 with Los Angeles County for deferral of pass through payments to meet Agency's debt service obligations	No. 1A	-
15	DDA with Haagen/Tiangus	OPA/DDA/Construction	10/16/1989	06/27/2018	San Fernando Mission Partnership	Payment of Developer loan per Disposition and Development Agreement (DDA) between the Agency and the Developer (San Fernando Mission Partnership/Tiangus) to facilitate redevelopment project at San Fernando Mission Blvd.	No. 1A	-
31	SERAF Loan Payments	SERAF/ERAF	01/19/2010	06/30/2022	City of San Fernando as Successor Agency of the RDA Low Moderate Income Housing Fund	Housing Fund Loan to the Redevelopment Project Areas to make the FY 2009-2010 Supplemental Educational Revenue Augmentation Fund (SERAF) payment per Health and Safety Code Section 33690 (a)(1).	No. 1, 1A, 2, 3, 3A, & 4	1,051,448
33	Tax Allocation Refunding Bonds, Series 2016A	Refunding Bonds Issued After 6/27/12	02/02/2016	09/15/2020	US Bank	The Successor Agency refunded the 2006 Bond to achieve debt service savings in accordance with section 34177.5 of the Health and Safety Code.	No. 3	-
34	Trustee Administration Fees for Bond Series 2016A	Fees	02/02/2016	09/15/2020	US Bank	Fiscal agent fees & continuing disclosure fees charged by the Trustee (U.S. Bank) to administer the 2016A Bond Series	No. 3	-

A	L	M	P	Q	T	U	X	Y
	20-21A (Jul-Dec)		20-21B (Jan-Jun)		21-22A (Jul-Dec)		21-22B (Jan-Jun)	
Item #	RPTTF	Admin RPTTF	RPTTF	Admin RPTTF	RPTTF	Admin RPTTF	RPTTF	Admin RPTTF
	\$798,321	\$125,000	\$1,000	\$125,000	\$255,127	\$125,000	\$1,000	\$125,000
7	-	-	-	-	-	-	-	-
13	1,000	-	1,000	-	1,000	-	1,000	-
14	-	-	-	-	-	-	-	-
15	-	-	-	-	-	-	-	-
31	797,321	-	-	-	254,127	-	-	-
33	-	-	-	-	-	-	-	-
34	-	-	-	-	-	-	-	-



DEPARTMENT OF  
**FINANCE**

GAVIN NEWSOM ■ GOVERNOR

915 L STREET ■ SACRAMENTO CA ■ 95814-3706 ■ WWW.DOF.CA.GOV

Transmitted via e-mail

April 15, 2020

Diego Ibanez, Director of Finance  
San Fernando City  
117 Macneil Street  
San Fernando, CA 91340

**Last and Final Recognized Obligation Payment Schedule Determination**

Pursuant to Health and Safety Code (HSC) section 34191.6 (b), the San Fernando City Successor Agency (Agency) submitted a Last and Final Recognized Obligation Payment Schedule (Last and Final ROPS) to the California Department of Finance (Finance) on January 21, 2020. Finance has completed its review of the Agency's Last and Final ROPS.

The Agency's Last and Final ROPS contains funding requests beyond what is required to retire the Agency's enforceable obligations. Pursuant to HSC section 34191.6 (c), Finance proposed amendments and changes to the Last and Final ROPS. However, an agreement with the Agency on the amendments and changes could not be reached.

Therefore, the Agency's Last and Final ROPS is not approved at this time. The Dissolution Act does not allow a Meet and Confer for the Last and Final ROPS. To the extent the Agency agrees to the amendments and changes recommended by Finance or has additional information for Finance to consider, the Agency may submit a new Oversight Board approved Last and Final ROPS for Finance's review in the future.

Without an approved Last and Final ROPS, the Agency may continue to make payments for obligations listed on the approved annual ROPS.

Please direct inquiries to Kylie Oltmann, Supervisor, or Jessica Yip, Staff, at (916) 322-2985.

Sincerely,

JENNIFER WHITAKER  
Program Budget Manager

cc: Sonia Garcia, Senior Accountant, San Fernando City  
Kristina Burns, Manager, Department of Auditor-Controller, Los Angeles County





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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
By: Matt Baumgardner, Director of Public Works

**Date:** January 18, 2022

**Subject:** Consideration to Approve a Third Amendment to the Professional Services Agreement with John Robinson Consulting, Inc. for Additional Engineering Services and Permit Fees Related to the Upper Reservoir Replacement Project

### RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a third Amendment to the Professional Services Agreement with John Robinson Consulting, Inc. (Attachment "A" – Contract No. 1912(c)) for additional engineering services and fees 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.
4. On June 21, 2021, the City Council approved a second Amendment to Contract No. 1912(b) (Attachment "D") with John Robinson Consulting, Inc. for construction management services for the Upper Reservoir Replacement Project.

**Consideration to Approve a Third Amendment to the Professional Services Agreement with John Robinson Consulting, Inc. for Additional Engineering Services and Permit Fees Related to the Upper Reservoir Replacement Project**

Page 2 of 3

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**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 since 1999 due to cracks that have developed over time in the tank's wall. John Robinson Consulting (JRC) completed the final design documents in August 2021, which focused 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.

The project went out to bid for construction in August and September 2021, but an exceedingly busy bid environment for large construction projects in Southern California lead to the City only getting one bid that was substantially over the engineer's estimate for the project. The City also received an extensive list of design items that the Department of Drinking Water (DDW) wanted addressed before the City put the project back out to bid. As a result, on September 20, 2021, the City Council rejected the one bid that was submitted and JRC made some design adjustments to address DDW review comments. The City of Los Angeles also requested a full set of traffic control plans for the project due to the significant amount of pipe work being completed on Hubbard Avenue and Foothill Boulevard.

The total scope of work to be added to John Robinson Consulting's contract includes design time related to the DDW plan review, the traffic control plan requested by the City of Los Angeles transportation department, City of Los Angeles engineering permit fees, and additional time required to analyze bids and ensure the City gets several competitive bids for the project.

**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 \$67,786. There is an approximate balance of \$4,026,000 and it is anticipated that there will be sufficient funds for field engineering and construction services.

**Consideration to Approve a Third Amendment to the Professional Services Agreement with John Robinson Consulting, Inc. for Additional Engineering Services and Permit Fees Related to the Upper Reservoir Replacement Project**

Page 3 of 3

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**CONCLUSION:**

Staff recommends that the City Council approve a third amendment to the Professional Services Agreement with John Robinson Consulting, Inc. for additional engineering services and permit fees related to the Upper Reservoir Replacement Project.

**ATTACHMENTS:**

- A. Contract No. 1912(c)
- B. Contract No. 1912
- C. Contract No. 1912(a)
- D. Contract No. 1912(b)

**2022**  
**THIRD AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**  
**(John Robinson Consulting Incorporated (John Robinson Consulting) - Upper Reservoir**  
**Replacement Construction Management and Engineering Services)**

THIS 2022 THIRD AMENDMENT ("Third Amendment") to that certain agreement entitled "Professional Services Agreement – John Robinson Consulting Incorporated (John Robinson Consulting) - Upper Reservoir Replacement Engineering Design Services" originally executed 17<sup>th</sup> 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 18<sup>th</sup> day of January, 2022 ("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 and Second Amendments were approved by the San Fernando City Council ("City Council") at its Regular Meetings of October 5, 2020 and June 21, 2021, respectively.

WHEREAS, execution of this Third Amendment was approved by the San Fernando City Council ("City Council") at its Regular Meeting of January 18, 2022.

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 June 30, 2023.

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 Seventy-Three Thousand, and Ninety-One Dollars (\$973,091.00).

SECTION 2. Notwithstanding anything in the Master Agreement or the Third 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 Third Amendment, the Master Agreement shall remain binding, controlling and in full force and effect. The provisions of this Third Amendment shall

be deemed a part of the Master Agreement and except as otherwise provided under this Third 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 Third Amendment and the provisions of the Master Agreement, the provisions of this Third 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 Third 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 Third 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 Third 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 Third Amendment to be executed on the day and year first appearing above.

**CITY:**

**City of San Fernando**

By: \_\_\_\_\_

Nick Kimball  
City Manager

Date: \_\_\_\_\_

**APPROVED AS TO FORM**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CONSULTANT**

**John Robinson Consulting**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**EXHIBIT A**

**Additional Scope of Services**



December 2, 2021

Mr. Manuel Fabian  
Civil Engineering Assistant II  
City of San Fernando  
117 Macneil Street  
San Fernando CA 91340

**Reference: Upper Reservoir Replacement Project Amendment No. 3-Contract No. 1912**

Dear Mr. Fabian:

John Robinson Consulting, Inc. (JRC) is submitting this Amendment No. 3 for Contract No. 1912 to the City of San Fernando (City) for the Upper Reservoir Replacement Project as additional effort has been required by our traffic control subconsultant (JMD) to support LADOT, reimburse JRC for two Developer Fees for LADOT to review the traffic control plans and additional scope to support the re-bid of the project which includes the additional design services, bid services and project management will be require additional compensation for Kennedy Jenks (KJ). The following outlines the additional scope of services by discipline (Civil, Traffic Control and Project Management), project schedule and requested additional compensation.

**Additional Scope of Services:**

**Task 1.1 – Data Review**

JMD will gather available electronic base topographic files and as-built plans from LADOT to verify the existing topography and proposed improvements. JMD will prepare preliminary base plans from the topographic files and verification of existing features relevant to the proposed task during field reviews. For the purposes of this proposal, we have assumed that detailed survey will not be required by LADOT and is therefore not included in this proposal. However, typical topographic files do not comprehensively extend to the limits required for traffic signal design. For this reason, JMD anticipates the additional topographic features for purposes of traffic signal design will be included via field reviews and measurements.

**Task 2.3 – 100% Design Documents and Task 2.8 – Bidding Assistance**

Kennedy Jenks (KJ) will be provided assistance by providing additional design services and bid service to assist JRC and City. This includes specifically:

- A review and summary email regarding the cost estimate prepared for final design, assessing whether the City may need to set aside money from their capital program for this project.
- Outreach to up to 10 contractors to encourage them to bid on the project
- Incorporation of the prior addenda into the construction documents and modification to align with the new bid schedule, revising deadlines and bid site walk date and time, and changed schedule of the project.
- Attending the bid walk with one person.
- Answer Bidder questions

- Prepare up to two addenda

***Assumption:***

- A maximum of two addenda will be issued.
- A maximum of 25 bidder questions will be issued
- KJ contractor outreach will consist of contacting up to 10 General Contractors

**Task 2.4 – Traffic Control Plans**

- **LADOT Coordination/Permit** - Since the site is located within the City of Los Angeles, the temporary traffic signal design format and standards shall conform to LADOT guidelines. The plan will be coordinated with LADOT staff and submitted for review and approval. JMD anticipates this plan to be included within the current B-Permit application. JMD will attend up to one (1) additional project coordination meeting with the Design Team and Agency staff to discuss temporary traffic control design and coordination issues.

- **65% Temporary Traffic Signal Plan**

- JMD anticipates one title sheet and one temporary traffic signal plan sheet is required. This results in two (2) temporary traffic signal plan sheets, in AutoCAD format and at a scale of 1"=20', illustrating the plan view of the proposed temporary traffic signal design for construction activities within the subject intersection. The draft temporary traffic signal design will be based on existing conditions and the proposed improvements within public street limits.

- **65% Traffic Control Plan**

JMD will prepare and submit one additional traffic control plan sheet as required to address the latest LADOT comments from November 22th. The additional traffic control plan sheet is needed to accommodate approximately 1,500 feet of additional topographic base mapping for both the west construction limits for Stage 2. The plan will be 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 subject intersection. The design includes providing a ped path around the work zone, maintaining the bike lanes, and providing a curb ramp detail. The traffic control design will be based on existing conditions and the proposed improvements within public street limits.

- **65% Traffic Signal Restoration Plan** - JMD will prepare and submit a draft Traffic Signal Restoration plan as indicated on LADOT's submittal checklist. The plan will be prepared per LADOT requirements and focus on the restoration of the existing traffic signal once the construction activities due to the proposed temporary traffic signal design are completed. This results in two (2) traffic signal restoration plan sheets, in AutoCAD format and at a scale of 1"=20', illustrating the plan view of the restoration of the existing traffic signal design within the subject intersection.

- **65% Field Review Log, Photo Log and Map**

JMD will prepare and submit draft field review logs, photo logs, and maps as required by LADOT for the additional topographic base mapping. These items will be prepared per LADOT requirements and focus on the proposed temporary traffic signal design for construction activities within the subject intersection as well as proposed temporary traffic control design for construction activities within Stage 2.

- **Incorporate Comments and Submit 100% Plans** - After preliminary review and comments by the City/Agency, JMD will incorporate the changes and submit the 100% temporary traffic signal plan package and the 100% temporary traffic control plan package to LADOT for City/Agency approval.
- **Incorporate Comments and Submit Final Plans** - After final review and comments by the City/Agency, JMD will incorporate the changes and submit the final temporary traffic signal plan package and the final temporary traffic control plan package to LADOT for City/Agency approval.

**Deliverables:** JMD will prepare and submit one (1) 65%, one (1) 100%, and one (1) final submittal consisting of one (1) original set of temporary traffic signal plans and temporary traffic control plans. The deliverables will be sent to LADOT for review, comment and approval.

***Assumptions:***

- No additional permitting is anticipated.
- The only impacted jurisdictions include the Cities of Los Angeles and San Fernando.
- Utility relocation plans and utility notices are not included.
- JMD will utilize existing electronic topographic mapping from LADOT for formatting and content conformance.
- No additional plans/forms/documents/permits are anticipated.
- Only three (3) meetings assumed for the entire project.

**Task 2.6 – Permitting Support**

JRC will pay the Developer Fee to LADOT for the review of the Traffic Control Plan outlined in Task 2.4 – Traffic Control Plans.

**Task 4.1 Project Management and Administration**

- JMD will attend up to two (2) additional project coordination meetings with the Design Team and City staff to discuss temporary traffic signal design and coordination issues.
- KJ will provide project management support for an additional 3 months in order to complete the bidding support to assist the City to award the project to a successful Contractor.

**Project Schedule** - The additional scope of services has extended the project an additional 3 months.

**Additional Compensation** - Attached is a Table 1 fee breakdown of our fee for each discipline. The fee will be on a time and materials basis, not to exceed \$67,785.51.

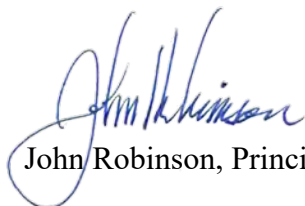
<b>Table 1 - Compensation</b> <b>City of San Fernando - Upper Reservoir Replacement Project</b>							
Task	Project Tasks	John Robinson Principal	Total Hrs	Permit Fees	Subs	Total Labor	TOTAL FEES
		\$150					
1.1	Data Review	0	0	\$0	\$ 1,093	\$0	\$ 1,093
2.3 and 2.8	100% Design Documents and Bidding Assistance	0	0	\$0	\$15,000	\$0	\$ 15,000
2.4	Traffic Control Plans	0	0	\$0	\$26,649	\$0	\$ 26,649
2.6	Permitting Support	0	0	\$21,076.51	\$ -	\$0	\$21,076.51
4.1	Project Management	0	0	\$0	\$ 3,967	\$0	\$ 3,967
	<b>Total Hours</b>	0	0	\$21,076.51	\$46,709	\$0	\$67,785.51
	<b>Total Not-to-Exceed Fee</b>						<b>\$67,785.51</b>

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.

Should you have any questions or require any further information, please do not hesitate to John Robinson at [jrobinson@johnrobinsonconsulting.com](mailto:jrobinson@johnrobinsonconsulting.com) or at the office at (626) 375-9389.

Respectively,

John Robinson Consulting, Inc.



John Robinson, Principal

F260



ATTACHMENT "B"  
CONTRACT NO. 1912

## PROFESSIONAL SERVICES AGREEMENT

### Upper Reservoir Replacement Engineering Design

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 17<sup>th</sup> 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 SCOPE OF WORK: 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 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 TERM: 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 as-needed, 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 1<sup>st</sup> of a calendar year and ending on June 30<sup>th</sup> 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 pay all undisputed amounts included on the invoice. CITY shall not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.

**1.4 ACCOUNTING RECORDS:** 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 ABANDONMENT BY CONSULTANT:** 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 CITY'S REPRESENTATIVES:** 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 CONSULTANT REPRESENTATIVE: 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 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS: 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 STANDARD OF CARE; PERFORMANCE OF EMPLOYEES: 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 to 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 ASSIGNMENT: 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 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: 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 REMOVAL OF EMPLOYEES OR AGENTS: 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 COMPLIANCE WITH LAWS: 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 NON-DISCRIMINATION: 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. INDEPENDENT CONTRACTOR STATUS: 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 DUTY TO PROCURE AND MAINTAIN INSURANCE:** 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. **Commercial General Liability Insurance:** 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. **Automobile Liability Insurance:** 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. **Workers' Compensation Insurance/ Employer's Liability Insurance:** 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. **Errors & Omissions Insurance:** 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 ADDITIONAL INSURED REQUIREMENTS:** 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 REQUIRED CARRIER RATING:** 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 **PRIMACY OF CONSULTANT'S INSURANCE:** 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 **WAIVER OF SUBROGATION:** 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 **VERIFICATION OF COVERAGE:** 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 it 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 indemnify, 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 TERMINATION WITHOUT CAUSE: 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 14-day 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 or 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 **SCOPE OF WAIVER:** 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 **SURVIVING ARTICLES, SECTIONS AND PROVISIONS:** 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 **CONFIDENTIALITY:** 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 **FALSE CLAIMS ACT:** 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 **NOTICES:** 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:

**CONSULTANT:**

Attn: John Robinson, Principal  
1055 E. Colorado Blvd. Suite 500  
Pasadena, CA 91106  
Phone: (626) 375-9389  
Email: johnrobinsonconsulting.com

**CITY:**

Attn: Director of Public Works  
117 Macneil Street  
San Fernando, CA 91340  
Phone: (818) 898-1222  
Fax: (818) 361-6728

Such notices shall be deemed effective when personally delivered or successfully transmitted by facsimile as evidenced by a fax confirmation slip or 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 **COOPERATION; FURTHER ACTS:** 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 **SUBCONTRACTING:** 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 **CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS:** CITY reserves the right to employ other contractors in connection with the various projects worked upon by CONSULTANT.
- 6.8 **PROHIBITED INTERESTS:** 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.

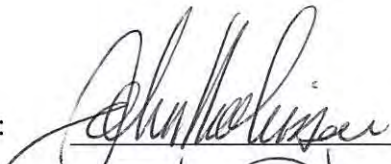
- 6.9 **TIME IS OF THE ESSENCE**: Time is of the essence for each and every provision of this Agreement.
- 6.10 **GOVERNING LAW AND VENUE**: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without 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 **ATTORNEYS' FEES**: 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 **SUCCESSORS AND ASSIGNS**: This Agreement shall be binding on the successors and assigns of the Parties.
- 6.13 **NO THIRD PARTY BENEFIT**: 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 **CONSTRUCTION OF AGREEMENT**: 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 **SEVERABILITY**: 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 **AMENDMENT; MODIFICATION**: 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 **CAPTIONS**: 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 **INCONSISTENCIES OR CONFLICTS:** 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 **ENTIRE AGREEMENT:** 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 **COUNTERPARTS:** 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.


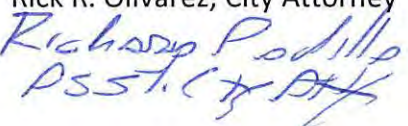
**(SIGNATURE PAGE TO FOLLOW)**

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: John Robinson  
Title: Principal

APPROVED AS TO FORM

By:   
Rick R. Olivarez, City Attorney  
  
Asst. City Atty

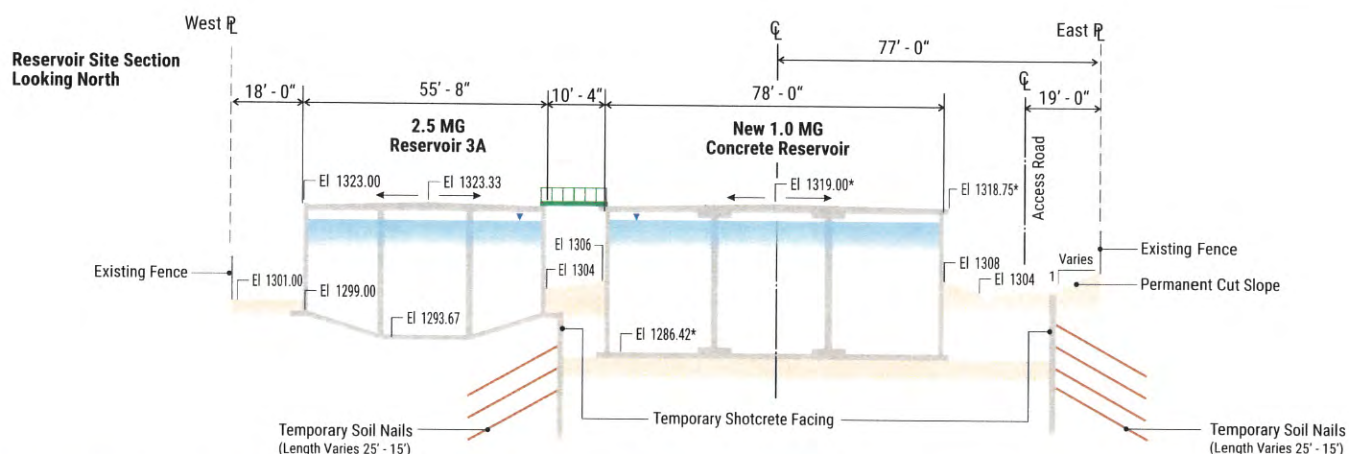


April 9, 2019



Proposal for the

# UPPER RESERVOIR REPLACEMENT ENGINEERING DESIGN





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 above-grade welded steel tank will have a greater impact on Reservoir 3A integrity than a partially-buried 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.

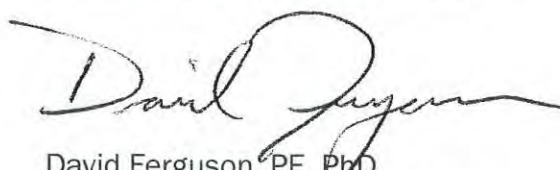
Very truly yours,

JOHN ROBINSON CONSULTING



John Robinson  
Principal and Project Manager

KENNEDY JENKS CONSULTANTS



David Ferguson, PE, PhD  
Vice President, Design Manager

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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 O&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, and routine maintenance activities.
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.	

#### 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



## 2 - METHODOLOGY AND WORK PLAN

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  $\frac{3}{4}$ -inch of radial wall movement.
5. A two-way flat slab roof with columns.
6. Automated and continuous electronic control, monitoring, and recording of vertical and horizontal pre-stressing to 1.5% and shotcrete operations.
7. 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  $1\frac{1}{2}$  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.*



## 2 - METHODOLOGY AND WORK PLAN

### 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 re-coating 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.



## 2 - METHODOLOGY AND WORK PLAN

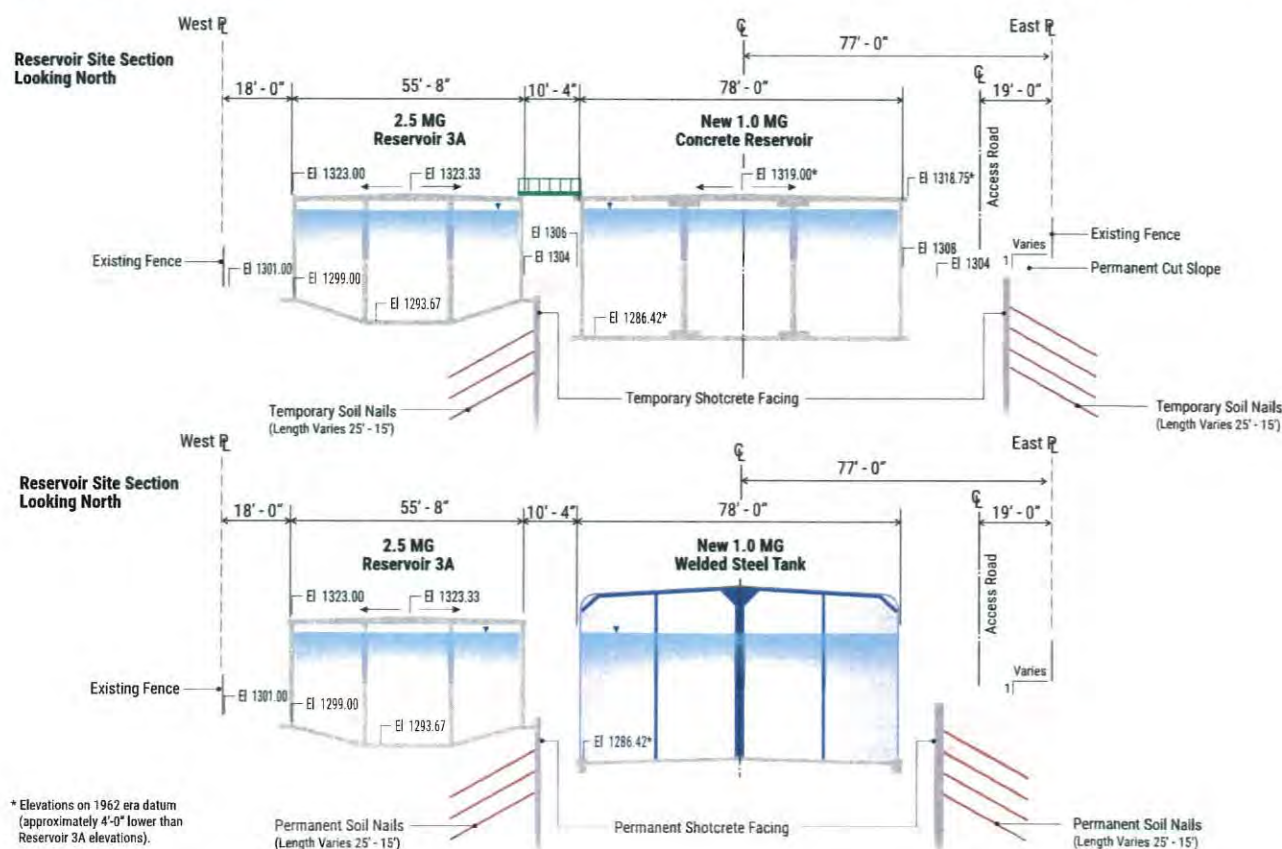
**KEY ISSUE: PROTECT AND MAINTAIN RESERVOIR 3A**

The existing Upper Reservoir is 78-feet in outside diameter with foundations to EL. 1284.75 and back-filled 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.**





## 2 - METHODOLOGY AND WORK PLAN

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.

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.



### 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.

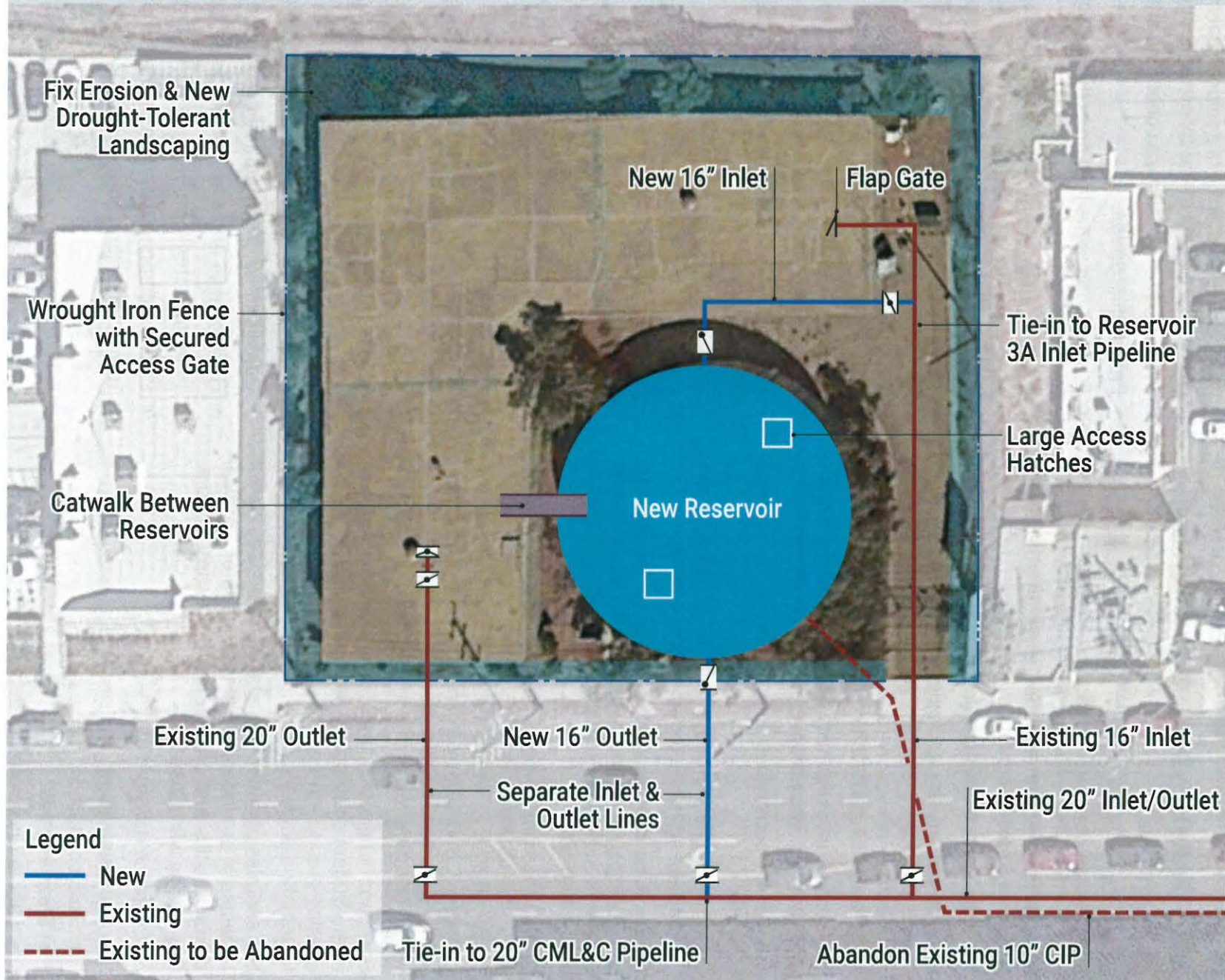
Based on our experience with replacing an existing reservoir, we recommend adoption of a Categorical Exemption, Class 1 or Class 2 (existing facility or replacement, respectively). If this approach is accepted by the City, our team can prepare a Notice of Exemption with a much smaller budget than what 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.*



FIGURE 2: We will provide separate inlet and outlet piping while optimizing use of existing piping.





## 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.
- 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.



## 2 - METHODOLOGY AND WORK PLAN

### 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).



## 2 - METHODOLOGY AND WORK PLAN

### 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.

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



## 2 - METHODOLOGY AND WORK PLAN

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 LADOT 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 PowerPoints 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.

**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**

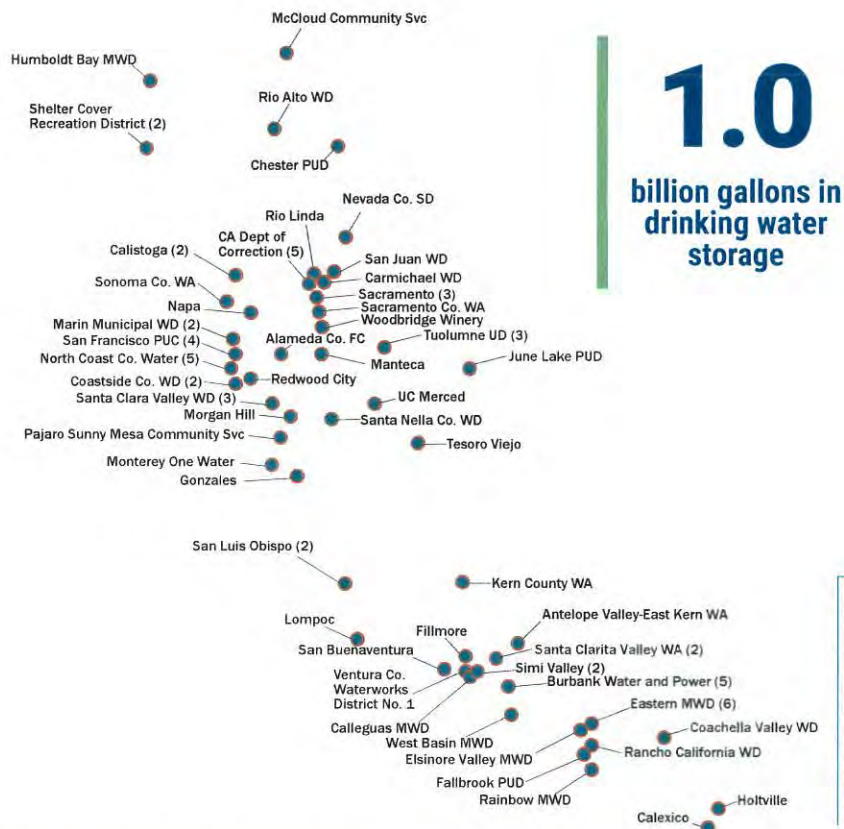
- Submit Quality Control and Quality Assurance Plan for City review and approval.
- Submit a detailed construction Quality Control and Quality Assurance Plan for City review and approval.
- Provide quality reviews for project deliverables in accordance with Kennedy Jenks' QA/QC program.
- Provide internal project initiation meeting and concept & criteria review to review the project work plan and initial project concepts.



## 3 - EXPERIENCE AND QUALIFICATIONS OF FIRM

### DEMONSTRATED EXPERTISE IN RESERVOIRS

Our reservoir design experience includes steel tanks and concrete reservoirs (cast-in-place and pre-stressed). 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.



**1.0**  
billion gallons in  
drinking water  
storage

**100**  
new concrete  
water storage  
tanks

**380**  
new welded steel  
water storage  
tanks

#### Map of Reservoirs in California

The JRC/Kennedy Jenks team will leverage our experience on similar projects to avoid learning curves and focus on solving your technical needs. Our relevant experience will foster sound, tailored engineering solutions meeting the needs of your reservoir.

### 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



### 3 - EXPERIENCE AND QUALIFICATIONS OF FIRM

## 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-in-place 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.



### 3 - EXPERIENCE AND QUALIFICATIONS OF FIRM

## 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 pipeline 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.

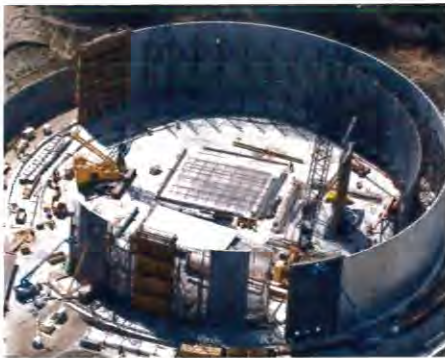
Kennedy Jenks is designing a concrete emergency storage basin using structural analysis software and developed contract drawings, prepared project design specifications, and attended client meetings.



## 3 - EXPERIENCE AND QUALIFICATIONS OF FIRM

**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 strand-wound 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.



## 3 - EXPERIENCE AND QUALIFICATIONS OF FIRM

## 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



## 4 - KEY PERSONNEL

### 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.



### EXPERIENCED AND COMMITTED TO PROJECT SUCCESS:

- JRC/KJ has developed streamlined, cost-effective, 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.

# 100+

COMBINED RESERVOIR  
DESIGN PROJECTS  
DELIVERED BY OUR KEY  
STAFF

### 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.



## 4 - KEY PERSONNEL

## A LOCAL PROJECT MANAGER YOU KNOW AND TRUST

**JOHN ROBINSON****PROJECT MANAGER****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 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
- Pumping Stations
- Reservoirs
- Hydraulic Structures
- 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).



## 4 - KEY PERSONNEL



## REGISTRATIONS

- Professional Civil Engineer, California
- Professional Structural Engineer, California

## SRIDHAR SADASIVAN, PE, SE

## QA/QC MANAGER



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.



## REGISTRATIONS

- Professional Civil Engineer, California

## DAVID FERGUSON, PhD, PE

## DESIGN MANAGER



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.



## REGISTRATIONS

- Professional Civil Engineer, California

## DON BARRAZA, PE

## RESERVOIR DESIGN



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.



## 4 - KEY PERSONNEL

### 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, ground-water 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 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 (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.



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-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 (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.



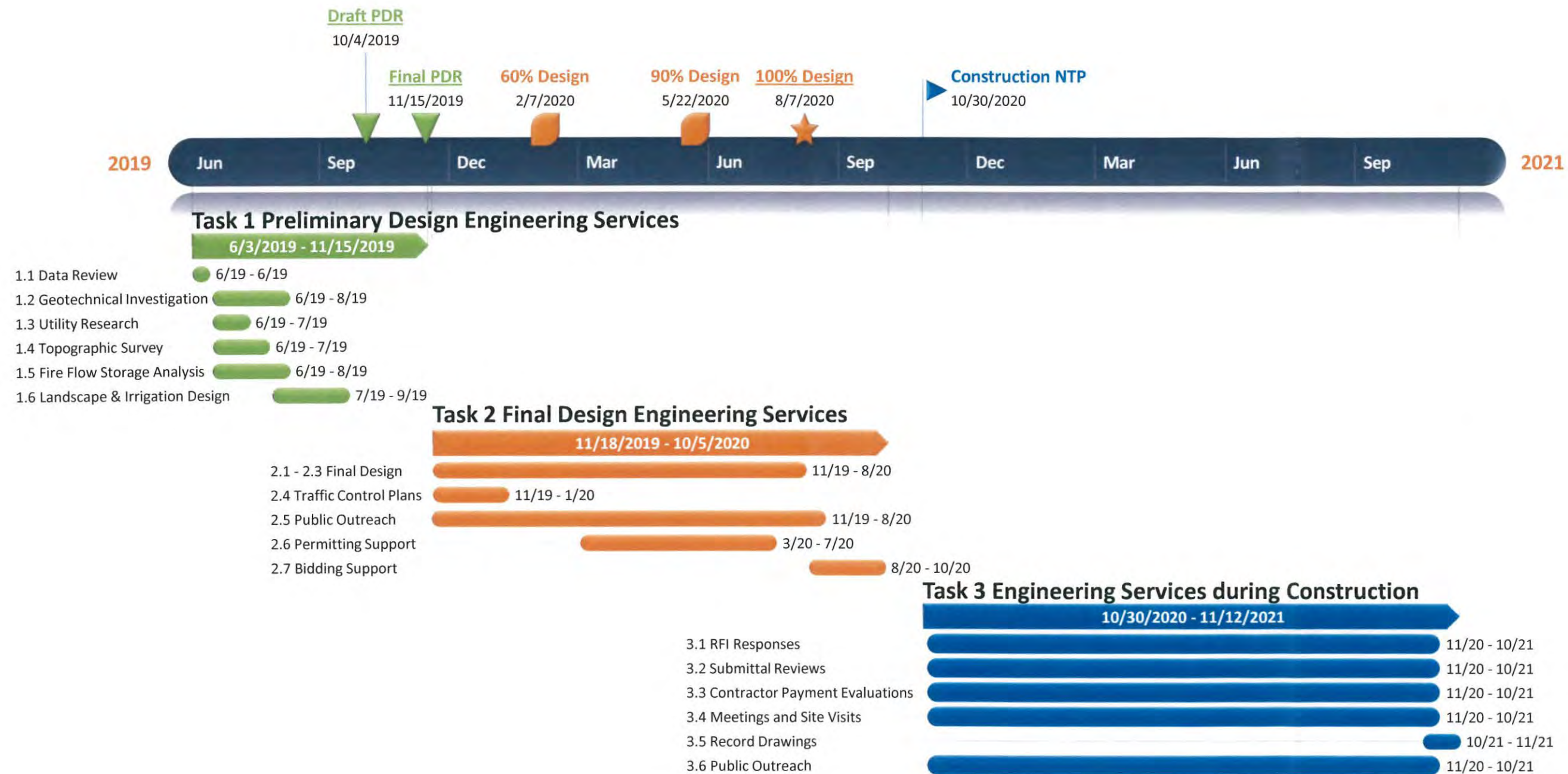
Proposal Fee Estimate

John Robinson Consulting, Inc. & Kennedy Jenks

CLIENT Name: City of San Fernando  
PROJECT Description: Upper Reservoir Replacement Project  
Proposal/Job Number: \_\_\_\_\_ Date: 4/9/2019

	JRC Project Manager	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-Technician	Project Admin.	Administrative Assistant	Aide		JRC/KJ	Sub	Sub	Sub	Sub	Sub	Sub	JRC/KJ	Total Expenses	Total Labor + Expenses
Classification:																		Total	Total Labor	On-Line Engineering	Converse Consultants	Tom Dodson & Associates	JMDiaz, Inc.	NUVIS	DePinto Morales Comm.	ODCs		
Hourly 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
Task 1 - Preliminary Design Engineering Services																												
1.1 Data Review		2	2		2		4	2	2									14	\$2,740				\$1,283				\$1,283	\$4,023
1.2 Geotechnical Investigation			4		2		2											8	\$1,760		\$10,447						\$10,447	\$12,207
1.3 Utility Research							4		16									20	\$2,920							\$500	\$500	\$3,420
1.4 Topographic Survey					2		2											4	\$760	\$4,000							\$4,000	\$4,760
1.5 Fire Flow Storage Analysis					8				20									28	\$4,480								\$0	\$4,480
1.6 Landscape & Irrigation Design					2		4											6	\$1,100					\$3,870		\$3,870	\$4,970	
1.7 Reservoir Alternatives Analysis		4	16		16		24		20		6			20				106	\$18,500								\$0	\$18,500
1.8 Draft Preliminary Design Report Preparation	8	6	4		4		40		8									70	\$12,610							\$50	\$50	\$12,660
1.9 Final Preliminary Design Report Preparation	8	2	2		2		20											34	\$6,070							\$50	\$50	\$6,120
Task 1 - Subtotal	16	14	28	0	38	0	100	2	66	0	6	0	0	20	0	0	0	290	\$50,940	\$4,000	\$10,447	\$0	\$1,283	\$3,870	\$0	\$600	\$20,200	\$71,140
Task 2 - Final Design Engineering Services																												
2.1 60% Design Documents	4	7	52	24	34	52	74	85	19	0	19	0	0	80	0	0	0	450	\$78,603							\$100	\$100	\$78,703
2.2 90% Design Documents	4	7	52	24	34	52	74	85	19	0	19	0	0	80	0	0	0	450	\$78,603					\$4,420		\$100	\$4,520	\$83,123
2.3 100% Design Documents	4	2	13	6	9	13	19	21	5	0	5	0	0	20	0	0	0	115	\$20,101					\$2,830		\$100	\$2,930	\$23,031
2.4 Traffic Control Plans							4											4	\$680				\$6,850				\$6,850	\$7,530
2.5 Public Outreach	7	6					12											25	\$4,740						\$17,500	\$150	\$17,650	\$22,390
2.6 Permitting Support	2	2	8		8		16		8		4	4						52	\$9,610				\$964				\$964	\$10,574
2.7 CEQA Support							2											2	\$340			\$4,500					\$4,500	\$4,840
2.8 Bid Support	4	6	6		8		28		16		8		8					84	\$14,670					\$1,610		\$50	\$1,660	\$16,330
Task 2 - Subtotal	25	29	130	54	93	117	229	191	67	0	55	4	8	180	0	0	0	1182	\$207,347	\$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										156	\$27,060					\$1,860		\$1,200	\$3,060	\$30,120
3.5 Record Drawings								8						36				44	\$5,200							\$100	\$100	\$5,300
3.6 Public Outreach	2	2					4											8	\$1,530						\$13,500		\$13,500	\$15,030
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					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	0	20	0	238	\$45,030	\$0	\$0	\$0	\$1,130	\$500	\$0	\$600	\$2,230	\$47,260
All Tasks Total	145	119	226	54	159	169	559	245	189	0	61	4	8	236	30	30	0	2204	\$389,767	\$4,000	\$10,447	\$4,500	\$10,227	\$16,950	\$31,000	\$3,000	\$80,124	\$469,891





## PRELIMINARY DRAWING LIST

<b>GENERAL</b>
G-1 Cover Sheet, Vicinity & Location Maps
G-2 Symbols, Abbreviations, and Drawing List
G-3 General Notes
<b>CIVIL</b>
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
<b>STRUCTURAL</b>
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
<b>ELECTRICAL AND INSTRUMENTATION &amp; CONTROLS</b>
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); WaterReuse 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 4.0 MG pre-stressed concrete reservoir. 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 three 1.0 MG Colima Road Reservoirs and one 5.0 MG Telegraph Road Reservoir.

**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, 1.5 MG above ground steel storage tank, and a recycled water booster pump station. Preliminary design of 4 miles of 16 recycled water pipeline, 9 miles of 6-inch

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 rehabilitation of two 5.5 MG above ground steel reservoirs. 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.

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### 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

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### 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

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### 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

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### 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.



**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 L-shaped 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.



## Brandon C. Hale, P.E.

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### Project Engineer

#### Education

BS, Civil Engineering, University of California, Los Angeles, 2010  
MS, Civil Engineering, University of California, Los Angeles, 2012

#### Registrations

Professional Civil Engineer, California (C 83374)

#### Years of Experience

6 years

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### 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.



**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.

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### 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

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### 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.



**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

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### Fire Flow Analysis & Hydraulics

#### Education

BS, Environmental Engineering and Science,  
University of California, Los Angeles, 2006  
MS, Civil and Environmental Engineering, Stanford  
University, 2007

#### Certifications

Certified Energy Manager, Association of Energy  
Engineers (#21448)

#### Years of Experience

12 years

#### Registrations

Professional Civil Engineer, California (C75784)

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### 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-



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 non-potable 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

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### 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



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.



## Jeffrey R. Mohr, P.E., C.E.M

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### 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

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### 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.



**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.



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January, 2018

**ROBERT G. MARTINEZ, P.E., P.L.S. President**

### **EDUCATION**

**BACHELOR OF SCIENCE** Degree in Civil Engineering (Survey Minor)  
California State Polytechnic University, Pomona – June 1989

### **EMPLOYMENT**

**ON-LINE Engineering** – Pasadena, West Covina, CA      January '94 - Present

**ASL Consulting Engineers** – Pasadena, CA      September '95 – December '99

**So. Calif. Gas Company** – 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: [olengr@earthlink.net](mailto:olengr@earthlink.net)



# 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.

**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.

### 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



# 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, 5<sup>th</sup> 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 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).

### 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



# Tom Dodson, Tom Dodson & Associates

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## 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

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### **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).





## Steven Itagaki, PE, TE, PTOE

### Task Manager –Highways/Traffic



#### 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.



#### **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.





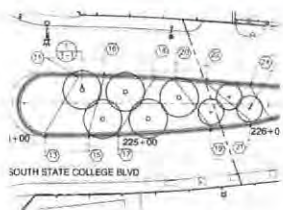
Principal



**With NUVIS  
since 1978**

**Licensure:**  
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 Recreation  
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, high-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



**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 17<sup>th</sup> 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 5<sup>th</sup> 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 and the provisions of the Master Agreement, 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.

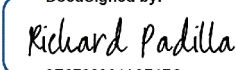
IN WITNESS WHEREOF, the Parties hereto have caused this First Amendment to be executed on the day and year first appearing above.

**CITY:**

**City of San Fernando**


DocuSigned by:  
  
By: 34DA1699803B42F...  
Joel Fajardo  
Mayor  
Date: ÉÈÐÈÐÈÈÈÈÄÐÄÉÈÈÄÄÄÄÄÄÄÄ

**APPROVED AS TO FORM**

DocuSigned by:  
  
By: 9E6768364A9F4FC...  
Name: ÃÆÃÆÃÃÃÃÃÃÃÆBBÃ  
Title: ÇÇÆÇÇÃÇÇÃÆÇDÃÇÇÇÇÇÇD  
Date: ÉÈÐÈÐÈÈÈÈÄÐÄÉÈÈÄÄÄÄÄÄÄÄ

**CONSULTANT**

**John Robinson Consulting**

DocuSigned by:  
  
By: E3F65A8C65B8445...  
Name: ÀÇÆCÃÃÇÃÆCÇÇC  
Title: ÂÇÆCÃÆCÃB  
Date: ÉÈÐÈÐÈÈÈÈÄÐÄÉÈÈÄÄÄÄÄÄÄÄ

## 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
	<b>Total Not-to-Exceed Fee:</b>	<b>\$75.454</b>

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.

**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 17<sup>th</sup> 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 21<sup>st</sup> 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



**CONTRACT NO. 1912(b)**

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**

DocuSigned by:  
By: Nick Kimball  
1041FC9C27C7499...

Name: Nick Kimball

Title: City Manager

Date: 06/28/2021 | 10:53 AM PDT

**CONSULTANT****John Robinson Consulting**

DocuSigned by:  
By: John Robinson  
E3F65A8C65B8445...

Name: John Robinson

Title: Principal

Date: 06/24/2021 | 8:50 AM PDT

**APPROVED AS TO FORM**

DocuSigned by:  
By: Richard Padilla  
9E6768364A9F4EC...

Name: Richard Padilla

Title: Assistant City Attorney

Date: 06/28/2021 | 9:19 AM PDT

**CONTRACT NO. 1912(b)**

**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.



Mr. John Robinson  
John Robinson Consulting, Inc.  
May 14, 2021  
Page 2

**CONTRACT NO. 1912(b)**  
**EXHIBIT "A"**

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.



Mr. John Robinson  
John Robinson Consulting, Inc.  
May 14, 2021  
Page 3

**CONTRACT NO. 1912(b)**  
**EXHIBIT "A"**

- 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.





Mr. John Robinson  
John Robinson Consulting, Inc.  
May 14, 2021  
Page 4

**CONTRACT NO. 1912(b)**  
**EXHIBIT "A"**

- 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.

A handwritten signature in black ink that reads 'Jon Westervelt'.

Jon Westervelt, P.E., CCM  
Principal, Construction Management Services Lead

A handwritten signature in blue ink that reads 'Paul Chau'.

Paul Chau, P.E.  
Principal, Client Manager

## 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: 5/14/2021

Classification:	Project Manager John Robinson	Construction Manager Thien Ng	Site Inspector Jayce Waldren	Electrical Inspector Phil Sanders	Project Admin.	Total	KJ Total Labor	Sub Ninyo & Moore	KJ ODCs	Total Expenses	Total Labor + Expenses
Hourly Rate:	\$150	\$225	\$180	\$180	\$95	Hours	Fees	Fees	Fees		Fees
<b>Task 1 - Inspection Services</b>											
1.1 Site Inspection		132	1336		144	1612	\$283,860		\$4,500	\$4,500	\$288,360
1.2 Electrical Inspection		8		48		56	\$10,440		\$500	\$500	\$10,940
						0	\$0			\$0	\$0
<b>Task 1 - Subtotal</b>	0	140	1336	48	144	1668	\$294,300	\$0	\$5,000	\$5,000	\$299,300
<b>Task 2 - Specialty Inspection</b>											
Specialty Inspection		16				16	\$3,600	\$36,450		\$36,450	\$40,050
						0	\$0			\$0	\$0
<b>Task 2 - Subtotal</b>	0	16	0	0	0	16	\$3,600	\$36,450	\$0	\$36,450	\$40,050
<b>Task 3 - Project Management &amp; Administration</b>											
Project Management & Administration	72	36			18	126	\$20,610			\$0	\$20,610
						0	\$0			\$0	\$0
<b>Task 3 - Subtotal</b>	72	36	0	0	18	126	\$20,610	\$0	\$0	\$0	\$20,610
<b>BASE SCOPE OF WORK - All Tasks Total</b>	72	192	1336	48	162	1810	\$318,510	\$36,450	\$5,000	\$41,450	\$359,960

## Thien Ng, P.E.

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### Construction Manager

#### Education

BS, Chemical Engineering, University of California, Berkeley, 1990

Professional Chemical Engineer, California (5034)

#### Years of Experience

31 years

#### Registrations

Professional Civil Engineer, California (73390)

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### 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 as-built 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 and 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 1-million gallon tanks
- Thermalito Power Plant - Install new strain gauge sensor system on spillway gate

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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and City Councilmembers

**From:** Nick Kimball, City Manager  
**By:** Julia Fritz, City Clerk

**Date:** January 18, 2022

**Subject:** Consideration and Discussion Regarding City Council Liaison Assignments, Ad Hoc Committees and Commissions and Adopt a Resolution Appointing a Primary Alternate Representative to the Independent Cities Risk Management Authority Governing Board

### RECOMMENDATION:

It is recommended that the City Council:

- a. Review and provide direction to staff regarding Councilmember Liaison Assignments (Attachment "A"), Ad Hoc Committees (Attachment "B") and Commissions (Attachment "C"); and
- b. Adopt Resolution No. 8110 (Attachment "D") appointing Michael Okafor as the primary alternate representative to the Independent Cities Risk Management Authority (ICRMA) Governing Board.

### BACKGROUND:

1. The San Fernando City Council selects a Mayor and Vice Mayor from among their members in December each year as part of the annual reorganization. The annual reorganization involves, in part, new (or re-appointed) liaison appointments and assignments to various committees and outside organizations such as the Independent Cities Management Authority (ICMRA). Pursuant to Section 11.2 of the City Council Procedures Manual (Attachment "E"), the Mayor, with the consent of the majority of the City Council, may appoint Councilmembers to serve on liaison commissions, Ad Hoc committees, and standing committees.
2. On December 6, 2021, the City Council proceeded with the annual reorganization and selected Mary Mendoza to serve as Mayor and Hector A. Pacheco to serve as Vice Mayor.
3. Since July 1, 1986, the City of San Fernando has been a member of ICRMA, a joint powers authority that provides Risk Management Programs to reduce the amount and frequency of

**Consideration and Discussion Regarding City Council Liaison Assignments, Ad Hoc Committees and Commissions and Adopt a Resolution Appointing an Alternate Representative to the Independent Cities Risk Management Authority Governing Board**

Page 2 of 3

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losses through a pooled or self-funded basis whereby the Members share some portion or all, of the costs of the program losses. ICRMA requires that the City appoint by resolution a primary, and a primary alternate and a substitute alternate to be available to attend and vote during board meetings, if the primary cannot attend.

4. On August 19, 2019, the City Council adopted Resolution No. 7945 appointing City Manager Nick Kimball to serve as the primary, Deputy City Manager/Director of Community Development Tim Hou as the primary alternate representative, and Personnel Manager Michael Okafor as the substitute alternate representative of the ICRMA.
5. In March 2021, the primary alternate representative position became vacant, due to the departure of former Deputy City Manager/Director of Community Development Tim Hou.

**ANALYSIS:**

Liaison Assignments (Outside Organizations).

Liaison Assignments consist of either one or two appointed Councilmembers that will allow the City of San Fernando to have consistent and appropriate representation in various governmental associations of which the City is a participating member. The Mayor is not recommending any changes to the current Liaison assignments (Attachment "A").

Ad Hoc Committees.

Ad Hoc committees consist of either one or two Councilmembers, have a clear and definite scope, and dissolve upon completion of the scope, unless otherwise extended by the City Council with a new scope. Ad Hoc committees are less formal than standing committees and are therefore not subject to the requirements of the Ralph M. Brown Act. The Mayor is not recommending any changes to the current Ad Hoc Committee assignments (Attachment "B").

City Commissions.

Per the City's Code, each Councilmember may appoint one Commissioner to each Commission (i.e., Planning and Preservation Commission, Parks and Wellness Commission, Transportation and Safety Commission, and Education Commission), with such appointment to be ratified by the City Council. Attachment "C" provides the current roster of City Commissioners and their respective appointing Councilmember.

The Parks, Wellness, and Recreation Commission currently has two vacant Commissioner seats, due to resignations of former Commissioner Saydith Navarro and Commissioner Sandra Richards, respectively. Vice Mayor Hector A. Pacheco is the appointing Councilmember to fill the vacancy left by Ms. Richards and Councilmember Celeste Rodriguez is the appointing Councilmember to fill the vacancy left by Ms. Navarro. The "Application to serve on a City Commission" is attached for reference (Attachment "F").

**Consideration and Discussion Regarding City Council Liaison Assignments, Ad Hoc Committees and Commissions and Adopt a Resolution Appointing an Alternate Representative to the Independent Cities Risk Management Authority Governing Board**

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Independent Cities Risk Management Authority (ICRMA).

Due to the departure of Mr. Hou in March 2021, it is necessary to adopt a resolution as required by ICRMA (Attachment “D”) to appoint Personnel Manager Michael Okafor as the City’s primary alternate representative and leaving the substitute primary alternate representative vacant. City Manager Kimball currently serves as the President of ICRMA. Insurance and risk management programs tend to be specialized, technical and have a potentially significant impact on the City’s finances. Therefore, it is in the City’s best interest to appoint Governing Board members that have risk management experience and are available to attend meetings regularly that will ensure consistent representation of the City’s interests on the Board.

**BUDGET IMPACT:**

The City Council annual updates to the liaison assignments, Ad Hoc and committees lists are included in the City Clerk’s regular work plan and, therefore, included in the Fiscal Year 2021-2022 Adopted Budget.

**CONCLUSION:**

It is recommended that the City Council review and approve the City Council Liaison and Ad Hoc Committee Assignments (Attachment “A” and “B,” respectively) and adopt Resolution No. 8110 (Attachment “D”) appointing Michael Okafor Personnel Manager as the primary alternate representative on the ICRMA Governing Board.

**ATTACHMENTS:**

- A. City Council Liaison Assignments
- B. City Council Ad Hoc Committee Assignments
- C. Committees/Commissions List
- D. Resolution No. 8110 (Appoint New Alternate to ICMRA)
- E. City Council Procedure, Section 11.2
- F. Application to Serve on a City Commission



# SAN FERNANDO

## CITY COUNCIL LIAISON ASSIGNMENTS

Revised by City Council: March 1, 2021

	AGENCY/COMMITTEE	MEETING DAY	APPOINTEE(S)	COMMENTS
1	San Fernando Downtown Mall Merchants Association	Mornings (as needed)	Vacant	<i>Pending Finalization of Memorandum of Understanding with SF Mall Merchants Association</i>
2	City Selection Committee (L.A. County)	Night	Mary Mendoza Alt: Sylvia Ballin	
3	Valley Economic Alliance	Day	Cindy Montanez	
4	Independent Cities Association (ICA)	Night	Celeste Rodriguez Alt: Hector A. Pacheco	
5	Independent Cities Risk Management Authority (ICRMA)	Day	Nick Kimball Alt: <del>Tim Hou</del> Michael Okafor Sub Alt: <del>Michael Okafor</del>	<i>Adoption of a new Resolution is required when representatives are changed</i>
6	Independent Cities Finance Authority (ICFA)	Day	Sylvia Ballin Nick Kimball	<i>Adoption of a new Resolution is required when representatives are changed</i>
7	League of California Cities	1 <sup>st</sup> Thursday Evening	Mary Mendoza Alt: Celeste Rodriguez	
8	San Fernando Valley Council of Governments (SFVCOG)	TBD	Mary Mendoza Alt: Celeste Rodriguez	
9	Southern California Association of Governments (SCAG)	1 <sup>st</sup> Thursday Morning	Hector A. Pacheco Delegate: Celeste Rodriguez	<i>SCAG requests appointments: 1) Regional Councilmember Representative 2) Delegate</i>
10	Metropolitan Water District (MWD) of Southern California	Day	Adan Ortega	





## CITY COUNCIL LIAISON ASSIGNMENTS

Revised by City Council: March 1, 2021

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12	Los Angeles County Metropolitan Transportation Authority (MTA) San Fernando Valley Service Council	1 <sup>st</sup> Wednesday Evening	Robert C. Gonzales	<i>Current term expires 2023, seat is shared among San Fernando, Burbank and Glendale. Elected Official is not a requirement to serve</i>
13	Greater Los Angeles County Vector Control District	2 <sup>nd</sup> Thursday Evening	Jesse H. Avila	<i>11-2-2020: Re-Appointed term 1-4-21 to 1-4-23 Elected Official is not a requirement to serve</i>
14	Upper Los Angeles River and Tributaries Working Group (Mountains Recreation and Conservation Authority)	Day Monthly	Cindy Montanez  Alt: Matthew Baumgardner	

## CITY COUNCIL AD HOC &amp; STANDING COMMITTEES



As of City Council, 10/18/21

Page 1

## AD HOC COMMITTEES

DATE CREATED		NAME	CITY COUNCIL MEMBERS	SCOPE
1	4/2/13	<b>East San Fernando Valley Transit Corridor</b> (Include Metrolink Dual Track)  <u>Responsible Staff:</u> Administration  <u>Meeting Frequency:</u> Quarterly until dissolved	Pacheco Rodriguez	Review information and develop policy recommendations to City Council related to the planned light rail project through San Fernando, including reviewing options related to the City's local match, public outreach efforts with Metro, providing feedback regarding potential improvements along the rail ROW by Metro and/or the City, and other ESFVTC policy related items that require additional study. <i>(Recommend dissolving upon completion of ESFVTC construction through San Fernando)</i>
2	1/7/19	<b>City General Plan Update (renamed 8/5/2019)</b>  <u>Responsible Staff:</u> Community Development  <u>Meeting Frequency:</u> Quarterly until dissolved	Mendoza Pacheco	Review information and develop policy recommendations to City Council related to updating the City's General Plan, including evaluating potential funding sources, reviewing draft plan amendments with staff, provide feedback related to public outreach efforts, and other General Plan items that require additional study. <i>(Recommend dissolving upon adoption of an updated General Plan)</i>
3	2/19/19	<b>Green City/Street and Parkway Tree</b> (combined/renamed 9/8/20)  <u>Responsible Staff:</u> Administration  <u>Meeting Frequency:</u> Quarterly until dissolved	Pacheco Montañez	Review information and develop policy recommendations to City Council related to the City's environmental related programs, including environmental programs available to City residents, public outreach efforts, City Hall programs to decrease carbon footprint, and other Green City items that require additional study. <i>(Recommend review during City Council re-org each year to determine necessity to extend)</i>
4	2/18/20	<b>100-Year Anniversary of Women's Right to Vote</b>  <u>Responsible Staff:</u> Recreation & Community Services  <u>Meeting Frequency:</u> As necessary until dissolved	Ballin Mendoza	Research and Develop a Request for Proposal "RFP" for the Woman's Right to Vote Mural <i>(Recommend dissolving upon completion of a proper recognition event)</i>

## CITY COUNCIL AD HOC &amp; STANDING COMMITTEES



As of City Council, 10/18/21

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## AD HOC COMMITTEES

DATE CREATED		NAME	CITY COUNCIL MEMBERS	SCOPE
5	2/18/20	<b>Mural Program</b>  <u>Responsible Staff:</u> Recreation & Community Services  <u>Meeting Frequency:</u> As necessary until dissolved	Ballin Rodriguez	On 12/07/2020, Ordinance No. 1700 adopted regarding guidelines for Murals on private property. Review and develop policy recommendations for Mural guidelines on public property. <i>(Recommend dissolving upon adoption of Mural Program Policy)</i>
6	6/15/20	<b>Public Safety</b>  <u>Responsible Staff:</u> Police Department  <u>Meeting Frequency:</u> As necessary until dissolved	Mendoza Pacheco	Review information and develop policy recommendations to a Public Safety Commission/Committee, including reviewing the Public Safety structures and other public safety commission/committee related items that require additional study. <i>(Recommend review during City Council re-org each year to determine necessity to extend)</i>
7	1/4/21	<b>Safe and Active Streets</b>  <u>Responsible Staff:</u> Public Works  <u>Meeting Frequency:</u> To be Determined	Rodriguez Montañez	Review information and develop policy recommendations related to the safe and active streets plan, including serving on the technical advisory committee and other related items that require additional study. <i>(Recommend dissolving upon adoption of a Safe and Active Streets Implementation Plan)</i>
8	1/4/21	<b>Strategic Goals (renamed on 7/27/21)</b>  <u>Responsible Staff:</u> Administration  <u>Meeting Frequency:</u> To be Determined	Rodriguez Montañez	Review information and develop recommendations to City Council for an outreach process to develop a vision and economic resiliency plan for the San Fernando Downtown, including review of prior economic development studies, Specific Plans, and other planning/visioning documents and their related public outreach/engagement process. <i>(Recommend review during City Council re-org each year to determine necessity to extend)</i>

## CITY COUNCIL AD HOC &amp; STANDING COMMITTEES



As of City Council, 10/18/21

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## AD HOC COMMITTEES

DATE CREATED		NAME	CITY COUNCIL MEMBERS	SCOPE
9	02/16/21	<b>Homeless Committee</b>  <u>Responsible Staff:</u> Administration  <u>Meeting Frequency:</u> To be Determined	Montañez Rodriguez	Review information and develop recommendations to City Council related to addressing homelessness in San Fernando, including, but not limited to: Review of consultants to prepare a Homeless Plan; Provide guidance regarding community outreach as part of a Homeless Plan; Review proposed ordinances, resolutions, and policies that impact the homeless population in San Fernando; Review the City's annual Point in Time (PIT) homeless count, and other homeless policy related items that require additional study. <i>(Recommend dissolving upon adoption of a Homeless Plan)</i>
10	03/01/21	<b>Accessory Dwelling Unit (ADU) Committee</b>  <u>Responsible Staff:</u> Community Development  <u>Meeting Frequency:</u> To be Determined	Mendoza Montañez	Review information and develop recommendations to City Council related to addressing updates to the Municipal Code to address ADU's; review proposed ordinances, resolutions and planning and development impacts in San Fernando. <i>(Recommend dissolving upon adoption of a ADU ordinance or policy)</i>
11	4/19/21	<b>COVID-19 Relief Program</b> Effective 4/19/21 renamed from former "CDBG"  <u>Responsible Staff:</u> Administration  <u>Meeting Frequency:</u> To be Determined	Pacheco Rodriguez	Review information and develop recommendations to City Council for local COVID-19 economic relief programs and related funding, including, but not limited to, funding made available through the American Rescue Plan Act, additional CDBG-CV allocations, and any other funding sources available to provide local economic relief to businesses, residents, and the City. <i>(Recommend dissolving once City Council has established local COVID-19 Relief Programs funded through available funding source)</i>
12	6/21/21	<b>San Fernando Beautification Program</b>  <u>Responsible Staff:</u> Public Works  <u>Meeting Frequency:</u> To Be Determined	Montañez Rodriguez	<b>PROPOSED/PENDING APPROVAL:</b> Review information and develop recommendations to City Council related to the beautification program concepts, including, but not limited to, efforts towards community engagement, identify community clean-up project events and available city resources to provide the community with clean streets, parks, trails, public parking facilities, etc. within the City, under the direction of the City Manager. <i>(Recommend review during City Council re-org each year to determine necessity to extend)</i>

## CITY COUNCIL AD HOC &amp; STANDING COMMITTEES



As of City Council, 10/18/21

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## AD HOC COMMITTEES

DATE CREATED		NAME	CITY COUNCIL MEMBERS	SCOPE
13	10/18/21	<b>Compana De Libertad (Liberty Bell) Committee</b>  <u>Responsible Staff:</u> Public Works  <u>Meeting Frequency:</u> To Be Determined	Montañez Rodriguez	Review information and develop recommendations to City Council related to identifying a permanent location to display the Liberty Bell. <i>(Recommend dissolving upon installation of the Liberty Bell)</i>

STANDING COMMITTEES: None, as of this update.



**CITY OF SAN FERNANDO  
COMMISSIONS/COMMITTEES**

Updated: October 2021

**DISASTER COUNCIL**

**Municipal Code:** §26-91  
**Composition:** Nine Members - *Specific Titles Italicized*  
**Term of Office:** Two years (for Members Nos. 5-9)  
**Meetings:** Meets Quarterly (February, May, August, November)  
 City Hall – Community Room  
**Staff Contact:** Nick Kimball, City Manager  
 San Fernando City Hall  
**Address & Phone:** 117 Macneil Street, San Fernando, CA 91340  
 (818) 898-1222  
**Chair:** Sylvia Ballin  
**Vice-Chair:** Mary Mendoza

MEMBERS			DATE OF APPOINTMENT	TERM EXPIRES
1	Mayor	Sylvia Ballin	12/7/20	12/7/22
2	Councilperson Appointed by Mayor	Mary Mendoza	01/04/21	1/04/22
3	Asst. Dir. Of Emergency Services	Matthew Baumgardner	7/16/20	7/16/22
4	Coordinator of Emergency Services	Lt. Irwin Rosenberg	7/16/20	7/16/22
5	Disaster Communications Rep.	Gene Roske	7/16/20	7/16/22
6	Rep. of the Fire Dept.	Chief John Drake	7/16/20	7/16/22
7	Rep. of the American Red Cross	Christina Rodriguez	7/16/20	7/16/22
8	Representative of the L.A.U.S.D.	Jose Razo	7/16/20	7/16/22
9	Rep. of the California Emergency Mobile Patrol or other Similar Trained Volunteer Organization	Janet Gibson	7/16/20	7/16/22

**CITY OF SAN FERNANDO  
COMMISSIONS/COMMITTEES**

Updated: October 2021

**EDUCATION COMMISSION**

**Municipal Code:** §2-614

**Composition:** Five Members (must be a registered voter and City resident)

**Term of Office:** §2-34 Appointment to and §2-35 Removal from

**Meetings:** Meets Last Tuesday at 6:00 p.m.  
City Hall Council Chambers

**Staff Contact:** Julia Fritz, City Clerk; transition effective 10/26/2021 to:  
Julian Venegas, Director of Recreation and Community Services  
San Fernando City Hall

**Address & Phone:** 117 Macneil Street, San Fernando, CA 91340  
(818) 898-1204

**Chair:** Angel Zobel-Rodriguez

**Vice-Chair:** David Govea

MEMBERS		APPOINTED	APPOINTED BY COUNCILMEMBER
1	David Govea	11/18/19	Sylvia Ballin
2	Nicole Mohr	10/21/19	Joel Fajardo
3	Olivia Robledo	9/16/13	Robert C. Gonzales
4	Suzanne Llamas	11/18/19	Mary Mendoza
5	Angel Zobel-Rodriguez	1/7/19	Hector A. Pacheco

**CITY OF SAN FERNANDO**  
**COMMISSIONS/COMMITTEES**

Updated: October 2021

**PARKS, WELLNESS, AND RECREATION COMMISSION**

<b>Municipal Code:</b>	§54-56 PWR Commission may appoint two cultural arts liaison members: - Liaison members do not have voting rights and City residency is not required - No stipend
<b>Composition:</b>	Five Members (must be a registered voter and City resident) and two liaison members (refer to above)
<b>Term of Office:</b>	§2-34 Appointment to and §2-35 Removal from
<b>Meetings:</b>	Meets 2 <sup>nd</sup> Tuesday at 6:30 p.m. City Hall – Council Chambers
<b>Staff Contact:</b>	Julian J. Venegas, Director of Recreation & Community Services Recreation Park
<b>Address &amp; Phone:</b>	208 Park Avenue, San Fernando, CA 91340 (818) 898-7381
<b>Chair:</b>	Vacant
<b>Vice-Chair:</b>	Joe Ponce

<b>MEMBERS</b>		<b>APPOINTED</b>	<b>APPOINTED BY COUNCILMEMBER</b>
1	NinaMarie Julia Herrera Ballin	3/28/11	Sylvia Ballin
2	Joe Ponce	10/19/15	Joel Fajardo
3	Vacant		Robert C. Gonzales
4	Jason B. Hayes	10/21/19	Mary Mendoza
5	Vacant		Hector A. Pacheco

**PLANNING AND PRESERVATION COMMISSION**

<b>Municipal Code:</b>	§62-26 - Tree Commission Combined (Ordinance No. 1702) - Elements from the Tree Commission (i.e., street tree master planning and oak tree preservation) to be consolidated.
<b>Council Action - June 6, 2016:</b>	
<b>Composition:</b>	Five Members (must be a registered voter and City resident)
<b>Term of Office:</b>	§2-34 Appointment to and §2-35 Removal from
<b>Meetings:</b>	Meets 2 <sup>nd</sup> Monday at 6:30 p.m. City Hall - Council Chambers
<b>Staff Contact:</b>	Director of Community Development (Vacant) San Fernando City Hall
<b>Address &amp; Phone:</b>	117 Macneil Street, San Fernando, CA 91340 (818) 898-1227
<b>Chair:</b>	Joel Fajardo
<b>Vice-Chair:</b>	Marvin Perez

<b>MEMBERS</b>		<b>APPOINTED</b>	<b>APPOINTED BY COUNCILMEMBER</b>
1	Joel Fajardo	04/12/21	Sylvia Ballin
2	Marvin R. Perez	10/21/19	Mary Mendoza
3	Hector Pacheco Sr.	3/4/19	Hector A. Pacheco
4	David Bernal	3/15/21	Cindy Montañez
5	Yvonne Mejia	3/15/21	Celeste T. Rodriguez

**CITY OF SAN FERNANDO**  
**COMMISSIONS/COMMITTEES**

Updated: October 2021

TRANSPORTATION AND SAFETY COMMISSION			
<b>Municipal Code:</b>	§90-71		
<b>Composition:</b>	Five Members (must be a City resident)		
<b>Term of Office:</b>	§2-34 Appointment to and §2-35 Removal from		
<b>Meetings:</b>	Meets 1 <sup>st</sup> Wednesday at 6 p.m. City Hall – Council Chambers		
<b>Staff Contact:</b>	Matthew Baumgardner, Director of Public Works San Fernando City Hall		
<b>Address &amp; Phone:</b>	117 Macneil Street, San Fernando, CA 91340 (818) 898-1222		
<b>Chair:</b>	Clarisa Tolentio		
<b>Vice-Chair:</b>	Francisco Arrizon		
MEMBERS		APPOINTED	APPOINTED BY COUNCILMEMBER
1	Dee Akemon	9/21/15	Sylvia Ballin
2	Carlos Hernandez	9/4/21	Cindy Montañez
3	Rudy Trujillo	12/17/12	Robert Gonzales
4	Francisco Arrizon	10/21/19	Mary Mendoza
5	Nicole Mohr	9/3/19	Hector A. Pacheco

SENIOR CITIZENS ADVISORY BOARD				
<b>Established:</b>	Minutes Order - October 1, 2001 City Council Meeting Five Members appointed by PWR Commission			
<b>Composition:</b>	(Two representatives from Las Palmas Club, two Members from Park Avenue Club and one at-large Member)			
<b>Term of Office:</b>	Two years			
<b>Meetings:</b>	Meets 4 <sup>th</sup> Thursday at 1:00 p.m. Las Palmas Park			
<b>Staff Contact:</b>	Julian J. Venegas, Director of Recreation & Community Services Las Palmas Park			
<b>Address &amp; Phone:</b>	505 S. Huntington Street, San Fernando, CA 91340 (818) 898-7340			
<b>Chair:</b>	(Vacant)			
MEMBERS		NOMINATE SECTOR	DATE OF APPOINTMENT	TERM EXPIRES
1	(Vacant)	Park Avenue Club	-	-
2	(Vacant)	Park Avenue Club	-	-
3	Marco Tulio Escobar	At-Large	9/9/14	9/9/16
4	Benita Rivera	Las Palmas Park Senior Club	11/10/15	11/10/17
5	(Vacant)	Las Palmas Park Senior Club	-	-

**ATTACHMENT "D"**

**RESOLUTION NO. 8110**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA APPOINTING A DELEGATE AND ALTERNATE REPRESENTATIVE TO THE GOVERNING BOARD OF THE INDEPENDENT CITIES RISK MANAGEMENT AUTHORITY (ICRMA)**

**WHEREAS**, the City of San Fernando ("City") is a member of the Independent Cities Risk Management Authority ("ICRMA"), a joint powers authority created pursuant to the provisions of the California Government Code;

**WHEREAS**, ICRMA provides a Liability Program, Workers' Compensation Program, Property Program, and other coverage programs for its members;

**WHEREAS**, the Joint Powers Agreement provides that the Governing Board of the Authority shall be comprised of one representative from each member;

**WHEREAS**, the City Council of each member may select and change any of its representatives by filing a resolution with ICRMA;

**WHEREAS**, the City council may appoint legislative member(s) or staff member(s) to serve on the Governing Board;

**WHEREAS** staff members shall have one of the following positions, or equivalent: City Attorney, Assistant City Attorney, Financial Officer, City Administrator/Manager, Assistant/Deputy City Administrator/Manager, Assistant to City Manager, Risk Manager, Human Resources Director/Manager, or Administrative Services Director; and

**WHEREAS**, City desires to designate its representative(s) to the ICRMA Governing Board.

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

**SECTION 1.** That Nick Kimball (a staff person) is hereby appointed to serve as a delegate on the ICRMA Governing Board.

**SECTION 2.** That Michael Okafor (a staff person) is hereby appointed as the alternate, to serve on the ICRMA Governing Board in the absence of the primary member noted in Section 1 above.

**SECTION 3.** That the substitute alternate, to serve on the ICRMA Governing Board in the absence of the primary and alternate members noted in Sections 1 and 2 above, is currently vacant.



**SECTION 4.** That the individuals designated by this City Council as the City's delegate, alternate and substitute alternate to the ICRMA Governing Board are hereby confirmed and designated as the City's delegates for all purposes of representing the City's interests and exercising the authority of the City with respect to all matters delegated to the Governing Board and signing all amendments as are contemplated to be approved by the Governing Board.

**RESOLVED**, that a certified copy of this Resolution shall be provided to the Executive Director of ICRMA.

**PASSED, APPROVED, AND ADOPTED** this 18th day of January 2022.

---

Mary Mendoza, 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. 8110, 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 18th day of January, 2022, 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 January 2022.

---

Julia Fritz, City Clerk

- a. City Clerk opens the nominations for the position of Mayor
- b. Nomination(s) is/are made for Mayor, and seconded
- c. Hearing no objections, motion to close nominations
- d. City Clerk conducts a roll call vote and each Councilmember announces their vote for Mayor until a Mayor is elected by majority vote
- e. City Clerk announces the results

Election of Vice Mayor: (City Clerk to follow steps a-e above)

## 11.2 SELECTION OF CITY COUNCIL LIAISONS AND DELEGATES

After the procedure prescribed in Section 11.1 has been completed, the Mayor, with the consent of a majority of the City Council, may appoint new City Council liaisons/delegates to the various City Committees and Commissions, or as liaison/delegate to any other organization as may be appropriate. Nothing in this Section would prohibit the Mayor, with approval of a majority of the City Council from making changes or other appointments during any other time.

## 12. COMMITTEES

### 12.1 GENERAL

The Mayor may, subject to concurrence of a majority of the City Council: (a) designate standing and ad hoc committees (collectively "Committee"); and (b) make appointments to all committees.

Each standing committee shall consist of two (2) Councilmembers. An ad hoc committee may consist of either one or two Councilmembers.

### 12.2 PURPOSE

The primary purpose of each Committee is to provide a forum for the thorough vetting of matters within the committee's subject matter jurisdiction, before they are presented to the City Council. A secondary purpose is to provide guidance to City staff on matters within the committee's subject matter jurisdiction, enabling staff to obtain interim guidance as they develop and refine matters for presentation to the City Council. The objective is to eliminate, to the extent possible, those situations where the City Council is forced to deal with large and difficult issues at their meetings without any prior formal discussion or analytical input to guide staff's work product.

Ad hoc committees shall have a clear and definite scope and will be dissolved upon completion of the scope, unless otherwise extended by the City Council with a new scope. Ad hoc committees are less formal than standing committees and are therefore not subject to the requirements of the Ralph M. Brown Act.

## APPLICATION TO SERVE ON A CITY COMMISSION

*This is a public document. To assist the City Council in evaluating each applicant in the selection of Commission Members, please provide as complete of a response as possible to all questions.*

### APPLICANT INFORMATION

NAME		PHONE NO.
RESIDENCE ADDRESS	CITY & STATE	ZIP CODE
MAILING ADDRESS <i>If different than above</i>	CITY & STATE	ZIP CODE
EMAIL ADDRESS <i>Business or personal to be used for Commission activity</i>		
EMPLOYER	POSITION	
BUSINESS ADDRESS	CITY & STATE	ZIP CODE
BUSINESS PHONE		
ARE YOU A REGISTERED VOTER OF THE CITY OF SAN FERNANDO? <input type="checkbox"/> YES <input type="checkbox"/> NO		
DO YOU OWN PROPERTY IN THE CITY OF SAN FERNANDO? <i>If yes, please list the address(es)</i> <input type="checkbox"/> YES <input type="checkbox"/> NO		
DO YOU OWN OR OPERATE A BUSINESS IN SAN FERNANDO? <i>If yes, please state the name and nature of the business</i> <input type="checkbox"/> YES <input type="checkbox"/> NO		

### MEMBER COMMITMENT

**I am willing to fulfill all requirements of a City Commissioner, including but not limited to:**

- As Planning and Preservation Commissioner, I am willing to file financial disclosure statements (Form 700), a public record, as required by the State and the City's Conflict of Interest Code.
- I understand that absence from three consecutive regular meetings shall be deemed to constitute my retirement.
- I am willing to attend/complete the required two hours of State mandated AB1234 Ethics Training every two years.

Please also attach and submit a brief bio statement to this application.

**I agree to all requirements mentioned above and have provided all correct and truthful information in this application.**

APPLICANT SIGNATURE	DATE
---------------------	------

**APPLICATION TO SERVE ON A CITY COMMISSION**

**COMMISSION APPLICATION CHOICE(S)** *Please indicate which Commission you are interested in*

☐ **EDUCATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

*What is your understanding of the duties as a member of the Education Commission?*

☐ **PARKS, WELLNESS, AND RECREATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

*What is your understanding of the duties as a member of the Parks, Wellness, and Recreation Commission?*

☐ **PLANNING AND PRESERVATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

*What is your understanding of the duties as a member of the Planning and Preservation Commission?*

☐ **TRANSPORTATION AND SAFETY COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

*What is your understanding of the duties as a member of the Transportation and Safety Commission?*

**PLEASE ATTACH AND SUBMIT A BRIEF BIO STATEMENT TO THIS APPLICATION**



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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** January 18, 2022

**Subject:** Receive and File an Update Regarding COVID-19 Response Efforts

### **RECOMMENDATION:**

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; education and outreach efforts; financial assistance programs and the pursuit of funding opportunities; COVID-19 related policy initiatives; and related recommendations, as appropriate.

### **BACKGROUND/ANALYSIS:**

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

### **Staff Updates.**

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.

Since reopening on June 15, 2021, LACDPH has updated the Health Officer Order on July 16, 2021, July 22, 2021, July 30, 2021, August 23, 2021, September 17, 2021, September 28, 2021, December 16, 2021, December 31, 2021, January 5, 2022, and most recently on January 10, 2022. Currently, all residents are required to follow masking guidelines and wear masks indoors in public. Employers are required to provide their employees, who work indoors and in close contact with other workers or the public, with and require them to wear a well-fitting medical grade or surgical mask at all times while indoors at the worksite or facility. Proof of vaccination is required to enter bars, breweries, wineries, distilleries and nightclubs. Additionally, the City of Los Angeles requires proof of a full COVID-19 vaccination to enter the indoor portions of food establishments, gyms, entertainment and recreational locations, personal care establishments, and outdoor events within the City, as well as certain City facilities. Please note: the City of Los Angeles requirements DO NOT apply to the City of San Fernando.

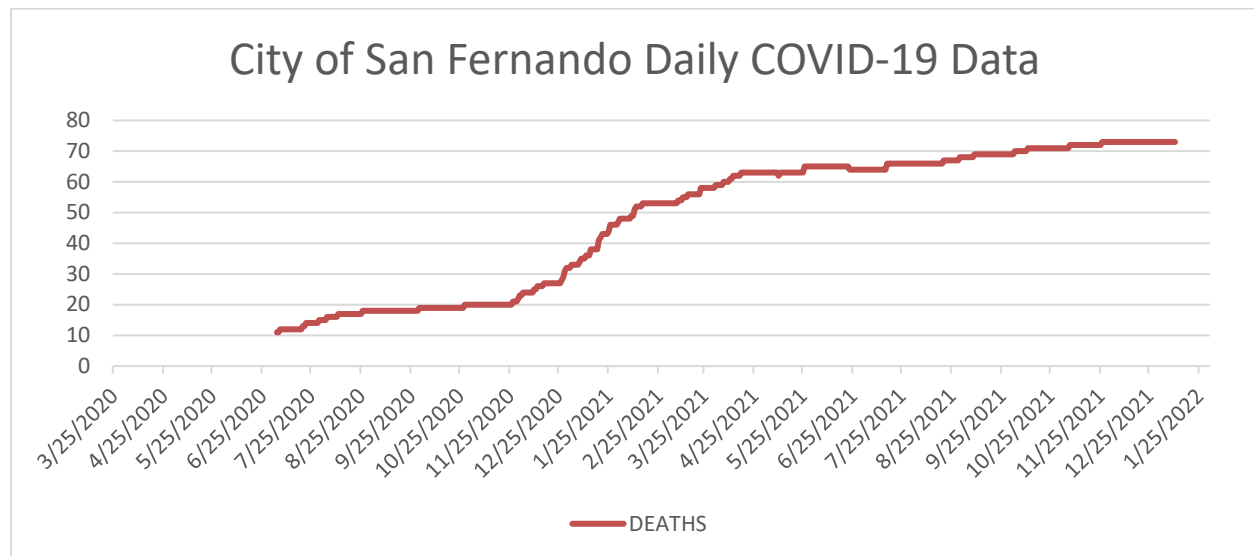
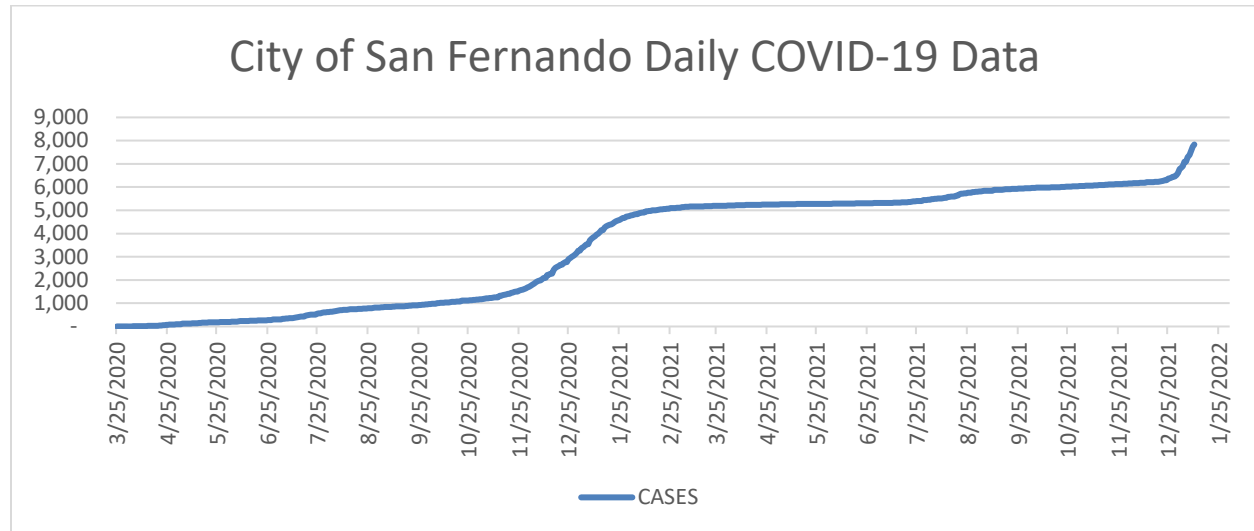
Please visit the City's website for current Health Orders issued by the LACDPH: [SFCITY.ORG/Coronavirus/#Health-Officer-Order](https://www.sfcity.org/Coronavirus/#Health-Officer-Order).

## Receive and File an Update Regarding COVID-19 Response Efforts

Page 2 of 7

### Daily COVID-19 Cases and Deaths in the City of San Fernando.

As of January 10, 2022, the City of San Fernando has experienced a total of 7,834 cases of COVID-19 and a total of 73 residents have lost their lives to the pandemic.





## Receive and File an Update Regarding COVID-19 Response Efforts

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### Masking Guidance.

EVERYONE, regardless of vaccination status, must wear a mask:

- In all indoor public settings, venues, gatherings, and public and private businesses in Los Angeles County.
- 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 (including long-term care facilities).
- 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.)
- At outdoor Mega Events (events with over 10,000 attendees like concerts, sports games, and parades).
- In any outdoor location where it is the policy of the business or venue.

As of January 17, 2022, employers are required to provide their employees, who work indoors and in close contact with other workers or the public, with and require them to wear a well-fitting medical grade or surgical mask at all times while indoors at the worksite or facility.

Please visit the City's website for additional masking guidance issued by the LACDPH: [SFCITY.ORG/Coronavirus/#Face-Masks](https://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.

Los Angeles County residents in have multiple options to register for an appointment to receive the COVID-19 vaccine:

- California Department of Public Health Online portal: [MyTurn.ca.gov](https://MyTurn.ca.gov)
- LACDPH Online portal: [VaccinateLACounty.com](https://VaccinateLACounty.com)
- Los Angeles Fire Department Online portal: [CarbonHealth.com/COVID-19-Vaccines](https://CarbonHealth.com/COVID-19-Vaccines)
- LACDPH Call Center (between 8 am and 8:30 pm): (833) 540-0473

Since May 13, 2021, all California residents age 12 and older have been eligible to be vaccinated. On November 3, 2021, children ages five and older became eligible to receive the Pfizer vaccination.

## Receive and File an Update Regarding COVID-19 Response Efforts

Page 4 of 7

On August 14, 2021 and October 21, 2021, a third (booster) dose of the Pfizer, Moderna and Johnson & Johnson vaccines, respectively, became available to residents with the following recommendations:

**Primary, Additional and Booster Doses for FDA Approved/Authorized COVID-19 Vaccines<sup>1</sup>**

	Pfizer <sup>2</sup> /Comirnaty	Moderna <sup>3</sup>	Johnson & Johnson (J&J)
	Preferred vaccines for primary series, additional doses, and booster doses.		For people who cannot get a Pfizer or Moderna vaccine. <sup>4</sup>
Eligible age	5 and older <sup>2</sup>	18 and older	18 and older
Primary Series	Two doses 21 days apart	Two doses 28 days apart	One dose
Booster Dose	<b>Who:</b> Everyone age 12 and older who got Pfizer for their primary series <b>should</b> get a booster dose. <ul style="list-style-type: none"><li>• People 18+ can get any of the 3 vaccines: <i>Pfizer or Moderna are preferred over J&amp;J booster.</i></li><li>• People age 12-17 can get the Pfizer vaccine.</li></ul>	<b>Who:</b> Everyone who got Moderna for their primary series <b>should</b> get a booster dose.  Can get any of the 3 vaccines: <i>Pfizer or Moderna are preferred over J&amp;J booster</i>	<b>Who:</b> Everyone who got J&J for their primary series <b>should</b> get a booster dose.  Can get any of the 3 vaccines: <i>Pfizer or Moderna are preferred over J&amp;J booster</i>  This includes if you have a moderately or severely <a href="#">weakened immune system</a>
	<b>When:</b> 5 months after your second dose <sup>6</sup>	<b>When:</b> 5 months after your second dose <sup>6</sup>	<b>When:</b> 2 months after your J&J dose
Additional (3 <sup>rd</sup> ) Dose for people with weak immune systems <sup>3,5</sup>	<b>Who:</b> People age 5 or older who have a moderately or severely <a href="#">weakened immune system</a> <b>should</b> get an additional dose of the same vaccine as their primary series. Children 5-17 should only get Pfizer vaccine. <sup>2</sup>		Not recommended. See Booster Dose above
	<b>When:</b> At least 28 days after your second dose		

<sup>1</sup> If you received a WHO-listed vaccine or a vaccine as part of a COVID-19 vaccine clinical trial, see table on the next page for additional dose and booster dose information.

<sup>2</sup> The Pfizer vaccine for children 5-11 years of age has the same active ingredients as the adult vaccine but is a smaller dose (1/3<sup>rd</sup> the dose that teens and adults receive).

<sup>3</sup> Moderna doses vary. The primary series and the additional (3<sup>rd</sup>) dose are a full dose. The booster dose is a half dose.

<sup>4</sup> The J&J vaccine is available for people who can't get a Pfizer or Moderna vaccine for medical reasons (such as severe allergic reaction to a vaccine ingredient) and for people who prefer it. But the Pfizer and Moderna COVID-19 vaccines are recommended for both primary and booster vaccination. This is because they offer better protection against COVID-19 than the J&J vaccine and the risks are lower. Getting any COVID-19 vaccine is better than remaining unvaccinated.

<sup>5</sup> **Additional dose** - The CDC recommends that [moderately to severely immunocompromised people](#) who received an mRNA vaccine (Pfizer or Moderna) as their primary series receive an additional (3<sup>rd</sup>) dose. The additional dose should be the same COVID-19 vaccine as their primary series. Talk to your doctor about the need to get an additional dose of COVID-19 vaccine and ask about the best timing based on your current treatment plan. *Note:* if you are immunocompromised and received the J&J vaccine for your primary series, you should get a booster dose. A Pfizer or Moderna booster dose is preferred.

<sup>6</sup> If you are immunocompromised, this will be after your additional (3<sup>rd</sup>) dose.

## Receive and File an Update Regarding COVID-19 Response Efforts

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**Additional and Booster Doses for Fully Vaccinated<sup>1</sup> Persons  
Who Received a Non-FDA Authorized/Approved Vaccine for Their Primary Series**

	WHO-listed COVID-19 vaccine <sup>2</sup>	Active vaccine from a COVID-19 clinical trial <sup>3</sup>
<b>Additional (3<sup>rd</sup>) Dose<sup>4</sup></b>	<b>Who:</b> People age 12 or older and have a moderately or severely <u>weakened immune system</u> should get a 3 <sup>rd</sup> dose	
	<b>When:</b> At least 28 days after your second dose	
<b>Booster Dose<sup>4</sup></b>	<b>Who:</b> People age 12 and older <b>should</b> get a booster dose.	
	<b>When:</b> 5 months after your second dose <sup>5</sup>	

- 1 **You are considered fully vaccinated** two weeks after receiving your final dose of the vaccine series. See [When You've Been Fully Vaccinated](#) webpage for more details.
- 2 **This also includes if you completed a mix and match series** – this is a combination of FDA-approved, FDA-authorized, or WHO-listed COVID-19 vaccines. Current non-FDA approved/authorized [WHO-listed vaccines](#) include AstraZeneca-Oxford (Vaxzevria), Serum Institute of India Pvt. Ltd (Covishield and Covovax), BIBP (Sinopharm), Sinovac (CoronaVac), Bharat Biotech International (Covaxin), and Novavax (Nuvaxovid). See the [When Am I Fully Vaccinated?](#) section on the *When You've Been Fully Vaccinated* webpage to learn more.
- 3 **If you took part in a clinical vaccine trial** and you received all of the recommended “active” COVID-19 vaccine (not placebo). Note: the vaccine should be either a WHO-listed vaccine that is not FDA-approved/authorized or a vaccine for which a U.S. data and safety monitoring board or equivalent has independently confirmed efficacy.
- 4 **The Pfizer COVID-19 vaccine is the only vaccine authorized** as an additional dose or booster for people who did not receive an FDA authorized/approved COVID-19 vaccine series.
- 5 **If you are immunocompromised**, this will be 5 months after your additional (3<sup>rd</sup>) dose.

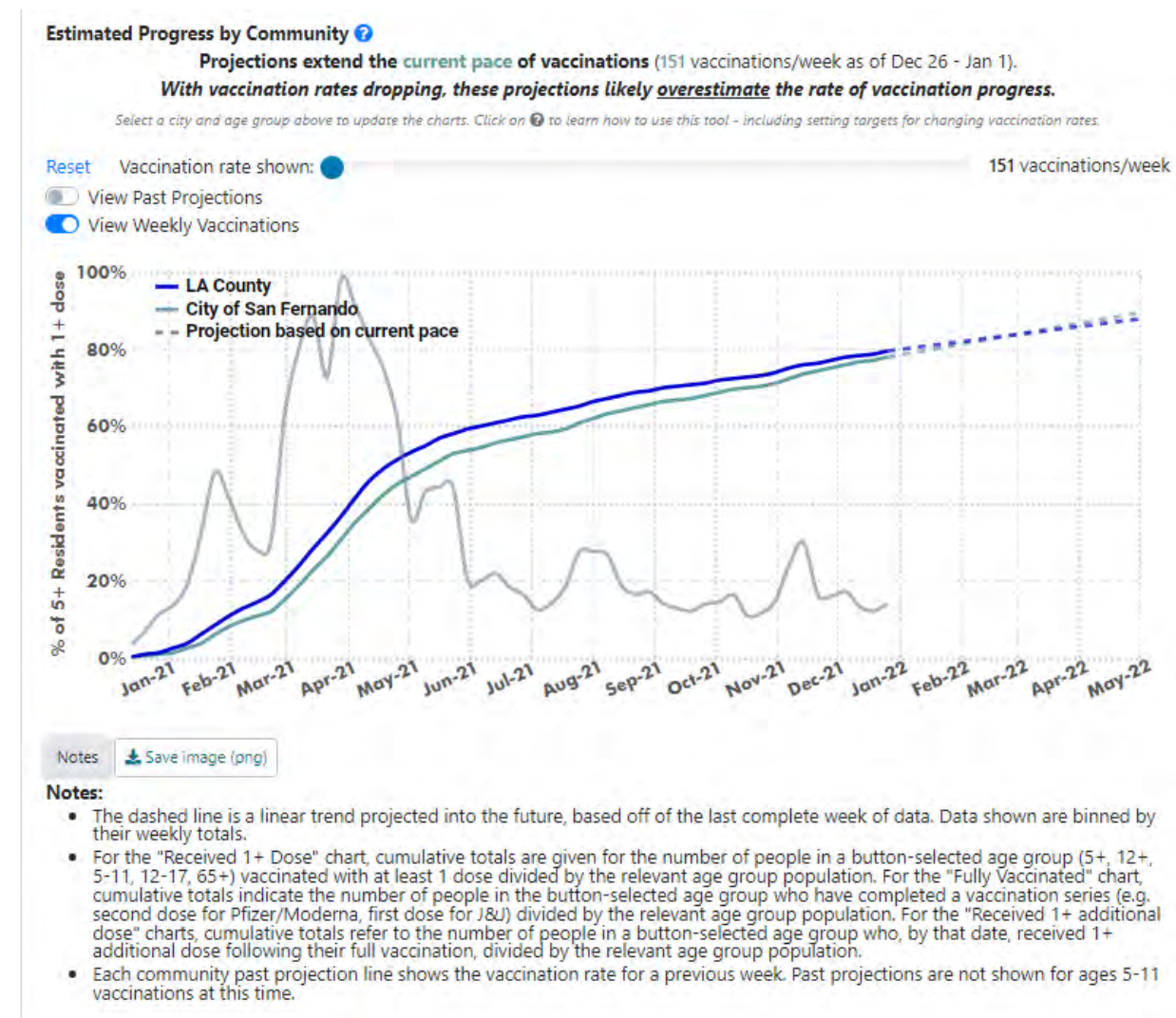
This information is also available on the City's website: [SFCITY.ORG/Coronavirus/#COVID-19-Vaccine](https://SFCITY.ORG/Coronavirus/#COVID-19-Vaccine).

Per data provided by LACDPH as of January 6, 2022: 16,499 (69.8%) of San Fernando residents over the age of five and 2,353 (91.4%) of San Fernando residents over the age of 65 are fully vaccinated. The chart below (solid gray line) shows the uptick in vaccinations in July and August 2021 while a digital ad campaign was being run. Although there were undoubtedly other factors that contributed to the increase in vaccinations, it is reasonable to assume that the digital ad campaign assisted those interested in getting the vaccination with easy access to registration sites.



## Receive and File an Update Regarding COVID-19 Response Efforts

Page 6 of 7



### San Fernando Recreation Park Vaccination and Testing Site.

In cooperation with CORE, the City is able to offer a small-scale mobile unit and San Fernando Recreation Park. Although the site is significantly scaled down from the Supersite the closed in July 2021, there is more flexibility to change days and hours of service as needed, and there will also be a much smaller impact on the surrounding neighborhood and park services. An additional service that CORE is providing to the community at this mobile site is information related to eligibility for public assistance programs and health screenings (i.e., CalFresh/SNAP, WIC, Medi-Cal, LIHEAP, and General Relief).

The San Fernando Recreation Park site is currently open Monday through Saturday from 8 am to 4 pm. No appointment is necessary for any of the services below. The daily schedule is as follows:

- Testing – Monday through Saturday, 8 am to 4 pm
- Vaccine (Pfizer), including Booster Dose for eligible residents – Tuesday, Wednesday, Friday, and Saturday, 8 am to 4 pm

## Receive and File an Update Regarding COVID-19 Response Efforts

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- Public Assistance Program Information – Monday through Saturday, 8 am to 4 pm
- Wellness Checks – Tuesday, Wednesday, Friday, and Saturday, 8 am to 4 pm

### COVID-19 Relief Programs.

The City Council approved a number of COVID-19 Relief Programs and is working with staff to develop additional relief programs. Please visit the City's website: [SFCITY.ORG/Coronavirus/#Business-Resources](https://www.sfcity.org/coronavirus/#Business-Resources) for more information on the City's COVID-19 Relief Programs.

### City Facilities Reopening.

Effective, January 3, 2022, City Hall reopened to the public with normal hours (i.e., Monday through Thursday, 7:30 am to 5:30 pm; Friday, 8 am to 5 pm).

All visitors to City Hall and the San Fernando Police Department must wear a cloth face covering at all times, until further notice.

Limited recreation programming and services have resumed at most of the City parks with the condition that the County of Los Angeles Protocols for Organized Activities are implemented. Las Palmas Park and Recreation Park are currently offering limited indoor recreational programs and services. For more information regarding the programs and services being offered please visit the Recreation and Community Services webpage ([SFCITY.ORG/SFRecreation](https://www.sfcity.org/sfrecreation)) or call (818) 898-1290.

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](mailto: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 which provides fiscal stimulus funding paid directly to state and local governments. The City's total allocation is approximately \$5.8 million, which is being distributed in two equal installments of \$2.9 million in July 2021 and July 2022. City Council will be considering appropriation of these funds through separate City Council action items.

### Prior Coronavirus Relief Funds.

The City received \$311,234 from the Coronavirus Relief Funds (CRF) through the CARES Act. City Council appropriated these funds to reimburse the City for COVID-19 response costs in FY 2020-2021. Additionally, the City received \$136,000 in special CDBG Coronavirus (CV) funds that were used to fund a residential food distribution program and small business PPE program.



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## AGENDA REPORT

**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
By: Matt Baumgardner, Director of Public Works  
Patsy Orozco, Civil Engineering Assistant II

**Date:** January 18, 2022

**Subject:** A Public Hearing to Consider the Adoption of a Resolution to Approve the 2021 Citywide Engineering and Traffic Survey for Speed Limits to Allow for Speed Radar Enforcement on City Streets and the Adoption of an Ordinance Amending the City Code Relating to Speed Limits

### RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, introduce for first reading, in title only, and waive further reading of Ordinance No. 1705, "An Ordinance of the City Council of the City of San Fernando, California, Amending Sections 90-941 and 90-942 of Chapter 90 of the City of San Fernando City Code Relating to Speed Limits" (Attachment "A"); and
- c. Adopt Resolution No. 8111 (Attachment "B") approving the 2021 Citywide Engineering and Traffic Survey Report (Survey) (Attachment "C") to establish speed limit zones in the City.

### BACKGROUND:

1. The California Vehicle Code requires that the City conduct an Engineering and Traffic Survey of local streets every seven years, with the option to extend the survey for three additional years, if no changes exist. This requirement helps to ensure the proper posting of speed limits and also enables the Police Department to utilize radar or other electronic speed measuring devices for speed enforcement efforts. The City's existing survey is set to expire in 2022.
2. To meet this requirement, staff coordinated an analysis with its traffic engineering consultant, Tom Brohard, to evaluate the existing speed zones within the City.

**A Public Hearing to Consider Approval of the 2021 Citywide Engineering and Traffic Survey for Speed Limits to Allow for Speed Radar Enforcement on City Streets, Adopt a Resolution Establish Speed Limit Zones and Adopt an Ordinance Amending the City Code Relating to Speed Limits**

Page 2 of 4

3. On November 3, 2021, the Transportation and Safety Commission reviewed the findings and concurred with the recommendations identified in the Survey, with the exception of two segments recommended for speed limit increases.

**ANALYSIS:**

The California Vehicle Code (CVC) establishes that roadway speed limits are to be set based on specific criteria. These are called prima facie speed limits or posted speed limits. A blanket speed limit of 15 miles per hour (mph) is established on all alleys, blind intersections, and at blind railroad crossings. A 25 mph speed limit may be established under the following conditions: 1) On any business or residential district; 2) At school zones, when children are present, and; 3) In senior zones.

The California Department of Transportation requires that the criteria set forth in the California Manual on Uniform Traffic Control Devices (CA MUTCD) be utilized in the establishment of speed limits. This manual requires that a speed limit be set closest to the 85<sup>th</sup> percentile speeds. The 85<sup>th</sup> percentile speed is the speed at or below which 85% of the traffic travels. This threshold represents what is historically found to be a safe and reasonable speed for most drivers based on common roadway conditions. Speed limits cannot be set arbitrarily low, as this would create violators of the majority drivers and would not command the respect of the public.

Based on data collected in an engineering and traffic survey, a speed limit is established at the nearest five-mile per hour increment to the 85<sup>th</sup> percentile speed. The CA MUTCD does allow for certain conditions to warrant lower speeds, if necessary. In reviewing speed zones and making recommendations, several criteria are considered, including the 85<sup>th</sup> percentile of existing speed conditions, accident histories over a three-year period, roadway conditions, pedestrian activities, and speed limits in neighboring jurisdictions.

A copy of the 2021 Citywide Engineering and Traffic Survey Report for Speed Limits is included with this report (Attachment "C"). The report was completed under the direction of a licensed traffic engineer and includes a significant amount of data collection including speed sampling, a review of accident histories, roadway conditions, traffic characteristics, and land use. Based on a review of this information, the survey recommended no change to most street segments in the City, with the exception of the recommendation to increase speeds on two of the street segments surveyed as follows:

Street	From	To	Existing Speed	Recommended Speed	Justification
Park Ave.	First St.	Fourth St.	15	25	85 <sup>th</sup> Percentile
Maclay Ave.	Glenoaks Blvd.	North City Limit	30	35	85 <sup>th</sup> Percentile



**A Public Hearing to Consider Approval of the 2021 Citywide Engineering and Traffic Survey for Speed Limits to Allow for Speed Radar Enforcement on City Streets, Adopt a Resolution Establish Speed Limit Zones and Adopt an Ordinance Amending the City Code Relating to Speed Limits**

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The Park Avenue and Maclay Avenue segments recorded an 85<sup>th</sup> percentile speed threshold of 29 mph and 39 mph, respectively. The procedure set forth in the vehicle code requires that the threshold speed be first rounded up or down to the nearest five-mile per hour interval. Following that, the engineer is allowed to make just one five-mile per hour reduction based on the criteria mentioned above. Using this logic, the engineer first rounded up the speed limits to 30 mph and 40 mph, respectively, and then made the one allowable five-mph reduction to result in the recommend speed increases shown in the table.

Transportation and Safety Commission Recommendation.

After reviewing the Survey at its November 3, 2021 meeting, the Transportation and Safety Commission were comfortable recommending the findings of the survey, with the exception of the speed increases recommended by the Survey, as shown in the table above. The City's traffic engineering consultant, Tom Brohard, explained that the vehicle code does not allow him to make any further speed limit reductions. He also indicated that adopting a speed survey that does not follow the procedures outlined in the CVC may lead to judicial reversal of any traffic tickets issued during enforcement activities.

Assembly Bill 43.

On October 8, 2021, Governor Newsom signed Assembly Bill (AB) 43 into law, which may eventually grant cities with more discretion to decrease speed limits based on a variety of conditions, such as proximity to schools, businesses, or senior zones, as well as factoring in high accident histories. However, it may take until June 30, 2024 before cities can exercise this discretion due to the State Judicial Council's need to develop guidelines.

Legal Analysis.

The City Attorney's office reviewed case law and found that any reduction in speed limit must currently be based on the procedures in the vehicle code. Furthermore, it was concluded that AB 43 would not be a tool for cities to establish reduction in speed limits until the Judicial Council develops guidelines or June 30, 2024, whichever is sooner. Any speed limit set below what is permissible using the State's calculation methodology as described in the engineering and traffic survey would be invalid and unenforceable. If the City were to maintain speed limits at the legally prescribed limits as to all but a few streets, it is unknown whether such action would render all speed limits prescribed in the survey invalid and unenforceable. As of the date of this report, the City Attorney has not been able to find authority that is conclusive on this issue. It is also unclear whether maintaining speed limits at limits that are less than what is legally prescribed under the State's methodology may create other types of legal exposure for the City (for example, by creating a legally actionable "dangerous condition") – at least until such time as the City may properly avail itself of the added relief offered under AB 43.

**A Public Hearing to Consider Approval of the 2021 Citywide Engineering and Traffic Survey for Speed Limits to Allow for Speed Radar Enforcement on City Streets, Adopt a Resolution Establish Speed Limit Zones and Adopt an Ordinance Amending the City Code Relating to Speed Limits**

Page 4 of 4

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**BUDGET IMPACT:**

Funding for the Citywide Engineering and Traffic Survey Report was included in the Fiscal Year 2021-2022 Adopted Budget. The funds are appropriated in the General Fund Public Works Department budget.

**CONCLUSION:**

It is recommended that the City Council conduct a public hearing and, pending public testimony, introduce for first reading, in title only, and waive further reading of Ordinance No. 1705 "An Ordinance of the City Council of the City of San Fernando, California, Amending Sections 90-941 and 90-942 of Chapter 90 of the City of San Fernando City Code Relating to Speed Limits". It is also recommended that City Council consider the approval of the 2021 Citywide Engineering and Traffic Survey Report to establish speed limit zones in the City adoption of Resolution No. 8111.

**ATTACHMENTS:**

- A. Ordinance No. 1705
- B. Resolution No. 8111
- C. 2021 Citywide Engineering and Traffic Survey Report for Speed Limits

**ORDINANCE NO. 1705**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING SECTIONS 90-941 AND 90-942 OF CHAPTER 90 OF THE CITY OF SAN FERNANDO CITY CODE RELATING TO SPEED LIMITS**

The City Council of the City of San Fernando does ordain as follows:

**SECTION 1.** Section 90-941 ("Decrease of local speed limits") of Article XI ("Schedules") of Chapter 90 ("Traffic and Vehicles") of the San Fernando City Code is hereby amended to read as follows:

**Sec. 90-941. – Amending of local speed limits.**

It is determined and declared, upon the basis of an engineering and traffic investigation, that for safe operation of vehicles on the following streets the prima facie speed limit shall be as set forth on those designated streets or parts of streets when signs are erected giving notice thereof, in accordance with Vehicle Code § 22358:

Name of Street or Portion Affected	Declared Prima Facie Speed Limit (miles per hour) as established in the engineering and traffic survey adopted by Resolution No. 8111 on January 18, 2022.
Arroyo Avenue, from Glenoaks Boulevard to north city limits	35
Arroyo Street, from Glenoaks Boulevard to Fifth Street	30
Brand Boulevard, from Fourth Street to Glenoaks Boulevard	30
Brand Boulevard, from Truman Street to Fourth Street	35
Brand Boulevard, from Truman Street to the south city limits	35
Chatsworth Drive, from the south city limits to San Fernando Road	30
Eighth Street, from west city limits to Maclay Avenue	25

Name of Street or Portion Affected	Declared Prima Facie Speed Limit (miles per hour) as established in the engineering and traffic survey adopted by Resolution No. 8111 on January 18, 2022.
Fifth Street, from west city limits to east city limits	30
First Street, from Hubbard Avenue to Maclay Avenue	30
Fourth Street, from west city limits to east city limits	30
Glenoaks Boulevard, from west city limits to east city limits	40
Harding Avenue, from north city limits to Glenoaks Boulevard	25
Harding Avenue, from Glenoaks Boulevard to Fourth Street	25
Harding Avenue, from Fourth Street to First Street	25
Hubbard Avenue, from south city limits to north city limits	35
Maclay Avenue from Truman Street to Fourth Street	25
Maclay Avenue, from Fourth Street to Glenoaks Boulevard	30
<b>Maclay Avenue, from Glenoaks Boulevard to north city limits</b>	<del>30</del> 35
Mission Boulevard, from south city limits to Truman Street	35
Orange Grove Avenue, from Glenoaks Boulevard to north city limits	25
Orange Grove Avenue, from Glenoaks Boulevard to Fourth Street	25
San Fernando Road, from Kittridge Street to east city limits	30

Name of Street or Portion Affected	Declared Prima Facie Speed Limit (miles per hour) as established in the engineering and traffic survey adopted by Resolution No. 8111 on January 18, 2022.
San Fernando Road, from west city limits to Mission Boulevard	35
Seventh Street, from west city limits to Maclay Avenue	25
Truman Street, from west city limits to east city limits	35
Workman Street, from south city limits to San Fernando Road	25

**SECTION 2.** Section 90-942("Decrease of speed limits on narrow streets") of Article XI ("Schedules") of Chapter 90 ("Traffic and Vehicles") of the San Fernando City Code is hereby amended to read as follows:

**Sec. 90-942. - Amending of speed limits on narrow streets.**

It is determined upon the basis of an engineering and traffic investigation that the state prima facie speed limit of 25 miles per hour in a business or residence district or in a public park on any street having a roadway not exceeding 25 feet in width is more than is reasonable or safe under the conditions found to exist upon such streets, and it is declared that the prima facie speed limit shall be 15 miles per hour on those designated streets or parts thereof when signs are erected giving notice thereof, in accordance with Vehicle Code § 22358.3:

Name of Street or Portion Affected	Declared Prima Facie Speed Limit (miles per hour) established under the engineering and traffic survey adopted by Resolution No. 8111 on January 18, 2022
<b>Park Avenue, from Fourth Street to First Street</b>	<del>15</del> -25
San Fernando Road, from Mission Boulevard to Kittridge Street	20

**SECTION 3.** Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this ordinance or any part thereof is for any reason held to be unconstitutional



or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional, or invalid, or ineffective.

**SECTION 4.** The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of San Fernando this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**ATTEST:**

\_\_\_\_\_  
Julia Fritz, City Clerk

\_\_\_\_\_  
Mary Mendoza, Mayor of the City of San Fernando, California

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Richard A. Padilla, Assistant City Attorney

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 Ordinance No. 1705 which was introduced on January 18, 2022, and adopted by the City Council of the City of San Fernando, California at a regular meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_, 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 \_\_\_\_\_, \_\_\_\_.

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Julia Fritz, City Clerk

**RESOLUTION NO. 8111****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, APPROVING THE 2021 CITYWIDE ENGINEERING AND TRAFFIC SURVEY USED IN ESTABLISHING SPEED LIMITS ON CITY STREETS**

**WHEREAS**, the City of San Fernando ("City") uses the engineering and traffic survey to establish and enforce speed limits legally on its streets with the use of radar and electronic devices in accordance with the California Vehicle Code; and

**WHEREAS**, the City's previously adopted engineering and traffic survey is no longer considered admissible by the County of Los Angeles Traffic Court and needs to be replaced with an updated survey prepared in accordance with the California Vehicle Code; and

**WHEREAS**, the update of the City's engineering and traffic survey was conducted in 2021 in compliance with the requirements of the California Vehicle Code; and

**WHEREAS**, the signing of Assembly Bill 43 into law by Governor Newsom on October 8, 2021 will provide the City Council with the discretion to establish safety corridors in certain zones in the City to reduce speed limits once guidelines are established by the State's Judicial Council or by June 30, 2024, whichever is sooner; and

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

**SECTION 1.** The City Council calls for the amendment of local speed limits as required by Section 90-941 of the San Fernando Municipal Code and shown in the following table:

Name of Street or Portion Affected	Declared Prima Facie Speed Limit (miles per hour)
Arroyo Avenue, from Glenoaks Boulevard to north city limits	35
Arroyo Street, from Glenoaks Boulevard to Fifth Street	30
Brand Boulevard, from Fourth Street to Glenoaks Boulevard	30
Brand Boulevard, from Truman Street to Fourth Street	35
Brand Boulevard, from Truman Street to the south city limits	35
Chatsworth Drive, from the south city limits to San Fernando Road	30
Eighth Street, from west city limits to Maclay Avenue	25
Fifth Street, from west city limits to east city limits	30

Name of Street or Portion Affected	Declared Prima Facie Speed Limit (miles per hour)
First Street, from Hubbard Avenue to Maclay Avenue	30
Fourth Street, from west city limits to east city limits	30
Glenoaks Boulevard, from west city limits to east city limits	40
Harding Avenue, from north city limits to Glenoaks Boulevard	25
Harding Avenue, from Glenoaks Boulevard to Fourth Street	25
Harding Avenue, from Fourth Street to First Street	25
Hubbard Avenue, from south city limits to north city limits	35
Maclay Avenue from Truman Street to Fourth Street	25
Maclay Avenue, from Fourth Street to Glenoaks Boulevard	30
<b>Maclay Avenue, from Glenoaks Boulevard to north city limits</b>	<b><del>30</del> 35</b>
Mission Boulevard, from south city limits to Truman Street	35
Orange Grove Avenue, from Glenoaks Boulevard to north city limits	25
Orange Grove Avenue, from Glenoaks Boulevard to Fourth Street	25
San Fernando Road, from Kittridge Street to east city limits	30
San Fernando Road, from west city limits to Mission Boulevard	35
Seventh Street, from west city limits to Maclay Avenue	25
Truman Street, from west city limits to east city limits	35
Workman Street, from south city limits to San Fernando Road	25

**SECTION 2.** The City Council calls for the amendment of speed limits on narrow streets as required by Section 90-942 of the San Fernando Municipal Code and shown in the following table:

Name of Street or Portion Affected	Declared Prima Facie Speed Limit (miles per hour)
Park Avenue, from Fourth Street to First Street	<b><del>15</del> 25</b>
San Fernando Road, from Mission Boulevard to Kittridge Street	20

**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** 18th day of January, 2022.

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Mary Mendoza, Mayor of the City of San  
Fernando, California

**ATTEST:**

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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. 8111, 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 18th day of January, 2022, 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 January 2022.

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Julia Fritz, City Clerk

October 15, 2021

# Tom Brohard and Associates

Ms. Patsy Orozco  
Civil Engineering Assistant II  
City of San Fernando  
117 Macneil Street  
San Fernando, California 91340-2993

**Subject: Engineering and Traffic Survey Report for Speed Limits, 2021**

Dear Ms. Orozco:

As authorized, Tom Brohard and Associates has prepared this Engineering and Traffic Survey Report for Speed Limits, 2021, for the City of San Fernando. This work has been conducted in accordance with and in compliance with provisions in the California Vehicle Code (CVC) and the California Manual on Uniform Traffic Control Devices (California MUTCD 2014 Edition).

A total of 32 street segments were initially surveyed in 2005 as required to establish enforceable speed limits in the City. Each street segment requiring an engineering and traffic survey was identified from the City's Functional Classification Maps filed with the California Department of Transportation.

Engineering and traffic surveys have included measurement of vehicle speeds, traffic volumes, and reviews of roadway design, adjacent development, and traffic collisions. Each engineering and traffic survey was initially valid for seven years, with an extension of three years allowed if there were no significant changes in adjacent development, roadway width, and/or number of travel lanes.

Over the years, some roadway conditions have changed in the City such as the Maclay Avenue Streetscape and the Glenoaks Boulevard Roadway Improvement Projects. With changed roadway conditions, new traffic volume, speed, and collision data have been collected. For other roadway segments where no significant changes were found when roadway conditions were reviewed after seven years, the surveys were extended for three years up to 10 years, the maximum allowable. After 10 years, the engineering and traffic surveys expire, and all new data is required to reestablish an enforceable speed limit.

The following procedure has been followed to establish enforceable speed limits:

- 1) For each of the 32 street segments, calculation of collision rates from the 2018, 2019, and 2020 collision histories from SWITRS (State-Wide Integrated Traffic Records System), together with comparison of these calculated rates to those experienced on similar streets in California.
- 2) Review of all 32 street segments using the most recent Google Earth aerial photography to determine if roadway conditions had changed since the last engineering and traffic survey.



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- 3) Collection of new vehicle speed and traffic volume data for the nine street segments nearing expiration at 10 years old as well as for the two segments of Glenoaks Boulevard where roadway conditions had changed.
- 4) Analyze data and develop recommended speed limits based on the California Vehicle Code and the California Manual on Uniform Traffic Control Devices, 2014 Edition.

## **INTRODUCTION**

This Engineering and Traffic Survey Report for Speed Limits, 2021, is intended to serve as the basis for the reestablishment and continued enforcement of speed limits for selected streets. This report was authorized by the City of San Fernando and independently conducted by the private traffic engineering consulting firm of Tom Brohard and Associates. Traffic speeds and traffic volumes were collected by Counts Unlimited, a professional traffic data collection company.

Engineering and traffic surveys for speed limits must be regularly conducted by governing municipalities in California to comply with provisions of the California Vehicle Code (CVC). Since the 1970's, Section 40802 of the CVC requires that these surveys be performed at locations where speed limits are enforced with the use of radar or other electronic speed measuring devices. Without a valid engineering and traffic survey, the roadway segment is considered to be a "speed trap". Should that occur, then all testimony and evidence by the enforcing police officer is inadmissible in a court of law, and the speeding ticket is dismissed. State law also requires that enforcement personnel receive periodic training and that their speed measuring devices also be calibrated periodically.

## **PURPOSE OF SPEED LIMITS**

The setting of speed limits can be controversial and requires a rational and defensible determination to maintain public confidence. For many years, speed limits have been set near the 85<sup>th</sup> percentile speed, a speed that statistically represents the upper limit of what is considered reasonable and prudent behavior. As with most laws, speed limits must depend on voluntary compliance of the greater majority of motorists. Speed limits cannot be set arbitrarily low, as this would create violators of the majority of drivers and would not command the respect of the public.

## **PROVISIONS OF THE SPEED TRAP LAW**

CVC Section 40802 defines a "Speed Trap" as a section of highway which has a speed limit that is not justified by current engineering and traffic survey, and the enforcement of the speed limit involves the use of radar or any other electronic device. CVC Section 40802 defining "Speed Traps" does not apply to a local



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street, road, or school zone, but rather applies to all highways that appear on the latest Functional Classification Maps submitted to Caltrans by the local agency.

**REQUIRED METHODOLOGY FOR ESTABLISHING SPEED LIMITS**

Speed limits in California are governed by the California Vehicle Code (CVC). CVC Section 627 defines the required components of an engineering and traffic survey for a street segment as considering each of the following three items:

- 1) Prevailing speeds as determined by traffic engineering measurements.
- 2) Collision records.
- 3) Highway, traffic, and roadside conditions not readily apparent to the driver.

The California MUTCD, 2014 Edition, provides requirements for engineering and traffic surveys (see enclosure). While engineers have previously had some latitude for engineering judgment in setting speed limits, the current policies and procedures are rigid and even explain how to round up or round down as indicated below. The current procedure requires that the speed limit normally be established at the 5 MPH increment closest to the 85<sup>th</sup> percentile speed (85% of vehicles travelling at that speed or less) on the street segment, and provides the following options to explain the application of the required rounding procedures:

- Option 1, Example 1 (Rounding Down) - If the 85<sup>th</sup> percentile speed in a speed survey for a location was 37 MPH, then the speed limit would initially be established at 35 MPH since it is the closest 5 MPH increment to the 37 MPH speed. However, the 35 MPH speed limit could then be reduced further by 5 MPH to 30 MPH if conditions and justification for using the lower speed limit are documented in the engineering and traffic survey and approved by a registered Civil or Traffic Engineer.
- Option 1, Example 2 (Rounding Up) - If the 85<sup>th</sup> percentile speed in a speed survey for a location was 33 MPH, then the speed limit would initially be established at 35 MPH since it is the closest 5 MPH increment to the 33 MPH speed. However, the 35 MPH speed limit could then be reduced further by 5 MPH to 30 MPH if conditions and justification for using the lower speed limit are documented in the engineering and traffic survey and approved by a registered Civil or Traffic Engineer.
- Option 2, Example 3 (Alternative to Rounding Up) - If the 85<sup>th</sup> percentile speed in a speed survey for a location was 33 MPH, then the speed limit can be established at 30 MPH rather than rounding up, but no further reductions can be applied (as in Option 1 above).



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In the two examples for Option 1 above, the established speed limit can be reduced by 5 MPH if the conditions and justification for using this lower speed limit are documented in the engineering and traffic survey and approved by a registered Civil or Traffic Engineer. Justifications used to reduce the speed limit by 5 MPH involve either a collision rate significantly greater than experienced on other similar roadways, or very unusual roadside conditions that are not readily apparent to motorists.

**TRAFFIC VOLUMES AND SPEED MEASUREMENTS FOR SURVEYS**

Where the engineering and traffic survey was nearing 10 years old and where roadway conditions had changed (Glenoaks Boulevard), traffic volumes were counted, and vehicle speeds were measured on each of these 11 street segments by Counts Unlimited, a professional traffic data collection company. This traffic data was collected under clear and dry weather conditions. Traffic data was recorded on Wednesday, September 22, 2021, by machines every 15 minutes and summarized every hour over 24 hours by direction of travel. The total daily traffic volumes in both directions were then used to calculate the collision rate for each street segment. Data sheets of the traffic volumes counted, and the vehicle speeds recorded for each of the new surveys are enclosed.

Traffic speeds of all vehicles observed over the 24 hours were simultaneously measured at each location on September 22, 2021. These speed measurements provide a complete sampling of all vehicles counted over the 24 hours. The following measurements were then calculated from the data:

- 1) Average Speed – This speed represents the arithmetic average of the speeds recorded at the particular location.
- 2) 85<sup>th</sup> Percentile Speed – This is the speed at or below which 85 percent of the traffic was observed. It is the primary measurement as this value represents the top speed of the majority of safe, reasonable motorists. Speed limits are typically established within a range of 5 miles per hour of this speed.
- 3) 10 Mile Pace Speed – This is the 10 mile per hour speed range that contains the largest number of vehicles that were observed. It provides a measure of the dispersion of speeds within the sample surveyed. The top of the 10-mile pace speed typically coincides with the 85<sup>th</sup> percentile speed.

**COLLISION HISTORIES FOR ENGINEERING AND TRAFFIC SURVEYS**

Available collision records from the State-Wide Integrated Traffic Records System (SWITRS) were obtained for the three-year period from January 1, 2018, through December 31, 2020. All collisions outside the intersection areas as well as sideswipe collisions, parked vehicle collisions, and solo vehicle hitting fixed



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object collisions were identified. Using the daily traffic volumes collected by Counts Unlimited and the roadway segment length, the annual average collision rate for each segment was calculated as follows:

$$\frac{(\text{No. of collisions}) \times (1,000,000)}{(\text{Daily Volume}) \times (365 \text{ Days}) \times (\text{Segment Length}) \times (3 \text{ Years})}$$

The calculated collision rate for each street segment over the three-year period was then compared to state-wide collision rates for similar streets in California, with the results shown on the enclosed spreadsheet "Collision Rates".

**DISCUSSION OF SPEED LIMIT CONSIDERATIONS/RECOMMENDATIONS**

**New Survey Sheets for 11 Street Segments**

Speed limit recommendations contained in this report are based upon the California MUTCD 2014 Edition Section 2B.13 and the 2021 CVC which establish policies and procedures for setting speed limits in California. While engineers previously had some latitude for engineering judgment in setting speed limits, the current policies and procedures are rigid and even explain how to round up or round down as indicated above. Individual engineering and traffic survey sheets for each of the 11 street segments (nine of which were expiring at nearly 10 years old and the two locations on Glenoaks Boulevard where roadway conditions changed) are enclosed. These survey sheets include summaries of the measured traffic speeds, roadway design and traffic characteristics, and analysis of collisions.

The results of the traffic engineering analyses of each of the 11 street segments are summarized below as follows:

➤ **Increase of Speed Limits (Two Street Segments)**

- Survey #19 - Maclay Avenue from North City Limit to Glenoaks Boulevard – Increase existing 30 MPH speed limit to 35 MPH – The 85<sup>th</sup> percentile speed on September 22, 2021, was 39 MPH. Option #2, Example #3 requires rounding up to 40 MPH, and then a reduction of 5 MPH to 35 is applied with the collision rate double the state-wide average. A further reduction to 30 MPH would make about 85% of motorists in violation and is not supported under present speed zoning parameters.
- Survey #25 - Park Avenue from Fourth Street to First Street – Increase existing 15 MPH speed limit to 25 MPH - The 85<sup>th</sup> percentile speed on September 22, 2021, was 29 MPH. Option #2, Example #3 requires rounding up to 30 MPH, and then a reduction of 5 MPH to 25 MPH is applied with a slightly higher than the state-wide average collision rate. A further reductions back to 15 MPH would make 85% of motorists in violation and cannot be supported under present parameters.



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➤ **No Change in Speed Limits (Nine Street Segments)**

- Arroyo Avenue from North City limit to Glenoaks Boulevard – Retain existing 35 MPH speed limit when children are not present
- Glenoaks Boulevard from West City limit to Maclay Avenue – Retain existing 40 MPH speed limit
- Glenoaks Boulevard from Maclay Avenue to East City limit – Retain existing 40 MPH speed limit
- Harding Avenue from North City limit to Glenoaks Boulevard – Retain existing 25 MPH speed limit
- Harding Avenue from Glenoaks Avenue to Fourth Street – Retain existing 25 MPH speed limit
- Harding Avenue from Fourth Street to First Street – Retain existing 25 MPH speed limit
- Maclay Avenue from Glenoaks Boulevard to Fourth Street – Retain existing 30 MPH speed limit when children are not present
- Maclay Avenue from Fourth Street to Truman Street – Retain existing 25 MPH speed limit
- Orange Grove Avenue from Glenoaks Boulevard to Fourth Street – Retain existing 25 MPH speed limit

**Updated Surveys on 21 Street Segments**

Two street segments on San Fernando Road have experienced significantly higher than average state-wide collision rates for the last three years. The previously measured 85<sup>th</sup> percentile speeds of 38 MPH and 33 MPH together with the requirements for rounding up at the present time to 40 MPH and 35 MPH respectively do not allow further speed limit reductions of 5 MPH from the present 35 MPH and 30 MPH posted speed limits.

New data including speed measurements will be required for both of these segments as well as the other 19 street segments in this grouping during the next resurvey in about three years. At that time, it may be possible to reduce the speed limit on San Fernando Road to 30 MPH west of San Fernando Mission Boulevard and 25 MPH east of Kittridge Street if the collision history remains higher than the state-wide average.

Assembly Bill 43 has just made a number of significant changes in setting speed limits (see Page 8). As a new additional consideration to reduce the speed limit, it may be possible to declare San Fernando Road as a “safety corridor” depending on how that will be exactly defined by Caltrans. Yet another option could involve consideration of a “road diet” where the existing four through travel lanes with on-street parking on both sides would be restriped to provide one through travel lane in each direction separated by a continuous two-way left turn lane, together with on-street parking and striped bicycle lanes on both sides. At the present time, no changes in the posted speed limits are recommended on any of the 21 street segments listed below.



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➤ **No Change in Speed Limits (21 Street Segments)**

- Arroyo Avenue from Glenoaks Boulevard to Fifth Street – Retain existing 30 MPH posted speed limit
- Brand Boulevard from Glenoaks Boulevard to Fourth Street - Retain existing 30 MPH posted speed limit when children are not present
- Brand Boulevard from Fourth Street to Truman Street – Retain existing 35 MPH speed limit when children are not present
- Brand Boulevard from Truman Street to South City Limit – Retain existing 35 MPH posted speed limit
- Chatsworth Drive from San Fernando Road to South City Limit - Retain existing 30 MPH posted speed limit
- Eighth Street from West City Limit to Maclay Avenue - Retain existing 25 MPH posted speed limit
- Fifth Street from West City Limit to Maclay Avenue - Retain existing 30 MPH posted speed limit
- Fifth Street from Maclay Avenue to East City Limit - Retain existing 30 MPH posted speed limit when children are not present
- First Street from Hubbard Street to Maclay Avenue - Retain existing 30 MPH posted speed limit
- Fourth Street from West City Limit to Maclay Avenue - Retain existing 30 MPH posted speed limit
- Fourth Street from Maclay Avenue to East City Limit - Retain existing 30 MPH posted speed limit
- Hubbard Street from North City Limit at Fourth Street to South City Limit at San Fernando Road – Retain existing 35 MPH posted speed limit
- San Fernando Mission Boulevard from Truman Street to South City Limit - Retain existing 35 MPH posted speed limit when children are not present
- Orange Grove Avenue from North City Limit to Glenoaks Boulevard – Retain existing 25 MPH posted speed limit
- San Fernando Road from West City Limit to San Fernando Mission Boulevard - Retain existing 35 MPH posted speed limit
- San Fernando Road (Mall) from San Fernando Mission Boulevard to Kittridge Street – Retain 20 MPH posted speed limit
- San Fernando Road from Kittridge Street to East City Limit - Retain existing 30 MPH posted speed limit
- Seventh Street from West City Limit to Maclay Avenue - Retain existing 25 MPH posted speed limit
- Truman Street from West City Limit to Maclay Avenue - Retain existing 35 MPH posted speed limit
- Truman Street from Maclay Avenue to East City Limit - Retain existing 35 MPH posted speed limit
- Workman Street from San Fernando Road to South City Limit - Retain existing 25 MPH posted speed limit



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**CALIFORNIA ASSEMBLY BILL 43**

On October 8, 2021, the Governor signed Assembly Bill 43 modifying and also adding provisions to the CVC relating to establishment of enforceable speed limits (see enclosure). This Bill requires Caltrans, the California Department of Transportation, to modify the California MUTCD and develop an on-line tool to include additional considerations and criteria for further reduction of speed limits by 5 MPH to be considered after June 30, 2024, based on these new criteria:

- CVC 22358.6 allows a local authority to round down to the next lowest 5 MPH increment near the 85<sup>th</sup> percentile speed where prior methodology required rounding up to the next lowest 5 MPH increment.
- CVC 22358.7 allows a local authority to reduce the speed limit by designating the highway as a “safety corridor” or if the highway is adjacent to any facility that generates high concentrations of bicyclists or pedestrians “...especially those from vulnerable groups such as children, seniors, persons with disabilities, and the unhoused.” Up to 25% of the highways within a local agency may be designated as “safety corridors.”

Other CVC modifications created by Assembly Bill 43 extend the engineering review interval out to 14 years rather than the currently required 7 or 10 years.

The new as well as the revised and updated survey sheets have all been prepared to accordance with current requirements that do not include additional alternatives within Assembly Bill 43 that became law on October 8, 2021. Before June 30, 2024, the new law directs Caltrans to define “safety corridor” and develop an on-line tool for use by local agencies in setting speed limits.

**SUMMARY OF NEXT STEPS**

Please share this report with the San Fernando Police Department. I would be pleased to discuss their comments with you, and the Public Works and Police Departments prior to the Transportation & Safety Commission Meeting on November 3, 2021. I also plan to respond to questions during the Commission meeting via Zoom.

This report and adoption of a Resolution by the City Council on December 6, 2021, of the recommendations for the two speed limit increases identified in this report should be considered. That action, if approved, together with periodic training and equipment calibration, will enable the City of San Fernando Police Department to continue to deploy enforcement using radar, laser, or other electronic devices for at least the next three years.

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The opportunity to provide these services to the City of San Fernando is sincerely appreciated. Should questions arise or if further information or assistance is needed, please contact me at your convenience.

Respectfully submitted,

**Tom Brohard and Associates**



Tom Brohard  
Principal



Enclosures

- 2018 – 2020 Collision Rates for 32 Street Segments
- 2021 Traffic Volume and Vehicle Speed Data for 11 New Surveys
- 2014 California MUTCD Provisions for Setting Speed Limits
- 2021 Engineering and Traffic Survey Sheets for 32 Surveys
- AB43 Revisions to Establishing Speed Limits



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 1  
Street: Arroyo Avenue  
Limits: North City Limit to Glenoaks Boulevard  
Existing Speed Limit: 35 MPH; 25 MPH When Children Are Present (high school)

**SPEEDS**

Location of Survey: S/o Borden Avenue Date Measured: 9/22/2021  
Mean Speed (Average): 30 MPH Critical Speed (85<sup>th</sup> Percentile): 38 MPH  
10 Mile Pace Speed: 26 to 35 MPH  
Percentages Related to Pace Speed: 50% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 64' north of Seventh St.; 36' south of Seventh St.  
Number of travel lanes (both directions): Two thru lanes  
Segment Length: 0.55 miles  
Average Daily Traffic: 9,700 vehicles Date Measured: 9/22/2021  
Existing Conditions: Straight alignment; industrial development and on street parking allowed both sides, industrial development both sides; High school and no parking on west side

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 3 collisions  
Calculated Collision Rate: 0.51 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 38 MPH should initially be rounded up to 40 MPH but the speed limit can be established at 35 MPH in Option 2, Example 3, retaining the existing speed limit of 35 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 2  
Street: Arroyo Avenue  
Limits: Glenoaks Boulevard to Fifth Street  
Existing Speed Limit: 30 MPH

**SPEEDS**

Location of Survey: S/o De Garmo Avenue  
Mean Speed (Average): 24 MPH  
10 Mile Pace Speed: 21 thru 30 MPH  
Percentage Related to Pace Speed: 60% within pace  
Date Measured: 11/6/2014  
Critical Speed (85<sup>th</sup> Percentile): 29 MPH  
Posted Speed Limit 30 MPH

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet  
Segment Length: 0.25 miles  
Average Daily Traffic: 3,100 vehicles  
Existing Conditions: Industrial development on both sides with on street parking allowed; straight alignment  
Number of travel lanes (both directions): Two thru lanes  
Date Measured: 11/13/2014

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 2 collisions  
Calculated Collision Rate: 2.36 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 3  
Street: Brand Boulevard  
Limits: Glenoaks Boulevard to Fourth Street  
Existing Speed Limit: 30 MPH; 25 MPH When Children Are Present (elementary school)

**SPEEDS**

Location of Survey: S/o De Garmo Avenue Date Measured: 11/6/2014  
Mean Speed (Average): 29 MPH Critical Speed (85<sup>th</sup> Percentile): 31 MPH  
10 Mile Pace Speed: 23 thru 32 MPH  
Percentage Related to Pace Speed: 83% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 36 feet Number of travel lanes (both directions): Two thru lanes  
Segment Length: 0.50 miles  
Average Daily Traffic: 5,200 vehicles Date Measured: 11/13/2014  
Existing Conditions: Residential development on both sides with on-street parking; straight alignment except for horizontal curve at Library Street

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 5 collisions  
Calculated Collision Rate: 1.76 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH, when children are not present. This Survey expires in Year 2024, three years from the date below but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 4  
Street: Brand Boulevard  
Limits: Fourth Street to Truman Street  
Existing Speed Limit: 35 MPH; 25 MPH When Children Are Present (middle school)

**SPEEDS**

Location of Survey: N/o First Street Date Measured: 11/6/2014  
Mean Speed (Average): 33 MPH Critical Speed (85<sup>th</sup> Percentile): 37 MPH  
10 Mile Pace Speed: 28 thru 37 MPH  
Percentage Related to Pace Speed: 73% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 56 feet Number of Lanes (Both Directions): Four thru lanes  
Segment Length: 0.30 miles  
Average Daily Traffic: 10,100 vehicles Date Measured: 11/18/2014  
Existing Conditions: Mixed development on both sides; some midblock on street parking;  
straight alignment; at grade railroad crossing; San Fernando Middle School on east side

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 7 collisions  
Calculated Collision Rate: 2.11 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average.

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 35 MPH when children are not present. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 5  
Street: Brand Boulevard  
Limits: Truman Street to South City Limit  
Existing Speed Limit: 35 MPH

**SPEEDS**

Location of Survey: S/o Hollister Street Date Measured: 11/6/2014  
Mean Speed (Average): 33 MPH Critical Speed (85<sup>th</sup> Percentile): 37 MPH  
10 Mile Pace Speed: 29 thru 38 MPH  
Percentage Related to Pace Speed: 71% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 96 feet and variable Number of Lanes (Both Directions): Four thru lanes  
Segment Length: 0.60 miles  
Average Daily Traffic: 14,000 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development toward north and fronting residential toward south; on street parking on both sides; wide landscaped raised median; straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 24 collisions  
Calculated Collision Rate: 2.61 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 35 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 6  
Street: Chatsworth Drive  
Limits: San Fernando Road to South City Limit  
Existing Speed Limit: 30 MPH

**SPEEDS**

Location of Survey: S/o Hollister Street Date Measured: 11/6/2014  
Mean Speed (Average): 29 MPH Critical Speed (85<sup>th</sup> Percentile): 33 MPH  
10 Mile Pace Speed: 25 thru 34 MPH  
Percentage Related to Pace Speed: 72% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.55 miles  
Average Daily Traffic: 3,100 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development toward north and fronting residential development toward south; on street parking on both sides; straight alignment; school crossings at several intersections toward south end

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 5 collisions  
Calculated Collision Rate: 2.68 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 7  
Street: Eighth Street  
Limits: West City Limit to Maclay Avenue  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: E/o Fermoore Street Date Measured: 11/6/2014  
Mean Speed (Average): 25 MPH Critical Speed (85<sup>th</sup> Percentile): 27 MPH  
10 Mile Pace Speed: 20 thru 29 MPH  
Percentage Related to Pace Speed: 86% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 36 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.78 miles  
Average Daily Traffic: 1,200 vehicles Date Measured: 11/13/2014  
Existing Conditions: Fronting residential development with on street parking on both sides;  
straight alignment; speed humps

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 2 collisions  
Calculated Collision Rate: 1.95 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 25 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 8  
Street: Fifth Street  
Limits: West City Limit to Maclay Avenue  
Existing Speed Limit: 30 MPH

**SPEEDS**

Location of Survey: E/o Fermoore Street Date Measured: 11/6/2014  
Mean Speed (Average): 30 MPH Critical Speed (85<sup>th</sup> Percentile): 34 MPH  
10 Mile Pace Speed: 26 thru 35 MPH  
Percentage Related to Pace Speed: 72% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.70 miles  
Average Daily Traffic: 2,800 vehicles Date Measured: 11/13/2014  
Existing Conditions: Fronting residential development with on street parking on both sides; commercial on both sides at east end; straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 6 collisions  
Calculated Collision Rate: 2.80 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 9  
Street: Fifth Street  
Limits: Maclay Avenue to East City Limit  
Existing Speed Limit: 30 MPH; 25 MPH When Children Are Present (elementary school)

**SPEEDS**

Location of Survey: E/o Newton Street Date Measured: 11/6/2014  
Mean Speed (Average): 28 MPH Critical Speed (85<sup>th</sup> Percentile): 32 MPH  
10 Mile Pace Speed: 24 thru 33 MPH  
Percentage Related to Pace Speed: 81% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.55 miles  
Average Daily Traffic: 3,600 vehicles Date Measured: 11/13/2014  
Existing Conditions: School on south side east of Maclay Avenue, fronting residential with on street parking on both sides to the east; industrial development with on street parking on both sides to the east; straight alignment; bridge connection at east end

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 5 collisions  
Calculated Collision Rate: 2.31 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH when children are not present. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 10  
Street: First Street  
Limits: Hubbard Street to Maclay Avenue  
Existing Speed Limit: 30 MPH

**SPEEDS**

Location of Survey: E/o Orange Grove Avenue Date Measured: 11/6/2014  
Mean Speed (Average): 31 MPH Critical Speed (85<sup>th</sup> Percentile): 34 MPH  
10 Mile Pace Speed: 25 thru 34 MPH  
Percentage Related to Pace Speed: 77% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 to 44 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.70 miles  
Average Daily Traffic: 3,400 vehicles Date Measured: 11/13/2014  
Existing Conditions: Industrial development with on street parking on both sides; commercial development with parking on both sides at east end; straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 7 collisions  
Calculated Collision Rate: 2.69 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 11  
Street: Fourth Street  
Limits: West City Limit to Maclay Avenue  
Existing Speed Limit: 30 MPH

**SPEEDS**

Location of Survey: E/o Fermoore Street Date Measured: 11/6/2014  
Mean Speed (Average): 30 MPH Critical Speed (85<sup>th</sup> Percentile): 34 MPH  
10 Mile Pace Speed: 26 thru 35 MPH  
Percentage Related to Pace Speed: 74% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.75 miles  
Average Daily Traffic: 4,400 vehicles Date Measured: 11/13/2014  
Existing Conditions: Residential development with on street parking on both sides; commercial development with on street parking on both sides at east end; straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 7 collisions  
Calculated Collision Rate: 1.94 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 12  
Street: Fourth Street  
Limits: Maclay Avenue to East City Limit  
Existing Speed Limit: 30 MPH

**SPEEDS**

Location of Survey: E/o Newton Street Date Measured: 11/6/2014  
Mean Speed (Average): 28 MPH Critical Speed (85<sup>th</sup> Percentile): 31 MPH  
10 Mile Pace Speed: 24 thru 33 MPH  
Percentage Related to Pace Speed: 86% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.55 miles  
Average Daily Traffic: 5,900 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development at west end, then residential development, and then park and industrial development at east end; on street parking both sides throughout; straight alignment with bridge over wash at east end

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 9 collisions  
Calculated Collision Rate: 2.53 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 13  
Street: Glenoaks Boulevard  
Limits: West City Limit to Maclay Avenue  
Existing Speed Limit: 40 MPH (also 40 MPH posted speed limit to West in City of Los Angeles)

**SPEEDS**

Location of Survey: W/o Fermoore Street Date Measured: 9/22/2021  
Mean Speed (Average): 33 MPH Critical Speed (85<sup>th</sup> Percentile): 39 MPH  
10 Mile Pace Speed: 31 thru 40 MPH  
Percentages Related to Pace Speed: 53% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 60 feet Number of Lanes (Both Directions): Four thru lanes  
Segment Length: 0.73 miles  
Average Daily Traffic: 18,400 vehicles Date Measured: 9/22/2021  
Existing Conditions: On 4/5/2021, City Council accepted a major street improvement project that resulted in changed roadway conditions; commercial development at west and east ends; mixed development in center area; left turn lanes with raised medians at major intersections and at west end; on street parking allowed in areas without left turn lanes; left turns and cross traffic prohibited at Alexander and at Hagar; straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 26 collisions  
Calculated Collision Rate: 1.77 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 39 MPH should be rounded up to 40 MPH, retaining the existing speed limit of 40 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 14

Street: Glenoaks Boulevard

Limits: Maclay Avenue to East City Limit

Existing Speed Limit: 40 MPH (also 40 MPH posted speed limit to East in City of Los Angeles)

**SPEEDS**

Location of Survey: E/o Newton Street

Date Measured: 9/22/2021

Mean Speed (Average): 35 MPH

Critical Speed (85<sup>th</sup> Percentile): 43 MPH

10 Mile Pace Speed: 31 to 40 MPH

Percentages Related to Pace Speed: 51% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 60 feet      Number of Lanes (Both Directions): Four thru lanes

Segment Length: 0.55 miles

Average Daily Traffic: 19,100 vehicles

Date Measured: 9/22/2021

Existing Conditions: On 4/5/2021, City Council accepted major street improvement project that resulted in changed roadway conditions; commercial development at west end and industrial development at east end, residential development in center section; left turn lanes with raised medians at major intersections; on street parking allowed in areas without left turn lanes; bridge over wash at east end; straight alignment.

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)

Total Number of Midblock Collisions: 21 collisions

Calculated Collision Rate: 1.83 collisions per million vehicle miles

Statewide Average Collision Rate: 1.34 collisions per million vehicle miles

Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 43 MPH should initially be rounded up to 45 MPH but the speed limit can be established at 40 MPH in Option 2, Example 3, retaining the existing speed limit of 40 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 15  
Street: Harding Avenue  
Limits: North City Limit to Glenoaks Boulevard  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: S/o Eighth Street Date Measured: 9/22/2021  
Mean Speed (Average): 22 MPH Critical Speed (85<sup>th</sup> Percentile): 28 MPH  
10 Mile Pace Speed: 21 to 30 MPH  
Percentages Related to Pace Speed: 60% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.53 miles  
Average Daily Traffic: 1,700 vehicles Date Measured: 9/21/2021  
Existing Conditions: Adjacent fronting residential development with on street parking allowed on both sides; straight alignment; speed humps

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 3 collisions  
Calculated Collision Rate: 3.04 collisions per million vehicles  
Statewide Average Collision Rate: 1.61 collisions per million vehicles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 28 MPH should initially be rounded up to 30 MPH but the speed limit can be established at 25 MPH in Option 2, Example 3, retaining the existing speed limit of 25 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 16  
Street: Harding Avenue  
Limits: Glenoaks Boulevard to Fourth Street  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: S/o Library Street Date Measured: 9/22/2021  
Mean Speed (Average): 27 MPH Critical Speed (85<sup>th</sup> Percentile): 32 MPH  
10 Mile Pace Speed: 21 to 30 MPH  
Percentages Related to Pace Speed: 62% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.50 miles  
Average Daily Traffic: 1,400 vehicles Date Measured: 9/22/2021  
Existing Conditions: Adjacent fronting residential development with on street parking allowed on both sides; straight alignment; one speed hump north of Fourth Street

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 2 collisions  
Calculated Collision Rate: 2.61 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 32 MPH should initially be rounded down to 30 MPH and the speed limit can be established at 25 MPH in Option 1, Example 1, retaining the existing speed limit of 25 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 17  
Street: Harding Avenue  
Limits: Fourth Street to First Street  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: N/o Second Street Date Measured: 9/22/2021  
Mean Speed (Average): 23 MPH Critical Speed (85<sup>th</sup> Percentile): 29 MPH  
10 Mile Pace Speed: 21 to 30 MPH  
Percentages Related to Pace Speed: 58% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 40 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.25 miles  
Average Daily Traffic: 1,340 vehicles Date Measured: 9/22/2021  
Existing Conditions: Adjacent fronting residential development with on street parking allowed on both sides; industrial development at south end; straight alignment; speed humps

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 1 collision  
Calculated Collision Rate: 2.73 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 29 MPH should initially be rounded up to 30 MPH but the speed limit can be established at 25 MPH in Option 1, Example 2, retaining the existing speed limit of 25 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 18  
Street: Hubbard Street  
Limits: North City Limit at Fourth Street to South City Limit at San Fernando Road  
Existing Speed Limit: 35 MPH

**SPEEDS**

Location of Survey: N/o Second Street Date Measured: 11/6/2014  
Mean Speed (Average): 34 MPH Critical Speed (85<sup>th</sup> Percentile): 39 MPH  
10 Mile Pace Speed: 29 thru 38 MPH  
Percentage Related to Pace Speed: 75% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 64 feet and variable Number of Lanes (Both Directions): Four thru lanes  
Segment Length: 0.40 miles  
Average Daily Traffic: 23,400 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development at Glenoaks Boulevard; fronting residential development to the north and south; left turn lanes at intersections and midblock; on street parking in certain areas; straight alignment; posted 35 MPH speed limit to the North and South in the City of Los Angeles

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 27 collisions  
Calculated Collision Rate: 2.63 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 35 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 19  
Street: Maclay Avenue  
Limits: North City Limit to Glenoaks Boulevard  
Existing Speed Limit: 30 MPH (also 30 MPH posted speed limit to North in City of Los Angeles)

**SPEEDS**

Location of Survey: N/o Lucas Street Date Measured: 9/22/2021  
Mean Speed (Average): 33 MPH Critical Speed (85<sup>th</sup> Percentile): 39 MPH  
10 Mile Pace Speed: 31 to 40 MPH  
Percentages Related to Pace Speed: 55% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 60 feet Number of Lanes (Both Directions): Four thru lanes midblock; three at ends  
Segment Length: 0.52 miles  
Average Daily Traffic: 14,600 vehicles Date Measured: 9/22/2021  
Existing Conditions: Commercial development on both sides; on street parking allowed on both sides with bulb outs; straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 24 collisions  
Calculated Collision Rate: 2.69 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: Double the statewide rate

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 39 MPH should initially be rounded up to 40 MPH but the speed limit can be established at 35 MPH in Option 2, Example 3, increasing the existing speed limit of 30 MPH to 35 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 20  
Street: Maclay Avenue  
Limits: Glenoaks Boulevard to Fourth Street  
Existing Speed Limit: 30 MPH; 25 MPH When Children Are Present (elementary school)

**SPEEDS**

Location of Survey: N/o Fourth Street Date Measured: 9/22/2021  
Mean Speed (Average): 29 MPH Critical Speed (85<sup>th</sup> Percentile): 34 MPH  
10 Mile Pace Speed: 26 to 35 MPH  
Percentages Related to Pace Speed: 62% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 60 feet Number of Lanes (Both Directions): Four thru lanes midblock; three at ends  
Segment Length: 0.50 miles  
Average Daily Traffic: 13,200 vehicles Date Measured: 9/22/2021  
Existing Conditions: Commercial development with parallel parking and bulb outs on both sides; straight alignment; streetscape project

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 17 collisions  
Calculated Collision Rate: 2.35 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 34 MPH should initially be rounded up to 35 MPH but the speed limit can be established at 30 MPH in Option 2, Example 3, retaining the existing speed limit of 30 MPH when children are not present. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 21  
Street: Maclay Avenue  
Limits: Fourth Street to Truman Street  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: N/o First Street Date Measured: 9/22/2021  
Mean Speed (Average): 19 MPH Critical Speed (85<sup>th</sup> Percentile): 27 MPH  
10 Mile Pace Speed: 16 to 25 MPH  
Percentages Related to Pace Speed: 52% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 34 feet and variable Number of Lanes (Both Directions): Two thru lanes from Fourth Street to First Street; four thru lanes from First Street to Truman Street  
Segment Length: 0.30 miles  
Average Daily Traffic: 12,500 vehicles Date Measured: 9/22/2021  
Existing Conditions: Commercial development on both sides; angle parking on west side and parallel parking with bulb outs on east side; straight alignment; streetscape project

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 9 collisions  
Calculated Collision Rate: 2.19 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 27 MPH should initially be rounded down to 25 MPH, retaining the existing speed limit of 25 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 22  
Street: San Fernando Mission Boulevard  
Limits: Truman Street to South City Limit  
Existing Speed Limit: 35 MPH; 25 MPH When Children Are Present (elementary school)

**SPEEDS**

Location of Survey: S/o Hollister Street Date Measured: 11/6/2014  
Mean Speed (Average): 29 MPH Critical Speed (85<sup>th</sup> Percentile): 33 MPH  
10 Mile Pace Speed: 24 thru 33 MPH  
Percentage Related to Pace Speed: 81% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 60 feet Number of Lanes (Both Directions): Four thru lanes  
Segment Length: 0.58 miles  
Average Daily Traffic: 10,700 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development on both sides for majority of length; some fronting residential development on both sides at south end; left turn lanes and no on street parking from Pico Street north; no left turn lanes and parking allowed on both sides from Pico Street south; straight alignment.

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 13 collisions  
Calculated Collision Rate: 1.91 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 35 MPH when children are not present. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 23  
Street: Orange Grove Avenue  
Limits: North City Limit to Glenoaks Boulevard  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: N/o Lucas Street Date Measured: 11/6/2014  
Mean Speed (Average): 28 MPH Critical Speed (85<sup>th</sup> Percentile): 31 MPH  
10 Mile Pace Speed: 24 thru 33 MPH  
Percentage Related to Pace Speed: 84% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 36 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.55 miles  
Average Daily Traffic: 2,700 vehicles Date Measured: 11/13/2014  
Existing Conditions: Fronting residential development with parking allowed on both sides except immediately north of Glenoaks Boulevard to accommodate left turn lane; straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 4 collisions  
Calculated Collision Rate: 2.46 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 25 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 24  
Street: Orange Grove Avenue  
Limits: Glenoaks Boulevard to Fourth Street  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: N/o Library Street Date Measured: 9/22/2021  
Mean Speed (Average): 23 MPH Critical Speed (85<sup>th</sup> Percentile): 28 MPH  
10 Mile Pace Speed: 21 to 30 MPH  
Percentages Related to Pace Speed: 66% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 36 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.50 miles  
Average Daily Traffic: 1,250 vehicles Date Measured: 9/22/2021  
Existing Conditions: Fronting residential development with parking allowed on both sides;  
industrial development with parking allowed on both sides at First Street; straight alignment;  
speed humps

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 1 collision  
Calculated Collision Rate: 1.46 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 28 MPH should initially be rounded up to 30 MPH but the speed limit can be established at 25 MPH in Option 2, Example 3, retaining the existing speed limit of 25 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 25  
Street: Park Avenue  
Limits: Fourth Street to First Street  
Existing Speed Limit: 15 MPH

**SPEEDS**

Location of Survey: S/o Fourth Street Date Measured: 9/22/2021  
Mean Speed (Average): 22 MPH Critical Speed (85<sup>th</sup> Percentile): 29 MPH  
10 Mile Pace Speed: 16 to 25 MPH  
Percentages Related to Pace Speed: 49% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 34 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.25 miles  
Average Daily Traffic: 2,800 vehicles Date Measured: 09/22/2021  
Existing Conditions: Residential development on west side; park along east side; on street angle parking along entire west side and most of east side northerly from south end; on street parallel parking on east side at north end; straight alignment; midblock crosswalk at midpoint; speed humps and raised median

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 2 collisions  
Calculated Collision Rate: 2.61 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the 2014 California MUTCD, this Engineering and Traffic Survey including the analysis of new speed measurements and traffic volumes as well as current collision characteristics indicates that the 85<sup>th</sup> percentile speed of 29 MPH should initially be rounded up to 30 MPH, but the speed limit can be established at 25 MPH in Option 2, Example 3, increasing the speed limit from 15 MPH to 25 MPH. This Survey requires reevaluation in Year 2028, seven years from the date below, but may be reviewed in Year 2024 or earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 26  
Street: San Fernando Road  
Limits: West City Limit to San Fernando Mission Boulevard  
Existing Speed Limit: 35 MPH

**SPEEDS**

Location of Survey: E/o Huntington Street Date Measured: 11/6/2014  
Mean Speed (Average): 34 MPH Critical Speed (85<sup>th</sup> Percentile): 38 MPH  
10 Mile Pace Speed: 28 thru 37 MPH  
Percentage Related to Pace Speed: 71% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 60 feet Number of Lanes (Both Directions): Four thru lanes  
Segment Length: 0.60 miles  
Average Daily Traffic: 8,800 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial and industrial development with on street parking on both sides; no separate left turn lanes striped; straight alignment; marked pedestrian crosswalks at Huntington Street and at Kalisher Street

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 26 collisions  
Calculated Collision Rate: 4.50 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: Much higher than average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are much higher than the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 35 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 27  
Street: San Fernando Road (Mall)  
Limits: San Fernando Mission Boulevard to Kittridge Street  
Existing Speed Limit: 20 MPH

**SPEEDS**

Location of Survey: E/o Maclay Avenue Date Measured: 11/6/2014  
Mean Speed (Average): 21 MPH Critical Speed (85<sup>th</sup> Percentile): 24 MPH  
10 Mile Pace Speed: 17 thru 26 MPH  
Percentage Related to Pace Speed: 84% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 24 feet and variable Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.25 miles  
Average Daily Traffic: 4,900 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development on both sides; narrow meandering roadway with angle parking alternating from north side to south side

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 4 collisions  
Calculated Collision Rate: 2.98 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 20 MPH on this narrow street. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 28  
Street: San Fernando Road  
Limits: Kittridge Street to East City Limit  
Existing Speed Limit: 30 MPH

**SPEEDS**

Location of Survey: E/o Chatsworth Street Date Measured: 11/6/2014  
Mean Speed (Average): 30 MPH Critical Speed (85<sup>th</sup> Percentile): 33 MPH  
10 Mile Pace Speed: 24 thru 33 MPH  
Percentage Related to Pace Speed: 78% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 60 feet and variable Number of Lanes (Both Directions): Two thru lanes west of Chatsworth Drive; four thru lanes east of Chatsworth Drive  
Segment Length: 0.33 miles  
Average Daily Traffic: 6,100 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development with on street parking allowed on both sides; marked pedestrian crosswalks at Chatsworth Drive and midblock to the east; horizontal curve east of Jessie Street

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 9 collisions  
Calculated Collision Rate: 4.08 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: Much higher than average.

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are much higher than the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 30 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 29  
Street: Seventh Street  
Limits: West City Limit to Maclay Avenue  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: E/o Fermoore Street Date Measured: 11/6/2014  
Mean Speed (Average): 25 MPH Critical Speed (85<sup>th</sup> Percentile): 27 MPH  
10 Mile Pace Speed: 20 thru 29 MPH  
Percentage Related to Pace Speed: 86% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 36 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.75 miles  
Average Daily Traffic: 1,900 vehicles Date Measured: 11/13/2014  
Existing Conditions: Fronting residential development with on street parking allowed on both sides; commercial development on both sides at Maclay Avenue; straight alignment; speed humps

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 4 collisions  
Calculated Collision Rate: 2.56 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 25 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 30  
Street: Truman Street  
Limits: West City Limit to Maclay Avenue  
Existing Speed Limit: 35 MPH

**SPEEDS**

Location of Survey: W/o Huntington Street Date Measured: 11/6/2014  
Mean Speed (Average): 35 MPH Critical Speed (85<sup>th</sup> Percentile): 40 MPH  
10 Mile Pace Speed: 31 thru 40 MPH  
Percentage Related to Pace Speed: 75% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 64 feet Number of Lanes (Both Directions): Four thru lanes  
Segment Length: 0.70 miles  
Average Daily Traffic: 12,100 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial and industrial development on both sides; left turn lanes east of Workman Street with no on street parking; on street parking on both sides west of Workman Street; horizontal curve east of Workman Street, otherwise straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 20 collisions  
Calculated Collision Rate: 2.16 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 35 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_



**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 31  
Street: Truman Street  
Limits: Maclay Avenue to East City Limit  
Existing Speed Limit: 35 MPH

**SPEEDS**

Location of Survey: E/o Kittridge Street Date Measured: 11/6/2014  
Mean Speed (Average): 33 MPH Critical Speed (85<sup>th</sup> Percentile): 37 MPH  
10 Mile Pace Speed: 29 thru 38 MPH  
Percentage Related to Pace Speed: 78% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 64 feet Number of Lanes (Both Directions): Four thru lanes  
Segment Length: 0.45 miles  
Average Daily Traffic: 16,800 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development on both sides; left turn lanes with no on street parking allowed except for short midblock segment east of Brand Boulevard which provides on street parking; horizontal curves east of Brand Boulevard

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 22 collisions  
Calculated Collision Rate: 2.66 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.34 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 35 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**CITY OF SAN FERNANDO  
ENGINEERING AND TRAFFIC SURVEY  
TO ESTABLISH AN ENFORCABLE SPEED LIMIT**

Survey No.: 32  
Street: Workman Street  
Limits: San Fernando Road to South City Limit  
Existing Speed Limit: 25 MPH

**SPEEDS**

Location of Survey: S/o Pico Street Date Measured: 11/6/2014  
Mean Speed (Average): 25 MPH Critical Speed (85<sup>th</sup> Percentile): 27 MPH  
10 Mile Pace Speed: 21 thru 30 MPH  
Percentage Related to Pace Speed: 89% within pace

**ROADWAY DESIGN AND TRAFFIC CHARACTERISTICS**

Width: 36 feet Number of Lanes (Both Directions): Two thru lanes  
Segment Length: 0.55 miles  
Average Daily Traffic: 5,300 vehicles Date Measured: 11/13/2014  
Existing Conditions: Commercial development with on street parking allowed on both sides at north end and on west side at south end; residential development with on street parking allowed on both sides for rest of segment; straight alignment

**COLLISION CHARACTERISTICS**

Collision Period Analyzed: 1/1/2018 thru 12/31/2020 (3 years)  
Total Number of Midblock Collisions: 9 collisions  
Calculated Collision Rate: 2.82 collisions per million vehicle miles  
Statewide Average Collision Rate: 1.61 collisions per million vehicle miles  
Calculated Collision Rate Compared to Statewide Average Rate: About average

**SURVEY RESULTS**

Recommendation: The January 20, 2015, Engineering and Traffic Survey collected new traffic data summarized above including vehicle speeds and traffic volumes. The current update of this survey found that roadway characteristics have not changed, and the traffic collision characteristics for the last three years are about equal to the statewide average rate. In accordance with applicable provisions of the California Vehicle Code and Section 2B.13 of the California MUTCD 2014 Edition, this Engineering and Traffic Survey retains the speed limit of 25 MPH. This Survey expires in Year 2024, three years from the date below, but may be reviewed earlier in accordance with Assembly Bill 43 approved on October 8, 2021.

Prepared by: Tom Brohard, PE  
California Civil Engineer #C24577  
California Traffic Engineer #TR724  
Date: \_\_\_\_\_

**2018 - 2020 Collision Rates  
For 32 Street Segments**

	Street	Limits	Traffic Volume	2018 - 2020 Collisions	Roadway Length	Collision Rate*	Expected Rate*	Higher Than Expected?
1	Arroyo Avenue	North City Boundary to Glenoaks Boulevard	9,700	3	0.55	0.51	1.61	
2	Arroyo Avenue	Glenoaks Boulevard to Fifth Street	3,100	2	0.25	2.36	1.61	
3	Brand Boulevard	Glenoaks Boulevard to Fourth Street	5,200	5	0.50	1.76	1.61	
4	Brand Boulevard	Fourth Street to Truman Street	10,100	7	0.30	2.11	1.61	
5	Brand Boulevard	Truman Street to South City Boundary	14,000	24	0.60	2.61	1.34	
6	Chatsworth Drive	San Fernando Road to South City Boundary	3,100	5	0.55	2.68	1.61	
7	Eighth Street	West City Boundary to Maclay Avenue	1,200	2	0.78	1.95	1.61	
8	Fifth Street	West City Boundary to Maclay Avenue	2,800	6	0.70	2.80	1.61	
9	Fifth Street	Maclay Avenue to East City Boundary	3,600	5	0.55	2.31	1.61	
10	First Street	Hubbard Street to Maclay Avenue	3,400	7	0.70	2.69	1.61	
11	Fourth Street	West City Boundary to Maclay Avenue	4,400	7	0.75	1.94	1.61	
12	Fourth Street	Maclay Avenue to East City Boundary	5,900	9	0.55	2.53	1.61	
13	Glenoaks Boulevard	West City Boundary to Maclay Avenue	18,400	26	0.73	1.77	1.34	
14	Glenoaks Boulevard	Maclay Avenue to East City Boundary	19,100	21	0.55	1.83	1.34	
15	Harding Avenue	North City Boundary to Glenoaks Boulevard	1,700	3	0.53	3.04	1.61	
16	Harding Avenue	Glenoaks Boulevard to Fourth Street	1,400	2	0.50	2.61	1.61	
17	Harding Avenue	Fourth Street to First Street	1,340	1	0.25	2.73	1.61	
18	Hubbard Street	North City Boundary to South City Boundary	23,400	27	0.40	2.63	1.34	
19	Maclay Avenue	North City Boundary to Glenoaks Boulevard	14,800	24	0.55	2.69	1.34	
20	Maclay Avenue	Glenoaks Boulevard to Fourth Street	13,200	17	0.50	2.35	1.34	
21	Maclay Avenue	Fourth Street to First Street	12,500	9	0.30	2.19	1.34	
22	Mission Boulevard	Truman Street to South City Boundary	10,700	13	0.58	1.91	1.34	
23	Orange Grove Avenue	North City Boundary to Glenoaks Boulevard	2,700	4	0.55	2.46	1.61	
24	Orange Grove Avenue	Glenoaks Boulevard to Fourth Street	1,250	1	0.50	1.46	1.61	
25	Park Avenue	Fourth Street to First Street	2,800	2	0.25	2.61	1.61	
26	San Fernando Road	West City Boundary to Mission Boulevard	8,800	26	0.60	4.50	1.34	Yes
27	San Fernando Road (Mall)	Mission Boulevard to Brand Boulevard	4,900	4	0.25	2.98	1.61	
28	San Fernando Road	Brand Boulevard to East City Boundary	6,100	9	0.33	4.08	1.34	Yes
29	Seventh Street	West City Boundary to Maclay Avenue	1,900	4	0.75	2.56	1.61	
30	Truman Street	West City Boundary to Maclay Avenue	12,100	20	0.70	2.16	1.34	
31	Truman Street	Maclay Avenue to East City Boundary	16,800	22	0.45	2.66	1.34	
32	Workman Street	San Fernando Road to South City Boundary	5,300	9	0.55	2.82	1.61	

\*Collisions Per Million  
Vehicle Miles

## Counts Unlimited, Inc.

City of San Fernando  
 Arroyo Avenue  
 B/ Bordon Street - Glenoaks Boulevard  
 24 Hour Directional Speed Survey

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD002  
 Site Code: 999-21500

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	7	4	8	8	4	2	0	0	0	0	0	0	33
01:00	0	0	0	7	1	2	3	1	0	0	0	0	0	0	14
02:00	0	0	0	6	8	2	3	0	0	0	0	0	0	0	19
03:00	0	2	2	4	13	19	5	1	0	0	0	0	0	0	46
04:00	2	0	2	12	41	37	30	9	2	0	2	0	0	0	137
05:00	9	3	14	25	53	36	15	2	1	0	0	0	0	0	158
06:00	10	4	17	50	48	24	8	2	1	0	0	0	0	0	164
07:00	40	20	69	154	74	20	4	0	0	0	0	0	0	0	381
08:00	58	17	41	56	48	16	4	2	0	0	0	0	0	0	242
09:00	11	12	14	49	41	30	6	1	0	0	0	0	0	0	164
10:00	11	8	25	60	49	32	4	2	0	0	0	0	0	0	191
11:00	8	9	12	32	60	43	9	3	0	0	0	1	0	0	177
12 PM	16	11	8	40	59	36	13	1	1	1	0	0	0	0	186
13:00	8	4	16	49	64	37	6	0	1	0	0	0	0	1	186
14:00	19	10	13	70	68	42	4	2	0	0	0	0	0	0	228
15:00	57	11	52	100	55	14	7	0	0	0	0	0	0	1	297
16:00	36	8	22	58	80	39	7	3	1	0	0	0	0	0	254
17:00	17	3	18	48	69	51	15	0	1	1	0	0	0	0	223
18:00	17	3	11	47	61	34	8	2	1	0	1	0	0	0	185
19:00	4	1	5	26	31	26	8	1	0	0	0	0	0	0	102
20:00	4	0	2	20	26	23	9	2	1	0	0	1	0	0	88
21:00	0	0	2	6	15	14	3	2	0	0	0	0	0	0	42
22:00	2	0	1	9	12	9	4	0	0	0	0	0	0	0	37
23:00	1	0	0	4	8	15	6	3	0	1	0	0	0	0	38
Total	330	126	353	936	992	609	185	41	10	3	3	2	0	2	3592

Daily  
 15th Percentile : 21 MPH  
 50th Percentile : 30 MPH  
 85th Percentile : 37 MPH  
 95th Percentile : 41 MPH

Statistics  
 Mean Speed(Average) : 30 MPH  
 10 MPH Pace Speed : 26-35 MPH  
 Number in Pace : 1928  
 Percent in Pace : 53.7%  
 Number of Vehicles > 55 MPH : 10  
 Percent of Vehicles > 55 MPH : 0.3%

## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD002

Site Code: 999-21500

City of San Fernando

Arroyo Avenue

B/ Bordon Street - Glenoaks Boulevard

24 Hour Directional Speed Survey

Southbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	1	0	3	4	10	14	7	4	2	1	0	0	0	0	46
01:00	2	0	1	5	8	7	10	7	0	0	0	0	0	0	40
02:00	0	0	1	6	13	18	8	5	1	0	0	0	0	0	52
03:00	1	0	2	5	13	24	28	10	2	3	0	0	0	0	88
04:00	3	1	4	15	32	19	13	3	0	0	0	0	0	0	90
05:00	3	3	21	31	44	39	17	7	2	0	1	0	0	0	168
06:00	14	13	33	45	96	57	24	3	3	1	0	0	0	0	289
07:00	80	20	71	127	105	51	10	4	1	0	0	0	0	0	469
08:00	144	38	24	27	34	19	9	1	2	0	0	0	0	0	298
09:00	9	10	18	70	109	70	22	5	2	0	0	0	0	0	315
10:00	16	3	17	69	119	57	19	0	0	0	0	0	0	0	300
11:00	9	4	15	70	134	68	20	2	2	0	0	0	0	0	324
12 PM	8	4	11	49	98	85	31	4	0	0	0	0	0	0	290
13:00	14	11	24	83	116	64	17	5	2	0	0	0	0	0	336
14:00	9	2	5	61	139	90	23	3	1	0	0	0	0	0	333
15:00	175	40	44	78	62	30	5	0	0	0	0	0	0	0	434
16:00	114	33	55	85	128	78	9	1	0	0	0	0	0	0	503
17:00	26	18	23	119	169	134	38	3	1	0	0	0	0	0	531
18:00	19	3	21	85	152	139	27	6	1	0	0	1	0	0	454
19:00	4	0	6	25	82	86	38	14	6	2	0	0	0	0	263
20:00	3	0	1	15	47	60	31	12	4	2	0	0	0	0	175
21:00	0	1	0	8	20	42	26	10	5	1	1	0	0	0	114
22:00	1	0	0	4	22	32	15	11	5	2	0	0	0	0	92
23:00	1	0	0	4	11	10	21	19	1	1	2	0	0	1	71
Total	656	204	400	1090	1763	1293	468	139	43	13	4	1	0	1	6075

Daily

15th Percentile : 20 MPH

50th Percentile : 31 MPH

85th Percentile : 39 MPH

95th Percentile : 43 MPH

Statistics

Mean Speed(Average) : 31 MPH

10 MPH Pace Speed : 31-40 MPH

Number in Pace : 3056

Percent in Pace : 50.3%

Number of Vehicles > 55 MPH : 19

Percent of Vehicles > 55 MPH : 0.3%



## Counts Unlimited, Inc.

City of San Fernando  
 Arroyo Avenue  
 B/ Bordon Street - Glenoaks Boulevard  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD002  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	1	0	10	8	18	22	11	6	2	1	0	0	0	0	79
01:00	2	0	1	12	9	9	13	8	0	0	0	0	0	0	54
02:00	0	0	1	12	21	20	11	5	1	0	0	0	0	0	71
03:00	1	2	4	9	26	43	33	11	2	3	0	0	0	0	134
04:00	5	1	6	27	73	56	43	12	2	0	2	0	0	0	227
05:00	12	6	35	56	97	75	32	9	3	0	1	0	0	0	326
06:00	24	17	50	95	144	81	32	5	4	1	0	0	0	0	453
07:00	120	40	140	281	179	71	14	4	1	0	0	0	0	0	850
08:00	202	55	65	83	82	35	13	3	2	0	0	0	0	0	540
09:00	20	22	32	119	150	100	28	6	2	0	0	0	0	0	479
10:00	27	11	42	129	168	89	23	2	0	0	0	0	0	0	491
11:00	17	13	27	102	194	111	29	5	2	0	0	1	0	0	501
12 PM	24	15	19	89	157	121	44	5	1	1	0	0	0	0	476
13:00	22	15	40	132	180	101	23	5	3	0	0	0	0	1	522
14:00	28	12	18	131	207	132	27	5	1	0	0	0	0	0	561
15:00	232	51	96	178	117	44	12	0	0	0	0	0	0	1	731
16:00	150	41	77	143	208	117	16	4	1	0	0	0	0	0	757
17:00	43	21	41	167	238	185	53	3	2	1	0	0	0	0	754
18:00	36	6	32	132	213	173	35	8	2	0	1	1	0	0	639
19:00	8	1	11	51	113	112	46	15	6	2	0	0	0	0	365
20:00	7	0	3	35	73	83	40	14	5	2	0	1	0	0	263
21:00	0	1	2	14	35	56	29	12	5	1	1	0	0	0	156
22:00	3	0	1	13	34	41	19	11	5	2	0	0	0	0	129
23:00	2	0	0	8	19	25	27	22	1	2	2	0	0	1	109
Total	986	330	753	2026	2755	1902	653	180	53	16	7	3	0	3	9667

Daily  
 15th Percentile : 20 MPH  
 50th Percentile : 31 MPH  
 85th Percentile : 38 MPH  
 95th Percentile : 43 MPH

Statistics  
 Mean Speed(Average) : 30 MPH  
 10 MPH Pace Speed : 26-35 MPH  
 Number in Pace : 4781  
 Percent in Pace : 49.5%  
 Number of Vehicles > 55 MPH : 29  
 Percent of Vehicles > 55 MPH : 0.3%

## Counts Unlimited, Inc.

City of San Fernando  
 Glenoaks Boulevard  
 W/ Fermore Street  
 24 Hour Directional Speed Survey

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD011  
 Site Code: 999-21500

## Eastbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	3	13	28	18	5	0	0	1	0	1	0	0	69
01:00	1	0	2	7	11	13	4	1	0	0	0	0	0	0	39
02:00	0	0	1	6	11	8	1	0	0	0	0	0	0	0	27
03:00	0	1	0	4	20	11	6	1	0	1	0	0	0	0	44
04:00	0	0	1	27	47	27	14	10	1	0	0	0	0	0	127
05:00	3	0	6	39	125	65	20	12	3	0	0	0	0	0	273
06:00	4	0	10	79	200	113	81	37	11	2	1	0	0	0	538
07:00	17	2	7	100	426	225	120	26	6	0	0	0	0	0	929
08:00	6	0	7	75	314	163	91	37	5	0	1	0	0	0	699
09:00	9	3	9	61	154	126	79	23	5	3	0	0	0	0	472
10:00	9	0	14	83	144	126	50	16	6	1	0	0	0	0	449
11:00	7	1	6	54	153	127	74	21	3	3	0	0	0	0	449
12 PM	11	1	9	63	191	131	95	18	6	2	1	0	0	0	528
13:00	9	1	18	51	188	130	72	17	9	0	0	0	0	0	495
14:00	14	1	8	76	203	155	95	27	8	0	0	0	0	0	587
15:00	14	1	5	106	272	169	77	18	2	0	0	0	0	0	664
16:00	16	2	18	80	259	188	71	14	2	1	0	0	0	0	651
17:00	7	0	11	104	251	140	78	18	4	1	0	0	0	0	614
18:00	7	1	17	148	199	110	58	19	3	0	1	0	0	0	563
19:00	8	0	21	89	212	89	29	11	0	0	0	0	0	0	459
20:00	3	3	8	87	178	94	15	6	3	0	0	0	0	0	397
21:00	4	1	1	53	103	62	25	7	1	2	0	0	0	0	259
22:00	0	2	8	37	69	40	15	10	3	0	0	0	0	0	184
23:00	0	0	5	18	54	32	5	6	0	0	0	0	0	0	120
Total	149	20	195	1460	3812	2362	1180	355	81	17	4	1	0	0	9636

Daily  
 15th Percentile : 28 MPH  
 50th Percentile : 33 MPH  
 85th Percentile : 40 MPH  
 95th Percentile : 44 MPH

Statistics  
 Mean Speed(Average) : 35 MPH  
 10 MPH Pace Speed : 31-40 MPH  
 Number in Pace : 6174  
 Percent in Pace : 64.1%  
 Number of Vehicles > 55 MPH : 22  
 Percent of Vehicles > 55 MPH : 0.2%

## Counts Unlimited, Inc.

City of San Fernando  
 Glenoaks Boulevard  
 W/ Fermore Street  
 24 Hour Directional Speed Survey  
 Westbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD011  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	1	11	28	21	11	4	2	0	0	0	0	0	0	78
01:00	0	2	2	4	13	5	0	0	0	0	0	0	0	0	26
02:00	1	0	2	14	5	6	2	1	0	0	0	0	0	0	31
03:00	0	3	1	13	7	0	3	0	0	1	0	0	0	0	28
04:00	0	1	9	32	13	8	4	1	3	0	0	0	0	0	71
05:00	2	7	27	40	33	22	12	2	4	0	0	0	0	0	149
06:00	3	2	15	42	51	48	45	21	9	1	0	0	0	0	237
07:00	26	7	40	76	120	106	72	22	11	0	0	0	0	0	480
08:00	25	36	56	93	126	152	51	11	4	1	0	0	0	0	555
09:00	9	5	24	45	92	99	46	18	3	0	0	0	0	0	341
10:00	3	5	34	46	80	104	50	19	9	0	0	0	0	0	350
11:00	9	16	40	86	85	119	60	17	4	2	1	0	0	0	439
12 PM	15	22	57	97	115	112	44	14	2	1	0	0	0	0	479
13:00	5	10	47	82	116	127	70	23	1	2	0	0	0	0	483
14:00	19	18	59	93	113	167	72	18	2	2	0	0	0	1	564
15:00	64	76	131	160	175	97	35	13	1	0	0	0	0	0	752
16:00	87	69	138	186	180	81	30	2	5	0	1	0	0	0	779
17:00	64	63	138	156	198	114	32	3	1	0	0	0	0	0	769
18:00	46	51	106	186	173	81	18	10	0	0	0	0	0	0	671
19:00	79	60	108	94	75	52	21	1	2	1	1	0	0	0	494
20:00	30	37	67	94	78	51	15	3	0	0	0	0	0	0	375
21:00	4	23	70	80	73	26	17	2	0	1	0	0	0	0	296
22:00	4	6	29	62	38	24	9	2	0	0	0	0	0	0	174
23:00	1	6	16	26	28	16	6	2	0	0	0	0	0	0	101
Total	496	526	1227	1835	2008	1628	718	207	61	12	3	0	0	1	8722

Daily  
 15th Percentile : 21 MPH  
 50th Percentile : 30 MPH  
 85th Percentile : 39 MPH  
 95th Percentile : 43 MPH

Statistics  
 Mean Speed(Average) : 31 MPH  
 10 MPH Pace Speed : 26-35 MPH  
 Number in Pace : 3843  
 Percent in Pace : 44.1%  
 Number of Vehicles > 55 MPH : 16  
 Percent of Vehicles > 55 MPH : 0.2%

## Counts Unlimited, Inc.

City of San Fernando  
 Glenoaks Boulevard  
 W/ Fermore Street  
 24 Hour Directional Speed Survey  
 Eastbound, Westbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD011  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	1	14	41	49	29	9	2	0	1	0	1	0	0	147
01:00	1	2	4	11	24	18	4	1	0	0	0	0	0	0	65
02:00	1	0	3	20	16	14	3	1	0	0	0	0	0	0	58
03:00	0	4	1	17	27	11	9	1	0	2	0	0	0	0	72
04:00	0	1	10	59	60	35	18	11	4	0	0	0	0	0	198
05:00	5	7	33	79	158	87	32	14	7	0	0	0	0	0	422
06:00	7	2	25	121	251	161	126	58	20	3	1	0	0	0	775
07:00	43	9	47	176	546	331	192	48	17	0	0	0	0	0	1409
08:00	31	36	63	168	440	315	142	48	9	1	1	0	0	0	1254
09:00	18	8	33	106	246	225	125	41	8	3	0	0	0	0	813
10:00	12	5	48	129	224	230	100	35	15	1	0	0	0	0	799
11:00	16	17	46	140	238	246	134	38	7	5	1	0	0	0	888
12 PM	26	23	66	160	306	243	139	32	8	3	1	0	0	0	1007
13:00	14	11	65	133	304	257	142	40	10	2	0	0	0	0	978
14:00	33	19	67	169	316	322	167	45	10	2	0	0	0	1	1151
15:00	78	77	136	266	447	266	112	31	3	0	0	0	0	0	1416
16:00	103	71	156	266	439	269	101	16	7	1	1	0	0	0	1430
17:00	71	63	149	260	449	254	110	21	5	1	0	0	0	0	1383
18:00	53	52	123	334	372	191	76	29	3	0	1	0	0	0	1234
19:00	87	60	129	183	287	141	50	12	2	1	1	0	0	0	953
20:00	33	40	75	181	256	145	30	9	3	0	0	0	0	0	772
21:00	8	24	71	133	176	88	42	9	1	3	0	0	0	0	555
22:00	4	8	37	99	107	64	24	12	3	0	0	0	0	0	358
23:00	1	6	21	44	82	48	11	8	0	0	0	0	0	0	221
Total	645	546	1422	3295	5820	3990	1898	562	142	29	7	1	0	1	18358

Daily  
 15th Percentile : 25 MPH  
 50th Percentile : 32 MPH  
 85th Percentile : 39 MPH  
 95th Percentile : 44 MPH

Statistics  
 Mean Speed(Average) : 33 MPH  
 10 MPH Pace Speed : 31-40 MPH  
 Number in Pace : 9810  
 Percent in Pace : 53.4%  
 Number of Vehicles > 55 MPH : 38  
 Percent of Vehicles > 55 MPH : 0.2%

## Counts Unlimited, Inc.

City of San Fernando  
 Glenoaks Boulevard  
 E/ Newton Street  
 24 Hour Directional Speed Survey

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD012  
 Site Code: 999-21500

## Eastbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	2	1	0	1	9	16	27	16	7	4	1	1	0	0	85
01:00	0	0	1	1	7	16	13	12	7	2	0	3	0	0	62
02:00	0	4	0	2	4	9	18	7	2	3	0	0	0	0	49
03:00	8	0	0	1	9	13	30	25	6	3	2	0	0	0	97
04:00	8	4	0	3	15	63	73	41	21	16	5	0	0	0	249
05:00	22	6	8	23	46	132	123	75	29	13	3	1	0	0	481
06:00	25	5	21	50	137	194	175	77	21	4	4	0	0	0	713
07:00	91	59	100	131	204	188	83	23	7	0	0	0	0	0	886
08:00	28	15	21	70	144	220	154	77	13	4	2	0	0	0	748
09:00	12	4	19	38	114	138	165	86	15	7	0	1	0	0	599
10:00	8	3	8	38	98	162	142	82	16	5	3	0	0	0	565
11:00	7	4	3	25	69	173	150	66	16	8	1	0	0	0	522
12 PM	11	2	4	39	120	181	136	53	13	5	3	1	0	0	568
13:00	13	8	15	35	75	204	148	68	14	6	0	0	0	0	586
14:00	15	9	13	41	89	216	167	61	20	6	1	1	0	0	639
15:00	31	15	40	96	186	184	95	24	10	0	0	0	0	0	681
16:00	14	5	16	71	156	211	124	38	16	0	0	0	0	0	651
17:00	25	26	44	71	143	185	106	35	9	6	2	0	0	0	652
18:00	24	22	30	68	151	177	79	36	4	0	0	0	0	0	591
19:00	6	6	19	56	130	153	70	35	11	4	0	0	0	0	490
20:00	4	0	17	30	112	121	96	40	11	3	3	0	0	0	437
21:00	2	2	1	13	41	105	74	41	15	2	0	0	0	0	296
22:00	1	0	4	10	36	51	58	23	22	6	4	0	0	1	216
23:00	2	1	3	3	21	35	43	30	17	6	3	2	0	0	166
Total	359	201	387	916	2116	3147	2349	1071	322	113	37	10	0	1	11029

Daily  
 15th Percentile : 28 MPH  
 50th Percentile : 37 MPH  
 85th Percentile : 44 MPH  
 95th Percentile : 49 MPH

Statistics  
 Mean Speed(Average) : 37 MPH  
 10 MPH Pace Speed : 36-45 MPH  
 Number in Pace : 5496  
 Percent in Pace : 49.8%  
 Number of Vehicles > 55 MPH : 161  
 Percent of Vehicles > 55 MPH : 1.5%



## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD012

Site Code: 999-21500

City of San Fernando

Glenoaks Boulevard

E/ Newton Street

24 Hour Directional Speed Survey

Westbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	1	0	0	10	14	18	21	7	3	0	0	0	0	0	74
01:00	0	0	1	3	4	7	9	3	1	0	0	0	0	0	28
02:00	0	0	2	4	7	9	10	3	1	0	0	0	0	0	36
03:00	2	0	0	2	8	10	9	2	1	1	0	0	0	0	35
04:00	0	0	2	5	19	23	18	8	3	1	0	0	1	0	80
05:00	7	2	2	16	41	35	32	9	4	0	0	0	0	0	148
06:00	6	3	13	21	66	63	23	6	5	1	0	0	0	0	207
07:00	11	4	15	78	165	113	42	11	1	0	0	0	0	0	440
08:00	6	4	23	116	186	131	49	9	2	0	0	0	0	0	526
09:00	5	5	18	57	102	83	40	14	3	0	0	0	0	0	327
10:00	5	1	9	47	136	116	40	6	2	0	0	0	0	0	362
11:00	11	4	29	78	111	95	47	10	4	1	0	0	0	0	390
12 PM	10	3	14	81	139	117	49	7	2	3	0	0	0	0	425
13:00	9	4	25	71	133	109	51	11	1	0	0	0	0	0	414
14:00	12	13	26	79	165	141	52	7	0	0	0	0	0	0	495
15:00	23	11	55	182	240	109	33	2	3	1	0	0	0	0	659
16:00	48	32	52	193	250	161	50	7	3	1	0	0	0	0	797
17:00	44	51	88	189	187	97	32	8	2	0	0	0	0	0	698
18:00	29	31	72	161	185	90	26	4	2	0	0	0	0	0	600
19:00	23	9	32	113	148	99	32	4	4	1	1	0	0	0	466
20:00	8	5	19	59	99	95	29	12	2	3	0	1	0	0	332
21:00	4	1	12	41	82	72	36	5	0	1	0	0	0	0	254
22:00	2	0	4	17	39	47	39	20	5	2	0	0	0	0	175
23:00	1	1	2	8	27	38	22	14	2	2	0	0	0	0	117
Total	267	184	515	1631	2553	1878	791	189	56	18	1	1	1	0	8085

Daily

15th Percentile : 25 MPH

50th Percentile : 32 MPH

85th Percentile : 39 MPH

95th Percentile : 44 MPH

Statistics

Mean Speed(Average) : 33 MPH

10 MPH Pace Speed : 31-40 MPH

Number in Pace : 4431

Percent in Pace : 54.8%

Number of Vehicles > 55 MPH : 21

Percent of Vehicles > 55 MPH : 0.3%

## Counts Unlimited, Inc.

City of San Fernando  
 Glenoaks Boulevard  
 E/ Newton Street  
 24 Hour Directional Speed Survey  
 Eastbound, Westbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD012  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	3	1	0	11	23	34	48	23	10	4	1	1	0	0	159
01:00	0	0	2	4	11	23	22	15	8	2	0	3	0	0	90
02:00	0	4	2	6	11	18	28	10	3	3	0	0	0	0	85
03:00	10	0	0	3	17	23	39	27	7	4	2	0	0	0	132
04:00	8	4	2	8	34	86	91	49	24	17	5	0	1	0	329
05:00	29	8	10	39	87	167	155	84	33	13	3	1	0	0	629
06:00	31	8	34	71	203	257	198	83	26	5	4	0	0	0	920
07:00	102	63	115	209	369	301	125	34	8	0	0	0	0	0	1326
08:00	34	19	44	186	330	351	203	86	15	4	2	0	0	0	1274
09:00	17	9	37	95	216	221	205	100	18	7	0	1	0	0	926
10:00	13	4	17	85	234	278	182	88	18	5	3	0	0	0	927
11:00	18	8	32	103	180	268	197	76	20	9	1	0	0	0	912
12 PM	21	5	18	120	259	298	185	60	15	8	3	1	0	0	993
13:00	22	12	40	106	208	313	199	79	15	6	0	0	0	0	1000
14:00	27	22	39	120	254	357	219	68	20	6	1	1	0	0	1134
15:00	54	26	95	278	426	293	128	26	13	1	0	0	0	0	1340
16:00	62	37	68	264	406	372	174	45	19	1	0	0	0	0	1448
17:00	69	77	132	260	330	282	138	43	11	6	2	0	0	0	1350
18:00	53	53	102	229	336	267	105	40	6	0	0	0	0	0	1191
19:00	29	15	51	169	278	252	102	39	15	5	1	0	0	0	956
20:00	12	5	36	89	211	216	125	52	13	6	3	1	0	0	769
21:00	6	3	13	54	123	177	110	46	15	3	0	0	0	0	550
22:00	3	0	8	27	75	98	97	43	27	8	4	0	0	1	391
23:00	3	2	5	11	48	73	65	44	19	8	3	2	0	0	283
Total	626	385	902	2547	4669	5025	3140	1260	378	131	38	11	1	1	19114

Daily  
 15th Percentile : 26 MPH  
 50th Percentile : 35 MPH  
 85th Percentile : 43 MPH  
 95th Percentile : 48 MPH

Statistics  
 Mean Speed(Average) : 35 MPH  
 10 MPH Pace Speed : 31-40 MPH  
 Number in Pace : 9694  
 Percent in Pace : 50.7%  
 Number of Vehicles > 55 MPH : 182  
 Percent of Vehicles > 55 MPH : 1.0%

## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD003

Site Code: 999-21500

City of San Fernando

Harding Avenue

S/ Eighth Street / Glenoaks Boulevard

24 Hour Directional Speed Survey

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	2	1	2	0	0	0	0	0	0	0	0	0	0	0	5
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
03:00	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
04:00	0	3	0	1	1	0	0	0	0	0	0	0	0	0	5
05:00	2	1	5	3	1	1	0	0	0	0	0	0	0	0	13
06:00	3	2	6	3	1	0	0	0	0	0	0	0	0	0	15
07:00	3	14	19	12	2	0	0	0	0	0	0	0	0	0	50
08:00	7	12	19	21	6	0	0	0	0	0	0	0	0	0	65
09:00	2	9	13	6	2	0	0	0	0	0	0	0	0	0	32
10:00	4	11	15	7	0	0	0	0	0	0	0	0	0	0	37
11:00	3	7	13	13	5	0	0	0	0	0	0	0	0	0	41
12 PM	6	10	11	9	3	0	0	0	0	0	0	0	0	0	39
13:00	1	3	13	17	6	0	0	0	0	0	0	0	0	0	40
14:00	6	9	15	24	6	0	0	0	0	0	0	0	0	0	60
15:00	9	15	24	23	1	1	0	0	0	0	0	0	0	0	73
16:00	11	14	23	14	7	1	0	0	0	0	0	0	0	0	70
17:00	7	25	33	30	4	0	0	0	0	0	0	0	0	0	99
18:00	26	29	20	9	3	0	0	0	0	0	0	0	0	0	87
19:00	7	14	26	9	1	0	0	0	0	0	0	0	0	0	57
20:00	2	10	12	5	0	0	1	0	0	0	0	0	0	0	30
21:00	1	6	8	7	2	0	0	0	0	0	0	0	0	0	24
22:00	0	1	6	2	0	0	0	0	0	0	0	0	0	0	9
23:00	1	3	2	1	0	0	0	0	0	0	0	0	0	0	7
Total	103	200	285	216	52	3	1	0	0	0	0	0	0	0	860

Daily

15th Percentile : 15 MPH

50th Percentile : 22 MPH

85th Percentile : 28 MPH

95th Percentile : 31 MPH

Statistics

Mean Speed(Average) : 22 MPH

10 MPH Pace Speed : 21-30 MPH

Number in Pace : 501

Percent in Pace : 58.3%

Number of Vehicles > 55 MPH : 0

Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Harding Avenue  
 S/ Eighth Street / Glenoaks Boulevard  
 24 Hour Directional Speed Survey  
 Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD003  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	1	1	2	0	0	1	0	0	0	0	0	0	0	0	5
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2
03:00	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
04:00	1	1	1	0	0	0	0	0	0	0	0	0	0	0	3
05:00	2	0	3	4	3	0	0	0	0	0	0	0	0	0	12
06:00	3	4	11	11	1	0	0	0	0	0	0	0	0	0	30
07:00	5	8	28	34	14	1	0	0	0	0	0	0	0	0	90
08:00	8	12	23	19	3	0	0	0	0	0	0	0	0	0	65
09:00	8	5	8	8	1	0	0	0	0	0	0	0	0	0	30
10:00	3	4	12	12	3	0	0	0	0	0	0	0	0	0	34
11:00	8	6	20	10	4	0	0	0	0	0	0	0	0	0	48
12 PM	2	5	15	14	4	0	0	0	0	0	0	0	0	0	40
13:00	3	9	10	13	1	0	0	0	0	0	0	0	0	0	36
14:00	8	9	16	16	5	0	0	0	0	0	0	0	0	0	54
15:00	10	18	18	8	1	0	0	0	0	0	0	0	0	0	55
16:00	12	13	28	11	2	0	0	0	0	0	0	0	0	0	66
17:00	4	12	29	7	0	0	0	0	0	0	0	0	0	0	52
18:00	15	18	25	11	2	0	0	0	0	0	0	0	0	0	71
19:00	13	23	25	11	4	0	0	0	0	0	0	0	0	0	76
20:00	5	5	18	6	2	0	0	0	0	0	0	0	0	0	36
21:00	2	2	13	5	1	0	0	0	0	0	0	0	0	0	23
22:00	1	2	5	0	0	0	0	0	0	0	0	0	0	0	8
23:00	0	2	2	2	0	0	0	0	0	0	0	0	0	0	6
Total	115	159	312	203	52	2	0	0	0	0	0	0	0	0	843

Daily  
 15th Percentile : 15 MPH  
 50th Percentile : 22 MPH  
 85th Percentile : 28 MPH  
 95th Percentile : 31 MPH

Statistics  
 Mean Speed(Average) : 22 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 515  
 Percent in Pace : 61.1%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Harding Avenue  
 S/ Eighth Street / Glenoaks Boulevard  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD003  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	3	2	4	0	0	1	0	0	0	0	0	0	0	0	10
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	1	0	1	1	0	0	0	0	0	0	0	0	0	3
03:00	1	0	0	0	1	0	0	0	0	0	0	0	0	0	2
04:00	1	4	1	1	1	0	0	0	0	0	0	0	0	0	8
05:00	4	1	8	7	4	1	0	0	0	0	0	0	0	0	25
06:00	6	6	17	14	2	0	0	0	0	0	0	0	0	0	45
07:00	8	22	47	46	16	1	0	0	0	0	0	0	0	0	140
08:00	15	24	42	40	9	0	0	0	0	0	0	0	0	0	130
09:00	10	14	21	14	3	0	0	0	0	0	0	0	0	0	62
10:00	7	15	27	19	3	0	0	0	0	0	0	0	0	0	71
11:00	11	13	33	23	9	0	0	0	0	0	0	0	0	0	89
12 PM	8	15	26	23	7	0	0	0	0	0	0	0	0	0	79
13:00	4	12	23	30	7	0	0	0	0	0	0	0	0	0	76
14:00	14	18	31	40	11	0	0	0	0	0	0	0	0	0	114
15:00	19	33	42	31	2	1	0	0	0	0	0	0	0	0	128
16:00	23	27	51	25	9	1	0	0	0	0	0	0	0	0	136
17:00	11	37	62	37	4	0	0	0	0	0	0	0	0	0	151
18:00	41	47	45	20	5	0	0	0	0	0	0	0	0	0	158
19:00	20	37	51	20	5	0	0	0	0	0	0	0	0	0	133
20:00	7	15	30	11	2	0	1	0	0	0	0	0	0	0	66
21:00	3	8	21	12	3	0	0	0	0	0	0	0	0	0	47
22:00	1	3	11	2	0	0	0	0	0	0	0	0	0	0	17
23:00	1	5	4	3	0	0	0	0	0	0	0	0	0	0	13
Total	218	359	597	419	104	5	1	0	0	0	0	0	0	0	1703

Daily  
 15th Percentile : 15 MPH  
 50th Percentile : 22 MPH  
 85th Percentile : 28 MPH  
 95th Percentile : 31 MPH

Statistics  
 Mean Speed(Average) : 22 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 1016  
 Percent in Pace : 59.7%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%



## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD004RD

Site Code: 999-21500

City of San Fernando

Harding Avenue

B/ Glenoaks Boulevard - Fourth Street

24 Hour Directional Speed Survey

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	2	0	1	1	1	0	0	0	0	0	0	0	0	5
01:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	2	0	2	4	2	0	0	0	0	0	0	0	0	0	10
05:00	1	1	1	6	3	2	0	0	0	0	0	0	0	0	14
06:00	1	2	7	9	3	0	0	0	0	0	0	0	0	0	22
07:00	3	4	11	33	7	3	1	0	0	0	0	0	0	0	62
08:00	1	2	11	23	13	2	1	0	0	0	0	0	0	0	53
09:00	4	3	8	8	2	2	0	0	0	0	0	0	0	0	27
10:00	5	2	7	8	2	0	0	0	0	0	0	0	0	0	24
11:00	0	5	8	10	9	0	0	0	0	0	0	0	0	0	32
12 PM	5	2	9	6	6	1	0	0	0	0	0	0	0	0	29
13:00	2	4	8	10	9	1	0	0	0	0	0	0	0	0	34
14:00	3	2	7	24	10	4	0	0	0	0	0	0	0	0	50
15:00	0	5	5	25	13	3	0	0	0	0	0	0	0	0	51
16:00	1	2	19	30	11	4	0	0	0	0	0	0	0	0	67
17:00	6	5	16	22	18	4	0	0	0	0	0	0	0	0	71
18:00	11	5	11	22	5	1	0	0	1	0	0	0	0	0	56
19:00	1	3	13	15	4	0	0	0	0	0	0	0	0	0	36
20:00	1	7	10	4	3	1	0	0	0	1	0	0	0	0	27
21:00	1	3	9	3	2	0	0	0	0	0	0	0	0	0	18
22:00	0	0	3	3	0	0	0	0	0	0	0	0	0	0	6
23:00	0	0	1	1	3	0	0	0	0	0	0	0	0	0	5
Total	48	60	166	267	126	29	2	0	1	1	0	0	0	0	700

Daily

15th Percentile : 19 MPH

50th Percentile : 26 MPH

85th Percentile : 32 MPH

95th Percentile : 34 MPH

Statistics

Mean Speed(Average) : 26 MPH

10 MPH Pace Speed : 21-30 MPH

Number in Pace : 433

Percent in Pace : 61.9%

Number of Vehicles > 55 MPH : 1

Percent of Vehicles > 55 MPH : 0.1%

## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD004RD

Site Code: 999-21500

City of San Fernando

Harding Avenue

B/ Glenoaks Boulevard - Fourth Street

24 Hour Directional Speed Survey

Southbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	1	1	1	1	0	0	0	0	0	0	0	0	0	4
01:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2
02:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2
03:00	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
04:00	0	0	0	0	2	1	1	0	0	0	0	0	0	0	4
05:00	1	0	2	2	3	0	0	0	0	0	0	0	0	0	8
06:00	3	1	3	9	2	2	0	0	0	0	0	0	0	0	20
07:00	0	5	15	28	33	10	0	0	0	0	0	0	0	0	91
08:00	0	3	12	15	17	1	0	0	0	0	0	0	0	0	48
09:00	3	4	10	10	5	0	1	0	0	0	0	0	0	0	33
10:00	0	2	4	8	4	1	0	0	0	0	0	0	0	0	19
11:00	0	1	7	12	8	1	0	0	0	0	0	0	0	0	29
12 PM	2	2	6	12	4	2	0	0	0	0	0	0	0	0	28
13:00	5	2	5	14	11	2	2	0	0	0	0	0	0	0	41
14:00	1	2	8	23	13	4	2	0	0	0	0	0	0	0	53
15:00	1	1	9	16	14	3	0	1	0	0	0	0	0	0	45
16:00	2	2	17	26	12	5	1	0	0	0	0	0	0	0	65
17:00	3	2	17	33	5	1	0	0	0	0	0	0	0	0	61
18:00	5	0	8	17	11	0	0	0	0	0	0	0	0	0	41
19:00	0	3	12	11	7	0	0	0	0	0	0	0	0	0	33
20:00	1	3	12	14	2	1	0	0	0	0	0	0	0	0	33
21:00	0	0	4	6	1	0	0	0	0	0	0	0	0	0	11
22:00	0	1	2	5	0	0	0	0	0	0	0	0	0	0	8
23:00	0	4	1	1	0	0	0	0	0	0	0	0	0	0	6
Total	28	40	155	265	157	34	7	1	0	0	0	0	0	0	687

Daily

15th Percentile : 21 MPH

50th Percentile : 27 MPH

85th Percentile : 33 MPH

95th Percentile : 36 MPH

Statistics

Mean Speed(Average) : 27 MPH

10 MPH Pace Speed : 25-34 MPH

Number in Pace : 422

Percent in Pace : 61.4%

Number of Vehicles > 55 MPH : 0

Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Harding Avenue  
 B/ Glenoaks Boulevard - Fourth Street  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD004RD  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	3	1	2	2	1	0	0	0	0	0	0	0	0	9
01:00	0	1	0	1	1	0	0	0	0	0	0	0	0	0	3
02:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2
03:00	1	1	0	0	0	0	0	0	0	0	0	0	0	0	2
04:00	2	0	2	4	4	1	1	0	0	0	0	0	0	0	14
05:00	2	1	3	8	6	2	0	0	0	0	0	0	0	0	22
06:00	4	3	10	18	5	2	0	0	0	0	0	0	0	0	42
07:00	3	9	26	61	40	13	1	0	0	0	0	0	0	0	153
08:00	1	5	23	38	30	3	1	0	0	0	0	0	0	0	101
09:00	7	7	18	18	7	2	1	0	0	0	0	0	0	0	60
10:00	5	4	11	16	6	1	0	0	0	0	0	0	0	0	43
11:00	0	6	15	22	17	1	0	0	0	0	0	0	0	0	61
12 PM	7	4	15	18	10	3	0	0	0	0	0	0	0	0	57
13:00	7	6	13	24	20	3	2	0	0	0	0	0	0	0	75
14:00	4	4	15	47	23	8	2	0	0	0	0	0	0	0	103
15:00	1	6	14	41	27	6	0	1	0	0	0	0	0	0	96
16:00	3	4	36	56	23	9	1	0	0	0	0	0	0	0	132
17:00	9	7	33	55	23	5	0	0	0	0	0	0	0	0	132
18:00	16	5	19	39	16	1	0	0	1	0	0	0	0	0	97
19:00	1	6	25	26	11	0	0	0	0	0	0	0	0	0	69
20:00	2	10	22	18	5	2	0	0	0	1	0	0	0	0	60
21:00	1	3	13	9	3	0	0	0	0	0	0	0	0	0	29
22:00	0	1	5	8	0	0	0	0	0	0	0	0	0	0	14
23:00	0	4	2	2	3	0	0	0	0	0	0	0	0	0	11
Total	76	100	321	532	283	63	9	1	1	1	0	0	0	0	1387

Daily  
 15th Percentile : 20 MPH  
 50th Percentile : 26 MPH  
 85th Percentile : 32 MPH  
 95th Percentile : 35 MPH

Statistics  
 Mean Speed(Average) : 27 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 853  
 Percent in Pace : 61.5%  
 Number of Vehicles > 55 MPH : 1  
 Percent of Vehicles > 55 MPH : 0.1%

## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD005

Site Code: 999-21500

City of San Fernando

Harding Avenue

B/ Fourth Street - First Street

24 Hour Directional Speed Survey

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
04:00	0	2	2	1	2	0	0	0	0	0	0	0	0	0	7
05:00	4	2	6	0	1	0	1	0	0	0	0	0	0	0	14
06:00	2	4	6	3	2	0	0	0	0	0	0	0	0	0	17
07:00	11	21	16	9	4	1	0	0	0	0	0	0	0	0	62
08:00	2	5	10	12	2	1	0	0	0	0	0	0	0	0	32
09:00	5	3	8	4	2	0	0	0	0	0	0	0	0	0	22
10:00	0	4	5	7	2	0	0	0	0	0	0	0	0	0	18
11:00	0	5	7	11	3	1	0	0	0	0	0	0	0	0	27
12 PM	1	1	11	6	5	0	0	0	0	0	0	0	0	0	24
13:00	2	6	14	15	3	0	0	0	0	0	0	0	0	0	40
14:00	7	3	15	12	4	1	0	0	0	0	0	0	0	0	42
15:00	3	12	16	13	11	0	0	0	0	0	0	0	0	0	55
16:00	3	9	19	16	10	2	0	0	0	0	0	0	0	0	59
17:00	2	8	24	22	7	1	0	0	0	0	0	0	0	0	64
18:00	4	11	12	15	1	1	0	0	0	0	0	0	0	0	44
19:00	13	8	11	10	4	0	0	0	0	0	0	0	0	0	46
20:00	3	14	12	5	1	0	0	0	0	0	0	0	0	0	35
21:00	0	5	6	4	1	1	0	0	0	0	0	0	0	0	17
22:00	1	3	4	3	0	0	0	0	0	0	0	0	0	0	11
23:00	2	3	1	4	0	0	0	0	0	0	0	0	0	0	10
Total	65	130	205	173	65	9	1	0	0	0	0	0	0	0	648

Daily

15th Percentile : 16 MPH

50th Percentile : 23 MPH

85th Percentile : 29 MPH

95th Percentile : 33 MPH

Statistics

Mean Speed(Average) : 23 MPH

10 MPH Pace Speed : 21-30 MPH

Number in Pace : 378

Percent in Pace : 58.3%

Number of Vehicles > 55 MPH : 0

Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Harding Avenue  
 B/ Fourth Street - First Street  
 24 Hour Directional Speed Survey  
 Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD005  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	1	1	0	0	0	0	0	0	0	0	0	0	2
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2
03:00	0	0	1	0	1	0	0	0	0	0	0	0	0	0	2
04:00	0	1	0	1	4	0	0	0	0	0	0	0	0	0	6
05:00	3	1	6	2	2	0	0	0	0	0	0	0	0	0	14
06:00	5	4	12	5	5	0	0	1	0	0	0	0	0	0	32
07:00	5	14	26	34	21	3	0	0	0	0	0	0	0	0	103
08:00	6	10	7	22	4	2	0	0	0	0	0	0	0	0	51
09:00	0	1	8	9	6	0	0	0	0	0	0	0	0	0	24
10:00	4	4	11	6	1	2	0	0	0	0	0	0	0	0	28
11:00	0	3	6	10	5	0	0	0	0	0	0	0	0	0	24
12 PM	2	3	6	11	2	0	0	0	0	0	0	0	0	0	24
13:00	3	6	10	10	3	2	0	0	0	0	0	0	0	0	34
14:00	6	12	13	10	8	0	0	0	0	0	0	0	0	0	49
15:00	5	10	22	15	4	1	0	0	0	0	0	0	0	0	57
16:00	5	13	13	17	5	0	0	0	0	0	0	0	0	0	53
17:00	5	8	13	10	1	0	0	0	0	0	0	0	0	0	37
18:00	3	12	7	8	3	1	0	0	0	0	0	0	0	0	34
19:00	4	7	13	15	3	0	0	0	0	0	0	0	0	0	42
20:00	5	12	15	6	2	0	0	0	0	0	0	0	0	0	40
21:00	2	2	9	2	1	0	0	0	0	0	0	0	0	0	16
22:00	1	7	1	2	1	0	0	0	0	0	0	0	0	0	12
23:00	0	1	2	2	1	0	0	0	0	0	0	0	0	0	6
Total	64	131	202	199	84	11	0	1	0	0	0	0	0	0	692

Daily  
 15th Percentile : 16 MPH  
 50th Percentile : 23 MPH  
 85th Percentile : 29 MPH  
 95th Percentile : 33 MPH

Statistics  
 Mean Speed(Average) : 24 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 401  
 Percent in Pace : 57.9%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%



## Counts Unlimited, Inc.

City of San Fernando  
 Harding Avenue  
 B/ Fourth Street - First Street  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD005  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	1	1	0	0	0	0	0	0	0	0	0	0	2
01:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2
03:00	0	0	1	1	1	0	0	0	0	0	0	0	0	0	3
04:00	0	3	2	2	6	0	0	0	0	0	0	0	0	0	13
05:00	7	3	12	2	3	0	1	0	0	0	0	0	0	0	28
06:00	7	8	18	8	7	0	0	1	0	0	0	0	0	0	49
07:00	16	35	42	43	25	4	0	0	0	0	0	0	0	0	165
08:00	8	15	17	34	6	3	0	0	0	0	0	0	0	0	83
09:00	5	4	16	13	8	0	0	0	0	0	0	0	0	0	46
10:00	4	8	16	13	3	2	0	0	0	0	0	0	0	0	46
11:00	0	8	13	21	8	1	0	0	0	0	0	0	0	0	51
12 PM	3	4	17	17	7	0	0	0	0	0	0	0	0	0	48
13:00	5	12	24	25	6	2	0	0	0	0	0	0	0	0	74
14:00	13	15	28	22	12	1	0	0	0	0	0	0	0	0	91
15:00	8	22	38	28	15	1	0	0	0	0	0	0	0	0	112
16:00	8	22	32	33	15	2	0	0	0	0	0	0	0	0	112
17:00	7	16	37	32	8	1	0	0	0	0	0	0	0	0	101
18:00	7	23	19	23	4	2	0	0	0	0	0	0	0	0	78
19:00	17	15	24	25	7	0	0	0	0	0	0	0	0	0	88
20:00	8	26	27	11	3	0	0	0	0	0	0	0	0	0	75
21:00	2	7	15	6	2	1	0	0	0	0	0	0	0	0	33
22:00	2	10	5	5	1	0	0	0	0	0	0	0	0	0	23
23:00	2	4	3	6	1	0	0	0	0	0	0	0	0	0	16
Total	129	261	407	372	149	20	1	1	0	0	0	0	0	0	1340

Daily  
 15th Percentile : 16 MPH  
 50th Percentile : 23 MPH  
 85th Percentile : 29 MPH  
 95th Percentile : 33 MPH

Statistics  
 Mean Speed(Average) : 23 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 779  
 Percent in Pace : 58.1%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Maclay Avenue  
 B/ S/Eighth Street - Glenoaks Boulevard  
 24 Hour Directional Speed Survey

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD006  
 Site Code: 999-21500

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	3	7	11	14	4	4	1	1	0	0	0	0	45
01:00	0	0	1	3	4	6	2	0	0	1	0	0	0	0	17
02:00	0	0	1	3	4	4	5	0	1	0	0	0	0	0	18
03:00	1	0	0	2	7	4	6	2	0	0	0	0	0	0	22
04:00	0	2	1	3	14	15	7	1	1	0	0	0	0	0	44
05:00	1	1	3	14	32	45	16	9	5	1	0	0	0	0	127
06:00	0	2	7	29	72	52	29	9	1	1	0	0	0	0	202
07:00	4	8	27	71	137	103	39	11	3	0	0	0	0	0	403
08:00	5	1	19	69	145	109	42	9	1	0	0	0	0	0	400
09:00	8	6	11	59	94	61	26	4	0	0	0	0	0	0	269
10:00	7	7	24	57	84	61	36	1	2	0	0	0	0	0	279
11:00	10	9	30	68	129	85	26	8	1	1	0	0	0	0	367
12 PM	5	6	22	50	105	116	37	8	4	1	1	0	0	0	355
13:00	18	12	34	59	90	79	31	12	1	1	0	0	0	0	337
14:00	14	15	24	65	126	102	59	15	3	0	0	0	0	0	423
15:00	5	8	51	134	176	97	42	7	4	0	0	0	0	0	524
16:00	9	23	59	122	243	126	35	8	3	0	0	0	0	0	628
17:00	18	17	55	159	224	112	40	13	4	0	0	0	0	0	642
18:00	14	19	44	114	191	114	18	11	1	1	0	0	0	0	527
19:00	6	13	40	97	140	81	23	6	3	2	0	0	0	0	411
20:00	5	6	21	43	106	63	13	10	1	0	0	0	0	0	268
21:00	0	1	7	30	66	63	23	5	0	0	0	0	0	0	195
22:00	0	2	5	8	37	25	15	3	1	1	0	0	0	0	97
23:00	1	2	0	5	16	16	10	7	2	0	0	0	0	0	59
Total	131	160	489	1271	2253	1553	584	163	43	11	1	0	0	0	6659

Daily  
 15th Percentile : 25 MPH  
 50th Percentile : 32 MPH  
 85th Percentile : 39 MPH  
 95th Percentile : 44 MPH

Statistics  
 Mean Speed(Average) : 33 MPH  
 10 MPH Pace Speed : 31-40 MPH  
 Number in Pace : 3806  
 Percent in Pace : 57.2%  
 Number of Vehicles > 55 MPH : 12  
 Percent of Vehicles > 55 MPH : 0.2%

## Counts Unlimited, Inc.

City of San Fernando  
 Maclay Avenue  
 B/ S/Eighth Street - Glenoaks Boulevard  
 24 Hour Directional Speed Survey  
 Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD006  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	0	5	14	24	10	4	2	0	0	0	0	0	59
01:00	1	0	1	4	3	12	7	6	1	0	0	0	0	0	35
02:00	0	1	0	2	6	6	6	5	1	0	0	0	0	0	27
03:00	0	0	1	2	5	15	8	5	1	1	0	0	0	0	38
04:00	1	3	2	6	13	25	21	7	5	1	0	0	0	0	84
05:00	2	4	4	9	44	60	37	11	7	0	1	0	0	0	179
06:00	4	9	20	42	111	112	65	14	4	2	1	0	0	0	384
07:00	37	52	89	139	159	155	60	10	3	0	0	0	0	0	704
08:00	21	33	83	102	160	127	29	5	1	0	0	0	0	0	561
09:00	9	8	38	66	113	116	45	21	0	1	0	0	1	0	418
10:00	10	14	36	83	110	131	41	12	2	0	0	0	0	0	439
11:00	2	11	45	86	123	96	45	12	5	0	0	0	0	0	425
12 PM	9	21	23	77	149	128	40	18	0	0	0	0	0	0	465
13:00	7	17	45	75	110	90	38	3	3	0	0	0	0	0	388
14:00	10	25	56	92	168	119	44	5	2	1	0	0	0	0	522
15:00	15	34	90	146	165	70	21	4	0	1	0	0	0	0	546
16:00	16	26	86	130	182	106	31	7	1	0	0	0	0	0	585
17:00	23	47	71	126	173	112	22	7	0	0	0	0	0	0	581
18:00	26	27	52	137	156	108	17	4	1	0	0	0	0	0	528
19:00	14	11	51	106	159	81	28	3	2	0	0	0	0	0	455
20:00	3	9	19	63	108	67	32	3	0	1	0	0	0	0	305
21:00	1	2	6	28	76	60	21	3	1	0	0	0	0	0	198
22:00	2	0	2	17	41	47	17	4	2	1	0	0	0	0	133
23:00	1	0	2	10	19	32	16	8	10	0	0	0	0	0	98
Total	214	354	822	1553	2367	1899	701	181	54	9	2	0	1	0	8157

Daily  
 15th Percentile : 23 MPH  
 50th Percentile : 32 MPH  
 85th Percentile : 39 MPH  
 95th Percentile : 43 MPH

Statistics  
 Mean Speed(Average) : 32 MPH  
 10 MPH Pace Speed : 31-40 MPH  
 Number in Pace : 4266  
 Percent in Pace : 52.3%  
 Number of Vehicles > 55 MPH : 12  
 Percent of Vehicles > 55 MPH : 0.1%

## Counts Unlimited, Inc.

City of San Fernando  
 Maclay Avenue  
 B/ S/Eighth Street - Glenoaks Boulevard  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD006  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	3	12	25	38	14	8	3	1	0	0	0	0	104
01:00	1	0	2	7	7	18	9	6	1	1	0	0	0	0	52
02:00	0	1	1	5	10	10	11	5	2	0	0	0	0	0	45
03:00	1	0	1	4	12	19	14	7	1	1	0	0	0	0	60
04:00	1	5	3	9	27	40	28	8	6	1	0	0	0	0	128
05:00	3	5	7	23	76	105	53	20	12	1	1	0	0	0	306
06:00	4	11	27	71	183	164	94	23	5	3	1	0	0	0	586
07:00	41	60	116	210	296	258	99	21	6	0	0	0	0	0	1107
08:00	26	34	102	171	305	236	71	14	2	0	0	0	0	0	961
09:00	17	14	49	125	207	177	71	25	0	1	0	0	1	0	687
10:00	17	21	60	140	194	192	77	13	4	0	0	0	0	0	718
11:00	12	20	75	154	252	181	71	20	6	1	0	0	0	0	792
12 PM	14	27	45	127	254	244	77	26	4	1	1	0	0	0	820
13:00	25	29	79	134	200	169	69	15	4	1	0	0	0	0	725
14:00	24	40	80	157	294	221	103	20	5	1	0	0	0	0	945
15:00	20	42	141	280	341	167	63	11	4	1	0	0	0	0	1070
16:00	25	49	145	252	425	232	66	15	4	0	0	0	0	0	1213
17:00	41	64	126	285	397	224	62	20	4	0	0	0	0	0	1223
18:00	40	46	96	251	347	222	35	15	2	1	0	0	0	0	1055
19:00	20	24	91	203	299	162	51	9	5	2	0	0	0	0	866
20:00	8	15	40	106	214	130	45	13	1	1	0	0	0	0	573
21:00	1	3	13	58	142	123	44	8	1	0	0	0	0	0	393
22:00	2	2	7	25	78	72	32	7	3	2	0	0	0	0	230
23:00	2	2	2	15	35	48	26	15	12	0	0	0	0	0	157
Total	345	514	1311	2824	4620	3452	1285	344	97	20	3	0	1	0	14816

Daily  
 15th Percentile : 25 MPH  
 50th Percentile : 32 MPH  
 85th Percentile : 39 MPH  
 95th Percentile : 43 MPH

Statistics  
 Mean Speed(Average) : 33 MPH  
 10 MPH Pace Speed : 31-40 MPH  
 Number in Pace : 8072  
 Percent in Pace : 54.5%  
 Number of Vehicles > 55 MPH : 24  
 Percent of Vehicles > 55 MPH : 0.2%

## Counts Unlimited, Inc.

City of San Fernando  
 Maclay Avenue  
 B/ Glenoaks Boulevard - Fourth Street  
 24 Hour Directional Speed Survey

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD007  
 Site Code: 999-21500

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	1	1	7	11	6	5	0	0	0	0	0	0	0	0	31
01:00	1	1	4	10	5	3	0	0	0	0	0	0	0	0	24
02:00	0	1	1	5	4	2	0	0	0	0	0	0	0	0	13
03:00	0	0	4	4	11	1	1	0	0	0	0	0	0	0	21
04:00	0	0	7	13	11	0	1	0	0	0	0	0	0	0	32
05:00	2	1	9	32	23	11	6	0	0	0	0	0	0	0	84
06:00	15	7	27	54	41	11	2	0	0	0	0	0	0	0	157
07:00	93	43	62	69	34	8	2	0	0	0	0	0	0	0	311
08:00	54	37	87	127	54	12	1	1	0	0	0	0	0	0	373
09:00	11	8	55	133	62	14	0	1	0	0	0	0	0	0	284
10:00	13	15	87	130	64	10	0	0	0	0	0	0	0	0	319
11:00	20	24	100	170	70	11	2	0	0	0	0	0	0	0	397
12 PM	16	11	66	168	123	11	3	0	0	0	0	0	0	0	398
13:00	18	18	91	152	77	15	0	0	1	0	0	0	0	0	372
14:00	77	55	111	109	62	14	1	1	0	0	0	0	0	0	430
15:00	18	35	145	215	98	14	3	0	1	0	0	0	0	0	529
16:00	52	69	193	215	81	17	3	0	0	0	0	0	0	0	630
17:00	26	53	175	232	91	21	2	1	0	0	0	0	0	0	601
18:00	7	25	163	195	85	21	1	1	1	0	0	0	0	0	499
19:00	9	13	90	158	67	18	3	1	0	0	0	0	0	0	359
20:00	3	4	70	129	60	15	4	0	0	0	0	0	0	0	285
21:00	4	1	35	74	47	7	2	0	0	0	0	0	0	0	170
22:00	0	1	14	42	25	17	2	0	0	0	0	0	0	0	101
23:00	1	1	10	28	19	5	3	1	0	0	0	0	0	0	68
Total	441	424	1613	2475	1220	263	42	7	3	0	0	0	0	0	6488

Daily  
 15th Percentile : 20 MPH  
 50th Percentile : 26 MPH  
 85th Percentile : 32 MPH  
 95th Percentile : 34 MPH

Statistics  
 Mean Speed(Average) : 26 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 4088  
 Percent in Pace : 63.0%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%



## Counts Unlimited, Inc.

City of San Fernando  
 Maclay Avenue  
 B/ Glenoaks Boulevard - Fourth Street  
 24 Hour Directional Speed Survey  
 Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD007  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	1	5	15	7	5	1	0	0	0	0	0	0	34
01:00	1	1	0	7	7	5	1	0	1	0	0	0	0	0	23
02:00	0	0	2	4	6	2	1	0	2	0	0	0	0	0	17
03:00	0	0	1	5	7	4	2	0	0	0	0	0	0	0	19
04:00	2	0	2	14	19	9	2	1	0	0	0	0	0	0	49
05:00	1	1	5	20	42	18	6	2	0	0	0	0	0	0	95
06:00	3	4	10	68	87	58	17	6	0	0	0	0	0	0	253
07:00	18	20	72	205	185	64	12	1	0	0	0	0	0	0	577
08:00	10	10	54	144	177	69	14	3	1	0	0	0	0	0	482
09:00	16	7	27	107	133	54	26	1	0	0	0	0	0	0	371
10:00	16	11	25	105	130	72	15	4	0	0	0	0	0	0	378
11:00	15	15	36	134	162	65	12	2	0	0	0	0	0	0	441
12 PM	13	4	26	130	150	72	24	0	0	0	0	0	0	0	419
13:00	10	13	27	105	113	65	11	2	1	1	0	0	0	0	348
14:00	29	18	57	170	143	38	12	0	0	0	1	0	0	0	468
15:00	24	9	43	155	192	55	11	1	0	0	0	0	0	0	490
16:00	25	27	47	151	177	82	13	2	0	0	0	0	0	0	524
17:00	13	6	32	141	148	95	18	1	1	0	0	0	0	0	455
18:00	6	5	27	141	146	46	14	2	0	0	0	0	0	0	387
19:00	4	4	27	118	126	54	14	5	1	0	0	0	0	0	353
20:00	1	1	21	58	109	34	8	1	1	0	0	0	0	0	234
21:00	1	1	12	40	62	25	6	0	1	0	0	0	0	0	148
22:00	0	1	3	26	46	18	5	2	0	0	0	0	0	0	101
23:00	0	2	1	6	22	11	5	2	1	0	0	0	0	0	50
Total	208	160	558	2059	2404	1022	254	39	10	1	1	0	0	0	6716

Daily  
 15th Percentile : 25 MPH  
 50th Percentile : 30 MPH  
 85th Percentile : 36 MPH  
 95th Percentile : 39 MPH

Statistics  
 Mean Speed(Average) : 31 MPH  
 10 MPH Pace Speed : 26-35 MPH  
 Number in Pace : 4463  
 Percent in Pace : 66.5%  
 Number of Vehicles > 55 MPH : 2  
 Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Maclay Avenue  
 B/ Glenoaks Boulevard - Fourth Street  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD007  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	1	1	8	16	21	12	5	1	0	0	0	0	0	0	65
01:00	2	2	4	17	12	8	1	0	1	0	0	0	0	0	47
02:00	0	1	3	9	10	4	1	0	2	0	0	0	0	0	30
03:00	0	0	5	9	18	5	3	0	0	0	0	0	0	0	40
04:00	2	0	9	27	30	9	3	1	0	0	0	0	0	0	81
05:00	3	2	14	52	65	29	12	2	0	0	0	0	0	0	179
06:00	18	11	37	122	128	69	19	6	0	0	0	0	0	0	410
07:00	111	63	134	274	219	72	14	1	0	0	0	0	0	0	888
08:00	64	47	141	271	231	81	15	4	1	0	0	0	0	0	855
09:00	27	15	82	240	195	68	26	2	0	0	0	0	0	0	655
10:00	29	26	112	235	194	82	15	4	0	0	0	0	0	0	697
11:00	35	39	136	304	232	76	14	2	0	0	0	0	0	0	838
12 PM	29	15	92	298	273	83	27	0	0	0	0	0	0	0	817
13:00	28	31	118	257	190	80	11	2	2	1	0	0	0	0	720
14:00	106	73	168	279	205	52	13	1	0	0	1	0	0	0	898
15:00	42	44	188	370	290	69	14	1	1	0	0	0	0	0	1019
16:00	77	96	240	366	258	99	16	2	0	0	0	0	0	0	1154
17:00	39	59	207	373	239	116	20	2	1	0	0	0	0	0	1056
18:00	13	30	190	336	231	67	15	3	1	0	0	0	0	0	886
19:00	13	17	117	276	193	72	17	6	1	0	0	0	0	0	712
20:00	4	5	91	187	169	49	12	1	1	0	0	0	0	0	519
21:00	5	2	47	114	109	32	8	0	1	0	0	0	0	0	318
22:00	0	2	17	68	71	35	7	2	0	0	0	0	0	0	202
23:00	1	3	11	34	41	16	8	3	1	0	0	0	0	0	118
Total	649	584	2171	4534	3624	1285	296	46	13	1	1	0	0	0	13204

Daily  
 15th Percentile : 21 MPH  
 50th Percentile : 28 MPH  
 85th Percentile : 34 MPH  
 95th Percentile : 38 MPH

Statistics  
 Mean Speed(Average) : 29 MPH  
 10 MPH Pace Speed : 26-35 MPH  
 Number in Pace : 8158  
 Percent in Pace : 61.8%  
 Number of Vehicles > 55 MPH : 2  
 Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD008

Site Code: 999-21500

City of San Fernando

Maclay Avenue

B/ Fourth Street - Truman Street

24 Hour Directional Speed Survey

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	1	1	8	13	12	1	1	0	0	0	0	0	0	0	37
01:00	0	2	3	3	5	4	0	0	0	0	0	0	0	0	17
02:00	1	0	1	4	4	1	0	0	0	0	0	0	0	0	11
03:00	1	1	5	4	5	5	0	0	0	0	0	0	0	0	21
04:00	0	5	4	21	6	5	0	0	0	0	0	0	0	0	41
05:00	3	0	8	24	16	2	3	1	0	0	0	0	0	0	57
06:00	12	14	33	42	25	6	0	0	0	0	0	0	0	0	132
07:00	58	46	85	64	14	5	0	0	0	0	0	0	0	0	272
08:00	59	57	130	83	21	2	0	0	0	0	0	0	0	0	352
09:00	45	68	132	42	8	1	0	0	0	0	0	0	0	0	296
10:00	52	85	123	48	8	1	0	0	0	0	0	0	0	0	317
11:00	103	113	76	59	5	0	0	0	0	0	0	0	0	1	357
12 PM	84	83	114	69	12	0	1	0	0	0	0	0	0	0	363
13:00	72	85	139	49	4	0	0	0	0	0	0	0	0	0	349
14:00	60	98	155	88	13	0	0	0	0	0	0	0	0	0	414
15:00	88	127	178	52	10	1	0	0	0	0	0	0	0	0	456
16:00	99	117	158	68	5	0	0	0	0	0	0	0	0	0	447
17:00	86	155	181	58	4	2	1	0	0	0	0	0	0	0	487
18:00	98	159	157	37	4	2	0	0	0	0	0	0	0	0	457
19:00	57	119	133	35	4	0	1	0	0	0	0	0	0	0	349
20:00	30	70	127	45	9	2	0	0	0	0	0	0	0	0	283
21:00	19	25	75	37	12	1	2	0	0	0	0	0	0	0	171
22:00	6	8	35	39	11	5	1	0	0	0	0	0	0	0	105
23:00	2	2	19	32	15	6	1	0	0	0	0	0	0	0	77
Total	1036	1440	2079	1016	232	52	11	1	0	0	0	0	0	1	5868

Daily

15th Percentile : 12 MPH

50th Percentile : 21 MPH

85th Percentile : 27 MPH

95th Percentile : 30 MPH

Statistics

Mean Speed(Average) : 21 MPH

10 MPH Pace Speed : 16-25 MPH

Number in Pace : 3519

Percent in Pace : 60.0%

Number of Vehicles > 55 MPH : 1

Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Maclay Avenue  
 B/ Fourth Street - Truman Street  
 24 Hour Directional Speed Survey  
 Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD008  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	4	9	10	12	6	1	0	0	0	0	0	0	0	42
01:00	1	2	1	4	11	5	0	0	0	0	0	0	0	0	24
02:00	1	0	3	7	5	2	0	0	1	0	0	0	0	0	19
03:00	0	0	3	4	7	2	0	0	0	0	0	0	0	0	16
04:00	2	3	13	22	14	3	4	0	0	0	0	0	0	0	61
05:00	4	4	25	44	38	14	0	3	0	0	0	0	0	0	132
06:00	13	25	71	105	44	10	0	0	0	0	0	0	0	0	268
07:00	297	73	64	68	21	1	0	0	0	0	0	0	0	0	524
08:00	198	48	119	67	12	1	0	0	0	0	0	0	0	0	445
09:00	68	71	114	85	22	3	1	0	0	0	0	0	0	0	364
10:00	111	98	123	66	11	2	0	0	0	0	0	0	0	0	411
11:00	163	105	118	41	8	0	1	0	0	0	0	0	0	0	436
12 PM	136	119	100	49	5	0	3	0	0	0	0	0	0	0	412
13:00	111	62	115	42	10	1	0	0	0	0	0	0	0	0	341
14:00	144	123	131	59	6	0	1	0	0	0	0	0	0	0	464
15:00	168	95	91	33	5	0	0	0	0	0	0	0	0	0	392
16:00	299	56	41	31	5	0	0	0	0	0	0	0	0	0	432
17:00	183	88	100	26	5	0	0	0	0	0	0	0	0	0	402
18:00	189	96	84	30	1	0	0	0	0	0	0	0	0	0	400
19:00	128	82	109	45	2	2	0	0	0	0	0	0	0	0	368
20:00	28	61	103	60	8	3	0	0	1	0	0	0	0	0	264
21:00	18	29	81	65	21	3	1	0	0	0	0	0	0	0	218
22:00	5	11	26	42	26	1	1	0	0	0	0	0	0	0	112
23:00	1	2	4	18	18	3	3	0	0	0	0	0	0	0	49
Total	2268	1257	1648	1023	317	62	16	3	2	0	0	0	0	0	6596

Daily  
 15th Percentile : 6 MPH  
 50th Percentile : 19 MPH  
 85th Percentile : 27 MPH  
 95th Percentile : 31 MPH

Statistics  
 Mean Speed(Average) : 18 MPH  
 10 MPH Pace Speed : 16-25 MPH  
 Number in Pace : 2905  
 Percent in Pace : 44.0%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Maclay Avenue  
 B/ Fourth Street - Truman Street  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD008  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	1	5	17	23	24	7	2	0	0	0	0	0	0	0	79
01:00	1	4	4	7	16	9	0	0	0	0	0	0	0	0	41
02:00	2	0	4	11	9	3	0	0	1	0	0	0	0	0	30
03:00	1	1	8	8	12	7	0	0	0	0	0	0	0	0	37
04:00	2	8	17	43	20	8	4	0	0	0	0	0	0	0	102
05:00	7	4	33	68	54	16	3	4	0	0	0	0	0	0	189
06:00	25	39	104	147	69	16	0	0	0	0	0	0	0	0	400
07:00	355	119	149	132	35	6	0	0	0	0	0	0	0	0	796
08:00	257	105	249	150	33	3	0	0	0	0	0	0	0	0	797
09:00	113	139	246	127	30	4	1	0	0	0	0	0	0	0	660
10:00	163	183	246	114	19	3	0	0	0	0	0	0	0	0	728
11:00	266	218	194	100	13	0	1	0	0	0	0	0	0	1	793
12 PM	220	202	214	118	17	0	4	0	0	0	0	0	0	0	775
13:00	183	147	254	91	14	1	0	0	0	0	0	0	0	0	690
14:00	204	221	286	147	19	0	1	0	0	0	0	0	0	0	878
15:00	256	222	269	85	15	1	0	0	0	0	0	0	0	0	848
16:00	398	173	199	99	10	0	0	0	0	0	0	0	0	0	879
17:00	269	243	281	84	9	2	1	0	0	0	0	0	0	0	889
18:00	287	255	241	67	5	2	0	0	0	0	0	0	0	0	857
19:00	185	201	242	80	6	2	1	0	0	0	0	0	0	0	717
20:00	58	131	230	105	17	5	0	0	1	0	0	0	0	0	547
21:00	37	54	156	102	33	4	3	0	0	0	0	0	0	0	389
22:00	11	19	61	81	37	6	2	0	0	0	0	0	0	0	217
23:00	3	4	23	50	33	9	4	0	0	0	0	0	0	0	126
Total	3304	2697	3727	2039	549	114	27	4	2	0	0	0	0	1	12464

Daily  
 15th Percentile : 8 MPH  
 50th Percentile : 20 MPH  
 85th Percentile : 27 MPH  
 95th Percentile : 30 MPH

Statistics  
 Mean Speed(Average) : 19 MPH  
 10 MPH Pace Speed : 16-25 MPH  
 Number in Pace : 6424  
 Percent in Pace : 51.5%  
 Number of Vehicles > 55 MPH : 1  
 Percent of Vehicles > 55 MPH : 0.0%



## Counts Unlimited, Inc.

City of San Fernando  
 Orange Grove Avenue  
 B/ Glenoaks Boulevard - Fourth Street  
 24 Hour Directional Speed Survey

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD009  
 Site Code: 999-21500

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
01:00	2	1	1	0	0	0	0	0	0	0	0	0	0	0	4
02:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00	0	0	1	1	0	0	0	0	0	0	0	0	0	0	2
04:00	0	1	1	1	0	0	0	0	0	0	0	0	0	0	3
05:00	1	4	0	2	1	0	0	0	0	0	0	0	0	0	8
06:00	3	4	9	5	0	0	0	0	0	0	0	0	0	0	21
07:00	7	8	22	9	4	1	0	0	0	0	0	0	0	0	51
08:00	4	7	10	6	2	2	1	0	0	0	0	0	0	0	32
09:00	6	6	11	4	3	2	0	0	0	0	0	0	0	0	32
10:00	4	7	3	11	2	0	0	0	0	0	0	0	0	0	27
11:00	6	6	15	9	3	0	0	0	0	0	0	0	0	0	39
12 PM	1	2	13	9	4	1	0	0	0	0	0	0	0	0	30
13:00	3	8	10	10	3	0	0	0	0	0	0	0	0	0	34
14:00	0	3	20	9	3	0	0	0	0	0	0	0	0	0	35
15:00	3	10	32	18	4	1	0	0	0	0	0	0	0	0	68
16:00	3	10	25	19	6	1	0	0	0	0	0	0	0	0	64
17:00	2	3	28	25	8	0	0	0	0	0	0	0	0	0	66
18:00	2	13	17	16	4	0	0	0	0	0	0	0	0	0	52
19:00	2	8	14	11	1	0	0	0	0	0	0	0	0	0	36
20:00	1	7	9	6	0	0	0	0	0	0	0	0	0	0	23
21:00	0	2	4	6	1	0	0	0	0	0	0	0	0	0	13
22:00	0	1	0	2	0	0	0	0	0	0	0	0	0	0	3
23:00	0	0	3	1	1	0	0	0	0	0	0	0	0	0	5
Total	50	111	250	180	50	8	1	0	0	0	0	0	0	0	650

Daily  
 15th Percentile : 17 MPH  
 50th Percentile : 23 MPH  
 85th Percentile : 28 MPH  
 95th Percentile : 32 MPH

Statistics  
 Mean Speed(Average) : 23 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 430  
 Percent in Pace : 66.2%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Orange Grove Avenue  
 B/ Glenoaks Boulevard - Fourth Street  
 24 Hour Directional Speed Survey  
 Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD009  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	2	0	2	0	0	0	0	0	0	0	0	0	0	4
01:00	1	0	1	1	0	0	0	0	0	0	0	0	0	0	3
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2
04:00	0	0	3	1	0	0	0	0	0	0	0	0	0	0	4
05:00	0	2	1	2	2	0	0	0	0	0	0	0	0	0	7
06:00	2	4	6	2	2	0	0	0	0	0	0	0	0	0	16
07:00	8	12	31	17	2	0	0	0	0	0	0	0	0	0	70
08:00	1	7	18	17	2	1	0	0	0	0	0	0	0	0	46
09:00	5	3	7	8	3	0	1	0	0	0	0	0	0	0	27
10:00	3	5	8	13	0	0	0	0	0	0	0	0	0	0	29
11:00	7	7	11	11	0	0	0	0	0	0	0	0	0	0	36
12 PM	2	4	7	14	7	0	0	0	0	0	0	0	0	0	34
13:00	5	4	8	12	0	0	0	0	0	0	0	0	0	0	29
14:00	1	9	23	10	0	0	0	0	0	0	0	0	0	0	43
15:00	8	14	19	10	1	0	1	0	0	0	0	0	0	0	53
16:00	1	5	10	15	1	0	0	0	0	0	0	0	0	0	32
17:00	4	6	22	11	0	0	0	0	0	0	0	0	0	0	43
18:00	7	8	14	5	3	0	0	0	0	0	0	0	0	0	37
19:00	6	9	13	4	2	0	0	0	0	0	0	0	0	0	34
20:00	1	7	8	6	1	0	0	0	0	0	0	0	0	0	23
21:00	2	5	5	2	0	0	0	0	0	0	0	0	0	0	14
22:00	0	0	5	3	2	0	0	0	0	0	0	0	0	0	10
23:00	0	0	3	0	0	0	0	0	0	0	0	0	0	0	3
Total	64	113	225	166	28	1	2	0	0	0	0	0	0	0	599

Daily  
 15th Percentile : 16 MPH  
 50th Percentile : 22 MPH  
 85th Percentile : 28 MPH  
 95th Percentile : 30 MPH

Statistics  
 Mean Speed(Average) : 22 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 391  
 Percent in Pace : 65.3%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

City of San Fernando  
 Orange Grove Avenue  
 B/ Glenoaks Boulevard - Fourth Street  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD009  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	2	1	2	0	0	0	0	0	0	0	0	0	0	5
01:00	3	1	2	1	0	0	0	0	0	0	0	0	0	0	7
02:00	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00	0	0	3	1	0	0	0	0	0	0	0	0	0	0	4
04:00	0	1	4	2	0	0	0	0	0	0	0	0	0	0	7
05:00	1	6	1	4	3	0	0	0	0	0	0	0	0	0	15
06:00	5	8	15	7	2	0	0	0	0	0	0	0	0	0	37
07:00	15	20	53	26	6	1	0	0	0	0	0	0	0	0	121
08:00	5	14	28	23	4	3	1	0	0	0	0	0	0	0	78
09:00	11	9	18	12	6	2	1	0	0	0	0	0	0	0	59
10:00	7	12	11	24	2	0	0	0	0	0	0	0	0	0	56
11:00	13	13	26	20	3	0	0	0	0	0	0	0	0	0	75
12 PM	3	6	20	23	11	1	0	0	0	0	0	0	0	0	64
13:00	8	12	18	22	3	0	0	0	0	0	0	0	0	0	63
14:00	1	12	43	19	3	0	0	0	0	0	0	0	0	0	78
15:00	11	24	51	28	5	1	1	0	0	0	0	0	0	0	121
16:00	4	15	35	34	7	1	0	0	0	0	0	0	0	0	96
17:00	6	9	50	36	8	0	0	0	0	0	0	0	0	0	109
18:00	9	21	31	21	7	0	0	0	0	0	0	0	0	0	89
19:00	8	17	27	15	3	0	0	0	0	0	0	0	0	0	70
20:00	2	14	17	12	1	0	0	0	0	0	0	0	0	0	46
21:00	2	7	9	8	1	0	0	0	0	0	0	0	0	0	27
22:00	0	1	5	5	2	0	0	0	0	0	0	0	0	0	13
23:00	0	0	6	1	1	0	0	0	0	0	0	0	0	0	8
Total	114	224	475	346	78	9	3	0	0	0	0	0	0	0	1249

Daily  
 15th Percentile : 16 MPH  
 50th Percentile : 23 MPH  
 85th Percentile : 28 MPH  
 95th Percentile : 31 MPH

Statistics  
 Mean Speed(Average) : 23 MPH  
 10 MPH Pace Speed : 21-30 MPH  
 Number in Pace : 821  
 Percent in Pace : 65.7%  
 Number of Vehicles > 55 MPH : 0  
 Percent of Vehicles > 55 MPH : 0.0%

## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD010

Site Code: 999-21500

City of San Fernando

Park Avenue

B/ Fourth Street - First Street

24 Hour Directional Speed Survey

## Northbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
01:00	0	1	1	0	1	0	0	0	0	0	0	0	0	0	3
02:00	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2
03:00	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
04:00	0	1	0	1	3	0	1	0	0	0	0	0	0	0	6
05:00	2	1	1	5	5	2	0	0	0	0	0	0	0	0	16
06:00	5	5	14	9	6	4	2	0	0	0	0	0	0	0	45
07:00	9	20	52	44	33	9	3	0	0	0	0	0	0	0	170
08:00	21	36	32	27	12	4	0	0	0	0	0	0	0	0	132
09:00	11	20	15	12	11	2	1	0	0	0	0	0	0	0	72
10:00	7	12	18	15	9	3	0	0	0	0	0	0	0	0	64
11:00	17	16	21	13	6	2	2	0	0	0	0	0	0	0	77
12 PM	15	13	29	25	12	0	0	0	0	0	0	0	0	0	94
13:00	10	17	27	22	12	1	0	0	0	0	0	0	0	0	89
14:00	18	13	23	26	17	6	1	0	0	0	0	0	0	0	104
15:00	14	17	36	32	14	3	0	0	0	0	0	0	0	0	116
16:00	9	14	23	27	24	2	0	1	0	0	0	0	0	0	100
17:00	28	26	26	22	16	1	0	1	0	0	0	0	0	0	120
18:00	27	21	31	21	4	3	0	0	0	0	0	0	0	0	107
19:00	24	33	34	11	4	0	0	0	0	0	0	0	0	0	106
20:00	7	21	21	11	5	0	0	0	0	0	0	0	0	0	65
21:00	1	6	9	10	3	2	1	0	0	0	1	0	0	0	33
22:00	2	5	4	2	3	0	0	0	0	0	0	0	0	0	16
23:00	0	2	6	2	2	1	0	0	0	0	0	0	0	0	13
Total	228	301	424	337	203	45	11	2	0	0	1	0	0	0	1552

Daily

15th Percentile : 15 MPH

50th Percentile : 22 MPH

85th Percentile : 30 MPH

95th Percentile : 34 MPH

Statistics

Mean Speed(Average) : 23 MPH

10 MPH Pace Speed : 21-30 MPH

Number in Pace : 761

Percent in Pace : 49.0%

Number of Vehicles > 55 MPH : 1

Percent of Vehicles > 55 MPH : 0.1%

## Counts Unlimited, Inc.

PO Box 1178

Corona, CA 92878

Phone: (951) 268-6268

email: counts@countsunlimited.com

SFD010

Site Code: 999-21500

City of San Fernando

Park Avenue

B/ Fourth Street - First Street

24 Hour Directional Speed Survey

Southbound

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	1	2	2	0	0	0	0	0	0	0	0	0	0	5
01:00	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
02:00	0	1	1	1	1	0	0	0	0	0	0	0	0	0	4
03:00	1	0	2	0	0	0	0	0	0	0	0	0	0	0	3
04:00	0	2	2	2	0	0	0	0	0	0	0	0	0	0	6
05:00	3	1	6	7	2	0	0	0	0	0	0	0	0	0	19
06:00	3	10	11	6	1	2	0	1	0	0	0	0	0	0	34
07:00	14	18	16	25	9	6	1	0	0	0	0	0	0	0	89
08:00	21	21	40	11	4	3	0	0	0	0	0	0	0	0	100
09:00	16	17	22	8	4	1	0	1	0	0	0	0	0	0	69
10:00	8	13	14	11	3	0	0	1	0	0	0	0	0	0	50
11:00	18	18	26	14	1	3	1	0	0	0	0	0	0	0	81
12 PM	13	30	20	16	7	2	1	0	0	0	0	0	0	0	89
13:00	16	22	17	13	3	1	0	0	0	0	0	0	0	0	72
14:00	14	18	14	11	11	1	0	0	0	0	0	0	0	0	69
15:00	16	17	26	18	7	0	0	0	0	0	0	0	0	0	84
16:00	10	14	26	24	8	3	0	0	0	0	0	0	0	0	85
17:00	21	23	17	18	8	3	0	0	0	0	0	0	0	0	90
18:00	30	30	27	10	4	0	0	0	0	0	0	0	0	0	101
19:00	21	23	31	14	5	1	0	0	0	0	0	0	0	0	95
20:00	12	11	6	6	2	1	0	0	0	0	0	0	0	0	38
21:00	1	8	4	6	4	0	0	0	0	0	0	0	0	0	23
22:00	4	4	1	2	0	2	0	0	0	0	0	0	0	0	13
23:00	2	5	3	3	1	2	0	0	0	0	0	0	0	0	16
Total	245	307	334	228	85	31	3	3	0	0	0	0	0	0	1236

Daily

15th Percentile : 11 MPH

50th Percentile : 20 MPH

85th Percentile : 28 MPH

95th Percentile : 33 MPH

Statistics

Mean Speed(Average) : 21 MPH

10 MPH Pace Speed : 16-25 MPH

Number in Pace : 641

Percent in Pace : 51.9%

Number of Vehicles &gt; 55 MPH : 0

Percent of Vehicles &gt; 55 MPH : 0.0%



## Counts Unlimited, Inc.

City of San Fernando  
 Park Avenue  
 B/ Fourth Street - First Street  
 24 Hour Directional Speed Survey  
 Northbound, Southbound

PO Box 1178  
 Corona, CA 92878  
 Phone: (951) 268-6268  
 email: counts@countsunlimited.com

SFD010  
 Site Code: 999-21500

Start Time	1 15	16 20	21 25	26 30	31 35	36 40	41 45	46 50	51 55	56 60	61 65	66 70	71 75	76 999	Total
09/22/21	0	1	2	2	1	0	0	0	0	0	0	0	0	0	6
01:00	1	1	1	0	1	0	0	0	0	0	0	0	0	0	4
02:00	1	1	2	1	1	0	0	0	0	0	0	0	0	0	6
03:00	1	1	2	0	0	0	0	0	0	0	0	0	0	0	4
04:00	0	3	2	3	3	0	1	0	0	0	0	0	0	0	12
05:00	5	2	7	12	7	2	0	0	0	0	0	0	0	0	35
06:00	8	15	25	15	7	6	2	1	0	0	0	0	0	0	79
07:00	23	38	68	69	42	15	4	0	0	0	0	0	0	0	259
08:00	42	57	72	38	16	7	0	0	0	0	0	0	0	0	232
09:00	27	37	37	20	15	3	1	1	0	0	0	0	0	0	141
10:00	15	25	32	26	12	3	0	1	0	0	0	0	0	0	114
11:00	35	34	47	27	7	5	3	0	0	0	0	0	0	0	158
12 PM	28	43	49	41	19	2	1	0	0	0	0	0	0	0	183
13:00	26	39	44	35	15	2	0	0	0	0	0	0	0	0	161
14:00	32	31	37	37	28	7	1	0	0	0	0	0	0	0	173
15:00	30	34	62	50	21	3	0	0	0	0	0	0	0	0	200
16:00	19	28	49	51	32	5	0	1	0	0	0	0	0	0	185
17:00	49	49	43	40	24	4	0	1	0	0	0	0	0	0	210
18:00	57	51	58	31	8	3	0	0	0	0	0	0	0	0	208
19:00	45	56	65	25	9	1	0	0	0	0	0	0	0	0	201
20:00	19	32	27	17	7	1	0	0	0	0	0	0	0	0	103
21:00	2	14	13	16	7	2	1	0	0	0	1	0	0	0	56
22:00	6	9	5	4	3	2	0	0	0	0	0	0	0	0	29
23:00	2	7	9	5	3	3	0	0	0	0	0	0	0	0	29
Total	473	608	758	565	288	76	14	5	0	0	1	0	0	0	2788

Daily  
 15th Percentile : 13 MPH  
 50th Percentile : 22 MPH  
 85th Percentile : 29 MPH  
 95th Percentile : 34 MPH

Statistics  
 Mean Speed(Average) : 22 MPH  
 10 MPH Pace Speed : 16-25 MPH  
 Number in Pace : 1366  
 Percent in Pace : 49.0%  
 Number of Vehicles > 55 MPH : 1  
 Percent of Vehicles > 55 MPH : 0.0%

**04 If used, the Overhead Pedestrian Crossing sign shall be placed over the roadway at the crosswalk location.**

**05 An In-Street or Overhead Pedestrian Crossing sign shall not be placed in advance of the crosswalk to educate road users about the State law prior to reaching the crosswalk, nor shall it be installed as an educational display that is not near any crosswalk.**

*Guidance:*

*06 If an island (see Chapter 3I) is available, the In-Street Pedestrian Crossing sign, if used, should be placed on the island.*

*Option:*

*07 If a Pedestrian Crossing (W11-2) warning sign is used in combination with an In-Street or an Overhead Pedestrian Crossing sign, the W11-2 sign with a diagonal downward pointing arrow (W16-7P) plaque may be post-mounted on the right-hand side of the roadway at the crosswalk location.*

**Standard:**

**08 The In-Street Pedestrian Crossing sign and the Overhead Pedestrian Crossing sign shall not be used at signalized locations controlled approaches.**

**09 The STOP FOR legend shall only be used in States where the State law specifically requires that a driver must stop for a pedestrian in a crosswalk.**

**10 The In-Street Pedestrian Crossing sign shall have a black legend (except for the red STOP or YIELD sign symbols) and border on a white background, surrounded by an outer yellow or fluorescent yellow-green background area (see Figure 2B-2). The Overhead Pedestrian Crossing sign shall have a black legend and border on a yellow or fluorescent yellow-green background at the top of the sign and a black legend and border on a white background at the bottom of the sign (see Figure 2B-2).**

**11 Unless the In-Street Pedestrian Crossing sign is placed on a physical island, the sign support shall be designed to bend over and then bounce back to its normal vertical position when struck by a vehicle.**

*Support:*

*12 The Provisions of Section 2A.18 concerning mounting height are not applicable for the In-Street Pedestrian Crossing sign.*

**Standard:**

**13 The top of an In-Street Pedestrian Crossing sign shall be a maximum of 4 feet above the pavement surface. The top of an In-Street Pedestrian Crossing sign placed in an island shall be a maximum of 4 feet above the island surface.**

*Option:*

*14 The In-Street Pedestrian Crossing sign may be used seasonably seasonally to prevent damage in winter because of plowing operations, and may be removed at night if the pedestrian activity at night is minimal.*

*15 In-Street Pedestrian Crossing signs, Overhead Pedestrian Crossing signs, and Yield Here To (Stop Here For) Pedestrians signs may be used together at the same crosswalk.*

## **Section 2B.13 Speed Limit Sign (R2-1)**

*Support:*

*00 The setting of speed limits can be controversial and requires a rational and defensible determination to maintain public confidence. Speed limits are normally set near the 85th-percentile speed that statistically represents one standard deviation above the average speed and establishes the upper limit of what is considered reasonable and prudent. As with most laws, speed limits need to depend on the voluntary compliance of the greater majority of motorists. Speed limits cannot be set arbitrarily low, as this would create violators of the majority of drivers and would not command the respect of the public.*

**Standard:**

**01 Speed zones (other than statutory speed limits) shall only be established on the basis of an engineering and traffic survey (E&TS) study that has been performed in accordance with traffic engineering practices. The engineering study shall include an analysis of the current speed distribution of free-flowing vehicles.**

**02 The Speed Limit (R2-1) sign (see Figure 2B-3) shall display the limit established by law, ordinance, regulation, or as adopted by the authorized agency based on the engineering study. The speed limits displayed shall be in multiples of 5 mph.**



**03 Speed Limit (R2-1) signs, indicating speed limits for which posting is required by law, shall be located at the points of change from one speed limit to another.**

**04 At the downstream end of the section to which a speed limit applies, a Speed Limit sign showing the next speed limit shall be installed. Additional Speed Limit signs shall be installed beyond major intersections and at other locations where it is necessary to remind road users of the speed limit that is applicable.**

**05 Speed Limit signs indicating the statutory speed limits shall be installed at entrances to the State and, where appropriate, at jurisdictional boundaries in urban areas.**

**Support:**

**06 In general, the maximum speed limits applicable to rural and urban roads are established:**

- A. Statutorily – a maximum speed limit applicable to a particular class of road, such as freeways or city streets, that is established by State law; or
- B. As altered speed zones – based on engineering studies.

**07 State statutory limits might restrict the maximum speed limit that can be established on a particular road, notwithstanding what an engineering study might indicate.**

**Option:**

~~08 If a jurisdiction has a policy of installing Speed Limit signs in accordance with statutory requirements only on the streets that enter a city, neighborhood, or residential area to indicate the speed limit that is applicable to the entire city, neighborhood, or residential area unless otherwise posted, a CITYWIDE (R2-5aP), NEIGHBORHOOD (R2-5bP), or RESIDENTIAL (R2-5cP) plaque may be mounted above the Speed Limit sign and an UNLESS OTHERWISE POSTED (R2-5P) plaque may be mounted below the Speed Limit sign (see Figure 2B-3).~~

**Guidance:**

*09 A Reduced Speed Limit Ahead (W3-5 or W3-5a) sign (see Section 2C.38) should be used to inform road users of a reduced speed zone where the speed limit is being reduced by more than 10 mph, or where engineering judgment indicates the need for advance notice to comply with the posted speed limit ahead.*

*10 States and local agencies should conduct engineering studies at least once every 5, 7 or 10 years, in compliance with CVC Section 40802 to reevaluate non-statutory speed limits on segments of their roadways that have undergone significant changes since the last review, such as the addition or elimination of parking or driveways, changes in the number of travel lanes, changes in the configuration of bicycle lanes, changes in traffic control signal coordination, or significant changes in traffic volumes.*

*11 No more than three speed limits should be displayed on any one Speed Limit sign or assembly.*

~~12 When a speed limit within a speed zone is posted, it should be within 5 mph of the 85<sup>th</sup> percentile speed of free-flowing traffic.~~

**Standard:**

**12a When a speed limit is to be posted, it shall be established at the nearest 5 mph increment of the 85th-percentile speed of free-flowing traffic, except as shown in the two Options below.**

**Option:**

1. The posted speed may be reduced by 5 mph from the nearest 5 mph increment of the 85th-percentile speed, in compliance with CVC Sections 627 and 22358.5. See Standard below for documentation requirements.
2. For cases in which the nearest 5 mph increment of the 85th-percentile speed would require a rounding up, then the speed limit may be rounded down to the nearest 5 mph increment below the 85th percentile speed, if no further reduction is used. Refer to CVC Section 21400(b).

**Standard:**

**12b If the speed limit to be posted has had the 5 mph reduction applied, then an E&TS shall document in writing the conditions and justification for the lower speed limit and be approved by a registered Civil or Traffic Engineer. The reasons for the lower speed limit shall be in compliance with CVC Sections 627 and 22358.5.**

**Support:**

**12c The following examples are provided to explain the application of these speed limit criteria:**

**Example 1.** Using Option 1 above and first step is to round down: If the 85<sup>th</sup> percentile speed in a speed survey for a location was 37 mph, then the speed limit would be established at 35 mph since it is the closest 5 mph increment to the 37 mph speed. As indicated by the option, this 35 mph established speed limit could be reduced by 5 mph to 30 mph if



the conditions and justification for using this lower speed limit are documented in the E&TS and approved by a registered Civil or Traffic Engineer.

Example 2. Using Option 1 above and first step is to round up: If the 85<sup>th</sup> percentile speed in a speed survey for a location was 33 mph, then the speed limit would be established at 35 mph since it is the closest 5 mph increment to the 33 mph speed. As indicated by the option, this 35 mph speed limit could be reduced by 5 mph to 30 mph if the conditions and justification for using this lower speed limit are documented in the E&TS and approved by a registered Civil or Traffic Engineer.

Example 3. Using Option 2 above and first step is to round up: If the 85<sup>th</sup> percentile speed in a speed survey for a location was 33 mph, instead of rounding up to 35 mph, the speed limit can be established at 30 mph, but no further reductions can be applied (which is allowed in the two examples above).

**Standard:**

**<sup>12d</sup> Examples 1 and 2 for establishing posted speed limits shall apply to engineering and traffic surveys (E&TS) performed on or after July 1, 2009 in accordance with Caltrans' Traffic Operations Policy Directive Number 09-04 dated June 29, 2009.**

**Option:**

<sup>12e</sup> After January 1, 2012, Example 3 may be used to establish speed limits. Refer to CVC 21400(b).

**Support:**

<sup>12f</sup> Any existing E&TS that was performed before July 1, 2009 in accordance with previous traffic control device standards is not required to comply with the new criteria until it is due for reevaluation per the 5, 7 or 10 year criteria.

<sup>13</sup> *Speed studies for signalized intersection approaches should be taken outside the influence area of the traffic control signal, which is generally considered to be approximately 1/2 mile, to avoid obtaining skewed results for the 85<sup>th</sup>-percentile speed.*

**Support:**

<sup>14</sup> Advance warning signs and other traffic control devices to attract the motorist's attention to a signalized intersection are usually more effective than a reduced speed limit zone.

**Guidance:**

<sup>15</sup> *An advisory speed plaque (see Section 2C.08) mounted below a warning sign should be used to warn road users of an advisory speed for a roadway condition. A Speed Limit sign should not be used for this situation.*

**Option:**

<sup>16</sup> Other factors that may be considered when establishing or reevaluating speed limits are the following:

- A. Road characteristics, shoulder condition, grade, alignment, and sight distance;
- B. The pace;
- C. Roadside development and environment;
- D. Parking practices and pedestrian activity; and
- E. Reported crash experience for at least a 12-month period.

<sup>17</sup> Two types of Speed Limit signs may be used: one to designate passenger car speeds, including any nighttime information or minimum speed limit that might apply; and the other to show any special speed limits for trucks and other vehicles.

<sup>18</sup> A changeable message sign that changes the speed limit for traffic and ambient conditions may be installed provided that the appropriate speed limit is displayed at the proper times.

<sup>19</sup> A changeable message sign that displays to approaching drivers the speed at which they are traveling may be installed in conjunction with a Speed Limit sign.

**Guidance:**

<sup>20</sup> *If a changeable message sign displaying approach speeds is installed, the legend YOUR SPEED XX MPH or such similar legend should be displayed. The color of the changeable message legend should be a yellow legend on a black background or the reverse of these colors.*

**Support:**

<sup>21</sup> Advisory Speed signs and plaques are discussed in Sections 2C.08 and 2C.14. Temporary Traffic Control Zone Speed signs are discussed in Part 6. The WORK ZONE (G20-5aP) plaque intended for installation above a Speed Limit sign is discussed in Section 6F.12. School Speed Limit signs are discussed in Section 7B.15.



<sup>22</sup> Speed limits in California are governed by the California Vehicle Code (CVC), Sections 22348 through 22413; also, pertinent sections are found in Sections 627 and 40802 and others referenced in this section. See Section 1A.11 for information regarding this publication.

<sup>23</sup> Refer to Part 6, Section 6C.01 for speed limit signs in temporary traffic control zones. Refer to Part 7 for speed limit signs in school areas.

### **Engineering and Traffic Survey (E&TS)**

Support:

<sup>24</sup> CVC Section 627 defines the term "Engineering and traffic survey" and lists its requirements.

**Standard:**

<sup>25</sup> **An engineering and traffic survey (E&TS) shall include, among other requirements deemed necessary by Caltrans, consideration of all of the following:**

- A. Prevailing speeds as determined by traffic engineering measurements.**
- B. Collision records.**
- C. Highway, traffic, and roadside conditions not readily apparent to the driver.**

**Guidance:**

<sup>26</sup> *The E&TS should contain sufficient information to document that the required three items of CVC Section 627 are provided and that other conditions not readily apparent to a driver are properly identified.*

<sup>27</sup> *Prevailing speeds are determined by a speed zone survey. A speed zone survey should include:*

- A. The intent of the speed measurements is to determine the actual speed of unimpeded traffic. The speed of traffic should not be altered by concentrated law enforcement, or other means, just prior to, or while taking the speed measurements.*
- B. Only one person is required for the field work. Speeds should be read directly from a radar or other electronic speed measuring devices; or,*
- C. Devices, other than radar, capable of accurately distinguishing and measuring the unimpeded speed of free flowing vehicles may be used.*
- D. A location should be selected where prevailing speeds are representative of the entire speed zone section. If speeds vary on a given route, more than one speed zone section may be required, with separate measurements for each section. Locations for measurements should be chosen so as to minimize the effects of traffic signals or stop signs.*
- E. Speed measurements should be taken during off-peak hours between peak traffic periods on weekdays. If there is difficulty in obtaining the desired quantity, speed measurements may be taken during any period with free flowing traffic.*
- F. The weather should be fair (dry pavement) with no unusual conditions prevailing.*
- G. The surveyor and equipment should not affect the traffic speeds. For this reason, an unmarked car is recommended, and the radar speed meter located as inconspicuously as possible.*
- H. In order for the sample to be representative of the actual traffic flow, the minimum sample should be 100 vehicles in each survey. In no case should the sample contain less than 50 vehicles.*
- I. Short speed zones of less than 0.5 miles should be avoided, except in transition areas.*
- J. Speed zone changes should be coordinated with changes in roadway conditions or roadside development.*
- K. Speed zoning should be in 10 mph increments except in urban areas where 5 mph increments are preferable.*
- L. Speed zoning should be coordinated with adjacent jurisdictions.*

Support:

<sup>28</sup> Physical conditions such as width, curvature, grade and surface conditions, or any other condition readily apparent to the driver, in the absence of other factors, would not require special downward speed zoning. Refer to CVC 22358.5.

Option:

<sup>29</sup> When qualifying an appropriate speed limit, local authorities may also consider all of the following findings:

- A. Residential density, if any of the following conditions exist on the particular portion of highway and the property contiguous thereto, other than a business district:**
  - 1. Upon one side of the highway, within 0.25 miles, the contiguous property fronting thereon is occupied by 13 or more separate dwelling houses or business structures.**
  - 2. Upon both sides of the highway, collectively, within a distance of 0.25 miles the contiguous property fronting thereon is occupied by 16 or more separate dwelling houses or business structures.**



3. The portion of highway is larger than 0.25 miles but has the ratio of separate dwelling houses or business structures to the length of the highway described in either subparagraph 1 or 2 above.

B. Pedestrian and bicyclist safety.

<sup>30</sup> The following two methods of conducting E&TS may be used to establish speed limits:

1. State Highways - The E&TS for State highways is made under the direction of the Caltrans District Traffic Engineer. The data includes:

- a. One copy of the Example of Speed Zone Survey Sheet (See Figure 2B-101(CA)) showing:
  - A north arrow
  - Engineer's station or post mileage
  - Limits of the proposed zones
  - Appropriate notations showing type of roadside development, such as "scattered business," "solid residential," etc. Schools adjacent to the highway are shown, but other buildings need not be plotted unless they are a factor in the speed recommendation or the point of termination of a speed zone.
  - Collision rates for the zones involved
  - Average daily traffic volume
  - Location of traffic signals, signs and markings
  - If the highway is divided, the limits of zones for each direction of travel
  - Plotted 85<sup>th</sup> percentile and pace speeds at location taken showing speed profile
- b. A report to the District Director that includes:
  - The reason for the initiation of speed zone survey.
  - Recommendations and supporting reasons.
  - The enforcement jurisdictions involved and the recommendations and opinions of those officials.
  - The stationing or reference post in mileage at the beginning and ending of each proposed zone and any intermediate equations. Location ties must be given to readily identifiable physical features.

2. City and County Through Highways, Arterials, Collector Roads and Local Streets.

- a. The short method of speed zoning is based on the premise that a reasonable speed limit is one that conforms to the actual behavior of the majority of motorists, and that by measuring motorists' speeds, one will be able to select a speed limit that is both reasonable and effective. Other factors that need to be considered include but are not limited to: the most recent two-year collision record, roadway design speed, safe stopping sight distance, superelevation, shoulder conditions, profile conditions, intersection spacing and offsets, commercial driveway characteristics, and pedestrian traffic in the roadway without sidewalks.
- b. Determination of Existing Speed Limits - Figures 2B-103(CA) & 2B-104(CA) show examples of data sheets which may be used to record speed observations. Specific types of vehicles may be tallied by use of letter symbols in appropriate squares.

<sup>31</sup> In most situations, the short form for local streets and roads will be adequate; however, the procedure used on State highways may be used at the option of the local agency.

*Guidance:*

<sup>32</sup> *The factors justifying a reduction below the 85<sup>th</sup> percentile speed for the posted speed limit are the same factors mentioned above. Whenever such factors are considered to establish the speed limit, they should be documented on the speed zone survey or the accompanying engineering report.*

<sup>33</sup> *The establishment of a speed limit of more than 5 mph below the 85<sup>th</sup> percentile speed should be done with great care as studies have shown that establishing a speed limit at less than the 85<sup>th</sup> percentile generally results in an increase in collision rates; in addition, this may make violators of a disproportionate number of the reasonable majority of drivers.*

*Support:*

<sup>34</sup> Generally, the most decisive evidence of conditions not readily apparent to the driver surfaces in collision histories.

<sup>35</sup> Speed limits are established at or near the 85<sup>th</sup> percentile speed, which is defined as that speed at or below which 85<sup>th</sup> percent of the traffic is moving. The 85<sup>th</sup> percentile speed is often referred to as the critical speed. Pace speed is defined as the 10 mph increment of speed containing the largest number of vehicles (See Figure 2B-102(CA)). The lower limit of the pace is plotted on the Speed Zone Survey Sheets as an aid in determining the proper zone limits. Speed limits higher than the 85<sup>th</sup>



percentile are not generally considered reasonable and prudent. Speed limits below the 85<sup>th</sup> percentile do not ordinarily facilitate the orderly movement of traffic and require constant enforcement to maintain compliance. Speed limits established on the basis of the 85<sup>th</sup> percentile conform to the consensus of those who drive highways as to what speed is reasonable and prudent, and are not dependent on the judgment of one or a few individuals.

<sup>36</sup> The majority of drivers comply with the basic speed law. Speed limits set at or near the 85<sup>th</sup> percentile speed provide law enforcement officers with a limit to cite drivers who will not conform to what the majority considers reasonable and prudent. Further studies show that establishing a speed limit at less than the 85<sup>th</sup> percentile (Critical Speed) generally results in an increase in collision rates.

Option:

<sup>37</sup> When roadside development results in traffic conflicts and unusual conditions which are not readily apparent to drivers, as indicated in collision records, speed limits somewhat below the 85<sup>th</sup> percentile may be justified. Concurrence and support of enforcement officials are necessary for the successful operation of a restricted speed zone.

Guidance:

<sup>38</sup> *Speed zones of less than 0.5 miles and short transition zones should be avoided.*

## **Signs**

Standard:

<sup>39</sup> **The Speed Limit (R2-1) sign shall be used to give notice of a prima facie or maximum speed limit except as provided under Prima Facie Speed Limits in CVC 22352.**

<sup>40</sup> **When used, the TRUCKS, 3 AXLES OR MORE 55 MAXIMUM (R6-3(CA)) sign shall be installed approximately 750 feet following each R2-1 sign.**

<sup>41</sup> **The ALL VEHICLES WHEN TOWING 55 MAXIMUM (R6-4(CA)) sign shall be installed approximately 750 feet following the R6-3(CA) sign.**

Guidance:

<sup>42</sup> *The R6-3(CA) and R6-4(CA) signs should be placed on highway segments where speeds in excess of 55 mph are permitted.*

Option:

<sup>43</sup> The existing AUTOS WITH TRAILERS, TRUCKS 55 MAXIMUM (R6-1(CA)) sign may remain in place until it is knocked down, damaged, stolen, vandalized, or otherwise reaches the end of its useful life.

<sup>44</sup> The local California Highway Patrol office may be consulted to identify highway segments where enforcement is an issue. On these segments early replacement of existing R6-1(CA) signs may be necessary.

Support:

<sup>45</sup> Refer to CVC Section 22406 for types of vehicles subject to the 55 mph maximum speed limit.

Option:

<sup>46</sup> The Speed Zone Ahead (R2-4(CA)) sign (see Figure 2B-3(CA)) may be used to inform the motorist of a reduced speed zone.

Standard:

<sup>47</sup> **The R2-4(CA) sign shall always be followed by a Speed Limit (R2-1) sign installed at the beginning of the zone where the reduced speed limit applies.**

<sup>48</sup> **The End Speed Limit (R3(CA)) sign shall only be used to mark the end of a speed zone.**

<sup>49</sup> **The R3(CA) sign shall not be used at a transition into a change in speed limits within a reduced zone.**

Option:

<sup>50</sup> The R3(CA) sign (see Figure 2B-3(CA)) may be used with the TRUCK (M4-4) plaque to mark the end of truck speed zones on descending grades.

Standard:

<sup>51</sup> **Speed limit signs shall be placed at the beginning of all restricted speed zones.**

Option:

<sup>52</sup> Where speed zones are longer than 1 mile, intermediate signs may be placed at approximate 1 mile intervals. For three or more lanes in each direction, dual installation may be used.



## Bill Text: CA AB43 | 2021-2022 | Regular Session | Chaptered California Assembly Bill 43 (*In Recess*)

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**Bill Title:** Traffic safety.

**Spectrum:** Partisan Bill (Democrat 13-0)

**Status:** (*Passed*) 2021-10-08 - Chaptered by Secretary of State - Chapter 690, Statutes of 2021. [AB43 Detail]

**Download:** California-2021-AB43-Chaptered.html

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### Assembly Bill No. 43

### CHAPTER 690

An act to amend Sections 627, 21400, 22352, 22354, 22358, and 40802 of, and to add Sections 22358.6, 22358.7, 22358.8, and 22358.9 to, the Vehicle Code, relating to traffic safety.

[ Approved by Governor October 08, 2021. Filed with Secretary of State October 08, 2021. ]

## LEGISLATIVE COUNSEL'S DIGEST

AB 43, Friedman. Traffic safety.

(1) Existing law establishes various default speed limits for vehicles upon highways, as specified. Existing law authorizes state and local authorities to adjust these default speed limits, as specified, based upon certain findings determined by an engineering and traffic survey. Existing law defines an engineering and traffic survey and prescribes specified factors that must be included in the survey, including prevailing speeds and road conditions. Existing law authorizes local authorities to consider additional factors, including pedestrian and bicyclist safety.

This bill would authorize local authorities to consider the safety of vulnerable pedestrian groups, as specified.

(2) Existing law establishes a prima facie speed limit of 25 miles per hour on any highway, other than a state highway, located in any business or residence district, as defined. Existing law authorizes a local authority to change the speed limit on any such highway, as prescribed, including erecting signs to give notice thereof.

This bill would establish a prima facie speed limit of 25 miles per hour on state highways located in any business or residence district and would authorize the Department of Transportation (Caltrans) to change the speed limit on any such highway, as prescribed, including erecting signs to give notice thereof.

(3) Existing law establishes a speed limit of 65 miles per hour on state highways, as specified. Existing law authorizes Caltrans to declare a speed limit on any such highway, as prescribed, of 60, 55, 50, 45, 40, 35, 30, or 25 miles per hour, including erecting signs to give notice thereof. Existing law also authorizes a local authority, on a section of highway, other than a state highway, where the speed limit is 65 miles per hour to declare a lower speed limit, as specified.

This bill would additionally authorize Caltrans and a local authority to declare a speed limit of 20 or 15 miles per hour, as specified, on these highways.

(4) Existing law authorizes a local authority, without an engineering and traffic survey, to declare a lowered speed limit on portions of highway, as specified, approaching a school building or school grounds. Existing law limits this authority to sections of highway meeting specified requirements relating to the number of lanes and the speed limit of the highway before the school zone.

This bill would similarly authorize a lowered speed limit on a section of highway contiguous to a business activity district, as defined, and would require that certain violations be subject to a warning citation, for the first 30 days of implementation.

(5) Existing law requires Caltrans, by regulation, to provide for the rounding up or down to the nearest 5 miles per hour increment of the 85th percentile speed of free-flowing traffic on a portion of highway as determined by a traffic and engineering survey. Existing law requires the Judicial Council to create and implement an online tool by June 30, 2024, for the adjudication of traffic infractions, among other things.

This bill would authorize a local authority to further reduce the speed limit, as specified, and require that certain violations be subject to a warning citation, for the first 30 days of implementation. The bill would, in some circumstances, authorize the reduction of a speed limit beginning June 30, 2024, or when the Judicial Council has developed an online tool for adjudicating traffic infraction violations, whichever is sooner. The bill would require Caltrans to accordingly revise the California Manual on Uniform Traffic Control Devices, as specified.

(6) Existing law defines a speed trap and prohibits evidence of a driver's speed obtained through a speed trap from being admissible in court in any prosecution against a driver for a speed-related offense. Existing law deems a road where the speed limit is not justified by a traffic and engineering survey conducted within the previous 7 years to be a speed trap, unless the roadway has been evaluated by a registered engineer, as specified, in which case the speed limit remains enforceable for a period of 10 years. Existing law exempts a school zone, as defined, from certain provisions relating to defining a speed trap.

This bill would extend the period that a speed limit justified by a traffic and engineering survey conducted more the 7 years ago remains valid, for purposes of speed enforcement, if evaluated by a registered engineer, as specified, to 14 years.

This bill would also exempt a senior zone and business activity district, as defined, from those provisions.

## Digest Key

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no

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## Bill Text

### THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.** Section 627 of the Vehicle Code is amended to read:

**627.** (a) "Engineering and traffic survey," as used in this code, means a survey of highway and traffic conditions in accordance with methods determined by the Department of Transportation for use by state and local authorities.

(b) An engineering and traffic survey shall include, among other requirements deemed necessary by the department, consideration of all of the following:

- (1) Prevailing speeds as determined by traffic engineering measurements.
- (2) Accident records.
- (3) Highway, traffic, and roadside conditions not readily apparent to the driver.

(c) When conducting an engineering and traffic survey, local authorities, in addition to the factors set forth in paragraphs (1) to (3), inclusive, of subdivision (b) may consider all of the following:

(1) Residential density, if any of the following conditions exist on the particular portion of highway and the property contiguous thereto, other than a business district:

(A) Upon one side of the highway, within a distance of a quarter of a mile, the contiguous property fronting thereon is occupied by 13 or more separate dwelling houses or business structures.

(B) Upon both sides of the highway, collectively, within a distance of a quarter of a mile, the contiguous property fronting thereon is occupied by 16 or more separate dwelling houses or business structures.

(C) The portion of highway is longer than one-quarter of a mile but has the ratio of separate dwelling houses or business structures to the length of the highway described in either subparagraph (A) or (B).

(2) Safety of bicyclists and pedestrians, with increased consideration for vulnerable pedestrian groups including children, seniors, persons with disabilities, users of personal assistive mobility devices, and the unhoused.

**SEC. 2.** Section 21400 of the Vehicle Code is amended to read:

**21400.** (a) The Department of Transportation shall, after consultation with local agencies and public hearings, adopt rules and regulations prescribing uniform standards and specifications for all official traffic control devices placed pursuant to this code, including, but not limited to, stop signs, yield right-of-way signs, speed restriction signs, railroad warning approach signs, street name signs, lines and markings on the roadway, and stock crossing signs placed pursuant to Section 21364.

(b) The Department of Transportation shall, after notice and public hearing, determine and publicize the specifications for uniform types of warning signs, lights, and devices to be placed upon a highway by a person engaged in performing work that interferes with or endangers the safe movement of traffic upon that highway.

(c) Only those signs, lights, and devices as are provided for in this section shall be placed upon a highway to warn traffic of work that is being performed on the highway.



(d) Control devices or markings installed upon traffic barriers on or after January 1, 1984, shall conform to the uniform standards and specifications required by this section.

**SEC. 3.** Section 22352 of the Vehicle Code is amended to read:

**22352.** The prima facie limits are as follows and shall be applicable unless changed as authorized in this code and, if so changed, only when signs have been erected giving notice thereof:

(a) Fifteen miles per hour:

(1) When traversing a railway grade crossing, if during the last 100 feet of the approach to the crossing the driver does not have a clear and unobstructed view of the crossing and of any traffic on the railway for a distance of 400 feet in both directions along the railway. This subdivision does not apply in the case of any railway grade crossing where a human flagperson is on duty or a clearly visible electrical or mechanical railway crossing signal device is installed but does not then indicate the immediate approach of a railway train or car.

(2) When traversing any intersection of highways if during the last 100 feet of the driver's approach to the intersection the driver does not have a clear and unobstructed view of the intersection and of any traffic upon all of the highways entering the intersection for a distance of 100 feet along all those highways, except at an intersection protected by stop signs or yield right-of-way signs or controlled by official traffic control signals.

(3) On any alley.

(b) Twenty-five miles per hour:

(1) On any highway, in any business or residence district unless a different speed is determined by local authority or the Department of Transportation under procedures set forth in this code.

(2) When approaching or passing a school building or the grounds thereof, contiguous to a highway and posted with a standard "SCHOOL" warning sign, while children are going to or leaving the school either during school hours or during the noon recess period. The prima facie limit shall also apply when approaching or passing any school grounds which are not separated from the highway by a fence, gate, or other physical barrier while the grounds are in use by children and the highway is posted with a standard "SCHOOL" warning sign. For purposes of this subparagraph, standard "SCHOOL" warning signs may be placed at any distance up to 500 feet away from school grounds.

(3) When passing a senior center or other facility primarily used by senior citizens, contiguous to a street other than a state highway and posted with a standard "SENIOR" warning sign. A local authority may erect a sign pursuant to this paragraph when the local agency makes a determination that the proposed signing should be implemented. A local authority may request grant funding from the Active Transportation Program pursuant to Chapter 8 (commencing with Section 2380) of Division 3 of the Streets and Highways Code, or any other grant funding available to it, and use that grant funding to pay for the erection of those signs, or may utilize any other funds available to it to pay for the erection of those signs, including, but not limited to, donations from private sources.

**SEC. 4.** Section 22354 of the Vehicle Code is amended to read:

**22354.** (a) Whenever the Department of Transportation determines upon the basis of an engineering and traffic survey that the limit of 65 miles per hour is more than is reasonable or safe upon any portion of a state highway where the limit of 65 miles is applicable, the department may determine and declare a prima facie speed limit of 60, 55, 50, 45, 40, 35, 30, 25, 20, or 15 miles per hour, whichever is found most appropriate to facilitate the orderly movement of traffic and is reasonable and safe, which declared prima facie speed limit shall be effective when appropriate signs giving notice thereof are erected upon the highway.

(b) This section shall become operative on the date specified in subdivision (c) of Section 22366.

**SEC. 5.** Section 22358 of the Vehicle Code is amended to read:

**22358.** (a) Whenever a local authority determines upon the basis of an engineering and traffic survey that the limit of 65 miles per hour is more than is reasonable or safe upon any portion of any street other than a state highway where the limit of 65 miles per hour is applicable, the local authority may by ordinance determine and declare a prima facie speed limit of 60, 55, 50, 45, 40, 35, 30, 25, 20, or 15 miles per hour, whichever is found most appropriate to facilitate the orderly movement of traffic and is reasonable and safe, which declared prima facie limit shall be effective when appropriate signs giving notice thereof are erected upon the street.

(b) This section shall become operative on the date specified in subdivision (c) of Section 22366.

**SEC. 6.** Section 22358.6 is added to the Vehicle Code, to read:

**22358.6.** The Department of Transportation shall, in the next scheduled revision, revise and thereafter maintain the California Manual on Uniform Traffic Control Devices to require the Department of Transportation or a local authority to round speed limits to the nearest five miles per hour of the 85th percentile of the free-flowing traffic. However, in cases in which the speed limit needs to be rounded up to the nearest five miles per hour increment of the 85th-percentile speed, the Department of Transportation or a local authority may decide to instead round down the speed limit to the lower five miles per hour increment. A local authority may additionally lower the speed limit as provided in Sections 22358.7 and 22358.8.

**SEC. 7.** Section 22358.7 is added to the Vehicle Code, to read:



**22358.7.** (a) If a local authority, after completing an engineering and traffic survey, finds that the speed limit is still more than is reasonable or safe, the local authority may, by ordinance, determine and declare a prima facie speed limit that has been reduced an additional five miles per hour for either of the following reasons:

(1) The portion of highway has been designated as a safety corridor. A local authority shall not deem more than one-fifth of their streets as safety corridors.

(2) The portion of highway is adjacent to any land or facility that generates high concentrations of bicyclists or pedestrians, especially those from vulnerable groups such as children, seniors, persons with disabilities, and the unhoused.

(b) (1) As used in this section, "safety corridor" shall be defined by the Department of Transportation in the next revision of the California Manual on Uniform Traffic Control Devices. In making this determination, the department shall consider highways that have the highest number of serious injuries and fatalities based on collision data that may be derived from, but not limited to, the Statewide Integrated Traffic Records System.

(2) The Department of Transportation shall, in the next revision of the California Manual on Uniform Traffic Control Devices, determine what constitutes land or facilities that generate high concentrations of bicyclists and pedestrians, as used in paragraph (2) of subdivision (a). In making this determination, the department shall consider density, road use type, and bicycle and pedestrian infrastructure present on a section of highway.

(c) A local authority may not lower a speed limit as authorized by this section until June 30, 2024, or until the Judicial Council has developed an online tool for adjudicating infraction violations statewide as specified in Article 7 (commencing with Section 68645) of Chapter 2 of Title 8 of the Government Code, whichever is sooner.

(d) A local authority shall issue only warning citations for violations of exceeding the speed limit by 10 miles per hour or less for the first 30 days that a lower speed limit is in effect as authorized by this section.

**SEC. 8.** Section 22358.8 is added to the Vehicle Code, to read:

**22358.8.** (a) If a local authority, after completing an engineering and traffic survey, finds that the speed limit is still more than is reasonable or safe, the local authority may, by ordinance, retain the current speed limit or restore the immediately prior speed limit if that speed limit was established with an engineering and traffic survey and if a registered engineer has evaluated the section of highway and determined that no additional general purpose lanes have been added to the roadway since completion of the traffic survey that established the prior speed limit.

(b) This section does not authorize a speed limit to be reduced by any more than five miles per hour from the current speed limit nor below the immediately prior speed limit.

(c) A local authority shall issue only warning citations for violations of exceeding the speed limit by 10 miles per hour or less for the first 30 days that a lower speed limit is in effect as authorized by this section.

**SEC. 9.** Section 22358.9 is added to the Vehicle Code, to read:

**22358.9.** (a) (1) Notwithstanding any other law, a local authority may, by ordinance, determine and declare a 25 or 20 miles per hour prima facie speed limit on a highway contiguous to a business activity district when posted with a sign that indicates a speed limit of 25 or 20 miles per hour.

(2) The prima facie limits established under paragraph (1) apply only to highways that meet all of the following conditions:

(A) A maximum of four traffic lanes.

(B) A maximum posted 30 miles per hour prima facie speed limit immediately prior to and after the business activity district, if establishing a 25 miles per hour speed limit.

(C) A maximum posted 25 miles per hour prima facie speed limit immediately prior to and after the business activity district, if establishing a 20 miles per hour speed limit.

(b) As used in this section, a "business activity district" is that portion of a highway and the property contiguous thereto that includes central or neighborhood downtowns, urban villages, or zoning designations that prioritize commercial land uses at the downtown or neighborhood scale and meets at least three of the following requirements in paragraphs (1) to (4), inclusive:

(1) No less than 50 percent of the contiguous property fronting the highway consists of retail or dining commercial uses, including outdoor dining, that open directly onto sidewalks adjacent to the highway.

(2) Parking, including parallel, diagonal, or perpendicular spaces located alongside the highway.

(3) Traffic control signals or stop signs regulating traffic flow on the highway, located at intervals of no more than 600 feet.

(4) Marked crosswalks not controlled by a traffic control device.

(c) A local authority shall not declare a prima facie speed limit under this section on a portion of a highway where the local authority has already lowered the speed limit as permitted under Sections 22358.7 and 22358.8.

(d) A local authority shall issue only warning citations for violations of exceeding the speed limit by 10 miles per hour or less for the first 30 days that a lower speed limit is in effect as authorized by this section.

**SEC. 10.** Section 40802 of the Vehicle Code is amended to read:

**40802.** (a) A "speed trap" is either of the following:

(1) A particular section of a highway measured as to distance and with boundaries marked, designated, or otherwise determined in order that the speed of a vehicle may be calculated by securing the time it takes the vehicle to travel the known distance.

(2) A particular section of a highway with a prima facie speed limit that is provided by this code or by local ordinance under paragraph (1) of subdivision (b) of Section 22352, or established under Section 22354, 22357, 22358, or 22358.3, if that prima facie speed limit is not justified by an engineering and traffic survey conducted within five years prior to the date of the alleged violation, and enforcement of the speed limit involves the use of radar or any other electronic device that measures the speed of moving objects. This paragraph does not apply to a local street, road, school zone, senior zone, or business activity district.

(b) (1) For purposes of this section, a local street or road is one that is functionally classified as "local" on the "California Road System Maps," that are approved by the Federal Highway Administration and maintained by the Department of Transportation. It may also be defined as a "local street or road" if it primarily provides access to abutting residential property and meets the following three conditions:

(A) Roadway width of not more than 40 feet.

(B) Not more than one-half of a mile of uninterrupted length. Interruptions shall include official traffic control signals as defined in Section 445.

(C) Not more than one traffic lane in each direction.

(2) For purposes of this section, "school zone" means that area approaching or passing a school building or the grounds thereof that is contiguous to a highway and on which is posted a standard "SCHOOL" warning sign, while children are going to or leaving the school either during school hours or during the noon recess period. "School zone" also includes the area approaching or passing any school grounds that are not separated from the highway by a fence, gate, or other physical barrier while the grounds are in use by children if that highway is posted with a standard "SCHOOL" warning sign.

(3) For purposes of this section, "senior zone" means that area approaching or passing a senior center building or other facility primarily used by senior citizens, or the grounds thereof that is contiguous to a highway and on which is posted a standard "SENIOR" warning sign, pursuant to Section 22352.

(4) For purposes of this section, "business activity district" means a section of highway described in subdivision (b) of Section 22358.9 in which a standard 25 miles per hour or 20 miles per hour speed limit sign has been posted pursuant to paragraph (1) of subdivision (a) of that section.

(c) (1) When all of the following criteria are met, paragraph (2) of this subdivision shall be applicable and subdivision (a) shall not be applicable:

(A) When radar is used, the arresting officer has successfully completed a radar operator course of not less than 24 hours on the use of police traffic radar, and the course was approved and certified by the Commission on Peace Officer Standards and Training.

(B) When laser or any other electronic device is used to measure the speed of moving objects, the arresting officer has successfully completed the training required in subparagraph (A) and an additional training course of not less than two hours approved and certified by the Commission on Peace Officer Standards and Training.

(C) (i) The prosecution proved that the arresting officer complied with subparagraphs (A) and (B) and that an engineering and traffic survey has been conducted in accordance with subparagraph (B) of paragraph (2). The prosecution proved that, prior to the officer issuing the notice to appear, the arresting officer established that the radar, laser, or other electronic device conformed to the requirements of subparagraph (D).

(ii) The prosecution proved the speed of the accused was unsafe for the conditions present at the time of alleged violation unless the citation was for a violation of Section 22349, 22356, or 22406.

(D) The radar, laser, or other electronic device used to measure the speed of the accused meets or exceeds the minimal operational standards of the National Highway Traffic Safety Administration, and has been calibrated within the three years prior to the date of the alleged violation by an independent certified laser or radar repair and testing or calibration facility.

(2) A "speed trap" is either of the following:

(A) A particular section of a highway measured as to distance and with boundaries marked, designated, or otherwise determined in order that the speed of a vehicle may be calculated by securing the time it takes the vehicle to travel the known distance.

(B) (i) A particular section of a highway or state highway with a prima facie speed limit that is provided by this code or by local ordinance under paragraph (1) of subdivision (b) of Section 22352, or established under Section 22354, 22357, 22358, or 22358.3, if that prima facie speed limit is not justified by an engineering and traffic survey conducted within one of the following time periods, prior to the date of the alleged violation, and enforcement of the speed limit involves the use of radar or any other electronic device that measures the speed of moving objects:

(I) Except as specified in subclause (II), seven years.

(II) If an engineering and traffic survey was conducted more than seven years prior to the date of the alleged violation, and a registered engineer evaluates the section of the highway and determines that no significant changes in roadway or traffic conditions have occurred, including, but not limited to, changes in adjoining property or land use, roadway width, or traffic volume, 14 years.

(ii) This subparagraph does not apply to a local street, road, or school zone, senior zone, or business activity district.



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## AGENDA REPORT

**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
By: Julian J. Venegas, Director of Recreation and Community Services

**Date:** January 18, 2022

**Subject:** Consideration and Discussion Regarding the Proposed Transition of the Healthy San Fernando Campaign 5K Annual Relay Run Event to a One-Mile Run Event

### RECOMMENDATION:

It is recommended that the City Council:

- a. Authorize Recreation and Community Services (RCS) staff to transition from the 5K Relay Run event to a One-Mile Run event;
- b. Authorize the City Manager to accept a \$40,000 operating grant from Anthem Blue Cross to implement the One-Mile Run event;
- c. Authorize the City Manager to execute all grant-related documents required for receiving such grant funds pursuant to the terms and conditions of the grant; and
- d. Upon full execution of all grant-related documents, authorize the City Manager to amend the revenue and expenditure budgets to appropriate the grant funds.

### BACKGROUND:

1. On March 3, 2014, the City Council authorized the implementation of the Healthy San Fernando Campaign (Campaign). The Campaign focused on promoting awareness and prevention of the chronic diseases (i.e., diabetes, hypertension, etc.) affecting San Fernando residents. A key component of the Campaign is providing recreational opportunities that would promote healthy eating and active living (HEAL) concepts in events hosted by the RCS Department. One such event is the 5K Relay Race.
2. Another aspect of the Healthy San Fernando Campaign is the collaboration with health service agencies (Kaiser, Mission Community Hospital, California State University, Northridge (CSUN), and others) to assist with disseminating the HEAL message. Our partnering agencies have conducted exercise classes, workshops, and demonstrations at the various Healthy San Fernando Campaign events.

## **Consideration and Discussion Regarding the Proposed Transition of the Healthy San Fernando Campaign 5K Annual Relay Run Event to a One-Mile Run Event**

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3. On October 10, 2014, the RCS Department hosted the first 5K Relay Run/Walk event. Since 2014, a 5K Relay Run event has been held annually in conjunction with the Healthy San Fernando Campaign.
4. Initially, the 5K Relay Run was a standalone event. However, in 2017 the 5K Relay Run was combined with the Día de Los Muertos event in order to maximize City resources. Although the 5K Relay Run event has been moderately successful, the event has had its challenges. The biggest challenge has been recovering from the COVID-19 pandemic.
5. On November 3, 2021, Dr. Steven Loy with the Department of Kinesiology at CSUN, and faculty liaison to the 3 Wins exercise program held at Recreation Park, approached the City with a new concept for an event that could be incorporated into the Healthy San Fernando Campaign.

### **ANALYSIS:**

The emphasis of the Healthy San Fernando Campaign is to provide avenues for the RCS Department to bring awareness to City residents on adopting healthy lifestyles in order to avoid chronic diseases. The Campaign runs concurrently with the RCS Department's summer and fall programming, where the HEAL message is introduced to the participants. The 5K Relay Run was a major conduit for delivering that message. The goal of the 5K Relay Run was to spark interest in physical activity and encourage San Fernando residents to use the annual event to begin training on their own.

RCS staff has promoted the 5K Relay Run to the local schools and has provided incentives to garner participation from the community. Unfortunately, the RCS Department does not have additional resources to support the 5K Relay Run other than on the day of the event. Over the years, the 5K Relay Run event participation has dwindled. In the first few years, the 5K event drew approximately 800 participants. Since 2018, the 5K event has had less than 300 participants.

A major hurdle for the 5K event has been the route, which is a 1.6 kilometer loop where participants must run three loops to complete the 5K run. The constraint on the route is that the City does not have the resources to close down 3.1 miles of streets to accommodate a 5K run without a looped course. In its current format, the 5K run is not challenging for the experienced runner. Another challenge for the 5K is that the novelty of running in a team relay has worn off. Fewer teams are registering for the 5K Relay. In 2014, 73 plus relay teams participated, and in 2019 only 45 teams participated in the relay run. RCS staff has attempted to boost participation by offering low registration fees and altering the route to a 2.5 kilometer loop to no avail.

The COVID-19 pandemic forced the cancellation of the 2020 and 2021 5K Relay Run. The RCS Department offered a virtual 5K run in both years where runners were encouraged to complete the run on their own and submit their times to the RCS Department. Participation dropped

## **Consideration and Discussion Regarding the Proposed Transition of the Healthy San Fernando Campaign 5K Annual Relay Run Event to a One-Mile Run Event**

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drastically, only 48 runners participated in 2020 and 36 runners in 2021. The Healthy San Fernando Campaign needs a new activity to ignite and hold the interest of the participants.

Dr. Steven Loy and City staff met on November 3, 2021, to discuss a new trend in sport running, which is a one-mile run. Dr. Loy explained that the one-mile run would revolve around the program known as the San Fernando Mile. The program would not be just a one-off activity held on the run event date, but rather a comprehensive program providing training, clinics, and workouts to support the runner before and after the run. Participants would register for the training sessions early in the year to build stamina and learn techniques for running the race. The one-mile run would culminate with the San Fernando Mile event.

A goal of the San Fernando Mile program is to support and encourage people to be more physically active. The aim is to provide knowledge based information about physical activity benefits and increase awareness on ways to increase physical activity in the community, explain how to overcome barriers and negative attitudes about physical activity, and increase participation in community-based activities. This education component of the San Fernando Mile program can be incorporated in the physical education curriculum at the local school level and taught by CSUN Kinesiology students.

At subsequent meetings, Dr. Loy explained how the City's 5K Relay Run could transition towards the one-mile run and be part of the Healthy San Fernando Campaign. Staff explained that the City did not have the resources to shut down a mile stretch of streets to conduct the run as a traffic engineering firm would need to be contracted to manage the street closures. Dr. Loy indicated that he would look for additional partners who may be able to support the program. On December 21, 2021, Dr. Loy informed staff that he had secured a \$40,000 grant from Anthem Blue Cross to support the San Fernando One-Mile program, which is sufficient to fund marketing of the event and the event day street closure and traffic management.

### **BUDGET IMPACT:**

The City received \$40,000 from Anthem Blue Cross for the San Fernando Mile program. Should the City Council direct staff to proceed with implementing the San Fernando Mile program, staff will appropriate \$40,000 in the Recreation and Community Services Operating Grant – (Fund 110) for the FY 2021-2022, per resolution no. 8075, section 11; which authorizes the City Manager to increase revenues and appropriations for all grant funded programs and projects.

### **CONCLUSION:**

It is recommended that the City Council authorize staff to transition the annual 5k Relay event to the One-Mile Run event and authorize the City Manager to accept a \$40,000 operating grant from Anthem Blue Cross and all related documents.

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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
By: Julian J. Venegas, Director of Recreation and Community Services

**Date:** January 18, 2022

**Subject:** Update and Discussion Regarding the 2022 Fourth of July Celebration Event

### RECOMMENDATION:

It is recommended that the City Council:

- a. Receive a presentation from staff regarding the planning progress for the 2022 Fourth of July Celebration event;
- b. Provide staff direction as to the type of light display the Fourth of July Celebration event should host; and
- c. Provide staff direction, as appropriate.

### BACKGROUND:

1. On June 7, 2021, the City Council approved the revival of a fireworks display in the City and directed staff to prepare a report with recommendations for implementing a Fourth of July Celebration in 2022.
2. On June 21, 2021, the City Council adopted Resolution No. 8075 approving the Fiscal Year (FY) 2021-2022 budget, which included a \$35,000 allocation for the Fourth of July Celebration event.
3. At the Citywide Project Coordination Meeting held on August 9, 2021, the Public Works Department updated the group that work on the San Fernando Regional Park Infiltration Project would begin in April 2022. The project will render the Recreation Park field inaccessible from April 2022 through April 2023.
4. On August 21, 2021, staff contacted the Los Angeles Unified School District (LAUSD) Facilities Services Division and Robertson Properties Group, owner and operator of the San Fernando Swap Meet, to discuss the possibility of using the Cesar Chavez Learning Academy (CCLA) for

## Update and Discussion Regarding the 2022 Fourth of July Celebration Event

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the Fourth of July event activities and the San Fernando Swap Meet as the launch site of the fireworks display.

5. On October 7, 2021, staff released a Notice Inviting Bids for pyrotechnic services and production of a fireworks display for the City's Fourth of July Celebration event in 2022. The bids were due on November 1, 2021. The City did not receive any bids prior to the bid due date.
6. On November 1, 2021, staff presented the possible location and activity options for the Fourth of July Celebration event. At that juncture, the City had not received any proposals for the fireworks display. The City Council directed staff to develop an alternative event without fireworks, should the City be unable to secure a pyrotechnic contractor.

### **ANALYSIS:**

At the November 1, 2021 City Council meeting, staff recommended using the Cesar Chavez Learning Academy (CCLA) to host the Fourth of July Celebration activities. Staff presented a slate of activities being offered to the event participants. The activities included live entertainment, game and information booths, a fun zone and food trucks. Originally, the plan included a nominal fee for the game booths and fun zone activities, but City Council did not want to exclude any families from the merriment, so participant fees were removed. The City Council also requested that the event time be shortened to avoid the afternoon heat and scale down the stage size to save resources. Both recommendations are being incorporated into the revised event plan.

The lack of response to the City's RFP for a fireworks display vendor provided an opportunity for staff to make direct contact with traditional pyrotechnic companies and laser show vendors to provide a light display. Staff discussed the City's needs with Zambelli Fireworks, PYRO Spectacular, Nu-Salt Laser International Inc., and Technology – Logistics – Creativity (TLC). Three of the four companies provided a proposal for the Fourth of July Celebration event. Two of the bids (Zambelli Fireworks and Nu-Salt Laser international Inc.) were within budget. The third bid from PYRO Spectacular was over the event's budget and TCL did not respond.

The proposals submitted are for two different types of light shows. The Zambelli proposal (Attachment "A") is for a traditional 15-minute fireworks display at a cost of \$25,000. The Nu-Salt proposal (Attachment "B") is for a 20-25 minute patriotic themed laser light show at a cost of \$17,000. Staff is requesting the City Council's preference as to the type of light display the Fourth of July Celebration event should host. There is a slight logistical difference with hosting a fireworks display versus a laser light show. The fireworks display requires a launch site at the San Fernando Swap Meet whereas the laser light show can be displayed from the stage already planned for the event that will be built at the CCLA site.

## **Update and Discussion Regarding the 2022 Fourth of July Celebration Event**

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Staff has successfully secured the use of CCLA and the San Fernando Swap Meet for the Fourth of July Celebration event. If the City Council elects to move forward with fireworks rather than a laser light show, the Swap Meet will host the fireworks launch site and spectator parking while CCLA will host all the event activities and food trucks. The Fourth of July Celebration will be on Monday, July 4, 2022, from 6:00 pm to 9:30 pm. Staff will start a publicity and promotional campaign in late April 2022 that will include press releases, public services announcements, and social media posts to alert the San Fernando residents of the upcoming special event.

Staff is seeking direction from City Council to pursue one of the two options for a Fourth of July Celebration: 1) a laser light show on stage at CCLA, or 2) a traditional fireworks show at CCLA/San Fernando Swap Meet.

### **BUDGET IMPACT:**

The FY 2021-2022 allocation for the Fourth of July Celebration event is \$35,000. Although there are still unknown costs such as insurance, equipment rentals, and entertainment, the projected cost is expected to be within budget.

### **CONCLUSION:**

It is recommended that the City Council receive and file this report, provide staff direction as to the type of light display the Fourth of July Celebration event should host, and provide additional direction as appropriate.

### **ATTACHMENTS:**

- A. Zambelli Proposal
- B. Nu-Salt Laser International

# Zambelli

## FIREWORKS

Julian,

I would like to thank you for providing Zambelli Fireworks with the opportunity to design a display package for your upcoming Independence Day Celebration.

I have provided an exciting fast paced display option for your consideration. This program suggests our initial considerations as to show design and describes basic product types and quantities. Our design is consistent with your specific viewing location adjacent to the Cesar Chavez Learning Center Academy football stadium.

Zambelli Fireworks will provide all equipment and labor, acquire all permissions and security mandated by authorities having jurisdiction, reserve all transportation required, Workman's Compensation in addition to liability insurance for your fireworks display. I have attached to the proposal a copy of our sample insurance certificate. Zambelli uses the highest insurance premium in the industry, only offered to "AAA" rated companies. We carry \$10 Million dollars per incident clause to cover the Fireworks Display.

We have taken into account all the aspects that are involved with producing a display in San Fernando. The product we select will be maximized to afford you the best viewing from your location. We have also been certain to include Zambelli's specialty effect color and theme shells that will be adding a special touch to your fireworks display. This display package will be fired using our state-of-the-art electronic firing system. This will certainly keep the sky filled for the duration of this rapid paced display. We will also be adding our "signature" Zambelli finale that will leave your spectators breathless as we launch hundreds of shots into the air in a giant finale conclusion.

I have done my best to provide you with a quote that we feel you will get the "most bang for your buck."

I welcome any questions you may have, and I thank you for considering our company to be part of your very special 4<sup>th</sup> of July celebration.

Sincerely,  
John Hagan

*John D Hagan*

West Coast Project Manager  
Zambelli Fireworks  
P.O Box 986 Shafter, CA 93263  
Office: 1.800.322.7142  
[jhagan@zambellifireworks.com](mailto:jhagan@zambellifireworks.com)  
[www.zambellifireworks.com](http://www.zambellifireworks.com)



# **Zambelli** FIREWORKS

## **City of San Fernando Independence Day 2022 Fireworks Celebration**



### **Zambelli Fireworks**

**John Hagan**

**502-220-7944**

**800-322-7142**

**[jhagan@zambellifireworks.com](mailto:jhagan@zambellifireworks.com)**



## **FIREWORKS PROPOSAL**

### **City of San Fernando Independence Day Fireworks Celebration**

**Show Dates:** Monday July 4, 2022

**Budget for Display:** \$25,000 (all-inclusive show budget).

**Insurance Liability Coverage:** \$10 Million dollars per incident clause to cover the Fireworks Display. Zambelli uses the highest insurance premium in the industry, only offered to "AAA" rated companies.

**State, Local and Federal Permits:** Zambelli Fireworks will secure all necessary state, local and federal permits / required licenses.

**Transportation Liability Coverage:** \$5 Million dollars as required by United States Department of Transportation. (DOT)

**Workers Compensation:** Pyrotechnicians will meet all the requirements of the Workers Compensation Laws of California.

**Site Security:** Customer will provide site security.

**Transportation:** Fireworks and equipment will be delivered by qualified CDL drivers with Haz-Mat endorsed licenses as required by US DOT.

**Personnel:** Zambelli Certified Pyrotechnicians and Trained Assistants; no subcontractors used.

**Safety Procedures:** Zambelli Fireworks adheres to all safety regulations. NFPA 1123 code will be strictly enforced.



## City of San Fernando

### Independence Day Fireworks Celebration

#### SYNOPSIS FOR A FIFTEEN MINUTE DISPLAY

#### **ALL INCLUSIVE PACKAGE PRICE \$25,000**

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SHELL DESCRIPTION

QUANTITY

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#### **MAIN BODY OF PROGRAM**

Three Inch Zambelli Floral Pattern Shells	30
Three Inch Zambelli Specialty Shells	60
Three Inch Zambelli Duration/Lingering Effect Shells	30
Three Inch Multi-Break Effect Shells	30
Three Inch Palm, Dahlia & Chrysanthemum Multi-Effect Shells	30
Three Inch Tourbillion & Serpent Effect Shells	30
<b>TOTAL NUMBER OF THREE INCH SHELLS</b>	<b>210</b>

Four Inch Zambelli Floral Pattern Shells	55
Four Inch Zambelli Specialty Shells	55
Four Inch Zambelli Duration/Lingering Effect Shells	55
Four Inch Multi-Break Effect Shells	55
Four Inch Palm, Dahlia & Chrysanthemum Multi-Effect Shells	55
Four Inch Tourbillion & Serpent Effect Shells	55
<b>TOTAL NUMBER OF FOUR INCH SHELLS</b>	<b>330</b>

#### **ZAMBELLI GRAND FINALE**

Three Inch Assorted Color Finale Display Shells	100
Three Inch Zambelli Specialty Finale Shells	50
Three Inch Titanium Salute Report Shells	50
Four Inch Zambelli Specialty Finale Shells	24
<b>TOTAL NUMBER OF GRAND FINALE SHELLS</b>	<b>224</b>

### **TOTAL NUMBER OF SHELLS IN THE DISPLAY**

**764**



# Zambelli

## FIREWORKS



### CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
11/9/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Britton-Gallagher and Associates, Inc. 6240 SOM Center Rd. Cleveland OH 44139	<b>CONTACT NAME:</b> PHONE (A/C No. Ext): 440-248-4711 FAX (A/C No.): 440-544-1234 E-MAIL ADDRESS:														
<b>INSURED</b> Zambelli Fireworks Mfg. Co. PO Box 1463 New Castle PA 16103-1463	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Lexington Ins Co</td> <td>19437</td> </tr> <tr> <td>INSURER B: Granite State Insurance Co</td> <td>23809</td> </tr> <tr> <td>INSURER C: Colony National Insurance Co</td> <td>34118</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Lexington Ins Co	19437	INSURER B: Granite State Insurance Co	23809	INSURER C: Colony National Insurance Co	34118	INSURER D:		INSURER E:		INSURER F:	
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REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC			1619391-04	2/1/2012	2/1/2013	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			CA93488084	2/1/2012	2/1/2013	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			AR5461096	2/1/2012	2/1/2013	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101. Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER**
**CANCELLATION**

SAMPLE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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November 17, 2021

The City of San Fernando  
117 Macneil Street  
San Fernando, CA 91340

Good Day:

Thank you for your inquiry to Nu-Salt Laser International. I appreciate your interest in our firm, and to learn how we can best serve you, I've enclosed information on our products and services for your review.

Nu-Salt Laser International is a multi-faceted laser light show company with its core activities in research and development, show production and custom installations for a wide array of industries including film, large scale event productions, and night clubs. Our laser productions and installations are some of the best in the world, and as we celebrate our 27th anniversary, we welcome the opportunity to develop new relationships and deliver the most ingenious, cutting-edge entertainment.

A strong technical team of optical, IT and fabrication experts enables Nu-Salt Laser to invent, develop and actually build new products according to the highest international standards in the best tradition of technical craftsmanship.

In the world of laser animation, laser advertising and laser events, Nu-Salt Laser developed products adhere to the strictest safety standards (FDA, CDRH) while upholding unmatched performance parameters and user-friendliness alike.

The following is a brief overview of Nu-Salt Laser's products and services:

**TURN-KEY CUSTOM INSTALLATIONS** - Nu-Salt Laser will custom design, install and educate you on how to use your new laser system. We will also make sure your opening night has impressionable results. We guarantee superior presentation and a promising return on your investment. Nu-Salt Laser's dedicated staff and project managers, programmers, technical engineers, and marketing / administrative support is unsurpassed in service. Night-clubs, attractions, and corporate projects are our business. Our installations are thrilling audiences all over the world!

**NU • SALT LASER INTERNATIONAL INC**  
**A SEASONING FOR YOUR EYES**  
**522 CANYON FALLS DRIVE**  
**FOLSOM, CA 95630**  
**619.742.8981**





**TURN-KEY PRODUCTIONS** – Nu-Salt Laser’s mobile display group delivers full laser productions in every capacity. Daily, weekly, annual or seasonal laser productions have made events come alive with an unequivocal track record for our clients. We offer a prodigious animation library with over 10,000 laser graphics that can be choreographed to music pre-programmed or live. If you consider obtaining corporate sponsorship, we can deliver creative design that includes custom logos, messaging and other images to reinforce their namesake in a first-class entertainment production.

Utilizing modern solid state laser technology, a night club, concert or special event can come alive and make a powerful statement that will leave an exciting and memorable impression. Images can appear to suspend over your audience through the use of theatrical scrim, inflatable balloons and other atmospheric effects. The unique optical properties of the laser beam proper, attracts great attention and its presence creates an extraordinary feel in any environment.

To learn more about how Nu-Salt Laser can best provide a superior laser production or installation, please contact me directly at (619) 742-8981 or at [nusaltlaser@gmail.com](mailto:nusaltlaser@gmail.com). I will diligently follow up on your request to provide more information and a formal proposal as necessary. Thank you again for your interest in Nu-Salt Laser Light Shows International. I look forward to continued conversations with you.

Sincerely,

A handwritten signature in black ink that reads "Tim Anderson". The signature is fluid and cursive, with the first name "Tim" and last name "Anderson" clearly distinguishable.

Tim Anderson  
President  
Nu-Salt Laser International

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619.742.8981



## *Contract*

December 14, 2021

The City of San Fernando  
117 Macneil Street  
San Fernando, CA 91340  
Julian Venegas [jvenegas@sfcity.org](mailto:jvenegas@sfcity.org) 818.898.7381

4<sup>th</sup> of July 2022 @ City of San Fernando 91723  
Set Up: July 3, 2022  
Show Date: July 4, 2022

### *Quantity*

### *Description*

- 8- 30 Watt Full Color RGB Lasers
- 2- Computers
- 3- High Power Fog Machines and Blowers
- 4- Cold Spark Machines

This custom designed 20-25 minute patriotic themed laser light show will consist of two and three dimensional graphic characters and designs; beam effects: patterns and splitting effects; aerial affects: i.e. cones and waves; text and logos.

Note: Site will determine usage of effects.

We will create laser light show spectacular. The show will include high speed full color laser animations with beams and many other laser effects.

This is a complete package that includes the laser light show, programming, set up, tear down, and operation of the laser show. Price also includes, air, ground transportation, accommodations, cargo and per diem.

### **Total due for show \$17,000**

50% deposit due to secure the show date and equipment.

**\*\*Please note:** Video projectors and cameras can be damaged by direct contact with laser beams. Nu-Salt Laser Light Shows International is not liable for any damage incurred on this type of equipment if it is used during the time of laser operation. Please use video equipment at your own risk.\*\*

The total due will remain in the possession of nu-salt laser regardless of any unforeseen events that are not related to nu-salt laser's negligence. All material is guaranteed to be as specified, and the above work will be performed in a substantial workmanlike manner.

Customer's Name Print \_\_\_\_\_

Customer's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Please sign and return via email

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**Please wire or deposit into this account:**

Bank of America

Nu-Salt Laser International

Account number: **325084875279**

Routing number: **121000358** (paper & electronic)  
**026009593** (wires)

SWIFT code: BOFAUS3N

Or you may send a check to:

Nu-Salt Laser International

322 Canyon Falls Drive

Folsom, CA 95630

**NU • SALT LASER INTERNATIONAL INC**  
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**322 CANYON FALLS DRIVE**  
**FOLSOM, CA 95630**  
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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
By: Kanika Kith, Director of Community Development

**Date:** January 18, 2022

**Subject:** Presentation and Study Session of the Draft 2021-2029 Housing Element and Safety Element Update to the General Plan

### **RECOMMENDATION:**

It is recommended that City Council receive a presentation and provide feedback on the proposed 2021-2029 Housing Element and Safety Element Update to the General Plan.

### **BACKGROUND:**

1. Since 1969, the State has required all cities and counties in California to adopt a Housing Element that adequately plan to accommodate each jurisdiction's fair share of housing needs in California. The Housing Element is a chapter of the General Plan that serves as each jurisdiction's blueprint for how it plans to grow and develop.
2. The City of San Fernando is one of 197 local jurisdictions within the Southern California Association of Governments (SCAG), who is responsible for assigning the Regional Housing Needs Assessment (RHNA) allocation in Los Angeles, Orange, Riverside, San Bernardino, Imperial, and Ventura counties. All jurisdictions in SCAG regions are currently working on updating their Housing Element to plan for the 6<sup>th</sup> Cycle RHNA allocation for the next 8-year period (October 2021 to October 2029) as required by the State.
3. On September 4, 2020, SCAG issued a draft of the 6<sup>th</sup> Cycle RHNA allocation, which assigned 1,791 housing units to the City of San Fernando.
4. On October 26, 2020, the City filed an appeal of the RHNA allocation to SCAG arguing that the allocation does not reflect local planning factors such as jobs-housing balance, sewer and water infrastructure constraints, and availability of land in the City, among other flaws.
5. On December 18, 2020, staff held a kick-off meeting with the City's Housing Consultant, Houseal Lavigne, to commence work on the Housing Element Update.

## Presentation and Study Session of the Draft 2021-2029 Housing Element and Safety Element Update to the General Plan

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6. On January 11, 2021, SCAG 6<sup>th</sup> Cycle RHNA Appeals Board considered and denied the appeal filed by the City, thus reaffirming the draft allocation of 1,791 housing units. Out of 52 jurisdictions who filed the appeal, only one jurisdiction (Pico Rivera) received a re-allocation that was granted due to a mathematical miscalculation on SCAG's behalf.
7. On March 4, 2021, SCAG finalized their 6<sup>th</sup> Cycle RHNA Allocation plan that increased the total allocation to the City of San Fernando from 1,791 to 1,795 units.
8. Virtual community meetings were held on March 25, 2021, May 12, 2021, and August 11, 2021 to share the process and receive feedback from the community.
9. Technical Advisory Committee (TAC) meetings were held on April 13, 2021, May 18, 2021, and December 2, 2021 to review the proposed Housing Element Update and receive feedback.
10. On October 29, 2021, a Draft 2021-2029 Housing Element Update was posted on the City's Website ([Click Here](#)) for public review. Hard copies of the Draft Housing Element were made available at the San Fernando Library, Las Palmas Park, and Recreation Park.
11. The Draft Housing Element Update was presented to the Planning and Preservation Commission on November 8, 2021. Prior to presentation of the Draft Housing Element Update, discussions were held with the Commission regarding the RHNA allocation and Housing Element Update process on October 12, 2020 and May 10, 2021.
12. On November 12, 2021, the Draft Housing Element Update was sent to the California Department of Housing and Community Development (HCD) for their initial 60-day review.
13. On December 16, 2021, a Draft Mitigated Negative Declaration (MND) was released for a 30-day public review period from December 16, 2021 to January 17, 2021. A Notice of Intent to adopt the Draft MND was published in the *San Fernando Sun* and submitted to the State Clearinghouse. The notice was also sent to all interested residents, regional, state and federal agencies. A copy of the draft MND is available at City Hall and online ([Click Here](#)).
14. On December 22, 2021, a Draft Safety Element was posted on the city website ([Click Here](#)) for public review. A copy the Draft Safety Element is available for public review at city hall and online. The Safety Element was updated to satisfy Senate Bill (SB) 379 and SB 1035.

### ANALYSIS:

#### Housing Element Updates and Regional Housing Needs Allocation.

State law requires every city and county in California to adopt and implement a General Plan, which established overall goals and polices for future growth of the jurisdiction. A city's General

## **Presentation and Study Session of the Draft 2021-2029 Housing Element and Safety Element Update to the General Plan**

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Plan must include a Housing Element as one of seven mandatory elements (land use, transportation, conservation, noise, open space, safety and housing). The Housing Element must include policies and programs to meet existing and future housing needs for the City, as established by HCD and SCAG.

For jurisdictions in the SCAG region, which includes San Fernando, state law requires that the Housing Element be updated every eight years. The Housing Element update process serves as an opportunity to update housing and land-use strategies to reflect changing needs, resources, and conditions. For the upcoming 6th Cycle RHNA allocation, the due date for local jurisdictions to adopt an updated Housing Element is February 12, 2022.

### *Draft 2021-2029 Housing Element*

To meet the City's RHNA allocation of 1,795 units, the Draft Housing Element proposes a mixed-use overlay in existing commercial corridors along South Brand Boulevard and San Fernando Mission Boulevard. The proposed mixed-use overlay helps protect existing residential neighborhoods by not increasing density to accommodate additional housing units in residential neighborhoods. The overlay approach helps preserve existing residential neighborhood characters while directing developments to commercial corridors that can accommodate the demand for additional density to meet the RHNA allocation.

The proposed mixed-use overlay will not only help meet the RHNA allocation, but also bring several benefits to the City. The proposed mixed-use overlay will create flexibility for existing commercial properties to create a live-work environment that will:

1. Help increase foot traffic to support local businesses.
2. Reduce the need for vehicle travel by bringing residents and visitors to one location to live, work, eat, shop, and play.
3. Bring shared community spaces to help foster interaction amount community members.

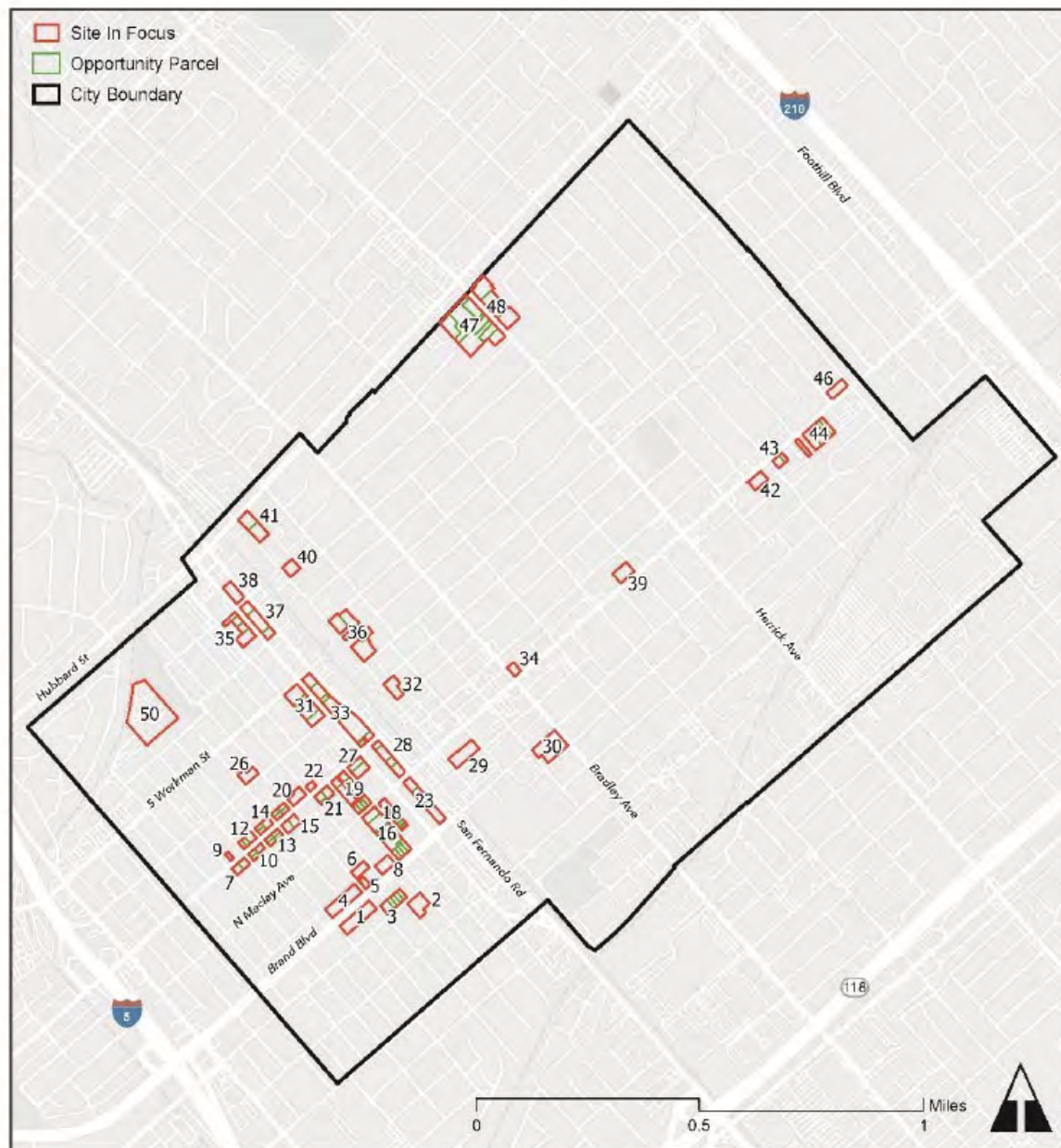
Overall, the proposed mixed-use overlay will address the City's housing needs, help promote sustainability, and encourage economic development.

As required by HCD, 50 opportunity sites have been identified to accommodate the 1,795 RHNA allocation. These sites are mostly in Specific Plan 5 (SP 5) area with a few sites outside the SP 5 boundary. A map of the potential sites is shown below. More details of these sites are provided as an appendix to the Draft Housing Element.

# Presentation and Study Session of the Draft 2021-2029 Housing Element and Safety Element Update to the General Plan

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**Figure 1: Opportunity Sites**



## Safety Element Update

As part of the Housing Element update, the Safety Element has been updated to address wildfire and climate adaptation as required by SB 379 and SB 1035. The Draft Safety Element identifies existing hazard conditions such as geological, flood, fire, water demand, hazardous materials and climate change vulnerability. The Draft Safety Element update provides goals and policies that aim to address each hazard conditions.

## **Presentation and Study Session of the Draft 2021-2029 Housing Element and Safety Element Update to the General Plan**

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### Environmental Justice Policies

Both the Draft Housing Element and Safety Element include policies addressing environmental justice as required by SB 1000. SB 1000 requires all local jurisdictions to create an Environmental Justice Element or incorporate environmental justice policies when updating two or more elements of its general plan. Environmental justice policies are included in the Draft Housing Element and Safety Element to address challenges in disadvantaged communities and to promote civic engagement. These policies will serve as the basis for a separate Environment Justice Element, which staff will explore creating as part of a comprehensive General Plan update in the near future.

### Environmental Review

Pursuant to the California Environmental Quality Act (CEQA), a Draft Mitigated Negative Declaration (MND) has been prepared for the Housing Element and Safety Element update. The Draft MND analyzed potential environmental impacts and included mitigation measures to mitigate any potential impacts to less than a significant level. The Draft MND was released for a 30-day public review period starting on December 16, 2021 and ending on January 17, 2022. The Draft MND is available on the City of San Fernando website ([Link to Mitigate Negative Declaration](#)) and at the planning counter.

### Time Line

A schedule has been created to meet the deadline for adoption of the Housing Element by February 12, 2022.

- January 12, 2022: Comments due from HCD.
- January 18, 2022: City Council Study Session of the Draft Housing Element Safety Element Study Session.
- January 24, 2022: Special meeting of the Planning and Preservation Commission review and recommendation of the Draft Housing Element and Safety Element.
- February 7, 2022: City Council consideration and adoption of the Draft Housing Element and Safety Element.

### **BUDGET IMPACT:**

The Housing Element Update is funded by a combination of state grant funds totaling \$310,000 from the Senate Bill 2 (SB 2) Planning Grant Program and the State's Local Early Action Planning (LEAP) Grants Program.



**Presentation and Study Session of the Draft 2021-2029 Housing Element and Safety Element Update to the General Plan**

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**CONCLUSION:**

Staff recommends that the City Council receive the presentation and provide feedback on the proposed 2021-2029 Housing Element and Safety Element Update to the General Plan.

**ATTACHMENTS:**

- A. [Draft 2021-2029 Housing Element Update](#) (Click link to view document)
- B. [Draft Safety Element Update](#) (Click link to view document)
- C. [Draft Mitigated Negative Declaration](#) (Click link to view document)



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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
By: Kanika Kith, Director of Community Development

**Date:** January 18, 2022

**Subject:** Consideration and Discussion to Adopt an Interim Urgency Ordinance Establishing Regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for Implementation of Senate Bill 9 (SB 9) and Authorize a Letter of Support for a Proposed Ballot Initiative to Overturn SB 9

### RECOMMENDATION:

It is recommended that City Council:

- a. Adopt Interim Urgency Ordinance No. U-1706 (Attachment "A") establishing regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for implementation of Senate Bill 9; and
- b. Authorize the Mayor and City Manager to submit a letter of support to the Brand-Huang-Mendoza Tripartisan Land Use Initiative committee and take other related actions supporting the ballot initiative titled, "Provides That Local Land-Use and Zoning Laws Override Conflicting State Laws. Initiative Constitutional Amendment." (Attachment "B") (hereafter referred to as the "Ballot Initiative").

### BACKGROUND:

1. On July 19, 2021, the City Council discussed Senate Bill 9 (SB 9) and directed staff to submit a letter in opposition to SB 9.
2. On July 30, 2021, the City submitted a letter of opposition of SB 9 to Senate President pro Tempore Atkins.
3. On August 26, 2021, a Ballot Initiative seeking to supersede the requirements included in SB 9 with a constitutional amendment that will return land use authority to local land use agencies was initiated and is currently being circulated for supporting signatures. Should the ballot measure be certified by the State Registrar, it will be placed on November 8, 2022 ballot.

**Consideration and Discussion to Adopt an Interim Urgency Ordinance Establishing Regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for Implementation of Senate Bill 9 (SB 9) and Authorize a Letter of Support for a Proposed Ballot Initiative to Overturn SB 9**

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4. On August 30, 2021, the California Legislature approved SB 9 and sent it to the Governor's Office for signature.
5. On September 8, 2021, the City submitted a letter to Governor Newsom requesting a veto of SB 9.
6. On September 16, 2021, Governor Newsom signed Senate Bill 9 into law that requires all local land use agencies to ministerially approve urban lot splits and development of two residential units per single-family residential lot.
7. SB 9 became effective on January 1, 2022.

**ANALYSIS:**

Senate Bill 9

SB 9 is part of the Senate housing package "Building Opportunities for All" from California State Senators Atkins, Caballero, Skinner, and Wiener. SB 9 created two Government Code sections:

- Section 66441.7 establishes a new land subdivision method that allows a single-family residential zoned property be subdivided into two lots, known as "urban lot splits."
- Section 65851.21 allows each single-family residential zoned lot to be developed with two single-family homes.

Under SB 9, the subdivision and development of two-residential units per lot must be approved ministerially (i.e. without discretionary review or hearing), if certain conditions are met. SB 9 effectively allows an existing single-family lot to be developed with four residential units with no public hearing or other review other than a staff review for compliance with state codes and objective City standards.

Prior to SB 9, a single-family lot was allowed to contain a primary housing unit, a detached accessory dwelling unit (ADU), and a junior ADU under State ADU law. SB 9 expands the potential density of existing single-family lot from three units to four units. The significant changes under SB 9 is that State law now requires all cities and counties to ministerially approve a second primary residential unit outside of the State ADU law, and it also allows the creation of second lot within the original lot. However, SB 9 does not require local agencies to permit an ADU or JADU in addition to the four units allowed under SB 9.

*Urban Lot Splits under SB 9 (Govt Code Section 66441.7)*

Land subdivision under SB 9 must be approved ministerially if the following conditions are met:



**Consideration and Discussion to Adopt an Interim Urgency Ordinance Establishing Regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for Implementation of Senate Bill 9 (SB 9) and Authorize a Letter of Support for a Proposed Ballot Initiative to Overturn SB 9**

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1. The lot is zoned single-family residential.
2. The property is located in an urbanized area or urban cluster as designated by the United States Census Bureau.
3. No more than two new lots of approximately equal size can be created, with one lot being no smaller than 40% of the original lot area.
4. Neither lot is less than 1,200 square feet.
5. The property is not within prime farmland, a wetland, a high or very high fire severity zone, a hazardous waste site, a special flood area or floodway, a delineated earthquake fault zone, a conservation easement, or other conditions listed in Gov't Code Section 65913.4.
6. The subdivision does not require demolition or alteration of affordable housing, local rent-controlled housing, or housing occupied by a tenant in the last three years.
7. The property is not located in "a historic district, or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as city or county landmark or historic property or district pursuant to a city or county ordinance."

If these conditions are met, the proposed subdivision must be approved and requirements for dedication for right-of-way or construction of off-site improvements are not permitted under SB 9. However, local agencies can impose objective standards that do not conflict with the SB 9.

Local agencies cannot impose standards that would physically preclude the construction of two units on either of the resulting lots or would result in a unit size of less than 800 square feet. The local agency can require a four-foot setback from the side and rear lot lines. However, no setbacks can be required for existing structures or for a new structure built at the same location and same dimensions as an existing structure. Local agencies also cannot require correction of non-conforming zoning conditions (e.g., setbacks, height, lot coverage, etc.).

Applicants of urban lot splits must sign an affidavit stating that the applicant intends to occupy one of the housing units as a primary residence for a minimum of three years from the date of the approval of the urban lot splits. No other owner-occupancy requirements may be imposed by local agencies. An agency may limit the use of the lots to residential uses and rental terms may be restricted to a minimum of 30 days.

**Consideration and Discussion to Adopt an Interim Urgency Ordinance Establishing Regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for Implementation of Senate Bill 9 (SB 9) and Authorize a Letter of Support for a Proposed Ballot Initiative to Overturn SB 9**

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*Housing Development under SB 9 (Govt Code Section 65852.21)*

Additionally, SB 9 allows developing a second primary unit on the same lot on single-family residential properties. The same conditions and restrictions that apply to urban lot splits under SB 9, described above, also apply to such housing development under SB 9.

Cities may require one parking space per unit if the property is not located within one-half mile walking distance from a high-quality transit corridor or a major transit stop, or not located within one block of a car share vehicle facility. Most residential properties in San Fernando are located within one-half mile from a high-quality transit corridor or major transit stop. Therefore, the City is precluded from requiring an additional parking space in most cases.

A local agency may deny a housing development if the building official makes a written finding based on the preponderance of the evidence that the proposed development would have a specific, adverse impact upon the public health and safety, or physical environment for which there is no feasible method to mitigate or avoid such impact.

Adopting an Urgency Ordinance to Implement SB 9

The proposed Urgency Ordinance puts a number of regulations in place to minimize the initial impact of SB 9 while allowing the City to establish permanent regulations to comply with SB 9. The proposed Urgency Ordinance focuses on the urban lot splits and development of properties in the Single-Family Residential (R-1) zone. The Urgency Ordinance includes standards in SB 9 that are restated and clarified, and additional City regulations that establish objective standards for SB 9 subdivisions and housing units.

Most importantly, the Urgency Ordinance allows the City to impose local regulations to the maximum extent allowed by SB 9, such as limiting the number of housing units to four units, requiring an affordability covenant for at least one unit, and establishing objective design standards. Some of the key regulations in the proposed Urgency Ordinance are, as follows:

1. Setting a maximum number of units to two units per lot for all lots created with the SB 9 urban lot splits.
2. Requiring a covenant to be recorded on the property limiting a parcel to be subdivided only once under SB 9, no housing units can be used for short-term rental, and if rented, one of the units must be for low-income households.
3. Limiting unit size to be no more than 800 square feet and not higher than 14 feet or one story.
4. Establishing a front yard setback of 10 feet for a new rear lot (new lot with no street frontage).

**Consideration and Discussion to Adopt an Interim Urgency Ordinance Establishing Regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for Implementation of Senate Bill 9 (SB 9) and Authorize a Letter of Support for a Proposed Ballot Initiative to Overturn SB 9**

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5. Requiring the unit facing the street to have a minimum width of 40 feet or 75% of the lot width and the remaining units to be screened by the front unit.
6. Requiring new units or additions to existing structure to be designed to match the architectural style of the existing dwelling unit including architectural details (e.g. window treatment, building materials).

The proposed regulations in the Urgency Ordinance have been established to minimize the impacts of new development on public infrastructure and public safety. For example, the proposed Urgency Ordinance prohibits adding an ADU and a junior ADU to each split-lot created under SB 9. This prohibition ensures the original single-family lot will only be allowed to have a maximum of four units, rather than a total of eight units.

If adopted, the Urgency Ordinance is effective immediately. After adoption, the Urgency Ordinance will be presented to the Planning and Preservation Commission for consideration of additional regulations that will ultimately be presented to the City Council for consideration as a non-urgency ordinance. Staff anticipates that this matter will be placed on the first meeting of the Commission in February 2022 and on the City Council agenda in March or April 2022.

Environmental Review for Urgency Ordinance

The adoption of this Urgency Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) (the “common sense exemption”) and Section 15378 (“not a project”) since it can be seen with certainty that adopting an ordinance to comply with the state law provisions of SB 9 will not have a significant effect on the environment. Adopting the Urgency Ordinance is also exempt under Government Code Section 66411.7, subd. (n) which exempts cities’ adoption of ordinances implementing that section of SB 9 from CEQA.

City Support for the Ballot Initiative to Supersede SB 9 (Initiative No. 21-0016A1)

On August 26, 2021, the initial draft of the Ballot Initiative to supersede SB 9 was submitted by a group of citizens to the State Attorney General for official title and summary for circulating petitions. On November 1, 2021, the Attorney General issued the Ballot Initiative’s title (“Provides That Local Land-Use and Zoning Laws Override Conflicting State Laws. Initiative Constitutional Amendment.”) and summary. The Ballot Initiative’s circulation and signature gathering is due by May 3, 2022. If signature gathering is successful, the Ballot Initiative may appear on the ballot for the November 8, 2022 election.

The Ballot Initiative aims to rebuke SB 9 by amending the California Constitution to allow local jurisdictions to override state housing laws, including SB 9. The Ballot Initiative states that its purpose is to “ensure that all decision regarding local land use controls, including zoning law and regulations, are made by the affected communities...”

**Consideration and Discussion to Adopt an Interim Urgency Ordinance Establishing Regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for Implementation of Senate Bill 9 (SB 9) and Authorize a Letter of Support for a Proposed Ballot Initiative to Overturn SB 9**

Page 6 of 6

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If passed, the new law would allow local land use and zoning ordinances to override conflicting state laws, thus allowing cities and counties to adopt regulations to protect the character of their communities. It would protect other voter-approved local land-use or zoning initiatives and prohibit the State from changing, granting, or denying funding to local governments based on implementing the Ballot Initiative. However, the new law would not allow local control to supersede three areas of particular statewide concern, as follows: (1) the California Coastal Act of 1976; (2) siting of power plants; or (3) development of water, communication, or transportation infrastructure projects.

Staff is requesting the Council to authorize the City, through the Mayor and City Manager, to submit to a letter of support to the organizations supporting the Ballot Initiative and related efforts to negate the impact of SB 9.

**BUDGET IMPACT:**

Preparation of zoning related ordinances and legislative advocacy programs are included in the annual work program for the Community Development Department and City Manager's Office, respectively. Therefore, funding for both efforts is included in the Fiscal Year 2021-2022 Adopted Budget.

**CONCLUSION:**

Staff recommends that the City Council adopt Urgency Ordinance No. U-1706 establishing regulations for Urban Lot Splits and Housing Development in Single-Family Residential (R-1) Zone for implementation of SB 9.

Staff also recommends that the City Council authorize staff to support efforts to negate the impacts of SB 9, including, but not limited to, a letter of support for the current effort to place a ballot initiative superseding SB 9 on the November 2022 General Election.

**ATTACHMENTS:**

- A. Proposed Interim Urgency Ordinance No. U-1706
- B. Text of SB 9
- C. Initiative 21-0016A1

**URGENCY ORDINANCE NO. U-1706**

**AN INTERIM URGENCY ORDINANCE OF THE CITY COUNCIL OF THE  
CITY OF SAN FERNANDO, CALIFORNIA MAKING FINDINGS AND  
ESTABLISHING OBJECTIVE STANDARDS FOR URBAN LOT SPLITS AND  
TWO-UNIT RESIDENTIAL DEVELOPMENT PROJECTS IN SINGLE-FAMILY  
RESIDENTIAL (R-1) ZONE PURSUANT TO SENATE BILL 9**

**WHEREAS**, California Constitution Article XI, Section 7, enables the City of San Fernando (the "City") to enact local planning and land use regulations; and

**WHEREAS**, the authority to adopt and enforce zoning regulations is an exercise of the City's police power to protect the public health, safety, and welfare; and

**WHEREAS**, the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

**WHEREAS**, on September 16, 2021, California Governor Gavin Newsom signed Senate Bill 9 (SB 9) into law as part of an effort to address the State's housing crisis by streamlining housing production; and

**WHEREAS**, the new legislation is effective on January 1, 2022 and requires local agencies to ministerially approve urban lot splits and development of two residential units per single family residential lots provided the projects meet certain criteria; and

**WHEREAS**, the City wishes to balance compliance with State law with the rights still preserved under the new legislation authorizing the City to establish objective zoning, subdivision and design review standards consistent with SB 9 required to approve urban lot splits and two-unit residential development; and

**WHEREAS**, Government Code section 65858 authorizes the City Council to adopt an urgency ordinance by a four-fifths vote for the immediate preservation of the public health, safety, or welfare, and to prohibit a land use that may be in conflict with a contemplated general plan, specific plan, or zoning proposal that the City Council, Planning and Preservation Commission, or the Community Development Department is considering or studying or intends to study within a reasonable time.

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

**SECTION 1. Recitals.**

The above recitals are true and correct and incorporated herein by reference.



**SECTION 2. Purpose, Legislative Findings, and Intent.**

- (1) During the 2021 legislative session, the California Legislature passed, and the Governor signed Senate Bill 9 (SB 9), which requires local agencies to ministerially approve urban lot splits and development of two residential units per single family residential lot in single family residential zones provided the projects meet certain criteria. SB 9 is effective on January 1, 2022.
- (2) SB 9 projects have the potential to significantly impact the character of the City's well established single family neighborhoods and well-thought out community planning and housing strategy and requires further study.
- (3) The City intends to study and formulate permanent regulations for the implementation of SB 9 projects in the City, but will need adequate time to complete that process following SB 9's effective date. Thus, the City Council wishes to adopt an interim ordinance that will take effect immediately and impose baseline standards for land subdivisions and units constructed under SB 9 while permanent standards are studied and formulated.
- (4) SB 9 projects have the potential to impact the health, safety, and welfare of residents in the City, and particularly on the character of single family residential neighborhoods, vehicular and pedestrian safety, on-street parking demand and impacts, and housing affordability. As such, the City of San Fernando City Council finds that there is an immediate need to establish objective zoning and subdivision standards for SB 9 projects in order to protect the public health, safety, and welfare while it studies permanent land use regulations for such projects and to ensure SB 9 does not have a detrimental impact on single family residential neighborhoods within the City. This process may be lengthy and therefore the City Council wishes to adopt an interim ordinance that will take effect immediately to mitigate the potential health, safety and welfare impacts of SB 9 projects.
- (5) The California Legislature has declared a statewide housing emergency, to be in effect until January 1, 2025.
- (6) California is experiencing a housing supply crisis, with housing demand far outstripping supply. In 2018, California ranked 49th out of the 50 states in housing units per capita. Seven of the 10 most expensive real estate markets in the United States are in California.
- (7) The housing crisis has particularly exacerbated the need for affordable homes at prices below market rates, and for the current 2021-2029 planning period, the City must accommodate the development of 1,795 residential units of which 734 units must be very-low to low income households.

- (8) To address these issues of affordability in San Fernando, it is necessary for the City to limit the size of units developed pursuant to SB 9 and to require that some units be affordable to low income families, as an interim measure to ensure that SB 9 developments do not conflict with forthcoming permanent regulations.

**SECTION 3. Urgency Findings.**

In accordance with Government Code Section 65858(a), and pursuant to the findings stated herein, the City Council hereby finds and declares: (1) that the findings and determinations in Section 2 are true and correct; (2) that there exists a current and immediate threat to the public health, safety, and welfare requiring this Ordinance; (3) that this Ordinance is necessary for the immediate preservation of the public peace, health, and safety as set forth herein.

**SECTION 4. Imposition of Interim Regulations**

- A. Notwithstanding any other ordinance or provision of the San Fernando City Code, no application for a building permit or other land use entitlement shall be approved for a new “urban lot split” or “two-unit development” (whether the project is the construction of two new units or adding a second unit) unless it satisfies all the requirements in Section C of this Ordinance. These interim regulations shall remain in effect for so long as this Ordinance remains in place or until such time as the same are amended by new permanent regulations that comply with new State regulations.
- B. The City shall not approve an application for a new urban lot split and/or two-unit development unless the proposed subdivision and/or housing project satisfies all of the standards below. An application for a new urban lot split and/or two-unit development that satisfies each of the below standards shall be approved by the Community Development Director following a ministerial review for compliance. A proposal for development under this section shall be initiated by an application on a form prescribed by the City together with the required fee.
- C. Except as otherwise provided under this Ordinance or under Government Code Section 65852.21 and Section 66411.7 the following conditions and restrictions shall apply to any proposed urban lot split and two-unit development:

**1. Purpose.**

The provisions of this section establish interim standards and procedures for projects developed pursuant to the regulations included in state Senate Bill 9 (SB 9).

## 2. Definitions.

For the purposes of this section, certain words and phrases used in this section are defined as follows:

*Front lot* means when an urban lot split creates two lots where there was previously one lot, the lot with the most frontage on the primary street shall be considered the front lot.

*Rear lot* means when an urban lot split creates two lots where there was previously one lot, the lot with the least frontage on the primary street shall be considered the rear lot.

*Rear lot front setback* means the distance between the front lot line and closest element of a building or structure on the site area of a rear lot created by an urban lot split. The front lot line of such rear lot may also be the rear lot line of the front lot, and shall be the lot line closest to, and parallel to the primary street.

*Second primary dwelling unit* means a dwelling unit constructed on a lot zoned single-family residential as permitted pursuant to the requirements of this Ordinance and SB 9.

*Senate Bill 9* or *SB 9* means the state law passed by the California state senate and approved by the Governor on September 16, 2021. The bill amends Government Code section 66452.6 and adds to sections 65852.21 and 66411.7 of Chapter 162, and takes effect on January 1, 2022.

*Two-unit development* means a housing development containing two dwelling units on a lot zoned single-family residential (R-1) pursuant to the requirements of this Ordinance and SB 9.

*Urban lot split* means a parcel map subdivision of a single family residential parcel as permitted pursuant to SB 9 that creates no more than two parcels of approximately equal lot area.

## 3. Applicability.

The provisions of this section shall apply to residential projects and urban lot splits with Single-Family Residential (R-1) zone that are proposed pursuant to the regulations in SB 9. Except as expressly provided in SB 9 or in this section, all other regulations of the underlying zone of a property developed pursuant to SB 9 shall apply, along with all other applicable regulations related to any urban lot split or two-unit development.

**4. General Requirements; Covenant Required.**

A property owner seeking to complete an urban lot split, or develop units on a single-family residential property pursuant to the regulations set forth in SB 9 and the standards in this section, shall be subject to the following general requirements, which shall be accepted and acknowledged by the property owner by signing and recording a covenant against the property. The covenant shall be supplied by the City and provide as follows:

- A. The short term rental defined as rentals of any duration less than 31 consecutive calendar days of any units on the site shall be prohibited;
- B. Non-residential uses on the site shall be prohibited;
- C. Any subsequent urban lot split of land that was previously subdivided with an urban lot split shall be prohibited;
- D. The owner of the property for which an urban lot split is proposed shall sign an affidavit stating that the owner intends to occupy one of the housing units as their principal residence for at least three years from the date of the approval of the urban lot split; and
- E. If, pursuant to SB 9, more than one unit is developed on a lot, one of such units shall be rented or leased at a rate affordable to low income tenants, if it is rented. Upon request from the City, the property owner shall furnish a copy of the rental or lease agreement of any unit created by SB 9 that is rented or leased; and
- F. The owner of the property for which an urban lot split is proposed shall sign an affidavit stating that neither the owner nor any person acting in concert with the owner of the parcel being subdivided has previously subdivided an adjacent parcel using an urban lot split as provided for in this section.

**5. Urban Lot Split Regulations.**

Approval of a tentative parcel map or parcel map for urban lot split shall not result in a subdivision of more than two lots for a single-family residential lot, pursuant to the regulations contained in SB 9 as follows:

- A. No lot resulting from an urban lot split shall be smaller than 1,200 square feet.
- B. The two resulting lots shall be of approximately equal lot area, and not smaller than 48% or larger than 52% of the lot area of the original parcel.
- C. No flag lots shall be created as a result of an urban lot split.

- D. The width of any lot resulting from an urban lot split shall not be less than 75% of the original lot width.
- E. No right-of-way dedications shall be imposed upon urban lot split projects.

**6. Maximum Number of Units.**

- A. For projects that include an urban lot split, no more than two units may be located on a lot that results from an urban lot split. The units must conform to the objective standards included in this section. Existing and proposed ADUs and Junior ADUs shall be counted toward the maximum number of units permitted.
- B. For projects that do not include an urban lot split, no more than three units (including one ADU, and one Junior ADU) may be located on a site. The units must conform to the objective standards included in this section and as otherwise regulated by ADU or Junior ADU regulations.
- C. No second primary dwelling units shall be permitted on a property already developed with an ADU and/or Junior ADU. No ADU or Junior ADU shall be permitted on a property developed with a second primary dwelling unit.

**7. Maximum Unit Size.**

No unit constructed pursuant to SB 9 regulations shall be more than 800 square feet in size. For the purposes of this section, basements shall count as floor area.

**8. Maximum Unit Height.**

No unit constructed pursuant to SB 9 regulations shall exceed 14 feet and one story in height.

**9. Setbacks.**

- A. Side and rear setbacks. Any units constructed pursuant to the provisions of SB 9 shall have a minimum four foot setback from all side and rear lot lines.
- B. Front setback for a front lot shall be the setback as established in the Zoning Code for R-1 Zone.
- C. Front setback for a rear lot created by the urban lot split shall be ten feet. The front lot line shall be the lot line closest to, and parallel to the primary street.
- D. Setbacks for existing structures. No setbacks shall be required if a unit is constructed within the footprint of an existing structure on a lot.



**10. Minimum Width of Building.**

The front most unit constructed on a site with street frontage shall have a minimum unit width of 40 feet or 75% of the lot width, whichever is less.

**11. Design of Unit.**

- A. The front most unit constructed on a front lot shall have a front door facing the street.
- B. Each unit on each lot created by an urban lot split shall have a separate entrance.
- C. Any unit other than front most unit, or the front most unit on the front lot, shall be completely screened by either: 1) other unit(s) on the lot; or 2) landscaping.
- D. Additions or new second primary dwelling units added to sites where an existing structure will be retained must match the architectural style of the existing dwelling including but not limited to the roof pitch, window size, window type, exterior building materials, lighting fixtures, and paint colors.

**12. Parking.**

- A. Parking required - One uncovered parking space is required for each unit created pursuant to SB 9, unless the parcel upon which the unit is created is within one-half mile of a high quality transit corridor or a major transit stop, or a car share vehicle facility located within one block of the project.
- B. Parking location restrictions
  - 1. Parking shall not be provided within a front setback.
  - 2. Rear lot parking shall be accessed via an alley, if there is an alley.

**13. Affordable Rental Rate Required.**

If more than one unit is developed on a single lot using SB 9, one of such units shall be available at a rental rate affordable to low income tenants if it is rented. Upon request by the City, a property owner shall furnish the rental or lease agreements for any units rented or leased on a parcel that was developed pursuant to the regulations outlined in this section.

**14. Open Space.**

Urban dwelling units must provide a minimum of 400 square feet of private open space. The open space must be directly accessible to the unit it serves.

**15. Building Separation.**

No detached second primary dwelling unit shall be closer than six feet to any other accessory building or primary dwelling unit, on the same lot or parcel. The six-foot distance shall be measured from the closet points of the building walls or structure walls. A minimum of four feet shall be maintained between eave overhangs, chimneys, bay windows or any other architectural feature.

**16. Compliance with Standards Cannot Physically Preclude Minimum Unit Size Requirements.**

The standards set forth in this Chapter shall not physically preclude the construction of up to two dwelling units per parcel and shall not preclude each unit from being at least 800 square feet in floor area, unless otherwise permitted by law. In such event, the housing development shall comply with the objective standards to the maximum extent necessary as determined by the Community Development Director that will not preclude the construction of up to two units per parcel with at least 800 square feet in floor area.

**17. Adverse Impact Findings**

The Building Official, or his or her designee, may make a written finding to deny an urban lot split or the construction of units pursuant to the regulations of SB 9. Such findings shall be based upon the preponderance of evidence that the proposed housing development project would have a specific, adverse impact (as defined in paragraph (2) of subdivision (d) of Government Code Section 65589.5) upon the public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.”

**SECTION 5. CEQA Finding.**

The City Council hereby finds that this Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) (the “common sense exemption”) and Section 15378 (“not a project”) since it can be seen with certainty that adopting an ordinance to comply with the state law provisions of SB 9 will not have a significant effect on the environment. Adopting the Urgency Ordinance is also exempt under Government Code Section 66411.7, subd. (n) which exempts cities’ adoption of ordinances implementing that section of SB 9 from CEQA.

**SECTION 6. Penalty.**

Violation of any provision of this Ordinance shall constitute a misdemeanor and a civil violation subject to the penalties provided for under Article II (General Penalties) and Article III (Administrative Penalties – Citations) of Chapter 1 (General Provisions and Penalties of the San Fernando City Code. Each and every day such a violation exists shall

constitute a separate and distinct violation of this Ordinance. In addition to the foregoing, any violation of this Ordinance shall constitute a public nuisance and shall be subject to abatement as provided by all applicable provisions of law.

**SECTION 7. Severability.**

If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

**SECTION 8. Savings Clause.**

Neither the adoption of this Ordinance nor the repeal or amendment by this Ordinance of any ordinance or part or portion of any ordinance previously in effect in the City, or within the territory comprising the City, shall in any manner affect the prosecution for the violation of any ordinance, which violation was committed prior to the effective date of this Ordinance, nor be construed as a waiver of any license, fee or penalty or the penal provisions applicable to any violation of such ordinances.

**SECTION 9. Effective Date and Extension of Ordinance.**

If adopted by at least four-fifths vote of the City Council, this Ordinance shall be effective commencing immediately. This Ordinance shall expire, and its standards and requirements shall terminate, forty-five (45) days after the date of adoption of this Interim Urgency Ordinance, unless extended by the City Council at a regularly noticed public hearing, pursuant to Government Code Section 65858.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of San Fernando at a regular meeting on this 18<sup>th</sup> day of January 2022.

\_\_\_\_\_  
Mary Mendoza, Mayor of the City of  
San Fernando, California

**ATTEST**

\_\_\_\_\_  
Julia Fritz, City Clerk

**APPROVED AS TO FORM**

\_\_\_\_\_  
Richard Padilla, Assistant City Attorney

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

I, Julia Fritz, City Clerk of the City of San Fernando, do hereby certify that the foregoing Interim Urgency Ordinance was adopted at a regular meeting of the City Council held on the 18<sup>th</sup> day of January, 2022, and was carried by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Julia Fritz, City Clerk


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### SB-9 Housing development: approvals. (2021-2022)

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Date Published: 09/17/2021 09:00 PM

## Senate Bill No. 9

### CHAPTER 162

An act to amend Section 66452.6 of, and to add Sections 65852.21 and 66411.7 to, the Government Code, relating to land use.

[ Approved by Governor September 16, 2021. Filed with Secretary of State September 16, 2021. ]

### LEGISLATIVE COUNSEL'S DIGEST

SB 9, Atkins. Housing development: approvals.

The Planning and Zoning Law provides for the creation of accessory dwelling units by local ordinance, or, if a local agency has not adopted an ordinance, by ministerial approval, in accordance with specified standards and conditions.

This bill, among other things, would require a proposed housing development containing no more than 2 residential units within a single-family residential zone to be considered ministerially, without discretionary review or hearing, if the proposed housing development meets certain requirements, including, but not limited to, that the proposed housing development would not require demolition or alteration of housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income, that the proposed housing development does not allow for the demolition of more than 25% of the existing exterior structural walls, except as provided, and that the development is not located within a historic district, is not included on the State Historic Resources Inventory, or is not within a site that is legally designated or listed as a city or county landmark or historic property or district.

The bill would set forth what a local agency can and cannot require in approving the construction of 2 residential units, including, but not limited to, authorizing a local agency to impose objective zoning standards, objective subdivision standards, and objective design standards, as defined, unless those standards would have the effect of physically precluding the construction of up to 2 units or physically precluding either of the 2 units from being at least 800 square feet in floor area, prohibiting the imposition of setback requirements under certain circumstances, and setting maximum setback requirements under all other circumstances.

The Subdivision Map Act vests the authority to regulate and control the design and improvement of subdivisions in the legislative body of a local agency and sets forth procedures governing the local agency's processing, approval, conditional approval or disapproval, and filing of tentative, final, and parcel maps, and the modification of those maps. Under the Subdivision Map Act, an approved or conditionally approved tentative map expires 24 months after its approval or conditional approval or after any additional period of time as prescribed by local ordinance, not to exceed an additional 12 months, except as provided.



This bill, among other things, would require a local agency to ministerially approve a parcel map for an urban lot split that meets certain requirements, including, but not limited to, that the urban lot split would not require the demolition or alteration of housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income, that the parcel is located within a single-family residential zone, and that the parcel is not located within a historic district, is not included on the State Historic Resources Inventory, or is not within a site that is legally designated or listed as a city or county landmark or historic property or district.

The bill would set forth what a local agency can and cannot require in approving an urban lot split, including, but not limited to, authorizing a local agency to impose objective zoning standards, objective subdivision standards, and objective design standards, as defined, unless those standards would have the effect of physically precluding the construction of 2 units, as defined, on either of the resulting parcels or physically precluding either of the 2 units from being at least 800 square feet in floor area, prohibiting the imposition of setback requirements under certain circumstances, and setting maximum setback requirements under all other circumstances. The bill would require an applicant to sign an affidavit stating that they intend to occupy one of the housing units as their principal residence for a minimum of 3 years from the date of the approval of the urban lot split, unless the applicant is a community land trust or a qualified nonprofit corporation, as specified. The bill would prohibit a local agency from imposing any additional owner occupancy standards on applicants. By requiring applicants to sign affidavits, thereby expanding the crime of perjury, the bill would impose a state-mandated local program.

The bill would also extend the limit on the additional period that may be provided by ordinance, as described above, from 12 months to 24 months and would make other conforming or nonsubstantive changes.

The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment. CEQA does not apply to the approval of ministerial projects.

This bill, by establishing the ministerial review processes described above, would thereby exempt the approval of projects subject to those processes from CEQA.

The California Coastal Act of 1976 provides for the planning and regulation of development, under a coastal development permit process, within the coastal zone, as defined, that shall be based on various coastal resources planning and management policies set forth in the act.

This bill would exempt a local agency from being required to hold public hearings for coastal development permit applications for housing developments and urban lot splits pursuant to the above provisions.

By increasing the duties of local agencies with respect to land use regulations, the bill would impose a state-mandated local program.

The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for specified reasons.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

## THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.** Section 65852.21 is added to the Government Code, to read:

**65852.21.** (a) A proposed housing development containing no more than two residential units within a single-family residential zone shall be considered ministerially, without discretionary review or a hearing, if the proposed housing development meets all of the following requirements:

(1) The parcel subject to the proposed housing development is located within a city, the boundaries of which include some portion of either an urbanized area or urban cluster, as designated by the United States Census Bureau, or, for unincorporated areas, a legal parcel wholly within the boundaries of an urbanized area or urban cluster, as designated by the United States Census Bureau.

(2) The parcel satisfies the requirements specified in subparagraphs (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Section 65913.4.

(3) Notwithstanding any provision of this section or any local law, the proposed housing development would not require demolition or alteration of any of the following types of housing:

(A) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.

(B) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.

(C) Housing that has been occupied by a tenant in the last three years.

(4) The parcel subject to the proposed housing development is not a parcel on which an owner of residential real property has exercised the owner's rights under Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 to withdraw accommodations from rent or lease within 15 years before the date that the development proponent submits an application.

(5) The proposed housing development does not allow the demolition of more than 25 percent of the existing exterior structural walls, unless the housing development meets at least one of the following conditions:

(A) If a local ordinance so allows.

(B) The site has not been occupied by a tenant in the last three years.

(6) The development is not located within a historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city or county landmark or historic property or district pursuant to a city or county ordinance.

(b) (1) Notwithstanding any local law and except as provided in paragraph (2), a local agency may impose objective zoning standards, objective subdivision standards, and objective design review standards that do not conflict with this section.

(2) (A) The local agency shall not impose objective zoning standards, objective subdivision standards, and objective design standards that would have the effect of physically precluding the construction of up to two units or that would physically preclude either of the two units from being at least 800 square feet in floor area.

(B) (i) Notwithstanding subparagraph (A), no setback shall be required for an existing structure or a structure constructed in the same location and to the same dimensions as an existing structure.

(ii) Notwithstanding subparagraph (A), in all other circumstances not described in clause (i), a local agency may require a setback of up to four feet from the side and rear lot lines.

(c) In addition to any conditions established in accordance with subdivision (b), a local agency may require any of the following conditions when considering an application for two residential units as provided for in this section:

(1) Off-street parking of up to one space per unit, except that a local agency shall not impose parking requirements in either of the following instances:

(A) The parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code.

(B) There is a car share vehicle located within one block of the parcel.

(2) For residential units connected to an onsite wastewater treatment system, a percolation test completed within the last 5 years, or, if the percolation test has been recertified, within the last 10 years.

(d) Notwithstanding subdivision (a), a local agency may deny a proposed housing development project if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

(e) A local agency shall require that a rental of any unit created pursuant to this section be for a term longer than 30 days.

(f) Notwithstanding Section 65852.2 or 65852.22, a local agency shall not be required to permit an accessory dwelling unit or a junior accessory dwelling unit on parcels that use both the authority contained within this section and the authority contained in Section 66411.7.

(g) Notwithstanding subparagraph (B) of paragraph (2) of subdivision (b), an application shall not be rejected solely because it proposes adjacent or connected structures provided that the structures meet building code safety standards and are sufficient to allow separate conveyance.

(h) Local agencies shall include units constructed pursuant to this section in the annual housing element report as required by subparagraph (I) of paragraph (2) of subdivision (a) of Section 65400.

(i) For purposes of this section, all of the following apply:

(1) A housing development contains two residential units if the development proposes no more than two new units or if it proposes to add one new unit to one existing unit.

(2) The terms "objective zoning standards," "objective subdivision standards," and "objective design review standards" mean standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal. These standards may be embodied in alternative objective land use specifications adopted by a local agency, and may include, but are not limited to, housing overlay zones, specific plans, inclusionary zoning ordinances, and density bonus ordinances.

(3) "Local agency" means a city, county, or city and county, whether general law or chartered.

(j) A local agency may adopt an ordinance to implement the provisions of this section. An ordinance adopted to implement this section shall not be considered a project under Division 13 (commencing with Section 21000) of the Public Resources Code.

(k) Nothing in this section shall be construed to supersede or in any way alter or lessen the effect or application of the California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code), except that the local agency shall not be required to hold public hearings for coastal development permit applications for a housing development pursuant to this section.

**SEC. 2.** Section 66411.7 is added to the Government Code, to read:

**66411.7.** (a) Notwithstanding any other provision of this division and any local law, a local agency shall ministerially approve, as set forth in this section, a parcel map for an urban lot split only if the local agency determines that the parcel map for the urban lot split meets all the following requirements:

(1) The parcel map subdivides an existing parcel to create no more than two new parcels of approximately equal lot area provided that one parcel shall not be smaller than 40 percent of the lot area of the original parcel proposed for subdivision.

(2) (A) Except as provided in subparagraph (B), both newly created parcels are no smaller than 1,200 square feet.

(B) A local agency may by ordinance adopt a smaller minimum lot size subject to ministerial approval under this subdivision.

(3) The parcel being subdivided meets all the following requirements:

(A) The parcel is located within a single-family residential zone.

(B) The parcel subject to the proposed urban lot split is located within a city, the boundaries of which include some portion of either an urbanized area or urban cluster, as designated by the United States Census Bureau, or, for unincorporated areas, a legal parcel wholly within the boundaries of an urbanized area or urban cluster, as designated by the United States Census Bureau.

(C) The parcel satisfies the requirements specified in subparagraphs (B) to (K), inclusive, of paragraph (6) of subdivision (a) of Section 65913.4.

(D) The proposed urban lot split would not require demolition or alteration of any of the following types of housing:

(i) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.

(ii) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.

(iii) A parcel or parcels on which an owner of residential real property has exercised the owner's rights under Chapter 12.75 (commencing with Section 7060) of Division 7 of Title 1 to withdraw accommodations from rent or lease within 15 years before the date that the development proponent submits an application.

(iv) Housing that has been occupied by a tenant in the last three years.

(E) The parcel is not located within a historic district or property included on the State Historic Resources Inventory, as defined in Section 5020.1 of the Public Resources Code, or within a site that is designated or listed as a city or county landmark or historic property or district pursuant to a city or county ordinance.

(F) The parcel has not been established through prior exercise of an urban lot split as provided for in this section.

(G) Neither the owner of the parcel being subdivided nor any person acting in concert with the owner has previously subdivided an adjacent parcel using an urban lot split as provided for in this section.

(b) An application for a parcel map for an urban lot split shall be approved in accordance with the following requirements:

(1) A local agency shall approve or deny an application for a parcel map for an urban lot split ministerially without discretionary review.

(2) A local agency shall approve an urban lot split only if it conforms to all applicable objective requirements of the Subdivision Map Act (Division 2 (commencing with Section 66410)), except as otherwise expressly provided in this section.

(3) Notwithstanding Section 66411.1, a local agency shall not impose regulations that require dedications of rights-of-way or the construction of offsite improvements for the parcels being created as a condition of issuing a parcel map for an urban lot split pursuant to this section.

(c) (1) Except as provided in paragraph (2), notwithstanding any local law, a local agency may impose objective zoning standards, objective subdivision standards, and objective design review standards applicable to a parcel created by an urban lot split that do not conflict with this section.

(2) A local agency shall not impose objective zoning standards, objective subdivision standards, and objective design review standards that would have the effect of physically precluding the construction of two units on either of the resulting parcels or that would result in a unit size of less than 800 square feet.

(3) (A) Notwithstanding paragraph (2), no setback shall be required for an existing structure or a structure constructed in the same location and to the same dimensions as an existing structure.

(B) Notwithstanding paragraph (2), in all other circumstances not described in subparagraph (A), a local agency may require a setback of up to four feet from the side and rear lot lines.

(d) Notwithstanding subdivision (a), a local agency may deny an urban lot split if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Section 65589.5, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.

(e) In addition to any conditions established in accordance with this section, a local agency may require any of the following conditions when considering an application for a parcel map for an urban lot split:

(1) Easements required for the provision of public services and facilities.

(2) A requirement that the parcels have access to, provide access to, or adjoin the public right-of-way.

(3) Off-street parking of up to one space per unit, except that a local agency shall not impose parking requirements in either of the following instances:

(A) The parcel is located within one-half mile walking distance of either a high-quality transit corridor as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop as defined in Section 21064.3 of the Public Resources Code.

(B) There is a car share vehicle located within one block of the parcel.

(f) A local agency shall require that the uses allowed on a lot created by this section be limited to residential uses.

(g) (1) A local agency shall require an applicant for an urban lot split to sign an affidavit stating that the applicant intends to occupy one of the housing units as their principal residence for a minimum of three years from the date of the approval of the urban lot split.

(2) This subdivision shall not apply to an applicant that is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code, or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.

(3) A local agency shall not impose additional owner occupancy standards, other than provided for in this subdivision, on an urban lot split pursuant to this section.

(h) A local agency shall require that a rental of any unit created pursuant to this section be for a term longer than 30 days.

(i) A local agency shall not require, as a condition for ministerial approval of a parcel map application for the creation of an urban lot split, the correction of nonconforming zoning conditions.

(j) (1) Notwithstanding any provision of Section 65852.2, 65852.21, 65852.22, 65915, or this section, a local agency shall not be required to permit more than two units on a parcel created through the exercise of the authority contained within this section.

(2) For the purposes of this section, "unit" means any dwelling unit, including, but not limited to, a unit or units created pursuant to Section 65852.21, a primary dwelling, an accessory dwelling unit as defined in Section 65852.2, or a junior accessory dwelling unit as defined in Section 65852.22.

(k) Notwithstanding paragraph (3) of subdivision (c), an application shall not be rejected solely because it proposes adjacent or connected structures provided that the structures meet building code safety standards and are sufficient to allow separate conveyance.

(l) Local agencies shall include the number of applications for parcel maps for urban lot splits pursuant to this section in the annual housing element report as required by subparagraph (I) of paragraph (2) of subdivision (a) of Section 65400.

(m) For purposes of this section, both of the following shall apply:

(1) "Objective zoning standards," "objective subdivision standards," and "objective design review standards" mean standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official prior to submittal. These standards may be embodied in alternative objective land use specifications adopted by a local agency, and may include, but are not limited to, housing overlay zones, specific plans, inclusionary zoning ordinances, and density bonus ordinances.

(2) "Local agency" means a city, county, or city and county, whether general law or chartered.

(n) A local agency may adopt an ordinance to implement the provisions of this section. An ordinance adopted to implement this section shall not be considered a project under Division 13 (commencing with Section 21000) of the Public Resources Code.

(o) Nothing in this section shall be construed to supersede or in any way alter or lessen the effect or application of the California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code), except that the local agency shall not be required to hold public hearings for coastal development permit applications for urban lot splits pursuant to this section.



**SEC. 3.** Section 66452.6 of the Government Code is amended to read:

**66452.6.** (a) (1) An approved or conditionally approved tentative map shall expire 24 months after its approval or conditional approval, or after any additional period of time as may be prescribed by local ordinance, not to exceed an additional 24 months. However, if the subdivider is required to expend two hundred thirty-six thousand seven hundred ninety dollars (\$236,790) or more to construct, improve, or finance the construction or improvement of public improvements outside the property boundaries of the tentative map, excluding improvements of public rights-of-way that abut the boundary of the property to be subdivided and that are reasonably related to the development of that property, each filing of a final map authorized by Section 66456.1 shall extend the expiration of the approved or conditionally approved tentative map by 48 months from the date of its expiration, as provided in this section, or the date of the previously filed final map, whichever is later. The extensions shall not extend the tentative map more than 10 years from its approval or conditional approval. However, a tentative map on property subject to a development agreement authorized by Article 2.5 (commencing with Section 65864) of Chapter 4 of Division 1 may be extended for the period of time provided for in the agreement, but not beyond the duration of the agreement. The number of phased final maps that may be filed shall be determined by the advisory agency at the time of the approval or conditional approval of the tentative map.

(2) Commencing January 1, 2012, and each calendar year thereafter, the amount of two hundred thirty-six thousand seven hundred ninety dollars (\$236,790) shall be annually increased by operation of law according to the adjustment for inflation set forth in the statewide cost index for class B construction, as determined by the State Allocation Board at its January meeting. The effective date of each annual adjustment shall be March 1. The adjusted amount shall apply to tentative and vesting tentative maps whose applications were received after the effective date of the adjustment.

(3) "Public improvements," as used in this subdivision, include traffic controls, streets, roads, highways, freeways, bridges, overcrossings, street interchanges, flood control or storm drain facilities, sewer facilities, water facilities, and lighting facilities.

(b) (1) The period of time specified in subdivision (a), including any extension thereof granted pursuant to subdivision (e), shall not include any period of time during which a development moratorium, imposed after approval of the tentative map, is in existence. However, the length of the moratorium shall not exceed five years.

(2) The length of time specified in paragraph (1) shall be extended for up to three years, but in no event beyond January 1, 1992, during the pendency of any lawsuit in which the subdivider asserts, and the local agency that approved or conditionally approved the tentative map denies, the existence or application of a development moratorium to the tentative map.

(3) Once a development moratorium is terminated, the map shall be valid for the same period of time as was left to run on the map at the time that the moratorium was imposed. However, if the remaining time is less than 120 days, the map shall be valid for 120 days following the termination of the moratorium.

(c) The period of time specified in subdivision (a), including any extension thereof granted pursuant to subdivision (e), shall not include the period of time during which a lawsuit involving the approval or conditional approval of the tentative map is or was pending in a court of competent jurisdiction, if the stay of the time period is approved by the local agency pursuant to this section. After service of the initial petition or complaint in the lawsuit upon the local agency, the subdivider may apply to the local agency for a stay pursuant to the local agency's adopted procedures. Within 40 days after receiving the application, the local agency shall either stay the time period for up to five years or deny the requested stay. The local agency may, by ordinance, establish procedures for reviewing the requests, including, but not limited to, notice and hearing requirements, appeal procedures, and other administrative requirements.

(d) The expiration of the approved or conditionally approved tentative map shall terminate all proceedings and no final map or parcel map of all or any portion of the real property included within the tentative map shall be filed with the legislative body without first processing a new tentative map. Once a timely filing is made, subsequent actions of the local agency, including, but not limited to, processing, approving, and recording, may lawfully occur after the date of expiration of the tentative map. Delivery to the county surveyor or city engineer shall be deemed a timely filing for purposes of this section.

(e) Upon application of the subdivider filed before the expiration of the approved or conditionally approved tentative map, the time at which the map expires pursuant to subdivision (a) may be extended by the legislative body or by an advisory agency authorized to approve or conditionally approve tentative maps for a period or

periods not exceeding a total of six years. The period of extension specified in this subdivision shall be in addition to the period of time provided by subdivision (a). Before the expiration of an approved or conditionally approved tentative map, upon an application by the subdivider to extend that map, the map shall automatically be extended for 60 days or until the application for the extension is approved, conditionally approved, or denied, whichever occurs first. If the advisory agency denies a subdivider's application for an extension, the subdivider may appeal to the legislative body within 15 days after the advisory agency has denied the extension.

(f) For purposes of this section, a development moratorium includes a water or sewer moratorium, or a water and sewer moratorium, as well as other actions of public agencies that regulate land use, development, or the provision of services to the land, including the public agency with the authority to approve or conditionally approve the tentative map, which thereafter prevents, prohibits, or delays the approval of a final or parcel map. A development moratorium shall also be deemed to exist for purposes of this section for any period of time during which a condition imposed by the city or county could not be satisfied because of either of the following:

(1) The condition was one that, by its nature, necessitated action by the city or county, and the city or county either did not take the necessary action or by its own action or inaction was prevented or delayed in taking the necessary action before expiration of the tentative map.

(2) The condition necessitates acquisition of real property or any interest in real property from a public agency, other than the city or county that approved or conditionally approved the tentative map, and that other public agency fails or refuses to convey the property interest necessary to satisfy the condition. However, nothing in this subdivision shall be construed to require any public agency to convey any interest in real property owned by it. A development moratorium specified in this paragraph shall be deemed to have been imposed either on the date of approval or conditional approval of the tentative map, if evidence was included in the public record that the public agency that owns or controls the real property or any interest therein may refuse to convey that property or interest, or on the date that the public agency that owns or controls the real property or any interest therein receives an offer by the subdivider to purchase that property or interest for fair market value, whichever is later. A development moratorium specified in this paragraph shall extend the tentative map up to the maximum period as set forth in subdivision (b), but not later than January 1, 1992, so long as the public agency that owns or controls the real property or any interest therein fails or refuses to convey the necessary property interest, regardless of the reason for the failure or refusal, except that the development moratorium shall be deemed to terminate 60 days after the public agency has officially made, and communicated to the subdivider, a written offer or commitment binding on the agency to convey the necessary property interest for a fair market value, paid in a reasonable time and manner.

**SEC. 4.** The Legislature finds and declares that ensuring access to affordable housing is a matter of statewide concern and not a municipal affair as that term is used in Section 5 of Article XI of the California Constitution. Therefore, Sections 1 and 2 of this act adding Sections 65852.21 and 66411.7 to the Government Code and Section 3 of this act amending Section 66452.6 of the Government Code apply to all cities, including charter cities.

**SEC. 5.** No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because a local agency or school district has the authority to levy service charges, fees, or assessments sufficient to pay for the program or level of service mandated by this act or because costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

November 1, 2021  
Initiative 21-0016 (Amdt. 1)

The Attorney General of California has prepared the following title and summary of the chief purpose and points of the proposed measure:

**PROVIDES THAT LOCAL LAND-USE AND ZONING LAWS OVERRIDE**

**CONFLICTING STATE LAWS. INITIATIVE CONSTITUTIONAL AMENDMENT.**

Provides that city and county land-use and zoning laws (including local housing laws) override all conflicting state laws, except in certain circumstances related to three areas of statewide concern: (1) the California Coastal Act of 1976; (2) siting of power plants; or (3) development of water, communication, or transportation infrastructure projects. Prevents state legislature and local legislative bodies from passing laws invalidating voter-approved local land-use or zoning initiatives. Prohibits state from changing, granting, or denying funding to local governments based on their implementation of this measure. Summary of estimate by Legislative Analyst and Director of Finance of fiscal impact on state and local governments: **Fiscal effects of the measure depend on future decisions by the cities and counties and therefore are unknown.**

(21-0016A1.)

21-0016

Amdt. # 1

To: The Office of the Attorney General  
ATTN: Initiative Coordinator  
1300 I Street, 17<sup>th</sup> Floor  
Sacramento, CA 95814  
(916) 445-4752 | [www.oag.ca.gov](http://www.oag.ca.gov)

RECEIVED

OCT 1 2021

Re: Initiative 21-0016 (Local Land Use) - Amendment

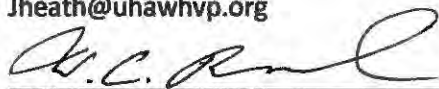
INITIATIVE COORDINATOR  
ATTORNEY GENERAL'S OFFICE

Dear Initiative Coordinator:

Pursuant to subdivision (b) of Section 9002 of the Elections Code, enclosed please find amendments to Initiative No. 21-0016. The amendments are reasonably germane to the theme, purpose or subject of the initiative measure as originally proposed. I am a proponent of the measure and request that the Attorney General prepare a circulating title and summary of the measure as provided by law, using the amended language. Thank you for your time and attention processing my request.

Please direct all inquiries and correspondence regarding this proposed initiative to:

John Heath  
(323) 248-1699  
[jheath@uhawhvp.org](mailto:jheath@uhawhvp.org)



Bill Brand

Date: 7-28-21

To: The Office of the Attorney General  
ATTN: Initiative Coordinator  
1300 I Street, 17<sup>th</sup> Floor  
Sacramento, CA 95814  
(916) 445-4752 | [www.oag.ca.gov](http://www.oag.ca.gov)

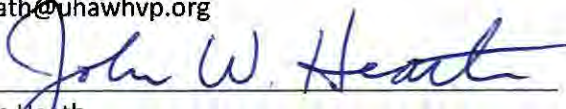
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[jheath@uhawhvp.org](mailto:jheath@uhawhvp.org)

  
\_\_\_\_\_  
John Heath

Date: Sept. 28, 2021



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Sacramento, CA 95814  
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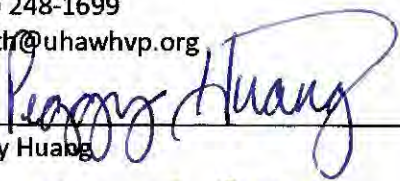
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Peggy Huang

Date: Sept. 28, 2021

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Sacramento, CA 95814  
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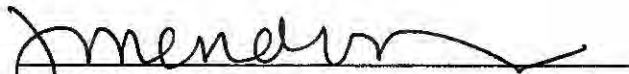
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Please direct all inquiries and correspondence regarding this proposed initiative to:

John Heath  
(323) 248-1699  
JHeath@uhawhvp.org

  
Jovita Mendoza

Date: 9/29/21

To: The Office of the Attorney General  
ATTN: Initiative Coordinator  
1300 I Street, 17<sup>th</sup> Floor  
Sacramento, CA 95814  
(916) 445-4752 | [www.oag.ca.gov](http://www.oag.ca.gov)

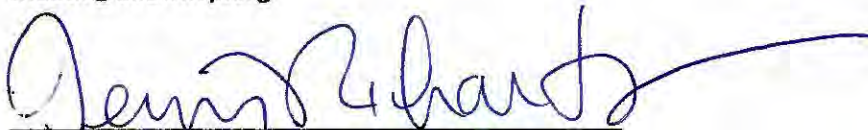
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Please direct all inquiries and correspondence regarding this proposed initiative to:

John Heath  
(323) 248-1699  
[jheath@uhawhvp.org](mailto:jheath@uhawhvp.org)

  
Dennis Richards

Date: SEPTEMBER 29, 2021

21-0016 Amdt. # 1

SECTION 1. The people of the State of California find and declare all of the following:

- (a) The circumstances and environmental impacts of local land use decisions vary greatly across the state from locality to locality.
- (b) The infrastructure required to maintain appropriate levels of public services, including police and fire services, parklands and public open spaces, transportation, water supply, schools, and sewers varies greatly across the state from locality to locality.
- (c) Land use decisions made by local officials must balance development with public facilities and services while addressing the economic, environmental, and social needs of the particular communities served by those local officials.
- (d) Thus, it is in the best interests of the state and local communities for these complex decisions to be made at the local level to ensure that the specific, unique characteristics, constraints, and needs of those communities are properly analyzed and addressed.
- (e) Gentrification of housing adjacent to public transportation will reduce or eliminate the availability of low or very low income housing near public transit, resulting in the loss of access by low or very low income persons to public transit, declines in public transit ridership, and increases in vehicle miles travelled.
- (f) The State Legislature cannot properly assess the impacts upon each community of sweeping centralized and rigid state land use rules and zoning regulations that apply across the state without regard to community impacts and, as a result, statewide land use and zoning will do great harm to local communities with differing circumstances and concerns.
- (g) Community development should not be controlled by state planners, but by local governments that know and can address the needs of, and the impacts upon, local communities. Local initiatives approved by voters pertaining to land use and zoning restrictions should not be nullified or superseded by the actions of any local or state legislative body.
- (h) Numerous state laws that target communities for elimination of zoning standards have been enacted, and continue to be proposed, that eliminate or erode local control over local development and circumvent the California Environmental Quality Act ("CEQA"), creating the potential for harmful environmental impacts to occur.
- (i) The purpose of this measure is to ensure that all decisions regarding local land use controls, including zoning law and regulations, are made by the affected communities in accordance with applicable law, including but not limited to CEQA (Public Resources Code § 21000 et seq.), the California Fair Employment and Housing Act (Government Code §§ 12900 – 12996), prohibitions against discrimination (Government Code § 65008), and affirmatively furthering fair housing (Government Code § 8899.50). This constitutional amendment would continue to provide for state control in the coastal zone, the siting of a power plant that can generate more than 50 megawatts of electricity, or the development or construction of water, communication or transportation infrastructure projects which the Legislature declares are matters of statewide concern and are in the best interests of the state. For purposes of this measure, it is the intent that a transportation infrastructure project shall not include a transit-oriented development project that is residential, commercial, or mixed-use.



SECTION 2. Section 4.5 is added to Article XI of the California Constitution, to read:

SEC. 4.5. (a) Except as provided in subdivision (b), in the event of a conflict with a state statute, a county charter provision, general plan, specific plan, ordinance or a regulation adopted pursuant to a county charter, that regulates the zoning, development or use of land within the boundaries of an unincorporated area of the county shall be deemed a county affair within the meaning of Section 4 and shall prevail over a conflicting state statute. No voter approved local initiative that regulates the zoning, development or use of land within the boundaries of any county shall be overturned or otherwise nullified by any legislative body.

(b) A county charter provision, general plan, specific plan, ordinance or a regulation adopted and applicable to an unincorporated area within a county, may be determined only by a court of competent jurisdiction, in accordance with Section 4, to address either a matter of statewide concern or a county affair if that provision, ordinance, or regulation conflicts with a state statute with regard to only the following:

- (1) The California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code), or a successor statute.
- (2) The siting of a power generating facility capable of generating more than 50 megawatts of electricity and the California Public Utilities Commission has determined that a need exists at that location that is a matter of statewide concern.
- (3) The development or construction of a water, communication or transportation infrastructure project for which the Legislature has declared in statute the reasons why the project addresses a matter of statewide concern and is in the best interests of the state. For purposes of this paragraph, a transportation infrastructure project does not include a transit-oriented development project, whether residential, commercial, or mixed-use.

(c) No modification to appropriations for state funded programs shall occur, and no state grant applications or funding shall be denied as a result of the application of this section. No benefit or preference in state appropriations or grants shall be given to an entity that opts not to utilize the provisions of this section.

(d) The provisions of this section are severable. If any provision of this section or its application is held invalid, that invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

SECTION 3. Section 5.5 is added to Article XI of the California Constitution, to read:

SEC. 5.5. (a) Except as provided in subdivision (b), in the event of a conflict with a state statute, a city charter provision, general plan, specific plan, ordinance or a regulation adopted pursuant to a city charter, that establishes land use policies or regulates zoning or development standards within the boundaries of the city shall be deemed a municipal affair within the meaning of Section 5 and shall prevail over a conflicting state statute. No voter approved local initiative that regulates the zoning, development or use of land within the boundaries of any city shall be overturned or otherwise nullified by any legislative body.

(b) A city charter provision, general plan, specific plan, ordinance or a regulation adopted pursuant to a city charter, may be determined only by a court of competent jurisdiction, in accordance with Section 5, to address either a matter of statewide concern or a municipal affair



if that provision, ordinance, or regulation conflicts with a state statute with regard to only the following:

- (1) The California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code), or a successor statute.
- (2) The siting of a power generating facility capable of generating more than 50 megawatts of electricity and the California Public Utilities Commission has determined that a need exists at that location that is a matter of statewide concern.
- (3) The development or construction of a water, communication or transportation infrastructure project for which the Legislature has declared in statute the reasons why the project addresses a matter of statewide concern and is in the best interests of the state. For purposes of this paragraph, a transportation infrastructure project does not include a transit-oriented development project, whether residential, commercial, or mixed-use.

(c) No modification to appropriations for state funded programs shall occur, and no state grant applications or funding shall be denied as a result of the application of this section. No benefit or preference in state appropriations or grants shall be given to an entity that opts not to utilize the provisions of this section.

(d) The provisions of this section are severable. If any provision of this section or its application is held invalid, that invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

SECTION 4. Section 7 of Article XI of the California Constitution is amended to read:

SEC. 7. (a) A county or city may make and enforce within its limits all local, police, sanitary, and other ordinances and regulations ~~not that are not, except as provided in subdivision (b), in conflict with general laws. A county or city may not supersede or otherwise interfere with any voter approved local initiative pertaining to land use or zoning restrictions.~~

(b) A county or city general plan, specific plan, ordinance or regulation that regulates the zoning, development or use of land within the boundaries of the county or city shall prevail over conflicting general laws, except for only the following:

(A) A coastal land use plan, ordinance or regulation that conflicts with the California Coastal Act of 1976 (Division 20 (commencing with Section 30000) of the Public Resources Code), or a successor statute.

(B) An ordinance or regulation that addresses the siting of a power generating facility capable of generating more than 50 megawatts of electricity and the California Public Utilities Commission has determined that a need exists at that location that is a matter of statewide concern.

(C) An ordinance or regulation that addresses the development or construction of a water, communication or transportation infrastructure project for which the Legislature has declared in statute the reasons why the project addresses a matter of statewide concern and is in the best interests of the state. For purposes of this subparagraph, a transportation infrastructure project does not include a transit-oriented development project, whether residential, commercial, or mixed-use.

(c) No modification to appropriations for state funded programs shall occur, and no state grant applications or funding shall be denied as a result of the application of this section. No benefit or preference in state appropriations or grants shall be given to an entity that opts not to utilize the provisions of this section.

(d) The provisions of this subdivision are severable. If any provision of this subdivision or its application is held invalid, that invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.



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## AGENDA REPORT

**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
By: Kanika Kith, Director of Community Development

**Date:** January 18, 2022

**Subject:** Consideration and Discussion Regarding Re-establishing Low Income Assistance Home Programs

### RECOMMENDATION:

It is recommended that City Council:

- a. Discuss re-establishing the City's low income assistance home loan programs, including the housing rehabilitation loan program and down payment assistance loan program;
- b. Discuss the staffing resources required to providing affordable housing and homeless services, including the low income home loan programs, rental assistance programs, landlord/tenant services, homeless outreach services, and other related programs and services; and
- c. Provide direction, as appropriate.

### BACKGROUND:

1. In 1964, the City Council adopted Ordinance No. 888 to establish the Redevelopment Agency of the City of San Fernando. The San Fernando Redevelopment Agency (RDA) was authorized to conduct business and exercise its power under the State Community Redevelopment Law (State Redevelopment Law).
2. On August 2, 1982, the City Council adopted Resolutions No. 5248 and No. 5249 to establish the City Rehabilitation Loan Program to assist with home repairs. This program was funded with property tax increment received through the San Fernando Redevelopment Agency.
3. On November 17, 1997, the Redevelopment Agency adopted Resolution No. 647 approving the "First Time Home Buyer Loan Program" that assisted with housing loan down payments. This program was also funded with property tax increment received through the San Fernando Redevelopment Agency.



## Consideration and Discussion Regarding Re-Establishing Low Income Assistance Home Programs

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4. On June 28, 2011, the Governor signed Assembly Bill ABX1 26 (AB 26) and ABX1 27 (AB 27) making certain changes to the State Redevelopment Law. The California Redevelopment Association and League of California Cities filed a lawsuit in the California Supreme Court (*California Redevelopment Association, et al. v. Matosantos, et al.*, Case No. S194861) alleging that AB 26 and AB 27 were unconstitutional. As a result of the Supreme Court's decision on February 1, 2012, all redevelopment agencies were dissolved and replaced by successor agencies, which were designated as successor entities to the former redevelopment agencies.
5. On August 15, 2011, the City Council adopted Resolution No. 7452 electing for the City Council to serve as the Successor Agency to the San Fernando Redevelopment Agency. The authority, duties, obligations, and assets of the San Fernando Redevelopment Agency transferred to the Successor Agency by law on February 1, 2012.
6. On February 6, 2012, the City Council, acting as the governing body of the Successor Agency, adopted Resolution No. 1 to establish rules and regulations for operating the Successor Agency as a new legal entity pursuant to the amended State Redevelopment Law. The amended State Redevelopment Law also removed redevelopment funds from cities, which resulted in the City's discontinuation of the First Time Home Buyer Loan Program and the Home Rehabilitation Loan Program.
7. On November 15, 2021, an item was placed on the agenda by Councilmember Rodriguez asking City Council to consider using the City's low and moderate income housing funds from the former Redevelopment Agency to re-establish programs for low income housing loans and grant assistance. The City Council directed staff to bring the item back for further discussion.

### ANALYSIS:

Prior to dissolution of the Redevelopment Agency in 2012, redevelopment agencies were required to set aside 20% of annual tax increment funds to a Low and Moderate Income Housing Fund (Housing Fund) to improve and expand availability and supply of affordable housing in the redevelopment area. The City used the Housing Fund to subsidize affordable housing developments and provide housing loans to qualifying low and moderate income families. The City had two programs to promote homeownership opportunities and to assist with home repairs, as follows:

1. First Time Home Buyer Loan Program: This program provided an interest-free loan of 17% of the purchase price, up to a \$30,000, to qualifying families for helping with the down payment for the home purchase. The loans were amortized over a 30-year period. A description of the original First Time Home Buyer Loan Program is included as Attachment "A."

## Consideration and Discussion Regarding Re-Establishing Low Income Assistance Home Programs

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2. Home Rehabilitation Program: This program provided a \$25,000 loan with interest rates from zero to three percent, depending on income levels, to qualifying homeowners for repairs to substandard housing conditions. These loans were generally repaid through a minimum monthly payment, and they became entirely due when the loan agreement terminated or the owner sold, transferred, leased, or refinanced the property. A description of the original Home Rehabilitation Program is included as Attachment "B."

After the dissolution of the Redevelopment Agency, funding from the State discontinued and the City's Housing Fund assets were transferred to the City's Successor Agency. The cash balance in the City's Housing Fund as of the end of 2021 is \$2.16 million, which is currently available to use for low income housing activities. An additional \$1.0 million in outstanding loans in these programs will be added to the City's Housing Fund when homeowners repay the loans.

If the City Council directs staff to move forward with re-establishing these programs, staff will review and update the program parameters, including the qualifying income levels, maximum loan assistance, interest rate, and payment terms. A revised program will be presented to City Council at a future meeting for review and approval.

### Re-Establishment and Administration of the Housing Programs.

In November 2021, Councilmember Rodriguez requested an agenda item to consider using the City's Housing Fund to re-establish the prior loan programs, as well as administering other grant opportunities for affordable housing.

Staff recommends that the City Council also consider, discuss, and provide direction on the resources for effectively administering these programs. Specifically, staff recommends considering creating a Housing Division within the Community Development Department and a Housing Coordinator position to administer loan and grant programs as well as affordable housing and homeless coordination services.

A new Housing Division could administer the following:

- First Time Home Buyer Loan Program
- Home Rehabilitation Program
- Affordable rental housing
- Accessory Dwelling Units rental
- Senate Bill 9 rental affordability requirements
- Homeless coordination assistance
- Other services related to housing (e.g., Fair Housing, State Housing Laws, etc.)

Many cities in Los Angeles County have a Housing Division/Department or a designated staff to assist community members with affordable housing and homeless services. See Attachment "C" for a summary of some surrounding cities.

## Consideration and Discussion Regarding Re-Establishing Low Income Assistance Home Programs

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In-house staffing, rather than contracted services, is preferable for implementing these types of programs since it provides prospective applicants and program participants with better customer service from hands-on direct communication with the City.

Staff recommends that the City Council discuss and consider allocating resources for administering these programs, including adding a new in-house Housing Coordinator position, which would be a senior level position within the Community Development Department. The position would involve a high-level of experience in affordable housing development, financing, and subsidized housing assistance programs in local government or a nonprofit agency. It would be responsible for planning, developing, coordinating, and implementing housing programs, including homeless services coordination with neighboring jurisdictions and community outreach. The Housing Coordinator would also be responsible for researching and tracking legislation pertaining to affordable housing and implementation of the Housing Element, such as tracking and maintaining data on affordable housing units, including accessory dwelling units (ADUs) and Senate Bill 9 units. Samples of Housing Coordinator job description, qualification, and salary from other agencies are included as Attachment "D."

If the City Council directs staff to move forward with establishing a Housing Division and Housing Coordinator position responsible for administering housing related programs, staff will draft a job specification, meet and confer with the appropriate bargaining unit, and return to City Council for review and approval prior to recruiting for the position.

### **BUDGET IMPACT:**

As previously mentioned, there is a \$2.16 million balance in the City's Housing Fund that could be used to fund Rehabilitation and First Time Homebuyer Loan programs, with additional anticipated funding of \$1.0 million from outstanding loans that will be repaid to the Housing Fund.

A Housing Coordinator position would cost approximately \$125,000 to \$150,000 per year. The position could be funded partially by the City's Measure H Innovation Funds (approximately \$25,000 per year) and former RDA Housing Funds. However, most of the position would need to be funded from the General Fund. This position will provide the City with the necessary resources to move a number of aspects of the Citywide Strategic Goal to Preserve Beautiful Homes and Neighborhoods forward, including:

1. Promoting home ownership and first time homeowner programs, particularly programs that provide home ownership opportunities for current San Fernando residents/renters.
2. Exploring programs that provide technical assistance, architectural guidance, and financial support for the preservation and restoration of historic residential homes.

## **Consideration and Discussion Regarding Re-Establishing Low Income Assistance Home Programs**

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3. Exploring programs that provide technical assistance, architectural guidance, and financial support for home rehabilitation for low- and moderate-income homeowners.
4. Developing a Homeless Plan and policies to support unsheltered and under housed individuals and families.
5. Developing policies, financial literacy and financial incentives to address displacement pressures for individuals and families that are functionally under-housed.

### **CONCLUSION:**

It is recommended that City Council discuss and provide direction regarding re-establishing the City's low income assistance home programs, providing affordable housing and homeless services, and ensuring adequate staffing resources for providing effective customer service to the programs.

### **ATTACHMENTS:**

- A. First Time Home Buyer Loan Program
- B. Home Rehabilitation Loan Program
- C. Summary of Housing Division staffing in surrounding cities
- D. Housing Coordinator Job Description Samples



**CITY OF SAN FERNANDO  
FIRST TIME HOME BUYER LOAN PROGRAM**

Dear Applicant:

Thank you for your interest in our First Time Home Buyer loan program. Based upon the information you provided, it appears that you may be qualified for our program.

Attached is an overview of our program and a comprehensive application package upon which your eligibility for our program will be determined. Please read and complete all portions of the application. Upon completion of the forms, please return to the Community Development Department.

To avoid any delays in the processing of your application, please remember to include photocopies of all requested documentation and original forms provided which are also included in this packet.

Funding for the 2011-2012 program year is extremely limited, and all applications will be reviewed on a first come, first serve basis.

Should you have any questions regarding this program or application process, please do not hesitate to contact the Community Development Department at (818) 898-1227.

We look forward to reviewing your application.

Sincerely,  
Community Development Department





## CITY OF SAN FERNANDO FIRST TIME HOME BUYER PROGRAM

### **INTRODUCTION**

The First Time Home Buyer (FTHB) Program is designed to be used in conjunction with normal mortgage loan application procedures. The processing procedures do not require extensive paperwork and complement processing procedures that are in place at most mortgage lending institutions.

The purpose of this program is to assist low and moderate-income families in the purchase of their first home within the City of San Fernando. The goal of this program is to promote affordable home ownership opportunities in the community, thereby contributing to neighborhood stability and property maintenance.

### **FTHB ASSISTANCE**

A “silent second” loan of 17% and up to a maximum dollar amount of \$30,000 is offered as assistance toward the purchase of a home per assisted household, which ever is lesser.

The City’s direct financial assistance will be in the form of a 30-year loan to the homebuyer secured by a Promissory Note, and Purchaser Affordability Agreement and Deed of Trust.

The loan will be non-interest bearing for the life of the loan and does not require minimum monthly payments.

### **ELIGIBILITY REQUIREMENTS**

- ✓ Applicant must not have had any real estate holdings within the past three years, ending on the date the City loan is executed.
- ✓ Combined gross household income must be 120% or less of the Los Angeles County Median Income adjusted per family size (see below).

1 person household	2 person household	3 person household	4 person household	5 person household	6 person household	7 person household	8 person household
\$52,900	\$60,500	\$68,050	\$75,600	\$81,650	\$87,700	\$93,750	\$99,800

Source: Department of Housing and Community Development Division of Housing Policy Development- Official State Income Limits for 2009

- ✓ Applicants must have at least 3% of purchase price in cash to contribute towards their down payment.
- ✓ Applicant or Co-Applicant must have completed a certified 8-hour homebuyer workshop.

- ✓ Applicant must be qualified for a fixed rate loan secured by a First Trust Deed from a licensed mortgage lender.
- ✓ Monthly housing cost ratio shall not exceed 35% of combined monthly income. H&S code §50052.5(b)(4)

### **RESTRICTIONS AND CONDITIONS OF ASSISTANCE**

Eligible properties include new or existing single family houses, residential condominiums, manufactured homes and town homes located within the City of San Fernando boundaries.

For new and existing housing units, the maximum purchase price may not exceed the FHA loan amount maximum in effect at the time the City loan application is submitted.

Within escrow, a certified building inspection company must inspect the house, and each buyer must have a one year warranty plan.

The City of San Fernando must inspect the home Housing Quality Standards prior to submitting a bid on a home.

The applicant must occupy the acquired residential home as their principal residence for the life of the loan. Regular monitoring may occur to ensure compliance of this requirement.

### **REPAYMENT PROGRAM**

Loan principal and a percentage of any “Net Proceeds” are due and payable if during the life of the loan, the property is sold, title is transferred, the home is not occupied as the principal residence by the applicants, or there is unauthorized refinancing of the first trust deed.

<b>Net Proceeds Repayment Table</b>		<b>Recapture Examples</b> For a home bought in 2005 for \$315,000 and sold for \$380,000 in year indicated below			
<b>Property sold within :</b>	<b>Equity share %</b>	<b>“Net Proceeds”</b>	<b>Equity Share</b>	<b>+ City Assistance</b>	<b>= \$ Due to City</b>
Year 1-30	75%	\$65,000	\$9,100	\$45,000 (14%)	<b>\$54,100</b>
<b>Loan expired</b>	<b>Per Annum Penalty</b>	<b>10% per annum</b>	<b>+ Previous Balance</b>	<b>= \$\$ Due to City</b>	
Year 31	10%	\$5,410	\$54,100	<b>\$59,510</b>	
Year 32	10%	\$5,951	\$59,510	<b>\$65,461</b>	
Year 33	10%	\$6,546	\$65,451	<b>\$72,007</b>	
Year 34	10%	\$7,201	\$72,007	<b>\$79,208</b>	
Year 35 etc...	10%	\$7,921	\$79,208	<b>\$87,129</b>	

In order to replenish the loan pool for future participants, the City of San Fernando receives a percentage of the equity or “net proceeds” accumulated on the property, in the amount equal to the City’s proportionate share of the property purchase price. The City’s share of equity is based upon the recapture table above.

**ADDITIONAL PROGRAM CONSIDERATIONS**

The incorporation of a Mortgage Credit Certificate may be allowed under this program. The incorporation of additional financial downpayment assistance provided by other means is subject to review.

Strict penalties may be imposed on any Applicant or Lender representing an Applicant making a material misstatement, misrepresentation or committing a fraudulent act on documents submitted to obtain program assistance.

*Please allow 10 business days for processing.*



## CITY OF SAN FERNANDO FIRST TIME HOME BUYER APPLICATION

APPLICANTS	NAME	SOCIAL SECURITY NO.	GROSS ANNUAL INCOME	AGE	FULL TIME STUDENT? Y/N
Applicant					
Co-Applicant					

MAILING INFORMATION					
Current Address					
City, State, ZIP				Phone	

OTHER FAMILY MEMBERS	NAME	SOCIAL SECURITY NO.	GROSS ANNUAL INCOME	AGE	FT STUDENT? Y/N
Family member					
Family member					
Family member					
Family member					
Family member					

EMPLOYMENT INFORMATION <small>If self-employed, please check here <input type="checkbox"/></small>		
APPLICANT'S EMPLOYER	APPLICANT'S POSITION	PHONE NO.
ADDRESS	CITY, STATE, ZIP	LENGTH OF EMPLOYMENT
CO-APPLICANT'S EMPLOYER	CO-APPLICANT'S POSITION	PHONE NO.
ADDRESS	CITY, STATE, ZIP	LENGTH OF EMPLOYMENT

OTHER INFORMATION		
Are you or any member of your household currently receiving a pension or Social Security and/or SSI?	<input type="checkbox"/> YES <input type="checkbox"/> NO <small>If yes, please disclose monthly amount</small>	\$
Are you an US Citizen or US Permanent Resident?	<input type="checkbox"/> YES <input type="checkbox"/> NO <small>If yes, please specify</small>	<input type="checkbox"/> US Resident <input type="checkbox"/> US Citizen
Do you have a down payment for a home purchase?	<input type="checkbox"/> YES <input type="checkbox"/> NO <small>If yes, please disclose amount</small>	\$
Is the head of household disabled?	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> decline to state
What is the sex of the head of household?	<input type="checkbox"/> male <input type="checkbox"/> female	<input type="checkbox"/> decline to state
Please state your ethnicity		<input type="checkbox"/> decline to state

**I declare under penalty of perjury that the statements made on this application are true and correct.**

Any person, under penalty of perjury, who willfully state as true any material which he/she knows to be false can be found guilty of perjury.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

\_\_\_\_\_  
Date

## CHECKLIST FOR DOCUMENTATION SUBMITTAL (FTHB)

This checklist has been provided to make the application process as quick as possible.

**Incomplete submittals will be returned without further review.**

### INCOME VERIFICATION

*If you are salaried, please provide PHOTOCOPIES of:*

- ☐ 3 consecutive years of Federal and State income tax returns (signed) with W-2 forms
- ☐ 6 recent consecutive paycheck stubs
- ☐ 3 most recent consecutive checking account statements (3 months)
- ☐ 3 most recent year-to-date statements showing interest earned on all interest-bearing accounts

*If you are self-employed (Sole Proprietorship), please provide PHOTOCOPIES of:*

- ☐ 3 years of Federal and State income tax returns (signed)
- ☐ Most recent year-to-date profit and loss statement (signed)

*If you receive other income on a regular basis, please provide PHOTOCOPIES of:*

- ☐ Rental Income- Federal income tax return form 1040 and/or rental agreements, or
- ☐ Retirement/Social Security- statement of benefits from the Social Security Office, or proof of direct deposit, or
- ☐ Alimony/Child Support- divorce decree or separation agreement, or
- ☐ Commissions, interest/dividends- personal Federal and State income tax returns for the last 3 years (signed), or
- ☐ Any other income- provide appropriate documentation

### ADDITIONAL REQUIREMENTS

- ☐ Household Certification of Anticipated Gross Annual Income– To be completed by any individual in said household certifying income for the entire family (see attachment).
- ☐ Individual Certification of Anticipated Gross Annual Income– To be completed by any individual in said household certifying source of independent income (see attachment).
- ☐ Fair Housing Lending Notice– Please provide the acknowledgement of receiving the Fair Lending Notice as noted in the California Housing Financial Discrimination Act of 1977 (see attachment).
- ☐ Verification of 3% Down Payment – Please provide PHOTOCOPIES of bank statements or 401K Certification.
- ☐ Verification of Full Time Student Status – Please provide proof of enrollment for current school term (only if applicable).
- ☐ Pre-qualification for First Trust Deed– Please provide a certified letter from a licensed lender dated no more than three months from application date.
- ☐ Housing Workshop Certificate– You must attend a workshop and provide an original workshop certificate (see attachment for workshop schedules).

*We look forward to reviewing your application.  
Please allow 10 business days for processing.*

# CERTIFICATION OF ANTICIPATED GROSS ANNUAL **HOUSEHOLD** INCOME

Name of Head of Household \_\_\_\_\_

Project Address: **First Time Homebuyer**

The purpose of this certification is to assist the Housing Division in determining your eligibility for one of the City's Housing Programs. All information contained herein shall be kept confidential. This form should be completed by the head of household. All persons listed below must complete a separate Certification of Anticipated Individual Income.

Names of Household Members (including yourself)	Relationship to Head of Household	Age	Anticipated Gross Annual Income
	HEAD OF HOUSEHOLD		
<b>TOTAL ANTICIPATED ANNUAL GROSS HOUSEHOLD INCOME</b>			

*I, the undersigned, state that I have completed this form accurately and completely to the best of my knowledge for all persons who are to occupy the unit in the above housing development for which application is made.*

\_\_\_\_\_  
Signature of Head of Household

\_\_\_\_\_  
Date



## CERTIFICATION OF **INDIVIDUAL'S** ANTICIPATED GROSS ANNUAL INCOME

This form should be completed by **EACH** household member that has any type of income listed in Part A, and not listed in Part B of the City of SAN FERNANDO's Definition of income. Please attach verification of all income reported (i.e.: pay stubs, interest statements, etc.).

Name of Occupant: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

**Note: If there is NO income, enter "no income." Sign and date this form.**

<b>SOURCE</b> (wages, overtime, interest, pension, Social Security, SSI, child support, unemployment, etc.)	<b>GROSS AMOUNT</b> (Amount before any deductions received each Pay Period)	<b>PAY PERIOD</b> (weekly, biweekly, monthly, etc.)	<b>ANNUAL GROSS</b> (Total income before any deductions for one year)
<b>TOTAL ANNUAL GROSS INCOME</b>			

Are you a fulltime student? YES\_\_\_\_ NO\_\_\_\_

If yes, attach a copy of your proof of enrollment/class schedule for the current school term.

*I hereby state that all of the above statements are true, accurate, and complete to the best of my knowledge and belief.*

\_\_\_\_\_  
Signature of Occupant

\_\_\_\_\_  
Date

*Copy as Necessary for Each Household Member*

**HOME REHABILITATION PROGRAM  
APPLICATION FOR SPECIAL HOUSING INSPECTION**

In accordance with HUD national housing rehabilitation goals and objectives and the City's General Plan, it is the intent of this program to bring home up to current local building code standards. Therefore, before any application can be processed, the applicant must arrange for the Program Building Inspector to inspect the property where the home improvement is to take place. As the Subject property will be thoroughly inspected inside and out, an adult must be present on the premises when the inspection takes place.

It is understood that any hazardous conditions, or violations of the City building or municipal codes must be corrected whether or not the proposed loan or rebate is eventually made. Should the loan or rebate be made some or all of the funds must be used to correct the deficiencies noted by the Program Building Inspector.

The City of San Fernando will enforce the California Building Code section CBC 310.9 regarding SMOKE DETECTORS being placed in all homes where building permits have been issued.

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De acuerdo con metas de rehabilitación de la Ciudad de San Fernando y los objetivos nacionales de HUD y el plan general, es el intento de este programa traer su casa hasta estándares locales actuales del código municipal de construcción. Por lo tanto, antes de que cualquier uso pueda ser procesado, el aspirante debe arreglar para que el inspector de la ciudad del programa examine la característica donde está ocurrir los mejoramientos caseros. Como la casa será examinada a fondo adentro y afuera, un adulto debe estar presente en las cuando ocurra la inspección.

Se entiende que cualquier condición peligrosa, o la violación de código de la ciudad o los códigos municipales deben ser corregidos aun sin que el préstamo o la rebaja propuesta sea aprobada. Si el préstamo o la rebaja se realicé, algunos o todos los fondos deben ser utilizados para corregir las deficiencias conocidas por el inspector del programa.

La ciudad de San Fernando hará cumplir el código de la sección CBC 310.9 del código de construcción de California con respecto a los DETECTORES DE HUMO que son colocados en todos los hogares en donde se han publicado los permisos de construcción.

---

Applicant: \_\_\_\_\_

Address of Property to be inspected: \_\_\_\_\_

Phone (day): \_\_\_\_\_ Phone (evening): \_\_\_\_\_

Anticipated date of Inspection: \_\_\_\_\_

**Owner has read and agreed to the above provisions.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

\_\_\_\_\_  
Date

### FAIR LENDING NOTICE

To: All applicants for a real property secured loan to purchase, construct, rehabilitate, improve or refinance an owner-occupied one-to-four family residence: and all owner-applicants for a real property secured home improvement loan to improve a one-to-four family residence (whether or not owner occupied):

"The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided that the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency that administers compliance with this law concerning this creditor is the U.S. Comptroller of the Currency, Consumer Affairs Division, Washington D.C. 20219."

The California Housing Financial Discriminating Act of 1977 provides in part as follows:

"35810. No financial institution shall discriminate in the availability of, or in the provision of, financial assistance for the purpose of purchasing, constructing, rehabilitating, improving, or refinancing housing accommodations due, in whole or in part, to the consideration of conditions, characteristics, or trends in the neighborhood or geographic area surrounding the housing accommodation, unless the financial institution can demonstrate that such consideration in the particular case is required to avoid an unsafe and unsound business practice.

35811. No financial institution shall discriminate in the availability of, or in the provision of, financial assistance for the purpose of purchasing, constructing, rehabilitating, improving, or refinancing housing accommodations due, in whole or in part, to the consideration of race, color, religion, sex, marital status, national origin, or ancestry.

35812. No financial institution shall consider the racial, ethnic, religious, or national origin composition of a neighborhood or geographic area surrounding a housing accommodation or whether or not such composition is undergoing change, or is expected to undergo change, in appraising a housing accommodation or in determining whether or not, and under what terms and conditions, to provide financial assistance for the purpose of purchasing, constructing, rehabilitating, improving, or refinancing a housing accommodation. No financial institution shall utilize appraisal practices that are inconsistent with the provisions of this part."

If you wish to file a complaint, or if you have questions about your rights, contact:

Comptroller of the Currency  
Administrator of National Banks/Western District  
Consumer Complaint Department  
50 Fremont Street  
Suite 3900  
San Francisco, CA 94105

I (We) have received a copy of this notice.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## DEFINITION OF INCOME

A. INCOME INCLUSIONS include the following (unless such income is described in (B) below:

1. The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services.
2. Net income from the operations of a business or professions. Expenditures for business expansion or amortization of capital indebtedness cannot be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight-line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family.
3. Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in number 2 (above). Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the family. Where the family has net family assets in excess of \$5000, annual income shall include the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD.
4. The full amount of periodic payments received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic payment (except as provided in number 14 of Income Exclusions).
5. Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation and severance pay (except as provided in number 3 of Income Exclusions).
6. Welfare Assistance. If the welfare assistance payment includes an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of:
  - The amount the allowance or grant exclusive of the amount specifically designated for shelter and utilities; *plus*
  - The maximum amounts that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family welfare assistance is ratably reduced from the standard of need by applying a percentage, the

amount calculated under this paragraph is the amount resulting from one application of the percentage.

7. Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from organizations or from persons not residing in the dwelling.
8. All regular pay, special pay and allowances of a member of the Armed Forces (except as provided in number 7 of Income Exclusions).

B. INCOME EXCLUSIONS. The following income is excluded from the amount set forth above:

1. Income from the employment of children (including foster children) under the age of 18 years.
2. Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone).
3. Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (except as provided in number 5 of Income Inclusions).
4. Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member.
5. Income of a live-in aide (as defined in 24 CFR 5.403).
6. The full amount of student financial assistance paid directly to the student or to the educational institution.
7. The special pay to a family member serving in the Armed Forces who is exposed to hostile fire.
8.
  - (a) Amounts received under training programs funded by HUD.
  - (b) Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and benefits because they are set aside for use under a plan to Attain Self-Sufficiency (PASS).
  - (c) Amounts received by a participant in other publicly assisted programs that are specifically for, or in reimbursement of, out-of-pocket expenses incurred (special equipment, clothing, transportation, child care, etc.) and that are made solely to allow participation in a specific program.
  - (d) Amounts received under a resident service stipend (as defined in 24 CFR 5.609(c) (8)(iv)).

- (e) Incremental earnings and benefits resulting to any family member from participation in qualifying state or local employment training programs (including training not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for the period during which the family member participates in the employment-training program.
9. Temporary, nonrecurring, or sporadic income (including gifts).
  10. Reparation payments paid by a foreign government pursuant to claims under the laws of that government by persons who were persecuted during the Nazi era.
  11. Earnings in excess of \$480 for each full-time student 18 years of age or older (excluding the head of household or spouse).
  12. Adoption assistance payments in excess of \$480 per adopted child.
  13. For public housing only, the earnings and benefits to any family member resulting from the participation in a program providing employment training and supportive services in accordance with the Family Support Act of 1988, section 22 of the 1937 Act (43 U.S.C. 1437t), or any comparable federal, state or local law during the exclusion period.
  14. Deferred periodic amounts from SSI and Social Security benefits that are received in a lump sum amount or in prospective monthly amounts.
  15. Amounts received by the family in the form of refunds or rebates under state or local law for property taxes paid on the dwelling unit.
  16. Amounts paid by a state agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep this developmentally disabled family member at home.
  17. Amounts specifically excluded by any other federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions of 24 CFR 5.609 (c) apply, including:
    - The value of allotment made under the Food Stamp Act of 1977;
    - Payments received under the Domestic Volunteer Service Act of 1973 (employment through VISTA, Retired Senior Volunteer Program, Foster Grandparents Program, youthful offender incarceration alternatives, senior companions);
    - Payments received under the Alaskan Native Claims Settlement Act;
    - Payments from the disposal of funds of the Grand River Band of Ottawa Indians;
    - Payments from certain sub marginal U.S. land held in trust for certain Indian tribes;



- Payments, rebates, or credits received under Assistance Programs (includes any winder differentials given to the elderly);
- Payments received under the Main Indian Claims Settlement Act of 1980 (Pub. L. 96-420, 9z Stat. 1785);
- The first \$2000 of per capita shares received from judgments awarded by the Indian Claims Commission of the Court of Claims or from funds the Secretary of the Interior holds in trust for an Indian tribe;
- Amounts of scholarships funded under Title IV of the Higher Education Act of 1965, including awards under the Federal work-study program or under the Bureau of Indian Affairs student assistance programs, or veterans benefits;
- Payments received under Title V of the Older Americans Act (Green Thumb, Senior Aides, Older American Community Service Employment Program);
- Payments received after January 1, 1989 from the Agent Orange Settlement Fund or any other fund established pursuant to the settlement in the In Re Agent Orange product liability litigation, M.D.L. No. 381 (E.D.N.Y.);
- Earned income tax credit;
- The value of any child care provided or reimbursed under the Child Care and Development Block Grant Act of 1990; and
- Payments received under programs funded in whole or in part under the Job Training Partnership Act (employment and training programs for Native Americans and migrant and seasonal farm workers, Job Corps, veterans employment programs, State job training programs and career intern programs).



## **HOME REHABILITATION LOAN PROGRAM**

Dear Applicant:

Thank you for your interest in our Home Rehabilitation loan program. Based upon the information you provided, it appears that you may be qualified for our program.

Attached is an overview of our program and a comprehensive application package upon which your eligibility for our program will be determined. To avoid any delays in the processing of your application, please remember to include photocopies of all requested documentation and original forms which are also included in this packet.

Funding for the 2011-2012 program year is extremely limited, and all applications will be dealt with on a first come, first serve basis.

Please read and complete all portions of the application. Upon completion of the forms, please return to the Community Development Department. Should you have any questions regarding this program or application process, please do not hesitate to contact me in the Community Development Department at 818-898-1227.

We look forward to reviewing your application.

Sincerely,  
Community Development Department



## HOME REHABILITATION PROGRAM OVERVIEW

### **INTRODUCTION**



The purpose of this program is to assist low and moderate-income households in the rehabilitation of their home to repair any code violations, to meet housing quality standards and to restore historic preservation features in their home. The goal of this program is to eliminate safety hazards, improve substandard conditions and to enhance the overall appearance of the property and thereby have a ripple effect on improving the aesthetics of the block, immediate neighborhood and the community in general.

### **REHAB ASSISTANCE**

A loan of a maximum dollar amount of \$25,000 is offered as assistance toward the rehabilitation of a home per assisted household. The City's direct financial assistance will be in the form of a loan to the homeowner secured by a Loan Agreement, Promissory Note and a Deed of trust.






The loan will bare a simple interest of 0-3 percent depending on the combined gross household income adjusted per family size. The loan may require minimum monthly payments until the loan agreement is terminated where the entire balance will be due paid in full.

### **ELIGIBILITY REQUIREMENTS**

-  Applicant must be the current homeowner residing in the home to be rehabilitated.
-  Combined gross household income must be 120% or less of the Los Angeles County Median Family Income adjusted per family size (see below).

1 person household	2 person household	3 person household	4 person household	5 person household	6 person household	7 person household	8 person household
\$52,900	\$60,500	\$68,050	\$75,600	\$81,650	\$87,700	\$93,750	\$99,800

Source: Department of Housing and Community Development- Official State Income Limits for 2009

-  The home to be rehabilitated must be located within City of San Fernando boundaries.
-  The home to be rehabilitated must be a single family residence.
-  Applicant must select a licensed (Category B) and bonded general contractor in good standing with the Contractor's State License Board for the home rehabilitation. The City is not responsible for the selection of the Contractor.
-  Applicant must be able to provide proof of ownership and occupancy of the property to be rehabilitated.
-  No pattern of notice of code compliance and or repeated Police response for services.

### **RESTRICTIONS AND CONDITIONS OF ASSISTANCE**

Eligible properties include existing single family houses, and manufactured homes located within the corporate city limits for San Fernando.

Loan proceeds may only be used to cover the costs of services and materials necessary to carry out the rehabilitation of work. Equity loans are NOT allowed.

Previously contracted or commenced work or materials purchased are NOT eligible for reimbursement, or for continuation of work underway, unless previously commenced work is a hazard to life or property. Rehabilitation work must not commence until City approval is received, all permits are issued, and a Notice to Proceed order is given.

The City of San Fernando reserves the right to allow staff and/or its agents to conduct necessary property and rehabilitation work inspections as required.

All funds disbursed are payable directly to the contractor for rehabilitation of work performed on a scheduled basis. Work must not commence until City approval is received, all permits are issued and a Proceed Order is provided. Advanced payments or personal funds will NOT be reimbursed to the property owner or the Contractor. The City of San Fernando is not responsible for advanced funds to the Contractor. Side agreements between the Property Owner and the Contractor are not allowed during the City of San Fernando Rehabilitation Program.

### **REPAYMENT PROGRAM**

Loan principal and a interest are due and payable if during the life of the loan the property is sold, title is transferred, the home is not occupied as the principal residence by the applicants, or there is unauthorized refinancing of the first trust deed.

Monthly payments are assessed upon determination of an *undeferrred* loan status. Payments are calculated on a per-case basis over 15 years.

### **ADDITIONAL PROGRAM CONSIDERATIONS**

Items required to be fully code-complying include, but are not limited to:

- |                      |                                 |
|----------------------|---------------------------------|
| ✕ Termite Work       | ✕ Roofing Repairs               |
| ✕ Attic Insulation   | ✕ Plumbing Repairs              |
| ✕ Smoke Detectors    | ✕ Electrical Repairs            |
| ✕ Weather Stripping  | ✕ Exterior Stucco/Siding Repair |
| ✕ Structural Repairs | ✕ Window and Door replacement   |

Ineligible items include but are not limited to:

- |                                      |   |
|--------------------------------------|---|
| ⊗ Reimbursement for personal labor   | ⊗ Aluminum siding                               |
| ⊗ Burglar alarms                     | ⊗ Worght iron security devices                  |
| ⊗ Free-standing appliances           | ⊗ Recreational equipment                        |
| ⊗ Purchase or repair of furniture    | ⊗ Kennels                                       |
| ⊗ Unapproved Demolition              | ⊗ Bath houses, swinning pools, saunas, hot tubs |
| ⊗ Free standing concrete block walls | ⊗ Murals, window treatments, tv antennas        |
| ⊗ Interim wood paneling              | ⊗ Steam cleanning                               |
| ⊗ Forced air heating systems         | ⊗ Pool Repairs                                  |
| ⊗ Construction of additional rooms   | ⊗ Deconversion of garages                       |

The City of San Fernando reserves the right to deny requests in specific instances where the rehabilitation to be completed and/or the application do not conform to these or other program guidelines.

The City of San Fernando and/or participating lenders determines the eligibility of applicant to the program.

*Please allow at least two (2) weeks for processing.*



## HOME REHABILITATION APPLICATION

APPLICANTS	NAME	SOCIAL SECURITY NO.	GROSS ANNUAL INCOME	AGE	FULL TIME STUDENT ? Y/N
Applicant					
Co-Applicant					

MAILING INFORMATION					
Current Address					
City, State, ZIP				Phone	

OTHER FAMILY MEMBERS	NAME	SOCIAL SECURITY NO.	GROSS ANNUAL INCOME	AGE	FT STUDENT ? Y/N
Family member					
Family member					
Family member					
Family member					
Family member					

EMPLOYMENT INFORMATION <small>If self-employed, please check here <input type="checkbox"/></small>		
APPLICANT'S EMPLOYER	APPLICANT'S POSITION	PHONE NO.
ADDRESS	CITY, STATE, ZIP	LENGTH OF EMPLOYMENT
CO-APPLICANT'S EMPLOYER	CO-APPLICANT'S POSITION	PHONE NO.
ADDRESS	CITY, STATE, ZIP	LENGTH OF EMPLOYMENT

OTHER INFORMATION		
Are you or any member of your household currently receiving a pension or Social Security and/or SSI?	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please disclose monthly amount	\$
Are you an US Citizen or US Permanent Resident?	<input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please specify	<input type="checkbox"/> US Resident <input type="checkbox"/> US Citizen
Is the head of household disabled?	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> decline to state
What sex is the head of household?	<input type="checkbox"/> male <input type="checkbox"/> female If yes, please specify	<input type="checkbox"/> decline to state
Please state your ethnicity.		<input type="checkbox"/> decline to state

I declare under penalty of perjury that the statements made on this application are true and correct. I certify that I (we) am (are) the owner (s) of the above stated subject property, and that I (we) understand the foregoing qualifications and conditions for loan eligibility. Any person, under penalty of perjury, who willfully state as true any material which he/she knows to be false can be found guilty of perjury.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

\_\_\_\_\_  
Date



## HOME REHABILITATION APPLICATION

PROPERTY INFORMATION			
Property Address			
City, State		Zip	
Legal Description or Assessor's Number: (see current Property Tax Bill)			
Please list all current owners on the Title to this property:			
BALANCE VERIFICATION ON LOANS SECURED BY HOME			
1 <sup>st</sup> Mortgage		Loan Number	#
Lien holder's Name		Loan Balance	\$
Address			
City, State		Zip	
2 <sup>nd</sup> Mortgage		Loan Number	#
Lien holder's Name		Loan Balance	\$
Address			
City, State		Zip	
PROPERTY DESCRIPTION			
Purchase Date		Year Built	
Purchase Price	\$	Estimated current market value	\$
Estimated living area	Sq. Feet	No. of bedrooms	#
No. of Full Baths	#	No. of 1/2 Baths	#
Major improvements/additions since property was built:			
List items you would like to consider for Rehabilitation:			
			Please Initial Below
Receipt of <i>Fair lending Notice</i> (Please Initial)			
Receipt of <i>Definition of Income</i> (Please Initial)			
Receipt of <i>Protect Your Family From Lead In Your Home</i> (Please Initial)			



## CHECKLIST FOR DOCUMENTATION SUBMITTAL (Home Rehabilitation Loan Program)

This checklist has been provided to make the application process as quick as possible.

**Incomplete submittals will be returned without further review.**

### **INCOME VERIFICATION** (per individual over 18 years of age)

*If you are salaried, please provide PHOTOCOPIES of the following document:*

- ☐ 3 consecutive years of Federal and State income tax returns (signed) with W-2 forms
- ☐ 6 recent consecutive paycheck stubs (of all working bodies)
- ☐ 3 concurrent consecutive checking account statements (3 months)
- ☐ 3 most recent year-to-date statements showing interest earned on all interest-bearing accounts

*If you are self-employed (Sole Proprietorship), please provide PHOTOCOPIES of:*

- ☐ 3 years of signed Federal and State income tax returns (signed)
- ☐ Most recent year-to-date profit and loss statement (signed)

*If you receive other income on a regular basis, please provide PHOTOCOPIES of:*

- ☐ Rental Income- Federal income tax return form 1040 and/or rental agreements, or
- ☐ Retirement/Social Security- statement of benefits from the Social Security Office, or proof of direct deposit, or
- ☐ Alimony/Child Support- divorce decree or separation agreement, or
- ☐ Commissions, interest/dividends- personal Federal and State income tax returns for the last 3 years (signed), or
- ☐ Any other income- provide appropriate documentation

### **ADDITIONAL REQUIREMENTS**

- ☐ Verification of ownership- Please provide a copy of current Property Tax Bill or Grant Deed
- ☐ Verification of Insurance – Please provide a copy of current Homeowner’s Insurance Certificate
- ☐ Verification of Owner Occupancy – Please provide a copy of a current utility bill (gas, electric, phone)
- ☐ **Household** Certification of Anticipated Gross Annual Income– To be completed by any individual in said household certifying income for the entire family (see attachment).
- ☐ **Individual** Certification of Anticipated Gross Annual Income– To be completed by any individual in said household certifying source of independent income (see attachment).
- ☐ Application for Special Housing Inspection- To be completed as permission for city staff to enter property for observation and/or inspection of potential rehabilitation items (see attachment).
- ☐ Fair Housing Lending Notice– Please provide the acknowledgement of receiving the Fair Lending Notice as noted in the California Housing Financial Discrimination Act of 1977 (see attachment).
- ☐ Verification of Full Time Student Status – Please provide proof of enrollment for current school term (only if applicable).

*We look forward to reviewing your application.*

# CERTIFICATION OF ANTICIPATED GROSS ANNUAL **HOUSEHOLD** INCOME

Name of Head of Household \_\_\_\_\_

Project Address: \_\_\_\_\_

The purpose of this certification is to assist the Housing Division in determining your eligibility for one of the City's Housing Programs. All information contained herein shall be kept confidential. This form should be completed by the head of household. All persons listed below must complete a separate Certification of Anticipated Individual Income.

Names of Household Members (including yourself)	Relationship to Head of Household	Age	Anticipated Gross Annual Income
	HEAD OF HOUSEHOLD		
<b>TOTAL ANTICIPATED ANNUAL GROSS HOUSEHOLD INCOME</b>			

*I, the undersigned, state that I have completed this form accurately and completely to the best of my knowledge for all persons who are to occupy the unit in the above housing development for which application is made.*

\_\_\_\_\_  
Signature of Head of Household

\_\_\_\_\_  
Date

**CERTIFICATION OF  
ANTICIPATED GROSS ANNUAL INCOME  
TO BE COMPLETED PER INDIVIDUAL OVER 18 YEARS OF AGE**

This form should be completed by **EACH** household member that has any type of income listed in Part A, and not listed in Part B of the City of SAN FERNANDO's Definition of income. Please attach verification of all income reported (i.e.: pay stubs, interest statements, etc.).

Name of Occupant: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

**Note: If there is NO income, enter "no income." Sign and date this form.**

<b>SOURCE</b> (wages, overtime, interest, pension, Social Security, SSI, child support, unemployment, etc.)	<b>GROSS AMOUNT</b> (Amount before any deductions received each Pay Period)	<b>PAY PERIOD</b> (weekly, biweekly, monthly, etc.)	<b>ANNUAL GROSS</b> (Total income before any deductions for one year)
<b>TOTAL ANNUAL GROSS INCOME</b>			

Are you a fulltime student? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, attach a copy of your proof of enrollment/class schedule for the current school term.

*I hereby state that all of the above statements are true, accurate, and complete to the best of my knowledge and belief.*

\_\_\_\_\_  
Signature of Occupant

\_\_\_\_\_  
Date

**Copy as Necessary for Each Household Member**



### HOME REHABILITATION PROGRAM APPLICATION FOR SPECIAL HOUSING INSPECTION

In accordance with HUD national housing rehabilitation goals and objectives and the City's General Plan, it is the intent of this program to bring home up to current local building code standards. Therefore, before any application can be processed, the applicant must arrange for the Program Building Inspector to inspect the property where the home improvement is to take place. As the Subject property will be thoroughly inspected inside and out, an adult must be present on the premises when the inspection takes place.

It is understood that any hazardous conditions, or violations of the City building or municipal codes must be corrected whether or not the proposed loan or rebate is eventually made. Should the loan or rebate be made some or all of the funds must be used to correct the deficiencies noted by the Program Building Inspector.

The City of San Fernando will enforce the California Building Code section CBC 310.9 regarding SMOKE DETECTORS being placed in all homes where building permits have been issued.

De acuerdo con metas de rehabilitación de la Ciudad de San Fernando y los objetivos nacionales de HUD y el plan general, es el intento de este programa traer su casa hasta estándares locales actuales del código municipal de construcción. Por lo tanto, antes de que cualquier uso pueda ser procesado, el aspirante debe arreglar para que el inspector de la ciudad del programa examine la característica donde está ocurrir los mejoramientos caseros. Como la casa será examinada a fondo adentro y afuera, un adulto debe estar presente en las cuando ocurra la inspección.

Se entiende que cualquier condición peligrosa, o la violación de código de la ciudad o los códigos municipales deben ser corregidos aun sin que el préstamo o la rebaja propuesta sea aprobada. Si el préstamo o la rebaja se realicé, algunos o todos los fondos deben ser utilizados para corregir las deficiencias conocidas por el inspector del programa.

La ciudad de San Fernando hará cumplir el código de la sección CBC 310.9 del código de construcción de California con respecto a los DETECTORES DE HUMO que son colocados en todos los hogares en donde se han publicado los permisos de construcción.

Applicant: \_\_\_\_\_

Address of Property to be inspected: \_\_\_\_\_

Phone (day): \_\_\_\_\_ Phone (evening): \_\_\_\_\_

Anticipated date of Inspection: \_\_\_\_\_

**Owner has read and agreed to the above provisions.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant's Signature

\_\_\_\_\_  
Date



#### FAIR LENDING NOTICE

To: All applicants for a real property secured loan to purchase, construct, rehabilitate, improve or refinance an owner-occupied one-to-four family residence: and all owner-applicants for a real property secured home improvement loan to improve a one-to-four family residence (whether or not owner occupied):

“The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided that the applicant has the capacity to enter into a binding contract); because all or part of the applicant’s income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency that administers compliance with this law concerning this creditor is the U.S. Comptroller of the Currency, Consumer Affairs Division, Washington D.C. 20219.”

The California Housing Financial Discriminating Act of 1977 provides in part as follows:

“35810. No financial institution shall discriminate in the availability of, or in the provision of, financial assistance for the purpose of purchasing, constructing, rehabilitating, improving, or refinancing housing accommodations due, in whole or in part, to the consideration of conditions, characteristics, or trends in the neighborhood or geographic area surrounding the housing accommodation, unless the financial institution can demonstrate that such consideration in the particular case is required to avoid an unsafe and unsound business practice.

35811. No financial institution shall discriminate in the availability of, or in the provision of, financial assistance for the purpose of purchasing, constructing, rehabilitating, improving, or refinancing housing accommodations due, in whole or in part, to the consideration of race, color, religion, sex, marital status, national origin, or ancestry.

35812. No financial institution shall consider the racial, ethnic, religious, or national origin composition of a neighborhood or geographic area surrounding a housing accommodation or whether or not such composition is undergoing change, or is expected to undergo change, in appraising a housing accommodation or in determining whether or not, and under what terms and conditions, to provide financial assistance for the purpose of purchasing, constructing, rehabilitating, improving, or refinancing a housing accommodation. No financial institution shall utilize appraisal practices that are inconsistent with the provisions of this part.”

If you wish to file a complaint, or if you have questions about your rights, contact:

Comptroller of the Currency  
Administrator of National Banks/Western District  
Consumer Complaint Department  
50 Fremont Street  
Suite 3900  
San Francisco, CA 94105

I (We) have received a copy of this notice.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



## DEFINITION OF INCOME

A. INCOME INCLUSIONS include the following (unless such income is described in (B) below:

1. The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services.
2. Net income from the operations of a business or professions. Expenditures for business expansion or amortization of capital indebtedness cannot be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight-line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family.
3. Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in number 2 (above). Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the family. Where the family has net family assets in excess of \$5000, annual income shall include the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD.
4. The full amount of periodic payments received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic payment (except as provided in number 14 of Income Exclusions).
5. Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation and severance pay (except as provided in number 3 of Income Exclusions).
6. Welfare Assistance. If the welfare assistance payment includes an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of:



- The amount the allowance or grant exclusive of the amount specifically designated for shelter and utilities; *plus*
  - The maximum amounts that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family welfare assistance is ratably reduced from the standard of need by applying a percentage, the amount calculated under this paragraph is the amount resulting from one application of the percentage.
7. Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from organizations or from persons not residing in the dwelling.
  8. All regular pay, special pay and allowances of a member of the Armed Forces (except as provided in number 7 of Income Exclusions).

B. INCOME EXCLUSIONS. The following income is excluded from the amount set forth above:

1. Income from the employment of children (including foster children) under the age of 18 years.
2. Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone).
3. Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (except as provided in number 5 of Income Inclusions).
4. Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member.
5. Income of a live-in aide (as defined in 24 CFR5.403).
6. The full amount of student financial assistance paid directly to the student or to the educational institution.
7. The special pay to a family member serving in the Armed Forces who is exposed to hostile fire.
8. (a) Amounts received under training programs funded by HUD.  
(b) Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and

- benefits because they are set aside for use under a plan to Attain Self-Sufficiency (PASS).
- (c) Amounts received by a participant in other publicly assisted programs that are specifically for, or in reimbursement of, out-of-pocket expenses incurred (special equipment, clothing, transportation, child care, etc.) and that are made solely to allow participation in a specific program.
  - (d) Amounts received under a resident service stipend (as defined in 24 CFR 5.609(c) (8)(iv).
  - (e) Incremental earnings and benefits resulting to any family member from participation in qualifying state or local employment training programs (including training not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for the period during which the family member participates in the employment-training program.
- 9. Temporary, nonrecurring, or sporadic income (including gifts).
  - 10. Reparation payments paid by a foreign government pursuant to claims under the laws of that government by persons who were persecuted during the Nazi era.
  - 11. Earnings in excess of \$480 for each full-time student 18 years of age or older (excluding the head of household or spouse).
  - 12. Adoption assistance payments in excess of \$480 per adopted child.
  - 13. For public housing only, the earnings and benefits to any family member resulting from the participation in a program providing employment training and supportive services in accordance with the Family Support Act of 1988, section 22 of the 1937 Act (43 U.S.C. 1437t), or any comparable federal, state or local law during the exclusion period.
  - 14. Deferred periodic amounts from SSI and Social Security benefits that are received in a lump sum amount or in prospective monthly amounts.
  - 15. Amounts received by the family in the form of refunds or rebates under state or local law for property taxes paid on the dwelling unit.
  - 16. Amounts paid by a state agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep this developmentally disabled family member at home.
  - 17. Amounts specifically excluded by any other federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions of 24 CFR 5.609 (c) apply, including:

- The value of allotment made under the Food Stamp Act of 1977;
- Payments received under the Domestic Volunteer Service Act of 1973 (employment through VISTA, Retired Senior Volunteer Program, Foster Grandparents Program, youthful offender incarceration alternatives, senior companions);
- Payments received under the Alaskan Native Claims Settlement Act;
- Payments from the disposal of funds of the Grand River Band of Ottawa Indians;
- Payments from certain sub marginal U.S. land held in trust for certain Indian tribes;
- Payments, rebates, or credits received under Assistance Programs (includes any winder differentials given to the elderly);
- Payments received under the Main Indian Claims Settlement Act of 1980 (Pub. L. 96-420, 9z Stat. 1785);
- The first \$2000 of per capita shares received from judgments awarded by the Indian Claims Commission of the Court of Claims or from funds the Secretary of the Interior holds in trust for an Indian tribe;
- Amounts of scholarships funded under Title IV of the Higher Education Act of 1965, including awards under the Federal work-study program or under the Bureau of Indian Affairs student assistance programs, or veterans benefits;
- Payments received under Title V of the Older Americans Act (Green Thumb, Senior Aides, Older American Community Service Employment Program);
- Payments received after January 1, 1989 from the Agent Orange Settlement Fund or any other fund established pursuant to the settlement in the In Re Agent Orange product liability litigation, M.D.L. No. 381 (E.D.N.Y.);
- Earned income tax credit;
- The value of any child care provided or reimbursed under the Child Care and Development Block Grant Act of 1990; and
- Payments received under programs funded in whole or in part under the Job Training Partnership Act (employment and training programs for Native Americans and migrant and seasonal farm workers, Job Corps, veterans employment programs, State job training programs and career intern programs).

## Nearby Cities' Housing Services and Staffing

City	Staff
City of Santa Clarita <ul style="list-style-type: none"> <li>• Affordable Rental Housing</li> <li>• Community Development Block Grant (CDBG)</li> <li>• Home Purchase Programs</li> <li>• Housing Services</li> <li>• Senior Housing</li> <li>• Residential Repair Grants</li> <li>• Fair Housing Information</li> </ul>	2 Positions
City of Burbank <ul style="list-style-type: none"> <li>• Affordable Housing/Section 8 Resources</li> <li>• Landlord-Tenant Commission and Housing Resources</li> <li>• COVID-19 Rent Relief</li> <li>• Homeless Services</li> <li>• CDBG</li> </ul>	6 positions
City of Glendale <ul style="list-style-type: none"> <li>• Current and Future Affordable Housing Development</li> <li>• Rental Rights</li> <li>• Section 8 Program</li> <li>• COVID-19 Orders &amp; Emergency Rental Assistance Program</li> <li>• Fair Housing and State Housing Laws</li> <li>• Housing Element Update</li> </ul>	30 positions
City of Alhambra <ul style="list-style-type: none"> <li>• Home Improvement Assistance Program</li> <li>• COVID-19 Rent Relief Program</li> <li>• Housing Assistance</li> </ul>	1 Housing Assistant and Contract with Housing Rights Center
City of Pasadena <ul style="list-style-type: none"> <li>• Single-Family Rehabilitation Programs</li> <li>• Direct Homeless Assistance</li> <li>• Housing Navigation</li> <li>• Section 8 Support</li> <li>• Fair Housing Information</li> </ul>	9 positions
City of South Pasadena <ul style="list-style-type: none"> <li>• Emergency Rental Assistance Program</li> <li>• Section 8 program</li> <li>• Fair Housing and State Housing Laws</li> </ul>	1 Position and Contract with Housing Right Center
City of Rosemead <ul style="list-style-type: none"> <li>• First Time Homebuyer Program</li> <li>• Home Improvement Program</li> <li>• Rental Assistance</li> <li>• Fair Housing and State Housing Laws</li> <li>• CDBG</li> <li>• HERO Program (Energy &amp; Water Efficiency Loan Program)</li> <li>• Homeless Services</li> </ul>	1 Position with Contract Staffing Services, and Contract with Housing Right Center

**Housing Coordinator**Class Code:  
2562CITY OF GLENDALE (CA)  
Established Date: Jul 25, 2012  
Revision Date: Apr 8, 2015**SALARY RANGE**

\$5,436.51 - \$7,909.56 Monthly

**DEFINITION/ESSENTIAL FUNCTIONS:**

Under general supervision, this management classification performs duties related to affordable housing projects and programs, and related fiscal projects and programs.

**Essential functions of the job include, but are not limited to, the following:**

Assists in supervising and managing the activities of the Housing Division of the Community Development Department.

Works with managers and staff in planning and assessment, program goal setting and accomplishment, quality control, and staff performance outcomes.

Develops strategies toward the financial and operational self-sufficiency of the Division.

Develops program audit functions and tasks related to Division operations and in compliance with Federal and State funding regulations.

Tracks and reports performance levels related to Division operations in compliance with Federal and State funding regulations.

Monitors and supervises the collection of all housing revenue related to annual program awards, fraud recovery, loan repayments, and interdepartmental transfers related to expired redevelopment tax increment financing.

Identifies, coordinates, writes and submits for approval of grants for funding affordable housing projects, programs and activities.

Prepares grant applications, tracks and reports the status of grant applications, and monitors contracts for compliance with statutory and regulatory requirements.

Prepares the Housing program budget and assists in the coordination of the Housing Division's budget.

Monitors expenditures and advises others of upcoming deadlines and shortfalls and makes recommendations for corrective actions.

Prepares Requests for Proposals and manages professional service contracts for the Housing Division.

Researches, investigates and analyzes operational and administrative issues, including organization structures, record procedures involving forms, documents and payrolls, work output and workload, and expense control.

Plans and coordinates housing projects with other divisions and departments.

Confers with City officials and employees on matters of administration, finance, and operation.

Researches and tracks legislation pertaining to affordable housing.

Prepares oral and/or written presentations on the impact such legislation may have on affordable housing development in the City for management, Housing Authority and City Council.

Plans, organizes, prepares materials and makes presentations at public meetings related to affordable housing projects and programs.

Prepares and delivers staff reports to various boards, commissions, the Housing Authority and the City Council.

Attends workshops and seminars on affordable housing programs, and housing market trends.

Presents information to appropriate personnel for follow-up action in order to assist the Housing Division to remain up-to-date on the most current regulations, legislation and trends in affordable housing finance, and compliance.

Applies changes to procedures as necessary.

Conducts surveys and studies related to affordable housing trends and practices in other communities.

Analyzes resulting data and prepares oral or written presentations on analysis and recommendations for affordable housing program and project development in the City for divisional and departmental managers, Housing Authority and City Council.

Prepares organization and work flow charts, spreadsheets, and written reports using a variety of computer software applications.

Conducts studies of the Division's operations, recommends changes in goals, objectives, policies and procedures, and oversees the implementation of approved changes.

Plans and coordinates projects with other divisions and departments.

Prepares components of the City Housing Element.

Prepares annual plans, evaluation reports, and online reports on affordable housing programs and projects as required by various local, State, and Federal entities.

Assists in special projects undertaken for purposes of standardization, efficiency, and economy. Assists in development and design of programs based on need.

Plans, assigns, reviews, and evaluates the work of subordinate staff. Reviews and evaluates employees' job performance, and effectively recommends personnel action.

Drives on City business as necessary.

Communicates funding allocations and eligible uses of funds within the framework of regulatory constraints.



Ensures Department services are provided with the highest customer service and ethical standards.

Assumes responsibility for ensuring the duties of the position are performed in a safe, efficient manner.

Communicates funding allocations and eligible uses of funds within the framework of regulatory constraints.

Performs other related duties as assigned or as the situation requires.

## **MINIMUM REQUIREMENTS:**

### **Knowledge, Skills & Abilities**

#### **Knowledge of:**

Affordable housing finance processes, policies and procedures.

Budgetary processes and procedures.

Business practices and procedures.

Effective customer services practices.

Principles of organization, administration, and supervision.

#### **Skill in:**

Effective oral and written communications, both on a one-on-one and a group basis.

Making independent judgments and sound decisions based on established guidelines, policies and procedures.

Public contact techniques.

Utilize a variety of computer and software applications including Emphasys Elite, Filemaker and Microsoft Office.

#### **Ability to:**

Conduct research and analyze data.

Design and implement work flow systems.

Develop and implement policies and procedures.

Effectively train and supervise subordinates.

Establish and maintain effective working relationships with the City staff, boards, commissions, outside agencies, and the public and resolve interpersonal conflicts.

Exercise good judgment and discretion in problem situations.

Foster a teamwork environment.

Interpret, apply, explain and reach sound decisions in accordance with laws, regulations, rules and policies.

Lead, coach, instruct and motivate employees.

Maintain accuracy under deadlines.

Model and practice the highest standards of ethical conduct.

Organize, assign and schedule workload among subordinate staff.

Plan, manage and complete projects individually or in conjunction with others, including implementing plans of affordable housing agreements, affordable housing components of City and Housing Authority multi-year strategic plans.

Plan, organize and prioritize projects to meet critical deadlines.

Prepare analytical and financial reports.

Prepare and deliver effective presentations to the public at community meetings, and to various boards, commissions, the Housing Authority, and the City Council.

Prepare, monitor and control a budget.

Provide clear work instruction.

Read, write, communicate effectively, and comprehend directions in English.

Review and evaluate employees' job performance.

Review, comprehend, and apply executed affordable housing agreement terms to current conditions.

Understand and use computers to accomplish assignments and guide staff.

**Other Characteristics****Willingness to:**

Work overtime as requested.

Assume responsibility for maintaining a safe working environment.

Work the necessary hours and times to accomplish goals, objectives, and required tasks.

**Experience**

Two years of increasingly responsible professional experience with affordable housing development, finance, and subsidized rental housing assistance programs, in a local government or a nonprofit community development corporation is required.

**Education/Training**

Bachelor's Degree in Urban Planning, Public Administration, Business Administration, or a related field is required. A Master's Degree in the same fields is highly desirable.

**License(s)/Certification(s)**

Valid Class C California driver's license.

**Note**

An equivalent combination of experience, education and/or training may substitute for the listed minimum requirements.

**CLASSIFICATION INFORMATION:**

**Classification Series:** Housing Coordinator Series

**Previously Approved:** 07/25/2012

**FLSA:** Exempt

**Probationary Period:** One year

# Housing Coordinator HUD VASH

POSTED ON 12/14/2021 AVAILABLE BEFORE 1/13/2022

Volunteers of America Los Angeles      Los Angeles, CA Full Time

## Job Posting for Housing Coordinator HUD VASH at Volunteers of America Los Angeles

About Us:

### VOALA

#### *Helping Our Most Vulnerable Change Their Life Stories*

Volunteers of America is a non-profit human services organization committed to serving people in need, strengthening families, and building communities. VOA - LA provides a variety of social services to Los Angeles area communities such as Head Start programs, Upward Bound college prep programs, veterans' services, homeless shelters, low-income housing program as well as drug and alcohol rehabilitation. Learn more at [www.voala.org](http://www.voala.org).

### HUD-VASH

The Department of Housing and Urban Development - VA Supportive Housing (HUD-VASH) Program is an effort between VOALA, HUD and the VA to move Veterans and their families out of homelessness and into permanent housing. Provides long-term case management, clinical/supportive services, and permanent housing assistance for chronically homeless Veterans. Combines Housing Choice Voucher assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs.

### JOB SUMMARY AND PURPOSE

The Housing Coordinator is responsible for identifying suitable housing options for program participants and their families, and assisting the participants to achieve sustainable and healthy independent living. Conducts community outreach to develop resources to support homeless participants. Part of services team for the program, the Housing Coordinator provides experience-based leadership and participates in all stages of client service: assessment, services planning, engagement and delivery. Assists program case management, performs outreach and community engagement events, is able to lead these efforts as required.

### DUTIES AND RESPONSIBILITIES

- Identifies and locates housing options suitable for homeless clients and their families, including referral to VOALA shelters as appropriate.
  - Creates and maintains a housing database linking tenants to apartments
  - Communicates with landlords and familiarize them with the program and the unique needs of participants

- Leads community outreach for program, represents VOALA at meetings of working groups specific to housing the homeless, attends Apartment and Relator Association meetings, develops community partners.
- Develops support systems to meet individual client's housing needs; coordinates and facilitates move-in activities, rental negotiations, and service referrals as needed
- Facilitates the use of community resources to assist both tenants and landlords in the event of problems leading to potential eviction
- As a member of the program case management team, provides information referrals, crisis intervention, and assistance with permanent housing placement for participants
  - Assists case managers in conducting the comprehensive screenings and assessments to collect functional, environmental, financial, employment, housing, educational, and health information, as appropriate, to develop an Individual Service Plan
  - Coordinates follow-up services with case management team
  - Performs tasks of Case Manager or Housing Specialist as needed
- Performs outreach to area homeless, coordinating efforts of community organizations to serve the homeless
- Additional duties as assigned

#### Qualifications

#### **REQUIREMENTS:**

- Must be able to pass a fingerprint clearance, background check, including criminal history, personal references, employment and education verifications

#### **EDUCATION:**

- Bachelor's Degree in Social Services or related discipline,
- Or Equivalent combination of education and work experience (four years)

#### **EXPERIENCE:**

- Three years' experience working with veterans, people in recovery and / or homelessness individuals

#### **KNOWLEDGE:**

- Knowledge of housing stability plan design and case management.
- Knowledge of Los Angeles' affordable and subsidized housing system.
- Has existing relationships with landlords and other resources for homeless population

#### **TECHNOLOGY SKILLS:**

- Microsoft Office Suite, including: Outlook, Word, Excel, PowerPoint; familiar with Databases.

### **SKILLS AND ABILITIES:**

- Able to take on case management and leadership tasks as required to support program
- Strong public speaking ability, able to represent program and participants as an advocate
- Able to develop relationships with program participants, their families, and landlords, as well as a variety of service stakeholders (schools, health and public benefit agencies).
- Strong written and oral skills in the English language, able to accurately complete required reports and data entry.
- Able to perform basic mathematic calculations (rent, security deposits, et cetera).
- Able to perform under circumstances of possible emotional stress and conflict, including dealing with un-cooperative clients.
- Able to safely and successfully perform the essential job functions consistent with the ADA, FMLA, and other federal, state, and local standards, with or without reasonable accommodation, including meeting qualitative and quantitative productivity standards.
- Able to maintain regular, punctual attendance consistent with ADA, FMLA, and other federal, state, and local standards.
- Must be willing to travel/drive company vehicle through Los Angeles County.

### **INTERPERSONAL CHARACTERISTICS:**

- Must be able to work effectively with people from all walks of life with compassion
- Hold a California Drivers license, with required insurance and a reliable vehicle.

### **PREFERRED QUALIFICATIONS:**

- Bilingual (Spanish)
- HMIS (homeless database)

### **VOALA BENEFITS SUMMARY:**

- Choice of 3 medical insurance plans
- Choice of 2 dental insurance plans (one plan for employee only; has no premium)
- Vision insurance plan
- Voluntary Supplemental Coverage
- Accidental Injury Coverage
- Hospital Care Coverage
- Critical Illness Coverage
- Pet Insurance
- Paid vacation time

- Paid sick time
- 10 company paid holidays
- Company funded 401a retirement pension plan
- Optional employee contribution to 403b retirement savings plan
- Life and AD&D insurance
- Programs to maintain your health and well-being
- Employee Assistance Plan (EAP) – (No cost to employee and 100% confidential)
- Company funded Short-term Disability Insurance (STDI) Insurance
- Company funded Long-term Disability Insurance (LTD)

*Volunteers of America is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex including sexual orientation and gender identity, national origin, disability, protected Veteran Status, or any other characteristic protected by applicable federal, state, or local law*

*This employer participates in E-Verify as required by the federal government and will provide the federal government with your Form 1-9 information to confirm that you are authorized to work in the U.S.*

*If E-Verify cannot confirm that you are authorized to work, this employer is required to give you written instructions and an opportunity to contact Department of Homeland Security (OHS) or Social Security Administration (SSA) so you can begin to resolve the issue before the employer can take any action against you, including terminating your employment.*

[View Less](#)



**COUNTY OF CONTRA COSTA**  
Department of Human Resources



exams@cchealth.org

**invites applications for the position of:**

## **Housing Services Coordinator**

Bargaining Unit: Local 21 - Supervisory Management

*An Equal Opportunity Employer*

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**SALARY:** \$42.04 - \$51.10 Hourly  
\$3,363.06 - \$4,087.82 Biweekly  
\$7,286.63 - \$8,856.94 Monthly  
\$87,439.56 - \$106,283.28 Annually

**DEPARTMENT:** Health Services - Only

**OPENING DATE:** 01/05/22

**CLOSING DATE:** 01/14/22 11:59 PM

### **THE POSITION:**

**Bargaining Unit: Local 21 – Supervisory Management**

**CLOSING DATE: January 14, 2022**

### **Why Join Contra Costa Health Services?**

Contra Costa County's Health Services Department is seeking two (2) qualified individuals interested in a career as a Housing Services Coordinator. One (1) vacancy is in the Health, Housing and Homeless Services (H3) division located in Concord, CA and one (1) vacancy is in the Behavioral Health (BH) division located in Martinez, CA. The Housing Services Coordinator will be responsible for planning, developing, coordinating, and implementing housing programs for special needs population, substance use consumers, Homeless Continuum of Care, and those who are seriously and persistently mentally ill.

#### **Health, Housing, and Homeless Services (H3):**

The Housing Services Coordinator will execute the planning, development, implementation, and coordination of supportive housing programs and/or entry into housing and services for homeless consumers within Contra Costa's Homeless Continuum of Care.

#### **Behavioral Health (BH):**

The Housing Services Coordinator will plan, develop, and coordinate housing programs for the consumers it serves, focusing on those with serious mental health needs and substance use issues.

### **We are looking for someone who:**

#### **H3 Assignment:**

- Is able to **formulate goals** and implement procedures to meet program objectives
- **Values working collaboratively** with diverse communities, agencies, and other program administrators

- Is able to **communicate effectively** both orally and in writing
- Is able to prepare **clear and concise correspondence** and reports
- Is able to collaborate with staff housing needs and **problem-solve** housing issues for variety of consumers

**BH Assignment:**

- Is knowledgeable of **residential care State licensing regulations** and the ability to work closely with program administrators
- Is able to **communicate effectively** both orally and in writing
- Is able to prepare **clear and concise correspondence** and reports
- Is able to communicate with stakeholders, contractors, and **facilitate meetings**
- Is able to **problem-solve** complex situations with consumers and agencies

**What you will typically be responsible for:**

**H3 Assignment:**

- Providing strategic direction, drive improvement, and advance equity within our Homeless Continuum of Care
- Focusing on planning, coordination, and implementation of community-wide efforts to prevent and end homelessness
- Overall administration and effective coordination of homeless services for Contra Costa's Homeless Continuum of Care
- Working alongside governmental and non-governmental leadership, local, state, and national advocacy groups, and homeless service providers

**BH Assignment:**

- Managing the referral and placement process of consumers into licensed facilities or community setting in the Behavioral Health Housing Continuum of Care
- Coordinating and facilitating multi-disciplinary team meetings among consumers, staff, community-based organizations, and contractors
- Providing oversight of the contracted Board and Care facilities
- Monitoring the supportive services provided to consumers in housing placements
- Engaging the community in planning processes

**A few reasons you might love this job:**

**H3 Assignment:**

- Great opportunity to make a lasting impact on homelessness in Contra Costa County
- Creating a strong continuum of services for formerly homeless people
- See a project develop from the very beginning

**BH Assignment:**

- Excellent opportunity to contribute to the development of housing resources for people living with severe mental illness
- Learning both clinical and administrative aspects of behavioral health services
- Increasing knowledge of housing a special needs population
- Being a part of the planning, development, and implementation of emerging programs

**A few challenges you might face in this job:**

**H3 Assignment:**

- Reaching out to Federal, state, local and private sources of financing for affordable housing, interim housing and housing services
- Working collaboratively with a complex team, multiple Contra Costa County departments, and outside consultants
- Managing complex projects that reflect attention to detail, time management skills, and ability to stay focused and organized

**BH Assignment:**

- Working collaboratively with multiple County departments on complex cases
- Learning complicated regulatory and legal requirements
- Balancing priorities of community and facility challenges
- Organizing support to all Behavioral Health consumers in housing placements

**Competencies Required:**

- **Critical Thinking:** Analytically and logically evaluating information, propositions, and claims
- **Delivering Results:** Meeting organizational goals and customer expectations and making decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks
- **Adaptability:** Responding positively to change and modifying behavior as the situation requires
- **Displaying Ownership and Accountability:** Holding self and others accountable for measurable high-quality, timely, and cost-effective results
- **Listening:** Fully comprehending spoken communication
- **Writing:** Communicating effectively in writing
- **Building & Maintaining Relationships:** Establishing rapport and maintaining mutually productive relationships
- **Handling & Resolving Conflict:** Managing interpersonally strained situations
- **Coaching & Developing Others:** Supporting others in stretching and expanding their capabilities
- **Group Facilitation:** Enabling constructive and productive group interaction
- **Managing & Facilitating Change:** Addressing key factors that influence successful organizational change
- **Managing Organizational Complexity:** Maneuvering through complex political situations and functions within the organization

To read the complete job description, please visit the website: <https://www.cccounty.us/hr>

**The eligible list established from this recruitment may remain in effect for six (6) months.**

**TYPICAL TASKS:**

**MINIMUM QUALIFICATIONS:**

**License Required:** Possession of a valid California Motor Vehicle Operator's License. Out of state valid motor vehicle operator's license will be accepted during the application process

**Education:** Possession of a Bachelor's degree from an accredited college or university with a major in a social/human services field.

**Experience:** Three (3) years of full-time, or its equivalent, experience coordinating and developing housing services for a client population with special needs.

**ALL APPLICANTS MUST SUBMIT A COPY OF THEIR CERTIFICATION AND COLLEGE TRANSCRIPT AT THE TIME OF APPLICATION.**

**Desirable Qualifications:**

- Experience working in a federal, state, or local governmental agency
- Experience developing regulations, policies, and procedures
- Experience working with clinicians providing mental health treatment and ongoing care

- Program and project management experience

## **SELECTION PROCESS:**

**1. Application Filing and Evaluation:** Applicants will be required to complete a supplemental questionnaire at the time of application, applications will be evaluated to determine which candidates will move forward in the next phase of the recruitment process.

**2. Virtual Interview Assessment:** Candidates who possess the minimum qualifications will be invited to participate in an online video assessment. The assessment will measure candidates' competencies as they relate to the job. In the assessment, candidates must achieve an average passing score of 70% or higher on each of the competencies, as well as an overall passing score of 70% or higher. These may include but are not limited to: Critical Thinking, Delivering Results, Displaying Ownership & Accountability, Building & Maintaining Relationships, and Managing & Facilitating Change. **(Weighted 100%).**

**The online assessment is tentatively scheduled to take place via computer (remotely) sometime during the week of January 24, 2022.**

The virtual interview assessment will be administered remotely using a computer or mobile device such as a tablet or smartphone. You will need access to a reliable internet connection to take the assessment, as well as a computer or mobile device with a camera.

**The Human Resources Department may change the examination steps noted above in accordance with the Personnel Management Regulations and accepted selection practices.**

### **COVID-19 Vaccine Requirements**

As of August 24, 2021, Contra Costa County enacted a mandatory COVID-19 vaccine requirement for employees. Proof of full vaccination or approved exemption is required of all employees, including new hires. The policy requirements can be found here:

<https://www.contracosta.ca.gov/DocumentCenter/View/72164>

### **CONVICTION HISTORY**

After you receive a conditional job offer, you will be fingerprinted, and your fingerprints will be sent to the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI).

The resulting report of your conviction history (if any) will be used to determine whether the nature of your conviction conflicts with the specific duties and responsibilities of the job for which you have received a conditional job offer. If a conflict exists, you will be asked to present any evidence of rehabilitation that may mitigate the conflict, except when federal or state regulations bar employment in specific circumstances. Having a conviction history does not automatically preclude you from a job with Contra Costa County. If you accept a conditional job offer, the Human Resources department will contact you to schedule a fingerprinting appointment.

### **DISASTER SERVICE WORKER**

All Contra Costa County employees are designated Disaster Service Workers through state and local law. Employment with the County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency.

### **EQUAL EMPLOYMENT OPPORTUNITY**

It is the policy of Contra Costa County to consider all applicants for employment without regard to race, color, religion, sex, national origin, ethnicity, age, disability, sexual orientation, gender, gender identity, gender expression, marital status, ancestry, medical condition, genetic information, military or veteran status, or other protected category under the law.

exams@cchealth.org

[jobs@hrd.cccounty.us](mailto:jobs@hrd.cccounty.us)

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## Housing Services Coordinator Supplemental Questionnaire

- \* 1. The purpose of this supplemental questionnaire is to provide applicants the opportunity to elaborate on their qualifications for this position and to assist in assessing each applicant's individual qualifications. Your responses to the supplemental questionnaire will be used to evaluate your relevant experience and training to determine which applicants will be invited to participate in the next step of the selection process.

**I read and fully understand the above instructions.**

☐ Yes ☐ No

- \* 2. Do you possess a valid California Motor Vehicle Operator's license? (Out of state valid motor vehicle operator's license will be accepted during the application process.)

☐ Yes ☐ No

- \* 3. Do you possess a Bachelor's Degree from an accredited college or university with a major in a social/human services field?

☐ Yes ☐ No

- \* 4. Do you have three (3) years of full-time, or its equivalent, experience coordinating and developing housing services for a client population with special needs?

☐ Yes ☐ No

- \* 5. If you answered yes to the question above, please state the employer name(s), employment dates, and job title(s). If you answered no to the question above, please type in "N/A".

- \* 6. I certify that I meet the announced minimum requirements for this examination and understand that I will be eliminated at any stage in such examination if it develops that, in fact I do not meet them. I further certify that all statements made in this supplemental questionnaire and the application are true and I agree and understand that misstatements or omissions of material facts will cause forfeiture of my rights to employment with Contra Costa County. **I have read and understand the above information.**

☐ Yes ☐ No

- \* Required Question

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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** January 18, 2022

**Subject:** Consideration to Approve Reallocating Community Development Block Grant Funds for Fiscal Year 2021-2022 to Participate in the Los Angeles County Development Authority's Small Business Grant Program

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Approve the re-allocation of unspent Community Development Block Grant (CDBG) Funds for Fiscal Year (FY) 2021-2022 to the Small Business Assistance Program;
- b. Authorize use of the reallocated CDBG funds to participate in the Los Angeles County Development Authority's Small Business Grant Program; and
- c. Authorize the City Manager, or designee, to submit documentation conveying the City Council's approval to the Los Angeles County Community Development Commission (LA CDC) for approval.

### **BACKGROUND:**

1. On January 19, 2021, the City Council approved a Community Development Block Grant (CDBG) Ad Hoc Committee and appointed Councilmember Hector A. Pacheco and Councilmember Celeste Rodriguez. The scope of discussion for the CDBG Ad Hoc Committee is to review information and develop recommendations to the City Council for the allocation of the FY 2020-21 CDBG-Coronavirus (CV) unspent funds, and the FY 2021-22 CDBG funds.
2. On February 1, 2021, the City Council discussed potential programs to fund for the FY 2021-2022 CDBG program and directed staff to move forward with the CDBG Ad Hoc Committee's recommended programs, which included a Business Assistance Program and Water Bill Assistance Program.
3. On March 1, 2021, the City Council adopted Resolution No. 8060 approving the allocation of Community Development Block Grant (CDBG) Funds for FY 2021-2022 toward the Business Assistance Program (\$183,925) and Water Bill Assistance Program (\$45,980).

**Consideration to Approve Reallocating Community Development Block Grant Funds for Fiscal Year 2021-2022 to Participate in the Los Angeles County Development Authority's Small Business Grant Program**

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4. On March 12, 2021, President Biden signed the American Rescue Plan Act (ARPA) into law. ARPA provides, among other items, payments to individuals of up to \$1,400 per person, extended unemployment benefits, and \$350 billion in fiscal stimulus funding paid directly to state and local governments.
5. Through the fiscal stimulus payments, the City will receive a total of \$5,818,340 in ARPA funds, which can be used to address impacts from the COVID-19 pandemic, including, but not limited to, revenue loss, certain infrastructure investments, and broadband improvements. Funds cannot be used for offsetting a tax cut or fund pension costs.
6. On April 19, 2021, the City Council approved renaming the CDBG Ad Hoc Committee to the COVID Relief Program Ad Hoc to develop recommendations for appropriating ARPA funds.
7. On July 13, 2021, the City received its first distribution of ARPA funds in the amount of \$2,909,170. These funds must be spent within three (3) years. The second distribution is expected on or about July 13, 2022.
8. On September 7, 2021, the City Council accepted ARPA funds, appropriated \$250,000 to fund COVID-19 response expenditures, and directed staff to move forward with engaging a professional services firm to assist with administration of the ARPA funds.
9. On October 4, 2021, the City Council awarded a professional services agreement to Hinderliter, de Llamas and Associates (HdL) to provide COVID-19 Relief and Economic Recovery Administration Services related to ARPA funds.
10. On October 18, 2021, the City Council tentatively awarded a professional services agreement to California Community Economic Development Association (CCEDA) to implement the San Fernando Small Business Assistance Program funded through CDBG, pending final review and approval of the scope of services by the COVID-19 Relief Programs Ad Hoc.
11. In late November/early December 2021, the Los Angeles County Development Authority (LACDA), who administers the LA Urban County CDBG Program, announced a Small Business Grant Program available to participating non-entitlement cities using local CDBG funds.
12. In January 2022, the City received a grant payment from the State Water Resources Control Board in the amount of \$292,846 for the California Water and Wastewater Arrearage Payment Program using state ARPA funds. This grant funding covers any unpaid water fees for residential and commercial customers that are in arrearages for the period of March 4, 2020 to June 15, 2021.

**Consideration to Approve Reallocating Community Development Block Grant Funds for Fiscal Year 2021-2022 to Participate in the Los Angeles County Development Authority's Small Business Grant Program**

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**ANALYSIS:**

Since the onset of the pandemic in March 2020, the City Council has created a number of COVID-19 relief programs to assist residents and businesses through the social and economic restrictions imposed to curb the spread of COVID-19. There has also been a historic response by the federal government as billions of dollars in aid has been approved through the Coronavirus Aid, Relief and Economic Security Act (CARES Act) and the America Rescue Plan Act (ARPA). Over the last year, funding from both of those bills has finally been filtering down to local governments and has presented new opportunities that were not previously available.

When City Council appropriated the City's FY 2021-2022 CDBG funds in 2021-2022, the highest needs were to provide small business assistance grants and water bill assistance to residents. Unfortunately, the need far exceeded the City's annual allocation of \$229,905. The delinquent water bill payments alone exceeded \$200,000. Regardless, the City Council moved forward with approving funding for these two programs in March 2021.

Subsequent to approving funding for these two programs, the State Department of Water Resources established a grant program, which was made available to cities and water agencies, to provide water bill assistance by paying unpaid water fees for residential and commercial customers that are in arrearages for the period of March 4, 2020 to June 15, 2021 using state ARPA funds. Staff vigorously pursued these funds and were ultimately successful in securing these funds from the state Department of Water Resources. Consequently, there is no longer a need to use the City's CDBG funds toward the Water Bill Assistance Program.

Additionally, LACDA is now offering to administer and market a small business grant program on behalf of the cities that participate in the LA Urban County CDBG program, which includes San Fernando. Although the City recently awarded an agreement with CCEDA to administer a small business grant program, there is still a lot of development work that needs to be done before the program will be ready to offer to San Fernando businesses. Conversely, LACDA has already developed and implemented a small business grant program. The City has the opportunity to re-program the FY 2021-2022 CDBG funds and offer a \$10,000 small business grant program to San Fernando businesses beginning in February with grants funds being awarded in April 2022 (See attachments "A – C" for additional program details).

Upon learning of these opportunities to leverage other funding sources and existing programs, staff discussed the potential for reallocating CDBG funds with each COVID-19 Relief Programs Ad Hoc member and they concurred with the following recommendation:

1. Reallocate the unspent CDBG funds from the residential food distribution program (\$356), PPE for businesses (\$8,165) and Water Bill Assistance Program (\$45,900) to the Small Business Assistance Program, which will result in a total of \$234,128 in the Small Business Assistance Program.
2. Use the \$234,128 in CDBG Small Business Assistance Program to participate in the LACDA small business grant program to quickly roll out the grant opportunity to San Fernando businesses. This will make approximately twenty-two \$10,000 grants available to eligible San

**Consideration to Approve Reallocating Community Development Block Grant Funds for Fiscal Year 2021-2022 to Participate in the Los Angeles County Development Authority's Small Business Grant Program**

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Fernando small businesses. The application period for this program is open from February 28, 2022 through March 4, 2022 with grant awards being distributed in April 2022.

3. Review the scope of services with CCEDA to explore opportunities to partner with them to implement ARPA programs.

In December 2021, the City distributed the San Fernando COVID-19 Business Recovery Survey to seek input from the business community to help determine which programs the City will offer to local businesses over the next year. The survey was distributed via email and a postcard with a QR code will be mailed to all business in San Fernando with a valid business license.

The survey can be completed through this link: <https://www.surveymonkey.com/r/Business-Recovery-Survey>.

The results of this survey will provide valuable insight to the City Council, working with HdL, to develop a plan to use ARPA funds for economic recovery programs. The City will need to partner with non-profit organizations and other service providers to implement these programs as they are established.

**BUDGET IMPACT:**

The FY 2021-2022 CDBG allocation of \$225,607 is currently appropriated to the following programs:

- Water Bill Assistance Program: \$45,900 allocated. No expenditures to date.
- Business Assistance Program: \$179,707 allocated. No expenditures to date.

Additionally, there is \$8,521 in unspent CDBG-Coronavirus funds from the one-time special allocation cities received in June 2020. If City Council approves reallocating unspent CDBG funds, they will be allocated to the Business Assistance Program and used to participate in the LACDA small business grant program.

**CONCLUSION:**

Staff recommends that the City Council reallocate the unspent CDBG funds from the residential food distribution program (\$356), PPE for businesses (\$8,165) and Water Bill Assistance Program (\$45,900) to the Small Business Assistance Program and participate in the LACDA small business grant program to quickly roll out the grant opportunity to San Fernando businesses.



**Consideration to Approve Reallocating Community Development Block Grant Funds for Fiscal Year 2021-2022 to Participate in the Los Angeles County Development Authority's Small Business Grant Program**

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**ATTACHMENTS:**

- A. LACDA Small Business Grant Program Information Sheet
- B. LACDA Small Business Grant Marketing Flyer
- C. LACDA Small Business Grant Program – Ineligible Businesses

### Small Business Grant Program

The City of <<insert city name here>> Small Business Grant (SBG) Program is offered to local business that have been economically impacted by the COVID-19 pandemic. The City is providing grants of \$10,000 to businesses that:

- <<If LMA insert this: Provide goods or services to local residents in your community >>
- <<If LMJ insert this: Create or retain a job for a low- and moderate-income person>>

#### Eligible Businesses

Small Businesses located in <<insert city name here>> and meet the criteria below:

- Small Businesses with less than 500 employees that have been impacted by COVID-19
- Restaurants, coffee shops, bakeries, cafés, gastropubs, salons, barbers and other grooming businesses, gyms, day spas, and fitness studios
- Retail and commercial stores such as local markets, consumer goods, electronics, appliances, health and sporting goods, furniture, clothing and shoes, books, and music stores
- Active business license in the City or County, as applicable
- No unresolved City, municipal, or health code violations
- Business in continuous operation in our City for at least two year

#### Ineligible Businesses

For a list of ineligible businesses click [here](#) <<add a link to access PDF ineligible list provided>>

#### Use of Grant Funds:

Grant funds can be used for operational business expenses such as:

- Employee payroll
- Working capital to continue operations
- Payment of outstanding business expenses
- Adaptive practices needed to remain open (i.e. equipment and supplies for physical distancing)

#### How to Participate

Eligible businesses submit an intake form during the 5-day open application period. After the intake period closes, a lottery will be conducted and selected businesses will be requested to complete an application.

The Los Angeles County Development Authority (LACDA) will work with the selected businesses on behalf of the City of <<insert city name here>> to complete an application, execute an agreement, and provide the grant funds directly to the business owners.

IMPORTANT DATES	PROGRAM ACTIVITIES
February 28 – March 4, 2022	Open Intake Period for Eligible Businesses
March 9, 2022	Lottery conducted to select the number of eligible businesses that the SBG Program can fund.
March 10- March 18, 2022	Selected businesses will be contacted and sent a full grant application to complete and qualify to receive a grant.
April 8, 2022	Deadline for selected businesses to submit complete grant applications
March – April 2022	Approved grant agreements are executed and checks issued to businesses

Submit your intake form here! \_\_<<insert link>>\_\_

For additional assistance, call (City Contact Name and Information)

<<City Name & Logo>>

# SMALL BUSINESS GRANT PROGRAM

## \$10,000 FOR YOUR BUSINESS

VISIT US HERE TO LEARN MORE

<<INSERT CITY WEBSITE LINK>>

OPEN APPLICATION PERIOD  
February 28 - March 5, 2022

QUESTIONS?

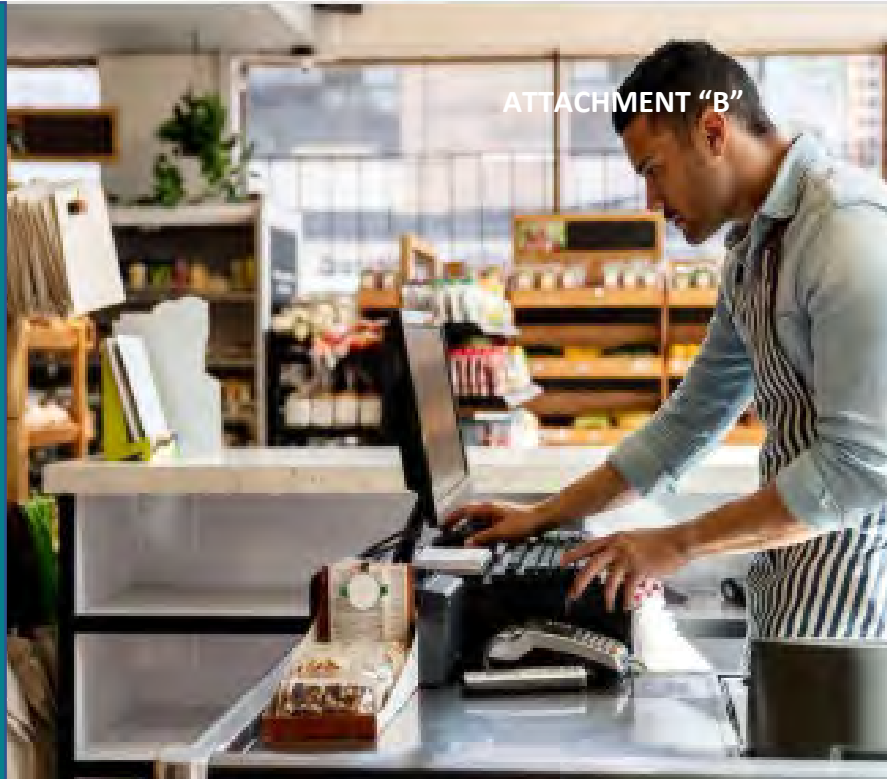
<<INSERT CITY PHONE NUMBER>>

<<INSERT CITY EMAIL ADDRESS>>



THIS PROGRAM WILL BE ADMINISTERED BY THE  
LOS ANGELES COUNTY DEVELOPMENT AUTHORITY  
FUNDED BY U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
COMMUNITY DEVELOPMENT BLOCK GRANT

ATTACHMENT "B"



## Eligible Businesses:

- Impacted by COVID-19 pandemic
- Located in the City
- Will create or retain a job for a low- and moderate-income person



## **SMALL BUSINESS GRANT PROGRAM INELIGIBLE BUSINESSES**

**The following business are not eligible to participate in the City's Small Business Grant Program:**

- Any national chain that is not locally franchised
- Massage parlors, bail bond services, home-based businesses, businesses with no bona fide ground-floor commercial storefront.
- Corporate-owned fast-food restaurants (franchisees are eligible, as stated in prior Eligible Business Section)
- Check cashing, bars, liquor stores, smoke/cannabis shops, firearms retailers, pawnshops
- Non-profit organizations
- Real estate salespersons
- Financial businesses primarily engaged in the business of lending, such as banks, finance companies, and factors (pawn shops, although engaged in lending, may qualify in some circumstances)
- Passive businesses owned by developers and landlords that do not actively use or occupy the assets acquired or improved with the loan proceeds (except Eligible Passive Companies under § 120.111)
- Life insurance companies
- Businesses located in a foreign country (businesses in the U.S. owned by aliens may qualify)
- Pyramid sale distribution plans
- Businesses deriving more than one-third of gross annual revenue from legal gambling activities
- Businesses engaged in any illegal activity
- Private clubs and businesses which limit the number of memberships for reasons other than capacity
- Government-owned entities (except for businesses owned or controlled by a Native American tribe)
- Businesses principally engaged in teaching, instructing, counseling or indoctrinating religion or religious beliefs, whether in a religious or secular setting
- Loan packagers earning more than one-third of their gross annual revenue from packaging SBA loans
- Businesses with an Associate who is incarcerated, on probation, on parole, or has been indicted for a felony or a crime of moral turpitude
- Businesses in which the participating city or LACDA, or any of its Associates owns an equity interest
- Multi-national or publicly traded businesses are not eligible for this program.
- The business owner that is the subject of unresolved findings of noncompliance related to previous CDBG assistance.
- Adult businesses which:
  - (1) Present live performances of a prurient sexual nature; or
  - (2) Derive directly or indirectly more than *de minimis* gross revenue through the sale of products or services, or the presentation of any depictions or displays, of a prurient sexual nature.



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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager  
By: Matt Baumgardner, Director of Public Works

**Date:** January 18, 2022

**Subject:** Consideration to Approve a Professional Services Agreement with Willdan Energy Solutions for Design and Construction Management Services for Solar, Heating, Ventilation, and Air Conditioning, and Battery Energy Storage Systems at City Facilities

### RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a Professional Services Agreement with Willdan Energy Solutions (Attachment "A" – Contract No. 2049) for Design and Construction Management Services for Solar, Heating, Ventilation, and Air Conditioning (HVAC), and Battery Energy Storage Systems at City Facilities; and
- b. Adopt Resolution No. 8117 (Attachment "B") amending the Fiscal Year (FY) 2021-2022 Adopted Budget appropriating the Self-Generation Incentive Program (SGIP) expenditures and revenues (\$583,950) in the Capital Grants Fund (Fund 10) and transferring funds from the General (\$920,433), Water Enterprise (\$424,815), and Sewer Enterprise (\$70,802) fund balances in the Capital Outlay Fund (Fund 032); and
- c. Authorize the City Manager to execute the Agreement and all related documents.

### BACKGROUND:

1. On May 8, 2020, staff applied for grant funds under the Self-Generation Incentive Program developed by the California Public Utilities Commission (CPUC) and administered by a group of four utility agencies, including Southern California Edison (SCE).
2. In January 2021, CPUC accepted the City's applications for the installation of Battery Energy Storage Systems (BESS) at the Police Department and Public Works Operations Facilities in the amounts of \$394,400 and \$189,550, respectively.

**Consideration to Approve a Professional Services Agreement with Willdan Energy Solutions for Design and Construction Management Services for Solar, Heating, Ventilation, and Air Conditioning, and Battery Energy Storage Systems at City Facilities**

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3. On February 1, 2021, the City Council approved a deposit of \$30,000 to reserve the City's reimbursement grant for the BESS projects at the Police Department and Public Works facilities.
4. On December 14, 2021, staff released a Request for Proposals (RFP) for design and construction management services for Solar, HVAC, and Battery Energy Storage Systems at the Police Department and Public Works Operations facilities, as well as an alternate contract item for City Hall (Attachment "A" – Exhibit A).
5. On January 4, 2022, staff received three proposals from qualified and experienced MEP (mechanical, electrical, and plumbing) engineering firms: NAI Consulting, P2S ENG, and Willdan Energy Solutions.

**ANALYSIS:**

As part of the FY 2021-2022 budget process, the City Council adopted Citywide Strategic Goals for 2022 through 2027, which included reducing the carbon footprint at City facilities through energy efficient improvements; adding alternative energy equipment; and building resilient and reliable infrastructure at public buildings. A typical two-pronged approach for achieving these energy efficiency improvements consists of upgrading from aging, energy inefficient equipment and introducing alternate energy sources, where feasible. The proposed Solar, HVAC, and BESS Project addresses the Strategic Goals and implements the two-pronged approach by replacing aging, costly and inefficient HVAC systems at City Facilities with new, energy efficient systems while further increasing the systems energy efficiency by installing solar and battery storage. The HVAC systems at the Police Station, Public Works Operations, and City Hall facilities are each approximately 35 years old and well beyond their useful lives. In addition to operating in an unsatisfactory manner, they have become very expensive to maintain and keep operational, as discussed in the sections for each facility.

**Self-Generation Incentive Program (SGIP).**

The SGIP aims to support the advancement and deployment of distributed battery energy storage systems (BESS). The integration of BESS with a solar power system enables the customer to store solar energy that is produced in a battery for future use. This has the benefit of providing the customer with emergency power during electrical outages, but it also provides for additional savings in consumption by using battery-stored energy during peak use periods rather than incurring a charge.

Rebates through this program of up to 35 percent of the cost of these systems are available from the California Public Utility Commission (CPUC) through Southern California Edison (SCE). Application fees of five percent are required to reserve the rebate incentive when a project

**Consideration to Approve a Professional Services Agreement with Willdan Energy Solutions for Design and Construction Management Services for Solar, Heating, Ventilation, and Air Conditioning, and Battery Energy Storage Systems at City Facilities**

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application is approved. As previously noted, the City applied for, and received, SGIP rebates for the Police Department and Public Works Operations facilities. The City Council subsequently approved payment of these application fees to reserve the incentive in February 2021.

San Fernando Police Department.

The HVAC system at the San Fernando Police Department, which was installed in 1988, has been struggling to keep up with adequately cooling the entire facility. Over the last three years, there has been an annual average of 20 service call-outs by an outside maintenance contractor to address various issues with the aging system. The addition of the new citywide radio system equipment at the Police Department facility requires proper cooling and ventilation to prevent the technology and communications equipment from overheating, which has created the critical need of having this system replaced in the timeliest manner possible. The 24-hour nature of the Police Department facility, its critical role in providing public safety and emergency services to the community, and its high-energy use requires a prioritized approach to introducing energy-efficient HVAC equipment upgrades and sustainable power sources at this facility first.

Public Works Operations.

The HVAC system within the Public Works Operations facility, which was installed before 1986, has also seen a decline in its ability to adequately perform. Over the last three years, there has been an annual average of 10 service call-outs to service the system. In addition to Public Works field operations offices, this facility houses the City's SCADA system and delicate vehicle maintenance equipment that need to be kept at normal room temperatures to operate correctly.

City Hall.

The HVAC system at City Hall, originally installed in 1987, has worsened considerably in recent years. Over the last three years, there has been an annual average of 15 service call-outs to address issues of the system. In particular, regular service has been required for the part of the system that cools the administration section of the building, the City Council chambers, and the critical section of the IT room that houses the City's servers.

HVAC Maintenance.

Typical down-times while making repairs at all three facilities can be one to three days while waiting for replacement parts and being fit into emergency repair schedules. Over the last 10 years, the City has spent approximately \$18,000 annually on service calls to keep the HVAC systems operational.

According to preliminary conservative engineering estimates, the net savings from the reduction of electricity consumption from HVAC installation at the Police Department and Public Works facility, as well as from installation of solar panels and battery storage systems at both facilities, is approximately \$75,000 a year. A reduction in service maintenance costs from the installation of a new HVAC system, should result in total annual savings for the project of at least \$85,000.

**Consideration to Approve a Professional Services Agreement with Willdan Energy Solutions for Design and Construction Management Services for Solar, Heating, Ventilation, and Air Conditioning, and Battery Energy Storage Systems at City Facilities**

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Further analysis of a Solar, HVAC, and BESS is required at City Hall to determine the potential net savings at this facility. A thorough evaluation and design will put the City in a position to move straight into construction at a future date when additional funding becomes available.

RFP: Design and Construction Management Services.

The City's participation in SGIP requires the onboarding of an experienced engineering firm to provide design and construction management for the project. The SGIP administrator for the City's projects, SCE, also requires that the engineering firm be under contract by January 28, 2022 to design the Battery Energy Storage Systems at both the Police Department and Public Works Operations facilities.

On January 4, 2022, the City received three proposals from engineering firms with alternate energy and HVAC projects: NAI Consulting, P2S ENG, and Willdan Energy Solutions. While all three firms were deemed to be qualified, Willdan Energy Solutions provided the proposal with the most relevant and extensive experience with solar energy and battery energy storage projects over the last 10 years (Attachment "A" – Exhibit B).

Willdan Energy Solutions has provided detailed analysis, design, and construction management services on energy projects for over 800 cities and counties across the country and for 18 separate city, county, and school agencies in California over the last ten years. As part of their contract with the City they will develop solar, HVAC, and BESS engineered plans and project specifications for the Police Department, Public Works Operations, and City Hall facilities. They will assist with the evaluations of bids from contractors to install the equipment, as well as provide field management during construction and close-out of the projects.

**BUDGET IMPACT:**

In 2019, the City did not have a reserve balance and was not in the position to fund the necessary improvements. Consequently, staff pursued alternate methods to finance the necessary improvements. In order to construct improvements without a significant capital outlay, energy savings from a more efficient HVAC system would be used to service debt on a loan. Although this would not result in an increase in costs, it would also not confer any savings to the City until the loan is paid off in 15 to 20 years. Additionally, the interest cost of such a financing over 15 to 20 years can be as much as \$1 million dollars over the life of the loan.

Considering this cost to the City and the strong health of the City's general fund balances, staff recommends appropriating funds from the General Fund, Water Fund, and Sewer Fund to complement the funds available from SGIP (\$583,950) to cover the expenses of both the professional services contract with Willdan Energy Solutions (\$212,717) and equipment and

**Consideration to Approve a Professional Services Agreement with Willdan Energy Solutions for Design and Construction Management Services for Solar, Heating, Ventilation, and Air Conditioning, and Battery Energy Storage Systems at City Facilities**

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construction costs of \$1,787,283 for a total appropriation amount of \$2,000,000. The funding would be broken down as follows:

<b>Sources</b>		
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>
SGIP	010-390-0765-4600	\$ 583,950
General Fund	001-190-0765-4932	\$ 1,217,803
Water Fund	070-385-0765-4932	\$ 169,926
Sewer Fund	072-365-0765-4932	\$ 28,321
<b>Total</b>		<b>\$ 2,000,000</b>

<b>Uses</b>	
Engineering and Construction Management	\$ 212,717
Equipment Purchase and Construction	\$ 1,787,283
<b>Total</b>	<b>\$ 2,000,000</b>

The preliminary estimated net savings by installing solar energy and BESS systems at both the Police Department and Public Works facilities, including the cost of installation , is approximately \$75,000 each year. Savings from a reduction in HVAC maintenance costs at both facilities brings the approximate annual savings to at least \$85,000. These savings will be realized in future budget cycles through a reduction each year to the operating and maintenance budget in the Facility Maintenance, Water, and Sewer funds due to less maintenance and repairs and a decrease in electrical consumption. Of this annual estimated savings of \$85,000, the internal service charges to the General Fund, Water Fund, and Sewer Fund will be reduced over a period of 14 to 18 years.

**CONCLUSION:**

The proposed Solar, HVAC and BESS projects signals the City's intent to move toward sustainable energy for powering its facilities and meeting the City Council's Strategic Goal of strengthening climate resiliency and focusing on issues of environmental justice. This will stand as one of the first significant solar projects in the City with both solar power generation and energy storage. Overall, the installation of solar panels and BESS can reduce up to 160 tons of carbon dioxide emissions per year. This is the equivalent of removing 36 cars off the road each year. This may seem minor in scale, but these are savings coming from two relatively small operations with a combined floor area of 31,000 square feet. As a demonstration project, it shows what can be accomplished regionally when combining efforts with other cities and agencies in the County, and what large-scale industry can achieve through investment in a more sustainable approach to energy production.

**Consideration to Approve a Professional Services Agreement with Willdan Energy Solutions for Design and Construction Management Services for Solar, Heating, Ventilation, and Air Conditioning, and Battery Energy Storage Systems at City Facilities**

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Therefore, it is recommended that the City Council approve a professional services agreement with Willdan Energy Solutions for design and construction management services for Solar, HVAC, and Battery Energy Storage Systems at City facilities. It is also recommended that the City Council adopt Resolution No. 8117 amending the Fiscal Year 2021-2022 Adopted Budget by appropriating \$2,000,000 for both the contract with Willdan Energy Solutions and the future costs of equipment and construction.

**ATTACHMENTS:**

- A. Contract No. 2049
- B. Resolution No. 8117





2022  
PROFESSIONAL SERVICES AGREEMENT

(Engagement: Solar, HVAC, and Battery Engineering Consulting Services)  
(Parties: Willdan Energy Solutions and City of San Fernando)

THIS PROFESSIONAL SERVICES AGREEMENT (hereinafter, "Agreement") is made and entered into this 18<sup>th</sup> day of January 2022 (hereinafter, the "Effective Date") by and between the CITY OF SAN FERNANDO, a municipal corporation (hereinafter, "CITY") and Willdan Engineering, (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, as appropriate.

RECITALS

WHEREAS, CITY requires professional consulting services for the engineering design and construction management of Solar, HVAC, and Batter Energy Storage Systems at City Facilities; and

WHEREAS, CITY staff has determined that CONSULTANT possesses the experience, skills and training necessary to competently provide such services to CITY; and

WHEREAS, the execution of this Agreement was approved by the San Fernando City Council at its Regular Meeting of January 18, 2022 under Agenda Item No. 12.

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 TERM: This Agreement shall have a term commencing from the Effective Date through December 31, 2023 (hereinafter, the "Term"). 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 as provided under Article V (Termination), below.

1.2 SCOPE OF WORK:

A. Subject to the terms and conditions of this Agreement, CONSULTANT agrees to provide the services and tasks described in that certain Request for Proposals of CITY entitled "Request for Proposals for the Design of Solar, HVAC, and Batter Energy Storage Systems (BESS) at City Facilities", (hereinafter, "CITY RFP") and the written proposal of CONSULTANT entitled "Proposal for Design of Solar, HVAC,

and Batter Energy Storage Systems (BESS) at City Facilities” (hereinafter, the “CONSULTANT Proposal”) dated January 4, 2022. The CITY RFP and the CONSULTANT Proposal are attached and incorporated hereto as **Exhibit “A”** and **“B”** respectively. The term “Scope of Work” shall be a collective reference to the CITY RFP and the CONSULTANT Proposal. The capitalized term “Work” shall be a collective reference to all the various services and tasks referenced in the Scope of Work. In the event of any conflict or inconsistency between the provisions of the document entitled CITY RFP and the provisions of the document entitled CONSULTANT Proposal, the requirements of the document entitled CITY RFP shall govern and control but only to the extent of the conflict or inconsistency and no further. In the event of any conflict or inconsistency between the provisions of the Scope of Work and the provisions of this Agreement to which the Scope of Work is attached, the provisions of this Agreement shall govern and control.

1.3 PROSECUTION OF WORK:

- A. CONSULTANT shall perform the Work continuously and with due diligence so as to complete the Work by the completion date indicated in each Work Order. CONSULTANT shall cooperate with CITY and in no manner interfere with the work of CITY, its employees or other consultants, contractors or agents;
- B. CONSULTANT shall not claim or be entitled to receive any compensation or damage because of the failure of CONSULTANT, or its subconsultants, to have related services or tasks completed in a timely manner;
- C. CONSULTANT shall at all times enforce strict discipline and good order among CONSULTANT’s employees; and
- D. CONSULTANT, at its sole expense, shall pay all sales, consumer, use or other similar taxes required by law.

1.4 COMPENSATION: CONSULTANT shall perform the Work in accordance with the CONSULTANT’s Fee Schedule, as shown on page 40 of Exhibit B (hereinafter, the “COMPENSATION RATE”). The foregoing notwithstanding, CONSULTANT’s total compensation for the performance of all Work contemplated under this Agreement, will not exceed the sum of **Two Hundred-Twelve Thousand, Seven Hundred and Seventeen Dollars (\$212,717)** (hereinafter, the “Not-to-Exceed Sum”) during the Term of this Agreement, unless such added expenditure is first approved by the City Council. In the event CONSULTANT’s charges are projected to exceed the Not-to-Exceed Sum prior to the expiration of this Agreement, 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.

- 1.5 PAYMENT OF COMPENSATION: The Not-to-Exceed Sum will be paid to CONSULTANT in monthly increments as the Work is completed. Following the conclusion of each calendar month, CONSULTANT will submit to CITY an itemized invoice indicating the services performed and tasks completed 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 should 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 will notify CONSULTANT in writing of any disputed amounts included in the invoice. Within forty-five (45) calendar days of receipt of each invoice, CITY will pay all undisputed amounts included on the invoice. CITY will not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.
- 1.6 ACCOUNTING RECORDS: CONSULTANT will 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 will have the right to access and examine such records, without charge, during normal business hours. CITY will further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.
- 1.7 ABANDONMENT BY CONSULTANT: 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 will 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 will 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 CITY'S REPRESENTATIVE: The CITY hereby designates the Director of Public Works (hereinafter, the "CITY Representative") to act as its representative for the performance of this Agreement. The CITY Representative or their designee will act on behalf of the CITY for all purposes under this Agreement. CONSULTANT will not accept directions or orders from any person other than the CITY Representative or their designee.

- 2.2 CONSULTANT REPRESENTATIVE: CONSULTANT hereby designates Tony Sclafani, Vice President of Engineering, to act as its representative for the performance of this Agreement (hereinafter, "Consultant Representative"). Consultant Representative will have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement. Consultant Representative or their designee will supervise and direct the performance of the Work, using their best skill and attention, and will 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 will constitute notice to CONSULTANT.
- 2.3 COORDINATION OF SERVICE; CONFORMANCE WITH REQUIREMENTS: CONSULTANT agrees to work closely with CITY staff in the performance of the Work and this Agreement and will be available to CITY staff and the CITY Representative at all reasonable times. All work prepared by CONSULTANT will be subject to inspection and approval by CITY Representative or their designees.
- 2.4 STANDARD OF CARE; PERFORMANCE OF EMPLOYEES: CONSULTANT represents, acknowledges and agrees to the following:
- A. CONSULTANT will perform all Work skillfully, competently and to the highest standards of CONSULTANT's profession.
  - B. CONSULTANT shall at all times employ such force, plant, materials, and tools as will be sufficient in the opinion of the CITY to perform the Services within the time limits established, and as provided herein. It is understood and agreed that said tools, equipment, apparatus, facilities, labor, and material shall be furnished and said Services performed and completed as required by the Agreement, and subject to the approval of the CITY's authorized representative.
  - C. CONSULTANT will perform all Work in a manner reasonably satisfactory to the CITY;
  - D. CONSULTANT will 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.) CONSULTANT shall be liable for all violations of such laws and regulations in connection with Services. If CONSULTANT performs any work knowing it to be contrary to such laws, rules and regulations, CONSULTANT shall be solely responsible for all costs arising therefrom;
  - E. CONSULTANT understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;

- F. 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
- G. All of CONSULTANT's employees and agents (including, but not limited to, 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 will be maintained throughout the term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONSULTANT will 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 will be commenced immediately upon their discovery by either Party and will be completed within seven (7) calendar days from the date of discovery or such other extended period of time authorized by the CITY Representative in writing and in her sole and absolute discretion. The Parties acknowledge and agree that CITY's acceptance of any work performed by CONSULTANT or on CONSULTANT's behalf will 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 ASSIGNMENT: 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 will 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 will be ineffective, null and void and will constitute a material breach of this Agreement.
- 2.6 SUBSTITUTION OF KEY PERSONNEL: CONSULTANT has represented to CITY that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, CONSULTANT may substitute other personnel of at least equal competence upon written approval of CITY. In the event that CITY and CONSULTANT cannot agree as to the substitution of key personnel, CITY shall be entitled to terminate this Agreement for cause.

As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the CITY, or who are determined by the CITY to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the CONSULTANT at the request of the CITY. The key personnel for performance of this Agreement are as follows: Emilio De Murga, City Engineer.

- 2.7 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: The Work will 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 will at all times be under CONSULTANT's exclusive direction and control. CONSULTANT will pay all wages, salaries and other amounts due to such personnel and will assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONSULTANT will 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.
- 2.8 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants is determined by the CITY Representative 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 will be promptly removed by CONSULTANT and will not be reassigned to perform any of the Work.
- 2.9 COMPLIANCE WITH LAWS: CONSULTANT will 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 will include, without limitation, compliance with all applicable Cal/OSHA requirements and applicable regulations of the Federal Department of Housing and Urbanization.
- 2.10 NON-DISCRIMINATION: CONSULTANT represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related



to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

- 2.11 INDEPENDENT CONTRACTOR STATUS: The Parties acknowledge, understand and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and will at all times remain, wholly independent contractors and are not officials, officers, employees, departments or subdivisions of CITY. CONSULTANT will 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 will 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 DUTY TO PROCURE AND MAINTAIN INSURANCE: 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 will procure and maintain the following insurance coverage, at its own expense:
- A. Commercial General Liability Insurance: CONSULTANT will 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. Automobile Liability Insurance: CONSULTANT will 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 will have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per accident for bodily injury and property damage.
  - C. Workers' Compensation Insurance/ Employer's Liability Insurance: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and which will 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. Errors & Omissions Insurance: For the full term of this Agreement and for a period of three (3) years thereafter, CONSULTANT will procure and maintain Errors and Omissions Liability Insurance appropriate to CONSULTANT's profession. Such coverage will have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per claim.
- 3.2 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance will contain an endorsement naming the CITY and CITY's elected and appointed officials, officers, employees, agents and volunteers as additional insureds.
- 3.3 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement will 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 will 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 Representative is authorized to authorize lower ratings than those set forth in this Section.
- 3.4 PRIMACY OF CONSULTANT'S INSURANCE: All policies of insurance provided by CONSULTANT will 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 will be in excess of CONSULTANT's insurance and will not contribute with it.
- 3.5 WAIVER OF SUBROGATION: All insurance coverage provided pursuant to this Agreement will 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, its officials, officers, employees, agents and volunteers.
- 3.6 VERIFICATION OF COVERAGE: 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 it will 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 will be signed by a person authorized by that insurer to bind coverage on its behalf, and will be on forms provided by the CITY if requested.** All certificates of insurance and endorsements will be received and approved by CITY as a condition precedent to CONSULTANT's commencement of any Work. Upon CITY's written request, CONSULTANT will also provide CITY with certified copies of all required insurance policies and endorsements.

- 3.7 FAILURE TO MAINTAIN COVERAGE: In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced immediately so as to avoid a lapse in the required coverage, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by CONSULTANT or CITY will withhold amounts sufficient to pay premium from CONSULTANT payments. In the alternative, CITY may cancel this Agreement effective upon notice.
- 3.8 SPECIAL RISKS OR CIRCUMSTANCES. CITY reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

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. Notwithstanding the foregoing, to the extent CONSULTANT's services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to Claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the CONSULTANT. CONSULTANT's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the CITY, its officials, officers, employees, agents or volunteers.
- 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 to CONSULTANT under this Agreement, any amount due to CITY from CONSULTANT as a result of CONSULTANT's failure to either pay CITY promptly for any costs associated with CONSULTANT's obligations to indemnify the CITY Indemnitees under this Article or 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 herein 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 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.
- 4.8 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.

- 4.9 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 indemnify, 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.
- 4.10 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.
- 4.11 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.
- 4.12 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.

- 4.13 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.
- 4.14 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 TERMINATION WITHOUT CAUSE: CITY may immediately terminate this Agreement at any time for convenience and without cause by giving prior written notice of CITY's intent to terminate this Agreement which notice shall specify the effective date of such termination. Upon such termination for convenience, CONSULTANT will 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 will 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, will 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") will occur. For all Events of Default, the Party alleging an Event of Default will give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which will 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 will be cured, which will not be less than the applicable cure period set forth under Sections 5.2B 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 will 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 will cure the Event of Default within the following time periods:
- i. Within ten (10) 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 10-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 10-day cure period. The foregoing notwithstanding, CITY will be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.i. that exceeds seven (7) calendar days from the end of the initial 10-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 will 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 14-day 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 will include, but will 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 Work; (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 or 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 will 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 1.5, above, will 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 will 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 will 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 will 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 will 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 will 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 will 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 will 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 SCOPE OF WAIVER: No waiver of any default or breach under this Agreement will 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 will give the other Party any contractual rights by custom, estoppel, or otherwise.

5.4 SURVIVING ARTICLES, SECTIONS AND PROVISIONS: The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto will not operate to terminate any Article, Section or provision contained herein which provides that it will survive the termination or normal expiration of this Agreement.

## VI.

### MISCELLANEOUS PROVISIONS

6.1 DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY: All Documents and Data will 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, designs, 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 will require all subcontractors and subconsultants working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY will 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 CONFIDENTIALITY: All data, documents, discussion, or other information developed or received by CONSULTANT or provided for performance of this Agreement are deemed confidential and will not be disclosed by CONSULTANT without prior written consent by

CITY. CITY will grant such consent of disclosure as legally required. Upon request, all CITY data will be returned to CITY upon the termination or expiration of this Agreement. CONSULTANT will 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 **FALSE CLAIMS ACT:** 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 **NOTICES:** All notices permitted or required under this Agreement will 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:

**CONSULTANT:**

Willdan Energy Solutions  
3760 Convoy Street, Ste 310  
San Diego, CA 92111  
Attn: Tony Sclafani  
Phone: 619-902-0510

**CITY:**

City of San Fernando  
117 Macneil Street  
San Fernando, CA 91340  
Attn: Public Works Department  
Phone: (818) 898-1212

Such notices will be deemed effective when personally delivered or successfully transmitted by facsimile as evidenced by a fax confirmation slip or 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 **COOPERATION; FURTHER ACTS:** The Parties will fully cooperate with one another, and will take any additional acts or sign any additional documents as are reasonably necessary, appropriate or convenient to achieve the purposes of this Agreement.
- 6.6 **SUBCONTRACTING:** CONSULTANT will 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, will contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.7 **CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS:** CITY reserves the right to employ other contractors in connection with the various projects worked upon by CONSULTANT.
- 6.8 **PROHIBITED INTERESTS:** 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 will 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, will have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

- 6.9 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.
- 6.10 GOVERNING LAW AND VENUE: This Agreement will be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, will 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, will be in the Central District of California located in the City of Los Angeles, California.
- 6.11 ATTORNEYS' FEES: If either Party commences an action against the other Party, legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing Party in such litigation will be entitled to have and recover from the losing Party reasonable attorneys' fees and all other costs of such action.
- 6.12 SUCCESSORS AND ASSIGNS: This Agreement will be binding on the successors and assigns of the Parties.
- 6.13 NO THIRD-PARTY BENEFIT: 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 CONSTRUCTION OF AGREEMENT: This Agreement will not be construed in favor of, or against, either Party but will 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 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions will continue in full force and effect.
- 6.16 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement will 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 will be void and invalid.
- 6.17 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

- 6.18 INCONSISTENCIES OR CONFLICTS: 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 will control.
- 6.19 ENTIRE AGREEMENT: This Agreement, including all attached exhibits, 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, which may have been entered into between CITY and CONSULTANT prior to the execution of this Agreement. Any statements, representations, or other agreements, whether oral or written, made by either Party that is not embodied herein will not be valid or binding on the Parties. No amendment, modification or supplement to this Agreement will be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.16, above.
- 6.20 FORCE MAJEURE: The Completion Date shall be extended in the event of any delays due to unforeseeable causes beyond the control of CONSULTANT and without the fault or negligence of CONSULTANT, including but not limited to severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the CITY, if the CONSULTANT shall within three (3) calendar days of the commencement of such delay notify the City Representative in writing of the causes of the delay. The City Representative shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the City Representative such delay is justified. The City Representative's determination shall be final and conclusive upon the parties to this Agreement. In no event shall CONSULTANT be entitled to recover damages against the CITY for any delay in the performance of this Agreement, however caused, CONSULTANT's sole remedy being extension of the Agreement pursuant to this Section.
- 6.21 COUNTERPARTS: This Agreement will be executed in three (3) original counterparts each of which will be of equal force and effect. No handwritten or typewritten amendment, modification or supplement to any one counterpart will be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart will be delivered to CONSULTANT and the remaining two original counterparts will be retained by CITY.

**(SIGNATURES ON NEXT PAGE)**



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:**

**WILLDAN ENERGY SOLUTIONS**

By: \_\_\_\_\_

Nick Kimball  
City Manager

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_

Richard Padilla  
Assistant City Attorney

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## REQUEST FOR PROPOSALS



The Public Works Department is requesting proposals for:

### **Design of Solar, HVAC, and Battery Energy Storage Systems (BESS) at City Facilities**

RELEASE DATE: December 14, 2021

RESPONSE DUE: January 4, 2022

## **GENERAL INFORMATION / BACKGROUND**

The City of San Fernando is requesting proposals from qualified engineering firms to provide analysis and design of new solar, HVAC, and Battery Energy Storage Systems (BESS) at the City's Police Department and Public Works Operations facilities. Alternate items for the proposal include the cost for analyzing and designing solar, HVAC, and BESS at City Hall. The proposal should include cost estimate for providing bid support and construction engineering/management during installation of the project.

The Police Department facility is located at 910 First Street and has a total floor area of 19,669 square feet. The Public Works Operations facility is located at 120 Macneil Street and has a total floor area of 11,345 square feet. City Hall is located at 117 Macneil Street and has a total floor area of 14,432 square feet. The City has some electrical and mechanical plans for each facility and can make those available upon request. All three locations are shown on the site plan in Attachment A.

The City currently has rebate funding available for portions of this project under the Self-Generation Incentive Program (SGIP). Applications for installations of BESS at the Police Department and Public Works Operations facilities are shown in Attachment B.

## **SCOPE OF WORK**

The City's Department of Public Works is seeking a qualified consultant to assist in analyzing and developing engineered plans for the installation of solar panels, HVAC system, and Battery Energy Storage Systems at its Police Department and Public Works Operations facilities. The City is interested in having a similar analysis and set of plans developed for our City Hall, as well. Services will include, but are not limited to:

1. Review and analysis of the existing HVAC equipment and system, analysis of the electrical loading needed at the facilities.
2. Review of the applications submitted for SGIP funding to determine appropriate size of BESS at the Police Department and Public Works Operations facilities.
3. Development of plans and specifications for solar, HVAC, and BESS.
4. Bid support, construction engineering, and construction management services during installation phase of the project, including inspection of work performed by the contractor.

## **INSTRUCTIONS TO SUBMITTING FIRMS**

**A. Examination of Proposal Documents**

By submitting a proposal, the prospective firm represents that it has thoroughly examined and become familiar with the services required under this RFP, and that it is capable of delivering quality services to the City in an efficient and cost-effective & manner.

**B. Questions/Clarifications**

Please direct any questions regarding this RFP to Matt Baumgardner, Director of Public Works, via e-mail at [mbaumgardner@sfcity.org](mailto:mbaumgardner@sfcity.org). Questions must be received by 5:30 p.m. on **Monday, December 27, 2021**. All questions received prior to the deadline will be collected and responses will be emailed by **Wednesday, December 29, 2021**.

**C. Submission of Proposals**

All proposals shall be submitted via email to Matt Baumgardner at [mbaumgardner@sfcity.org](mailto:mbaumgardner@sfcity.org) and the subject line of the email shall read, "City of San Fernando RFP – **Design of Solar, HVAC, and BESS at City Facilities.**" Proposals must be received no later than **Tuesday, January 4, 2021 at 2:30 p.m.** All proposals received after that time will not be accepted.

**D. Withdrawal of Proposals**

A firm may withdraw its proposal at any time before the due date for submission of proposals as provided in the RFP by delivering a written request for withdrawal signed by, or on behalf of the prospective firm.

**E. Rights of City of San Fernando**

This RFP does not commit the City to enter into a Contract, nor does it obligate the City to pay for any costs incurred in preparation and submission of proposals or in anticipation of a contract.

The City reserves the right to:

- 1) Make the selection based on its sole discretion;
- 2) Reject any and all proposals without prejudice;
- 3) Issue subsequent Requests for Proposal;
- 4) Postpone opening for its own convenience;
- 5) Remedy technical errors in the Request of Proposal process;
- 6) Approve or disapprove the use of particular sub-contractors;
- 7) Negotiate with any, all, or none of the prospective firms;
- 8) Solicit best and final offers from all or some of the prospective firms;
- 9) Accept other than the lowest offer; and/or;

- 10) Waive informalities and irregularities in the proposal process.

**F. Contract Type**

It is anticipated that a standard form professional services agreement contract will be signed subsequent to the Director of Public Works' review and approval of the recommended firm.

**G. Collusion**

By submitting a proposal, each prospective firm represents and warrants that; its proposal is genuine and not a sham or collusive or made in the interest of or on behalf of any person not named therein; that the prospective firm has not directly, induced or solicited any other person to submit a sham proposal or any other person to refrain from submitting a proposal; and, that the prospective firm has not in any manner sought collusion to secure any improper advantage over any other person submitting a proposal.

**SCHEDULE FOR SELECTION**

RFP Available:	December 14, 2021
Deadline for submittal of Questions:	December 27, 2021
Response to Questions:	December 29, 2021
Deadline for submittal of Proposal:	January 4, 2021
Execute Agreement (at City Council Meeting):	January 18, 2021

**SELECTION CRITERIA**

The City of San Fernando will select the consultant on the basis of qualifications and experience. The following general selection criteria will be used to evaluate each consultant firm:

1. Qualifications and knowledge of Project Manager and key personnel's experience most closely related to the stated scope of work.
2. Relevant experience within the past ten years.
3. Responsiveness and clarity of the proposal.
4. References.
5. Time commitment and availability.

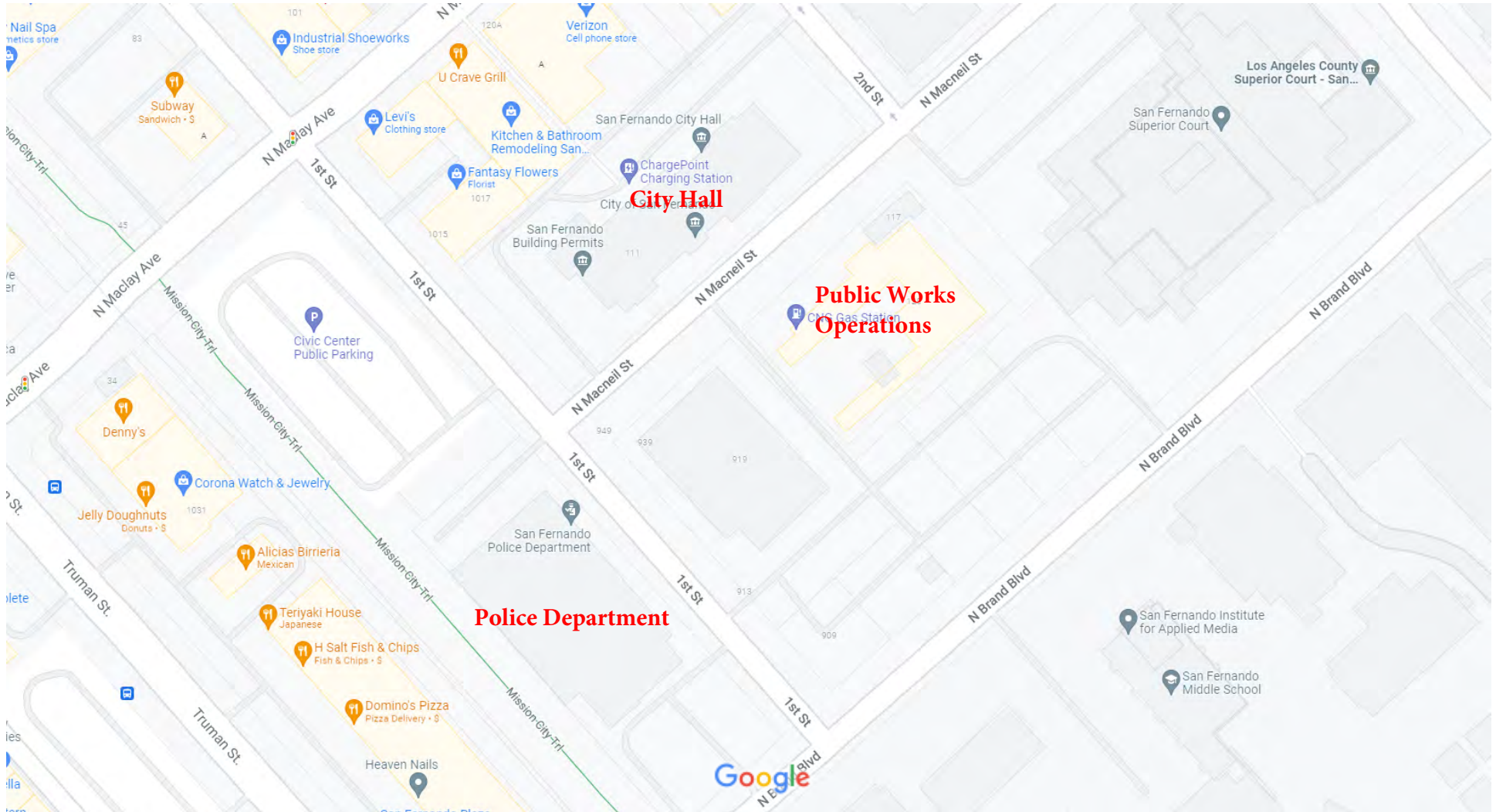
**CONTENTS OF PROPOSAL**

The following information shall be submitted in response to this RFP:

1. Name, Address and Phone Number of the firm.
2. Related experience during the last ten years.
3. Name and detailed resume of key personnel including Project Manager, whom proposer intends to use to work on the City's projects, showing educational background and assignment experience for at least the past ten (10) years.
4. References from previous clients with direct knowledge of each key personnel's, including Project Manager's, past performance.
5. Estimated Project Schedule broken down by the following phases:
  - a. Review and Engineering Analysis*
  - b. Design of the systems, development of plans and specifications, and construction cost estimates.*
  - c. Bid support, including review of bids and reference check of contractors*
  - d. Engineering support during construction, including review of submittals and response to RFIs.*
  - e. Construction management, including inspection and monitoring during construction and installation of the equipment*
6. Cost proposal broken down by phase, the services being provided during each phase, and hourly wage rates for all personnel providing the service. The cost proposal should follow the estimated project schedule. The City will not be selecting the engineering firm based on price, but will evaluate the thought that went into developing the estimated schedule and the staffing to accomplish each phase.
7. The estimated project schedule and cost proposal should be organized such that the work is completed first at the Police Department and then at the Public Works Operations facility. The work to be done at City Hall should be shown as an alternate item that may be included as part of the project.



Google Maps Attachment A - Site Map



Map data ©2021 Google 50 ft



Southern California Edison  
SGIPGroup@sce.com

**Application ID:**

**Date Printed:** 05/08/2020

**Program Year:** 2020

**NOTE:** Your application is not submitted until you upload this form and all other required documentation and click on "Submit" via the online system.

#### Application Type

**Application Type:** Energy Storage  
**Budget Category:** Non-Residential Storage Equity

#### Host Customer

**Contact Name:** Nick Kimball  
**Company Name:** City of San Fernando  
**Parent Company Name:**  
**NAICS:** unknown  
**Is this a public institution?** N/A  
**Sector:** State or Local Government  
**Sector definition:** Agreed

**Is Household Low-Income Status?**

**Is the Host Customer enrolled for the medical baseline program?**

**Has the Host Customer notified their utility of serious illness or condition that could become life-threatening of electricity is disconnected?**

**Has the Host Customer received an incentive reservation letter from either the MASH, SASH, DAC-SASH, or SOMAH programs?**

**Has applicant coordinated with their local governments and the California Office of Emergency Services?** N/A

**Does the host customer provide critical services or infrastructure during a PSPS event to a community that is at least partially located in a Tier 2 or Tier 3 HFTD and eligible for the equity budget?**

1. 911 call center/Public Safety Answering Point	N/A
2. Cooling center designated by state, local, or tribal government	N/A
3. Emergency operations center	N/A
4. Emergency response provider with the addition of tribal government providers	N/A
5. Fire station	N/A
6. Food bank	N/A
7. Independent living center	N/A
8. Jail or prison	N/A
9. Homeless shelters supported by federal, state, local, or tribal governments	N/A
10. Medical facility (hospital, skilled nursing facility, nursing home, blood bank, health care facility, dialysis center, or hospice facility)	N/A

## Self Generation Incentive Program

### Reservation Request Form

**Instructions:** This Self-Generation Incentive Program (SGIP)

Reservation Request Form is reflective of the information entered in the online form process. Please review thoroughly for accuracy of information before signing. Once the form has been signed by all parties, scan and upload this document under the Reservation Request header in the Documents section of the online application. Incomplete applications will result in a suspended application. Upon successful submission of all reservation request information and documents, the Applicant will receive notice from the SGIP Program Administrator that their rebate request has been received.

**Incentive Step:** 5  
**Incentive Rate:** \$0.85  
**Mailing Address:** 117 N Macneil St  
**City, State, Zip:** San Fernando, CA, 91340  
**Phone:** 8188981201  
**Email:** nkimball@sfcity.org

11. Police station	N/A
12. Public and private gas, electric, water, wastewater or flood control facility	N/A
13. Location designated by an IOUs to provide assistance during PSPS events	N/A
Is this public or tribal government agency serving 50% of a low-income or disadvantaged community census tract?	Yes

## System Owner

Contact Name:	Nick Kimball	Mailing Address:	117 N. Macneil St
Company Name:	City of San Fernando	City, State, Zip:	San Fernando, CA, 91340
Parent Company Name:		Phone:	8188981201
		Email:	nkimball@sfcity.org

## Developer

Contact Name:	Mailing Address:
Company Name:	City, State, Zip:
	Phone:
	Email:

1. Approaching or communicating with the host customer about the project and learning about its needs and energy profile	1. Yes
2. Developing the specifications for a system based on the customer's needs and interests	2. Yes
3. Soliciting bids from multiple manufacturers for the specified system	3. Yes
4. Gaining the customer's commitment to purchase or lease the specified system, usually but not necessarily by signing a purchase order with a customer or other form of agreement	4. Yes
5. Purchasing the specified system from the manufacturer to fulfill the obligation to provide a system to the customer	5. Yes
6. Securing permits for the system on behalf of the customer	6. Yes
7. Securing interconnection permission for the system on behalf of the customer	7. Yes
8. Submitting SGIP applications on behalf of the customer	8. Yes
9. Liaising with the SGIP administrators on incentive reservations	9. Yes
10. Liaising with the SGIP administrators on data reporting requirements	10. Yes
11. Supplying project data to SGIP evaluators	11. Yes
12. Physically constructing the system at the customer's premises	12. Yes
13. Installing the system at the customer's premises	13. Yes
Who is performing the other activities?	

## Applicant

Contact Name:	Mailing Address:
Company Name:	City, State, Zip:
Parent Company Name:	Phone:
	Email:

## Contractor/Installer Contact

Contact Name:	Mailing Address:
Company Name:	City, State, Zip:
Contractor License Number (CSLB):	Email:
Contractor License Type:	Phone:

## Project Site Information

Site Address:	SF Police Department
City, State, Zip:	901 1st St
	San Fernando, CA, 91340

**Project site within the SCE-defined local reliability area?** No  
**Disadvantaged Community or Low-Income Community according to the CalEnviroScreen?** Both  
**Is the site located in a high fire threat district (HFTD)?** Not Applicable  
**Has experienced at least two discrete PSPS events?** No  
**Household relies on electric pump wells for their water supplies?** Not Applicable  
**Participating San Joaquin Valley Pilot area?**  
**Agrees to location Eligibility:** Yes

## Utility Information

<b>Electric Utility:</b>	Southern California Edison	<b>Peak Annual Demand (kW):</b>	106
<b>Is the Host on an SGIP-Approved Rate?</b>		<b>Other Rate:</b>	
<b>Electric Utility is Municipal?</b>	N/A	<b>Demand Response Participant?</b>	No
<b>Account Name:</b>	City of San Fernando	<b>Demand Response Program Name:</b>	
<b>Is Existing Service?</b>	Yes	<b>Demand Response Obligation (kW):</b>	
<b>Utility Account ID:</b>	3-001-1998-22	<b>System Size Based on Load Growth?</b>	No
<b>Utility Meter ID:</b>	259000-053417	<b>Estimated Future Additional Demand (kW):</b>	
<b>Gas Utility:</b>	SoCalGas		
<b>Gas Utility is Municipal?</b>	N/A		
<b>Account Name:</b>	City of San Fernando		
<b>Is Existing Service?</b>	Yes		
<b>Utility Account ID:</b>	04232069007		
<b>Utility Meter ID:</b>	15538043		

## Proposed System Information

<b>Equipment Technology:</b>	Electrochemical Storage	<b>Total Rated Capacity (kW):</b>	116
<b>System Manufacturer:</b>	Tesla	<b>Total Energy Storage Capacity (kWh):</b>	464
<b>System Model:</b>	Powerpack	<b>Discharge Hours Duration:</b>	4
<b>Other self-generation or storage equipment onsite?</b>			
<b>Charged at least 75% from renewables?</b>	Yes		

## Other Onsite System Information

SGIP Incentivized System(s) Onsite:

Technology	Make/Model	Project Code	Installed	Energy Storage Capacity (kWh)	Total Rated Capacity (kW)
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Non-Incentivized System(s) Onsite:

Technology	Make/Model	Year Installed	Energy Storage Capacity (kWh)	Total Rated Capacity (kW)
Photovoltaic	LG 420WN2W-V5	2020		120.96

**Previous SGIP Generator Capacity (kW):** 0

**Previous SGIP Storage Capacity (kWh):** 0

## Project Finance

<b>Total Eligible Project Cost (TEPC):</b>	\$732,878.00	<b>Taking Federal Investment Tax Credits (ITC):</b>	No
<b>Ineligible Project Cost:</b>		<b>ITC as a % of TEPC:</b>	%

**Approved California Manufacturer  
Equipment:**

No

Other Incentives Received	Incentive Type	Incentive Amount	Description
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## Incentive Results

Incentive Calculation Equity		Current Step 5			Incentive Rate: \$0.85	
Reference Table		0-2 MWH	>2-4 MWH	>4-6 MWH		
0-2 HOURS		100%	50%	25%		
2-4 HOURS		100%	50%	25%		
4-6 HOURS		50%	25%	12.50%		
		0-2 MWH	>2-4 MWH	>4-6 MWH		
<b>Existing Onsite Equipment Offset</b>		-	-	-		
0-2 HOURS		232,000	-	-		
2-4 HOURS		232,000	-	-		
4-6 HOURS		-	-	-		
Base Equipment Incentive						\$394,400.00
CA Manufacturer Adder						
<b>Max Equipment Incentive</b>					a)	<b>\$394,400.00</b>
<b>Other Incentives</b>		<b>Total Dollars</b>				<b>Impact on SGIP Incentive</b>
Other IOU Incentive		0			b)	\$0.00
Other Non-IOU Incentive		0			c)	\$0.00
Non-Ratepayer Incentive		0				
Investment Tax Credit (0%)		0				
<b>Adjusted Equipment Incentive</b>					a+b+c = d)	<b>\$394,400.00</b>
Total Other Incentives		e)	0			
<b>SGIP Incentive Adjustments</b>		<b>Equipment Incentive</b>	<b>Total Other</b>	<b>Incentive Cap(s)</b>		<b>Incentive Adjustment</b>
		+	Incentives <=			
Project Incentive Cap (Equipment)		f)	\$394,400.00	\$5,000,000.00	*g)	0
Eligible Cost Cap (All Incentives)		f+g=h)	\$394,400.00	0	**i)	0
Equipment Incentive					***j)	\$394,400.00
<b>Calculated SGIP Incentive</b>						<b>\$394,400.00</b>

\* g = 0 if f &lt;= \$5M, otherwise g = \$5M - f

\*\* i = 0 if h + e &lt;= Total Eligible Cost, otherwise i = Total Eligible cost - (h + e)

\*\*\* j = h + i

The incentive adjustments shown above are based on the Total Eligible Project Cost, the Maximum Incentive Cap, and the Minimum Customer Investment. See the SGIP Handbook for more information on incentive limitations.

**Calculated Incentive: \$394,400.00**

If changes have been made to your project since it was originally submitted, the calculated incentive amount above may differ from the requested incentive amount. The final incentive amount is subject to Program Administrator approval.

## Projected PBI Calculation

<b>Expected Total Production:</b>	48,256 kWh
<b>Total Incentive:</b>	\$394,400.00
<b>Initial Payment:</b>	\$197,200.00
<b>Performance Based Incentive:</b>	\$197,200.00
<b>PBI Rate (\$/kWh):</b>	\$0.8173077

**Residential Energy Storage Eligibility Affidavit  
Requirements of Host Customers and System Owners**

- The energy storage system owner and/or Host Customer have the tools to control the usage of the energy storage system when operating in parallel with the grid.

- o Provide performance data to the Program upon request (emailed, zipped file of 15 minute interval data) for a period of five (5) years.
- o Pass the energy storage Field Verification Inspection.
- o Host Customer and/or System Owner are required to discharge the energy storage system a minimum of 52 full discharges per year. A "full discharge" is the equivalent of discharging the SGIP-incentivized energy capacity, whether it is during a single or multiple discharges.
- o Fulfill either of the two following conditions:
  - o Option A: the Host Customer is on a TOU tariff, dynamic tariff (e.g. PG&E's SmartRate or SDG&E's Reduce Your Use), or agrees to integrate load through the California Independent System Operator's Proxy Demand Response, or equivalent tariff, prior to receiving the SGIP incentive and for five (5) years thereafter. Note that in the event that the Host Customer changes to a non-TOU tariff or is no longer enrolled in a demand reduction program, the energy storage System Owner is required to notify the Program Administrator within 30 days of change, and will be subject to Option B for the required five year period.
  - o Option B: the Host Customer and/or System Owner agrees, for a minimum period of five (5) years, to discharge the energy storage system in an amount equivalent to 52 complete cycles per year of the incentivized energy capacity, which is defined as two hours of discharge at the SGIP incentivized power capacity rating, with discharges occurring during peak hours or peak day events (such as those called by PG&E's SmartRate program or SDG&E's Reduce Your Use), of the applicable IOU service territory.

### Declarations by Host Customer and System Owner

By Execution of this document, System Owner and Host Customer each certify that the Project meets all program eligibility requirements and that the System Owner and Host Customer agree to abide by the rules and requirements set forth in the SGIP Handbook and SGIP Contract. The undersigned declare under penalty of perjury under the laws of the State of California that 1) The information provided is true and correct, and 2) the above-described generating system is new and intended to offset part or all of the Host Customer's electrical requirements at the site of installation. For residential energy storage projects, the Host Customer and System Owner certify that they have read and agreed to the terms of the Residential Energy Storage Eligibility Affidavit.

The Host Customer and System Owner are committed to completing this project, and by signing below, are starting their intent to contract with individual(s) necessary for completion of the project. The Host Customer is the reservation holder and reserves the right to submit new project specifications, including a new application with alternative System Owner and/or Applicant designations, upon withdrawal from the project and cancellation of this Agreement.

### Host Customer Signature

Print Name:

Signature:

Title:

Date:

### System Owner (if not Host Customer)

Print Name:

Signature:

Title:

Date:

### Applicant (if not Host Customer)

Print Name:

Signature:

Title:

Date: 5/7/2020

### Developer

Print Name:

Signature:

Title:

Date:





Southern California Edison  
SGIPGroup@sce.com

**Application ID:**

**Date Printed:** 05/08/2020

**Program Year:** 2020

**NOTE:** Your application is not submitted until you upload this form and all other required documentation and click on "Submit" via the online system.

#### Application Type

**Application Type:** Energy Storage  
**Budget Category:** Non-Residential Storage Equity

#### Host Customer

**Contact Name:** Nick Kimball  
**Company Name:** City of San Fernando  
**Parent Company Name:**  
**NAICS:** unknown  
**Is this a public institution?** N/A  
**Sector:** State or Local Government  
**Sector definition:** Agreed

**Is Household Low-Income Status?**

**Is the Host Customer enrolled for the medical baseline program?**

**Has the Host Customer notified their utility of serious illness or condition that could become life-threatening if electricity is disconnected?**

**Has the Host Customer received an incentive reservation letter from either the MASH, SASH, DAC-SASH, or SOMAH programs?**

**Has applicant coordinated with their local governments and the California Office of Emergency Services?** N/A

**Does the host customer provide critical services or infrastructure during a PSPS event to a community that is at least partially located in a Tier 2 or Tier 3 HFTD and eligible for the equity budget?**

1. 911 call center/Public Safety Answering Point	N/A
2. Cooling center designated by state, local, or tribal government	N/A
3. Emergency operations center	N/A
4. Emergency response provider with the addition of tribal government providers	N/A
5. Fire station	N/A
6. Food bank	N/A
7. Independent living center	N/A
8. Jail or prison	N/A
9. Homeless shelters supported by federal, state, local, or tribal governments	N/A
10. Medical facility (hospital, skilled nursing facility, nursing home, blood bank, health care facility, dialysis center, or hospice facility)	N/A

## Self Generation Incentive Program

Reservation Request Form

**Instructions:** This Self-Generation Incentive Program (SGIP) Reservation Request Form is reflective of the information entered in the online form process. Please review thoroughly for accuracy of information before signing. Once the form has been signed by all parties, scan and upload this document under the Reservation Request header in the Documents section of the online application. Incomplete applications will result in a suspended application. Upon successful submission of all reservation request information and documents, the Applicant will receive notice from the SGIP Program Administrator that their rebate request has been received.

**Incentive Step:** 5  
**Incentive Rate:** \$0.85  
**Mailing Address:** 117 N. Macneil St  
**City, State, Zip:** San Fernando, CA, 91340  
**Phone:** 8188981201  
**Email:** nkimball@sfcity.org

11. Police station N/A

12. Public and private gas, electric, water, wastewater or flood control facility N/A

13. Location designated by an IOUs to provide assistance during PSPS events N/A

Is this public or tribal government agency serving 50% of a low-income or disadvantaged community census tract? Yes

## System Owner

Contact Name:	Nick Kimball	Mailing Address:	117 N. Macneil St
Company Name:	City of San Fernando	City, State, Zip:	San Fernando, CA, 91340
Parent Company Name:		Phone:	8188981201
		Email:	nkimball@sfcity.org

## Developer

Contact Name:	Mailing Address:
Company Name:	City, State, Zip:
	Phone:
	Email:

1. Approaching or communicating with the host customer about the project and learning about its needs and energy profile	1. Yes
2. Developing the specifications for a system based on the customer's needs and interests	2. Yes
3. Soliciting bids from multiple manufacturers for the specified system	3. Yes
4. Gaining the customer's commitment to purchase or lease the specified system, usually but not necessarily by signing a purchase order with a customer or other form of agreement	4. Yes
5. Purchasing the specified system from the manufacturer to fulfill the obligation to provide a system to the customer	5. Yes
6. Securing permits for the system on behalf of the customer	6. Yes
7. Securing interconnection permission for the system on behalf of the customer	7. Yes
8. Submitting SGIP applications on behalf of the customer	8. Yes
9. Liaising with the SGIP administrators on incentive reservations	9. Yes
10. Liaising with the SGIP administrators on data reporting requirements	10. Yes
11. Supplying project data to SGIP evaluators	11. Yes
12. Physically constructing the system at the customer's premises	12. Yes
13. Installing the system at the customer's premises	13. Yes

Who is performing the other activities?

## Applicant

Contact Name:	Mailing Address:
Company Name:	City, State, Zip:
Parent Company Name:	Phone:
	Email:

## Contractor/Installer Contact

Contact Name:	Mailing Address:
Company Name:	City, State, Zip:
Contractor License Number (CSLB):	Email:
Contractor License Type:	Phone:

## Project Site Information

Site Address:	PW Operations Facility 120 N Macneil St
City, State, Zip:	San Fernando, CA, 91340

**Project site within the SCE-defined local reliability area?** No  
**Disadvantaged Community or Low-Income Community according to the CalEnviroScreen?** Both  
**Is the site located in a high fire threat district (HFTD)?** Not Applicable  
**Has experienced at least two discrete PSPS events?** Not Applicable  
**Household relies on electric pump wells for their water supplies?** Not Applicable  
**Participating San Joaquin Valley Pilot area?**  
**Agrees to location Eligibility:** Yes

## Utility Information

<b>Electric Utility:</b>	Southern California Edison	<b>Peak Annual Demand (kW):</b>	226
<b>Is the Host on an SGIP-Approved Rate?</b>		<b>Other Rate:</b>	
<b>Electric Utility is Municipal?</b>	N/A	<b>Demand Response Participant?</b>	No
<b>Account Name:</b>	City of San Fernando	<b>Demand Response Program Name:</b>	
<b>Is Existing Service?</b>	Yes	<b>Demand Response Obligation (kW):</b>	
<b>Utility Account ID:</b>	3-029-8565-56	<b>System Size Based on Load Growth?</b>	No
<b>Utility Meter ID:</b>	259000-085889	<b>Estimated Future Additional Demand (kW):</b>	
<b>Gas Utility:</b>	SoCalGas		
<b>Gas Utility is Municipal?</b>	N/A		
<b>Account Name:</b>	City of San Fernando		
<b>Is Existing Service?</b>	Yes		
<b>Utility Account ID:</b>	09062064002		
<b>Utility Meter ID:</b>	11895501		

## Proposed System Information

<b>Equipment Technology:</b>	Electrochemical Storage	<b>Total Rated Capacity (kW):</b>	111.5
<b>System Manufacturer:</b>	Tesla	<b>Total Energy Storage Capacity (kWh):</b>	223
<b>System Model:</b>	Powerpack	<b>Discharge Hours Duration:</b>	2
<b>Other self-generation or storage equipment onsite?</b>			
<b>Charged at least 75% from renewables?</b>	Yes		

## Other Onsite System Information

SGIP Incentivized System(s) Onsite:

Technology	Make/Model	Project Code	Installed	Energy Storage Capacity (kWh)	Total Rated Capacity (kW)
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Non-Incentivized System(s) Onsite:

Technology	Make/Model	Year Installed	Energy Storage Capacity (kWh)	Total Rated Capacity (kW)
Photovoltaic	LG Ig 420n2w-a5	2020		50.4

**Previous SGIP Generator Capacity (kW):** 0

**Previous SGIP Storage Capacity (kWh):** 0

## Project Finance

<b>Total Eligible Project Cost (TEPC):</b>	\$358,259.00	<b>Taking Federal Investment Tax Credits (ITC):</b>	No
<b>Ineligible Project Cost:</b>		<b>ITC as a % of TEPC:</b>	%

**Approved California Manufacturer  
Equipment:**

No

Other Incentives Received	Incentive Type	Incentive Amount	Description
---------------------------	----------------	------------------	-------------

## Incentive Results

Incentive Calculation Equity		Current Step 5			Incentive Rate: \$0.85	
Reference Table		0-2 MWH	>2-4 MWH	>4-6 MWH		
0-2 HOURS		100%	50%	25%		
2-4 HOURS		100%	50%	25%		
4-6 HOURS		50%	25%	12.50%		
		0-2 MWH	>2-4 MWH	>4-6 MWH		
<b>Existing Onsite Equipment Offset</b>		-	-	-		
0-2 HOURS		223,000	-	-		
2-4 HOURS		-	-	-		
4-6 HOURS		-	-	-		
Base Equipment Incentive						\$189,550.00
CA Manufacturer Adder						
<b>Max Equipment Incentive</b>					a)	<b>\$189,550.00</b>
<b>Other Incentives</b>		<b>Total Dollars</b>				<b>Impact on SGIP Incentive</b>
Other IOU Incentive		0			b)	\$0.00
Other Non-IOU Incentive		0			c)	\$0.00
Non-Ratepayer Incentive		0				
Investment Tax Credit (0%)		0				
<b>Adjusted Equipment Incentive</b>					a+b+c = d)	<b>\$189,550.00</b>
Total Other Incentives		e)	0			
<b>SGIP Incentive Adjustments</b>		<b>Equipment Incentive</b>	<b>Total Other</b>	<b>Incentive Cap(s)</b>	<b>Incentive Adjustment</b>	
		+	Incentives <=			
Project Incentive Cap (Equipment)		f)	\$189,550.00	\$5,000,000.00	*g)	0
Eligible Cost Cap (All Incentives)		f+g=h)	\$189,550.00	0	**i)	0
Equipment Incentive					***j)	\$189,550.00
<b>Calculated SGIP Incentive</b>						<b>\$189,550.00</b>

\* g = 0 if f &lt;= \$5M, otherwise g = \$5M - f

\*\* i = 0 if h + e &lt;= Total Eligible Cost, otherwise i = Total Eligible cost - (h + e)

\*\*\* j = h + i

The incentive adjustments shown above are based on the Total Eligible Project Cost, the Maximum Incentive Cap, and the Minimum Customer Investment. See the SGIP Handbook for more information on incentive limitations.

**Calculated Incentive: \$189,550.00**

If changes have been made to your project since it was originally submitted, the calculated incentive amount above may differ from the requested incentive amount. The final incentive amount is subject to Program Administrator approval.

## Projected PBI Calculation

<b>Expected Total Production:</b>	23,192 kWh
<b>Total Incentive:</b>	\$189,550.00
<b>Initial Payment:</b>	\$94,775.00
<b>Performance Based Incentive:</b>	\$94,775.00
<b>PBI Rate (\$/kWh):</b>	\$0.8173077

**Residential Energy Storage Eligibility Affidavit  
Requirements of Host Customers and System Owners**

- The energy storage system owner and/or Host Customer have the tools to control the usage of the energy storage system when operating in parallel with the grid.

- o Provide performance data to the Program upon request (emailed, zipped file of 15 minute interval data) for a period of five (5) years.
- o Pass the energy storage Field Verification Inspection.
- o Host Customer and/or System Owner are required to discharge the energy storage system a minimum of 52 full discharges per year. A "full discharge" is the equivalent of discharging the SGIP-incentivized energy capacity, whether it is during a single or multiple discharges.
- o Fulfill either of the two following conditions:
  - o Option A: the Host Customer is on a TOU tariff, dynamic tariff (e.g. PG&E's SmartRate or SDG&E's Reduce Your Use), or agrees to integrate load through the California Independent System Operator's Proxy Demand Response, or equivalent tariff, prior to receiving the SGIP incentive and for five (5) years thereafter. Note that in the event that the Host Customer changes to a non-TOU tariff or is no longer enrolled in a demand reduction program, the energy storage System Owner is required to notify the Program Administrator within 30 days of change, and will be subject to Option B for the required five year period.
  - o Option B: the Host Customer and/or System Owner agrees, for a minimum period of five (5) years, to discharge the energy storage system in an amount equivalent to 52 complete cycles per year of the incentivized energy capacity, which is defined as two hours of discharge at the SGIP incentivized power capacity rating, with discharges occurring during peak hours or peak day events (such as those called by PG&E's SmartRate program or SDG&E's Reduce Your Use), of the applicable IOU service territory.

### Declarations by Host Customer and System Owner

By Execution of this document, System Owner and Host Customer each certify that the Project meets all program eligibility requirements and that the System Owner and Host Customer agree to abide by the rules and requirements set forth in the SGIP Handbook and SGIP Contract. The undersigned declare under penalty of perjury under the laws of the State of California that 1) The information provided is true and correct, and 2) the above-described generating system is new and intended to offset part or all of the Host Customer's electrical requirements at the site of installation. For residential energy storage projects, the Host Customer and System Owner certify that they have read and agreed to the terms of the Residential Energy Storage Eligibility Affidavit.

The Host Customer and System Owner are committed to completing this project, and by signing below, are starting their intent to contract with individual(s) necessary for completion of the project. The Host Customer is the reservation holder and reserves the right to submit new project specifications, including a new application with alternative System Owner and/or Applicant designations, upon withdrawal from the project and cancellation of this Agreement.

### Host Customer Signature

Print Name:

Signature:

Title:

Date:

### System Owner (if not Host Customer)

Print Name:

Signature:

Title:

Date:

### Applicant (if not Host Customer)

Print Name:

Signature:

Title:

Date: 5/7/2020

### Developer

Print Name:

Signature:

Title:

Date:

# CITY OF SAN FERNANDO



## Proposal

# Design of Solar, HVAC, and Battery Energy Storage Systems (BESS) at City Facilities

January 4, 2021







January 4, 2021

City of San Fernando  
Public Works Department

Re: Request for Proposals for Design of Photovoltaic (PV), HVAC and Battery Energy Storage Systems (BESS) at City Facilities

To whom it may concern,

Willdan Energy Solutions (Willdan) is pleased to submit the enclosed proposal in response to the City of San Fernando's (City) request for proposals for the Design of PV, HVAC and BESS at City facilities. We are committed to helping the City achieve its goals of sustainability and resiliency and have assembled a comprehensive team of experts with experience in energy efficiency, renewable generation, battery storage systems, engineering design, procurement and public facilities.

Willdan, a publicly traded California corporation, was founded 53 years ago by Professional Engineers with the vision of delivering high-quality engineering services to clients in our core market – public agencies. From our first contract providing engineering services for the rapidly growing City of Cerritos to our current position as an industry leader in engineering services, renewable generation, battery storage, and microgrids, Willdan remains grounded in this engineering foundation. Our team of certified professional mechanical engineers, energy engineers, planners and project managers have identified, developed and analyzed **14,000+ projects for close to 800 cities and counties. We have provided engineering or related consulting services to 424 of the 482 incorporated cities in California.**

#### Key Experience

- More than 50-year history of relationships with local governments public agencies
- Focus on sustainability, energy, and transportation planning
- Project development and procurement support for **over 280 MW** of renewable generation in the public sector
- Designed and supported the procurement of **75+ MW** of PV systems for **20 public agencies in CA**
- Infrastructure planning and procurement support for **800+ municipalities**, including some of the largest in California

The proposed Willdan Team has assisted a wide variety of public sector agencies with renewable generation, energy storage, and microgrid development, ranging from municipalities to counties, higher education systems, school districts, tribal organizations and industry associations, including:

- |                                   |  |
|-----------------------------------|--|
| ■ City of Rancho Cucamonga        | ■ Chaffey College                                  |
| ■ City of Palm Springs            | ■ Escondido Unified School District                |
| ■ City of Ridgecrest              | ■ Eureka City Schools                              |
| ■ City of Elk Grove               | ■ Merced Community College District                |
| ■ Culver City                     | ■ De Anza College                                  |
| ■ City of Dublin                  | ■ San Diego County Office of Education             |
| ■ City of Fairfield               | ■ Kern Community College District                  |
| ■ County of Alameda               | ■ Golden Empire Transit District                   |
| ■ East Bay Regional Park District | ■ Thunder Valley Community Development Corporation |

A core focus of our business is serving as Owner's Representative on behalf of public agencies pursuing renewable generation projects and programs. Over the last 10 years, Willdan has been a key player in the solar, battery storage and microgrid industry in California, including supporting the following:

- **Public Agency Renewable Generation Projects and Programs.** Willdan has developed nearly **100 MW** of constructed PV generation capacity for public sector clients, including **75 MW for public sector clients in CA alone.** Willdan services spanned all phases of these projects, from feasibility analysis through procurement, construction and operation.

- **Development of over 25 BES systems.** Willdan also provides unique services in the cutting-edge battery storage technology market, having developed analyses for a wide range of clients including municipalities like the cities Dublin, El Cajon, Rancho Cucamonga, and Fresno, as well as over half a dozen California Community College Districts, Sonoma County, and the East Bay Regional Park District.
- **Nationwide Experience Developing Microgrids.** Willdan has recently developed **27 microgrids** featuring **network control system integrations and fully integrated distributed energy resource (DER) systems**, including providing technical support and raising funding for the most complete microgrid and smart campus installation in the United States at the Illinois Institute of Technology. Willdan has also worked to develop microgrids for Eureka City Schools and the cities of Dublin, El Cajon, Culver City, and Santa Monica, as well as the Massachusetts Clean Energy Center, Watkins Wellness, and eight community microgrid feasibility studies for towns and villages across New York State.

We are excited about the opportunity to partner with you and to serve the District with our unique range of engineering consulting services, which have resulted in unmatched project success and client satisfaction. If you have any questions for our team, please feel free to contact us directly.



Tony Scalfani

Vice President of Engineering

**WILLDAN ENERGY SOLUTIONS**

Ph: 619-902-0510

E-mail: [tsclafani@willdan.com](mailto:tsclafani@willdan.com)

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## Experience

### Willdan

Willdan was founded 56 years ago by Professional Engineers with the vision of delivering high-quality engineering services to clients in our core market – public agencies. From our first contract providing engineering services for the rapidly growing City of Cerritos to our current position as **an industry leader in renewable generation, battery storage, and microgrids**, Willdan remains grounded in this engineering foundation.



Headquartered in Anaheim, Willdan operates a network of 40+ offices across the U.S. serving 1,000+ distinct clients. With more than 400 professionals specializing in energy savings engineering, construction, and municipal consulting in the State of California alone, Willdan is able to identify, develop, and implement cost-effective projects that help our clients reach their high-performance goals.

To date, Willdan has served more than **125,000 customers** with **90,000+ projects** that have **prevented 1.9M metric tons** of greenhouse gas emissions, **saved 2,600 GWh** and reduced demand on the grid. Willdan has obtained more than **\$500M in incentives and rebates** on behalf of our customers to reduce implementation costs and maximize financial returns.

At Willdan, our specialty lies in developing and implementing dynamic projects that improve comfort and safety, energy consumption, reliability, maintenance processes, sustainability of public sector facilities and infrastructure, and – ultimately – our clients' bottom lines.

## Technical Experience

Willdan's extensive renewable generation and battery energy storage system expertise is the basis of our DER project support services and underpins our technical and financial analysis. The scope of technical and financial analysis performed for the renewable energy projects varies from project to project, but typically involves some combination of site audits, feasibility studies, development of RFPs and bid packages, assistance with evaluation and selection of contractor proposals, and construction management support. Willdan has robust working knowledge of Power Purchase Agreement (PPA) requirements, Net Energy Metering (NEM) programs (NEM-A, RES-BCT, etc), utility interconnection processes, design build solar procurement, and shifting solar regulations (NEM2.0 and 3.0), and our working knowledge of field products provides invaluable insight into the actual performance and financial returns of a wide variety of renewable applications.



For the PV and BESS projects listed in the table below, Willdan provided critical Owner's Representative services throughout the project identification, development, procurement, construction and commissioning phases. For these projects, our services ranged from technical due diligence and assistance with obtaining project funding to full end-to-end project support encompassing initial feasibility, development of energy calculations, economic models,



designs, specifications, RFPs and contractual documents, interconnection assistance, securing government grants and incentives, contractor selection and negotiations, construction oversight, and final system commissioning. Our experience with these projects encompassed all of the tasks described in the RFP.

#### Public Agency PV & BESS Experience (Completed Projects)

Public Agency	BES Analysis/ Design	PV System Size (MW)	Year PV Constructed
Eureka City Schools	X	0.14	In progress
City of Ridgecrest		0.68	In progress
Escondido Unified School District	X	2.78	2020
Merced Community College District		0.49	2020
County of Alameda Regional Renewable Energy Procurement Program		30.00	2013 - 2019
UH Manōa	X	2.00	2019
Allan Hancock Community College District		0.20	2018
Butte Glenn Community College District		0.23	2018
Chaffey Community College District	X	5.66	2018
City of Lawrence		0.10	2018
King County Solar Parks and Justice Center		0.47	2018
Ohlone Community College District		2.90	2018
San Diego Superintendent of Schools	X	1.20	2018
Shasta-Tehama-Trinity Joint Community College District		0.17	2018
City of Palm Springs		2.39	2017
University of Hawaii (Inst for Astronomy)		0.12	2017
City of Rancho Cucamonga	X	2.14	2016
East Bay Regional Park District	X	1.17	2016
Kern Community College District		1.12	2016
San Mateo County Community College District		1.25	2015
University of Hawaii (Coconut Island)		0.26	2015
Pajaro Valley Unified School District		1.72	2014
San Leandro Unified School District		1.18	2014
Lincoln Unified School District		2.68	2013
Santa Clara Unified School District		2.80	2013
Washington Unified School District		2.58	2013
Yolo County		5.77	2013
Chico Unified School District		3.07	2012
Foothill De Anza Community College District		1.17	2012
Illinois Institute of Technology	X	3.20	2012
Mt. Diablo Unified School District		12.00	2012
Hawai'i DOT		7.80	2010
<b>TOTAL</b>		<b>99.44</b>	

### Request for Proposals and Procurement Support

Willdan has **developed 25+ formal Requests for Proposal for renewable energy systems for government agencies**, with the vast majority of these being for public sector clients in California. In addition to these direct contracts



with individual agencies, Willdan also supported the County of Alameda's Regional Renewable Energy Procurement (R-REP) project. Willdan assisted 19 agencies including municipalities, park districts, counties, and others through a renewable energy systems procurement. Willdan confirmed the feasibility of over 130 selected sites and supporting the economic modeling of the program, developing the procurement process and documents, creating of specifications for PV, thermal and fuel cell projects, evaluating vendor proposals, and assisting with the negotiation of contracts.

## Key Personnel

A summary of the qualifications and expertise of Willdan's proposed key personnel is provided in the table below. This is followed by detailed resumes for each proposed staff member, including educational background and assignment experience over the last 10 years.

Proposed Key Team Member Name and Title	Proposed Role	Relevant Expertise
<b>Benjamin Laboy, PE</b> Senior Engineer <i>MS, Earth Systems, Concentration in Energy Efficiency, Stanford University</i>	Project Manager and Lead Engineer	<ul style="list-style-type: none"> <li>■ <b>8 years' experience</b> with solar PV and battery storage technology deployments in the public sector</li> <li>■ Past projects include the development of PV and BESS projects for Golden Empire Transit District (GETBus) and the City of Dublin, as well as microgrid projects for Culver City and the Eureka Schools. His extensive experience supporting PV projects includes work with the cities of Elk Grove, Palm Springs and Fresno, the Escondido Unified School District and the Merced and Mira Costa Community College Districts.</li> </ul>
<b>Tedd Kelley</b> Distributed Energy Resource Designer <i>BS, Public Planning &amp; Land Use Northern Arizona University, Flagstaff, AZ</i>	Lead Design Engineer	<ul style="list-style-type: none"> <li>■ <b>10 years' experience</b> designing solar PV and battery storage projects</li> <li>■ Past projects include developing full construction drawings and permitting drawings for over 200 small and large commercial photovoltaic projects ranging from 50kw-1MW.</li> </ul>
<b>Casey Smith, PE</b> Electrical Engineer <i>BS, Electrical Engineering, California Polytechnic State University, San Luis Obispo</i>	Engineering and Procurement Support	<ul style="list-style-type: none"> <li>■ <b>5 years' experience</b> as an electrical engineer for DER projects including PV, BESS and microgrids</li> <li>■ Past projects PV and BESS projects include the systems for transit facilities for the Cities of Fairfield and Ridgecrest, as well as a Public Safety Center Microgrid for the City of El Cajon, a 5 MW carport and 1 MWH peak-shaving energy storage project for UC Merced, and a paired 10 MW PV and 2MWh BESS resiliency project for the US Army Redstone Arsenal facility.</li> </ul>





## Benjamin R. Laboy, PE

### Education

*MS Earth Systems,  
Concentration in Energy  
Efficiency, Stanford  
University, CA*

*BS Science, Technology  
and Society, Stanford  
University, CA*

### Licenses & Affiliations

*Registered Professional  
Engineer (Mechanical),  
California*

### 8 Years' Experience

### Senior Engineer

**Ben Laboy** leads the implementation and analysis of distributed energy resources, including renewable generation and energy efficiency projects. Providing engineering support, Mr. Laboy performs energy analyses for commercial, industrial and government projects as well as optimization of utility incentives for these projects. Mr. Laboy draws from a strong background in interdisciplinary problem-solving to tackle complicated technical projects and provide reliable results.

### Project Experience

**Eureka City Schools.** Supported the design and turnkey installation of a vehicle-to-grid microgrid incorporating 140 kW rooftop solar PV, a 50kW battery energy storage (BES) system, and a school bus and charging station, as well as microgrid controls to coordinate all equipment. Developed conceptual designs and assisted with procurement and financing strategies resulting in a low/no up front cost to the school for purchase and construction of microgrid.

**Golden Empire Transit (GETBus).** Lead engineer for the development and procurement of a 438kW PV system and associated 50kW battery energy storage (BES) system designed to power five transit agency buildings as well as a future on-site hydrogen fueling station. Led team that provided 100% engineering design drawings, a Request for Proposal and supporting documents, and assisted with vendor selection and oversight, including technical reviews of construction documents.

**University of Hawai'i at Manoa.** Lead Engineer for the analysis and development of renewable generation resources as part of the University's Strategic Energy Master Plan. Developing engineering analyses for new solar PV, battery storage, and other Distributed Energy Resource (DER) options, as well as the evaluation of historical data for existing DER systems. Also supporting the evaluation of how planned increases in renewable generation capacity impact options for achieving zero-net energy (ZNE) and zero-net carbon at the building and campus level.

**City of Dublin.** Lead Engineer for development of \$7M of DER turnkey project scope at 8 different facilities, including solar PV, Battery Energy Storage, EV charging and traditional diesel generators to help the City reduce costs, improve resiliency during grid outages and emergencies and reduce carbon. Developed initial project feasibility, subcontractor bidding and pricing and obtained customer buy-in of final project scope. Currently supporting construction of the selected DER projects to ensure a successful completion.

**Culver City.** Provided engineering analysis for solar PV and battery storage technology as part of a microgrid feasibility study for the Culver City Senior Center and Parks and Recreation facilities. Identified ~750 kW potential solar PV capacity along with battery storage solution to couple with energy efficiency projects to form a truly resilient microgrid solution for the site.

**City of Palm Springs.** Supported City of Palm Springs in their efforts to procure solar across three sites totaling ~2.4 MW. Currently overseeing inspection services subcontractor and reporting to City on progress. Each site has unique requirements with various system types including roof mount solar, and ground mount solar.

**Escondido Union School District.** Supported Escondido Union SD in their efforts to evaluate feasibility and procure solar PV totaling ~2.77 MW in carport and shade structures across 13 sites. Finalized PPA agreements and provided contract negotiation and construction support to the District.



**Merced Community College District.** Supported Merced CCD in their efforts to evaluate feasibility and procure solar PV totaling ~450 kW in carport structures at their Los Banos campus. Currently evaluating vendor proposals and providing contract negotiation support to the District.

**Mira Costa Community College District.** Supported Mira Costa CCD in their efforts to evaluate feasibility of solar PV across three sites totaling ~4.2 MW in carport structures. Currently assisting in procurement efforts and phasing strategy with District's Facilities Master Plan. Each site has unique requirements and phasing timelines due to Master Plan schedule.

**City of Elk Grove.** Supported City of Elk Grove in their efforts to evaluate feasibility and procurement of solar PV across three meters at their newly constructed District56 site, which includes an Aquatic Center, a Community/Senior Center, and park spaces. Led engineering analysis efforts to project site load profiles and annual usage totals for the new facilities. Identified optimal solar PV system sizing and preliminary layouts, while also evaluating potential economic benefit of battery energy storage systems. Assessed multiple financing options for the potential project, including loan and power purchase agreement (PPA) options. Following the feasibility process, assisted the City in writing and publishing an RFP to procure a design-build or PPA project to construct the solar PV system. Currently assisting in contract negotiation efforts with selected vendor and finalizing contract for ground mount system totaling 740 kW.

**City of Fresno.** Provided the City of Fresno with a solar feasibility study for eight potential ground mount solar PV systems across four City sites totaling ~45 MW. Created preliminary system designs, rate structure and economic analysis, and interconnection application submittals for each site. Explored potential financing options on behalf of the City.

**Kona Village Resort.** Provided a solar feasibility study for the future construction plans of Kona Village Resort. Analyzed optimal PV system sizes for carports and rooftop applications and worked in tandem with the general contractor to estimate future energy loads at the site. Created economic analysis of the systems with regards to local utility rates, and prepared RFP documents for the upcoming procurement phase.

**San Francisco Public Utilities Commission (SFPUC).** Provides technical engineering support for all consulting services provided to the SFPUC 2012 to present. Provides Green Building new construction design energy optimization/modeling, LEED consulting, enhanced commissioning, and M&V services per local building ordinance requirements to meet or exceed LEED Gold certification. The team has successfully propelled five building designs, and counting, to LEED Gold or better. Also assists with M&V program design, project M&V, AB 2021 reporting technical support, construction management, and other energy engineering consulting service requested by the SFPUC.

**SF Energy Watch Local Government Partnership, City & County of San Francisco / PG&E.** Provides technical engineering support for the 2016-2021 San Francisco Energy Watch Program. Provides energy consulting services to process incentive applications, perform due diligence reviews, complete site inspections, manage subconsultants and installation contractors, provide QA/QC, and process program rebate payment.

**California Community College and Investor Owned Utility (CCC/IOU) Energy Efficiency Partnership.** Provides engineering due diligence support for energy efficiency retrofits, performing energy savings analysis, technical reviews of contractor work and supporting overall program management. This includes oversight of over \$17.3 million in successful energy projects at San Mateo County Community College District facilities, saving them 7.1 million kWh/year.

**California Department of Corrections and Rehabilitation and Investor Owned Utility (CDCR-IOU) Statewide Energy Efficiency Partnership.** Supported \$10 million program serving all 34 CDCR facilities in California, including identifying and tracking energy projects, performing preliminary scoping estimates and providing technical review of ESCO proposed projects.



## Tedd Kelley

### Education

*BS, Public Planning &  
Land Use Northern  
Arizona University  
Flagstaff, AZ*

*Cert., Construction  
Management Colorado  
State University  
Fort Collins, CO*

### Licenses & Affiliations

*NABCEP PV Design  
Specialist*

### 10 Years' Experience

### Distributed Energy Resource Designer

**Tedd Kelley** supports the Willdan Performance Engineering team. He specializes in sustainable energy projects that incorporate photovoltaic systems, back-up energy storage systems, and electric vehicle charging systems. Tedd offers over 10 years of solar electrical design experience and project leadership. He works closely with Willdan project development and business development teams, project managers, professional engineers, and the energy industry's top vendors and manufacturers to create turnkey DER designs that meet the needs of our clients. Tedd has designed hundreds turnkey commercial projects throughout the U.S. and also guided these projects from the initial conceptual design to system installation and commissioning. He is an expert in energy storage systems, electric vehicle charging solutions, and microgrid design. His combination of electrical design and construction management experience, makes Tedd a valuable team player during all phases of the project cycle and he is ready to offer renewable energy consulting, energy resilience planning and distributed energy consulting services.

### Previous Work Experience

**Go Green Electric Inc, Denver, CO** Solar PV Design Manager 2017 – 2021

- Managed the PV design team; the team drafted full construction plan sets in AutoCAD consisting of electrical diagrams, system layout pages, details and notes, DC stringing layouts, fire safety pages, structural loading pages.
- Managed PV Project Development: Worked directly with new clients to create preliminary designs, and proposals for small and large commercial projects 25kw- 1MW.
- Conducted electrical and structural site surveys, performed shading analysis, created production estimates, PV system proposals, structural analysis, energy storage goals and feasibility studies.
- Managed permitting and utility submittal process; included all permit applications and utility submittals for interconnection approval and incentive/net metering agreements.

**Tesla (SolarCity), Denver, CO** Commercial PV system Designer III 2014 – 2017

- Developed full construction drawings and permitting drawings for over 200 small and large commercial photovoltaic projects ranging from 50kw-1MW.
- Worked closely with sales managers and project managers to improve efficacy within our design and engineering team to reduce turnaround time in our department using improved CAD templates and universal drafting standards.

**Real Goods Solar Inc. - Louisville, CO** Small Commercial PV Design Engineer 2012 – 2014

- Developed full construction drawings and permitting drawings for over 400 residential and small commercial PV projects ranging from 5kw-100kw.
- Worked with lead installers and site supervisors in multiple regions to improve installation strategies using improved tooling, new products and safer installation methods.
- Organized the procurement of material orders for all standard and specialized electrical equipment required for photovoltaic installations and electrical service upgrades.

**Namaste Solar - Boulder, CO** Sales Support Specialist 2011- 2012

- First point of contact for all PV sales inquiries for residential customers
- Site survey technician, permitting and zoning specialist, and CAD drafter for proposals



## Casey Smith, PE

### Education

*BS, Electrical Engineering,  
California Polytechnic State  
University, San Luis Obispo*

### Licenses & Affiliations

*Registered Professional  
Engineer (Electrical), California*

### 5 Years' Experience

### Senior Engineer

**Casey Smith** contributes to the implementation and analysis of distributed energy resource projects, especially involving energy storage, solar PV and microgrids. Casey's skills and experience are primarily gathered from SCADA, solar PV, and energy storage engineering for commercial, industrial and utility scale customers.

### Project Experience

**Eureka City Schools.** Supported the design and turnkey installation of a vehicle-to-grid microgrid incorporating 140 kW rooftop solar PV, a 50kW battery energy storage (BES) system, and a school bus and charging station, as well as microgrid controls to coordinate all equipment. Developed conceptual designs and assisted with procurement and financing strategies resulting in a low/no up front cost to the school for purchase and construction of microgrid.

**Golden Empire Transit (GETBus).** Supported the development and procurement of a 438kW PV system and associated 50kW battery energy storage (BES) system designed to power five transit agency buildings as well as a future on-site hydrogen fueling station. Assisted with the development of 100% engineering design drawings, a Request for Proposal and supporting documents, and assisted with vendor selection and oversight, including technical reviews of construction documents.

**Los Angeles Cleantech Incubator (LACI).** Supported the assessment of required charging infrastructure for over 100 medium and heavy duty fleet vehicles to support LACI's 710 Corridor Electrification Efforts and grant funding applications. Developed preliminary layouts and DER (solar PV + storage) sizing optimized to meet customer needs as well as support an economic deployment of MD/HD DC fast charging.

**City of Fairfield.** Currently supporting the City's Transportation Electrification Master Plan by assisting with the development a roadmap for converting the City's transit fleet to Battery Electric Buses (BEBs). Providing an assessment of the feasibility of DER integration and its potential impacts on transitioning to and operating an all-electric fleet.

**City of Ridgecrest.** Supported the full design of a solar PV system, Level 2 EV chargers, and DC Fast Chargers on an existing carport for the City's electric transit bus fleet. Tasks include supporting the solar PV and electrical design, developing cost estimates, preparing final specifications, and coordinating with SCE to participate in the Charge Ready Transport Program.

**City of Dublin.** Supported the development of \$7M of DER turnkey project scope at 8 different facilities, including solar PV, Battery Energy Storage, EV charging and traditional diesel generators to help the City reduce costs, improve resiliency during grid outages and emergencies and reduce carbon. Currently supporting construction of the selected DER projects to ensure a successful completion.

**City of El Cajon, Public Safety Center Microgrid.** Serves as engineering support for the feasibility analysis of pairing solar PV, diesel generation, and mobile energy storage resources together for both bill savings and resiliency for the City of El Cajon. Analysis includes understanding impact of retrofits required for microgrid operation and determining what scenarios the system should be operated in a resiliency setting vs. bill savings operation.



**Watkins Wellness, Generator Driven Microgrid Manufacturing Facility.** Serves as engineering support for a feasibility analysis of running an entire manufacturing plant off of generators paired with solar PV and energy storage systems to avoid using utility power, taking advantage of low cost energy and thus avoiding demand charges altogether. Tasks include modelling energy usage against production and generation, determining electrical infrastructure upgrades, and identifying permitting and interconnection risks.

**SunPower Corporation, Energy Storage Applications and SCADA Engineer:**

- **UC Merced, 5MW carport and 1 MWh peak shaving energy storage.** Trained project engineers and project managers to successfully deliver the energy storage component of a PV paired storage system, coordinated energy storage vendor for product spec and delivery, and lead commissioning efforts for initial battery and communications system startup.
- **SunPower Dealer Network, various solar PV paired ESS projects.** Trained, supported, and led various dealer partners through their first energy storage projects. Projects involved various client types in the commercial space and required leading discussions with AHJs, utility personnel, and facilities personnel to understand system operations and to obtain approval for installation. Various ESS vendors were also used, which in turn required comparing specific ESS products and their strengths and weaknesses.
- **Redstone Arsenal, 10 MW ground mount tracking PV and 2 MWh storage utility scale self-consumption resiliency project.** Served as the lead SCADA engineer to design, procure, configure, commission, and test a utility controllable PV paired ESS project to serve The United States Army's Redstone Arsenal with a redundant power system. Features of SCADA system included advanced curtailment inverter control, remote HMI site management server, direct transfer trip capability for utility command, solar PV self-consumption via ESS, and substation protection controls and alarming.
- **El Pelicano, 102 MW ground mount tracking solar PV utility scale project.** Procured and configured SCADA equipment for the grid controls and O&M interface in Chile. Tasks included coordinating with vendors for equipment, designing SCADA servers, managing build and delivery schedules, and configuring various equipment for use on site.



## References

References from previous clients with direct knowledge of each key personnel's, including the Project Manager's, past performance are provided below.

Client	Scope of Work	Contact Info
<b>Eureka City Schools</b>  <b>Key Personnel:</b> Ben Laboy, PE Casey Smith, PE	<b>Turnkey Microgrid Project Delivery</b> <ul style="list-style-type: none"> <li>Design and ongoing turnkey implementation of solar PV, ESS, V2G school bus and charging station, and microgrid controls to coordinate all equipment.</li> <li>Creative balance of incentives and funding to achieve a low/no upfront cost to the school for purchase and construction of project</li> <li>140 kW rooftop PV paired with 50 kW / 200 kWh battery storage operates both for bill savings and resiliency functionality. Year 1 electric bill savings are approximately \$32,000.</li> <li>The stationary battery provides approximately 8-hour backup for critical food storage loads, with up to additional 8 hour runtime provided by the V2G battery electric bus. Central microgrid controller utilizes data input from V2G charger and stationary battery to coordinate backup power grid-forming and utilizes solar PV recharge as available.</li> </ul>	Paul Ziegler Assistant Superintendent- Business Services, Eureka City Schools (707) 441-2412 <a href="mailto:zieglerp@eurekacityschools.org">zieglerp@eurekacityschools.org</a> 2100 J Street, Eureka, CA 95501

Client	Scope of Work	Contact Info
<b>Golden Empire Transit District (GETBus)</b>  <b>Key Personnel:</b> Ben Laboy, PE Casey Smith, PE  <b>Budget/Contract:</b> \$150,000  <b>Contract Start/End Dates:</b> May 2021 – January 2022	<b>Solar PV and Battery Energy Storage Systems Engineering Services</b> <ul style="list-style-type: none"> <li>Developed 100% design documents and costs estimates for a 438kW DC PV system and associated 50kW/200kWh BESS.</li> <li>Project consisted of two arrays, one 219kW DC array to power 5 on-site buildings and backed up with the 50kW/200kWh BESS. The other 219kW DC array was designed to be connected to a future hydrogen fueling station.</li> <li>Developed RFP and supporting documentation to bid out construction of the project. Assisted with proposal evaluation and vendor selection.</li> <li>Completed technical review and drawing set updates to vendor's proposed changes for final client approval</li> </ul>	Chris James Director of Maintenance Golden Empire Transit District 661-869-6319  Chris James <a href="mailto:cjames@getbus.org">cjames@getbus.org</a>

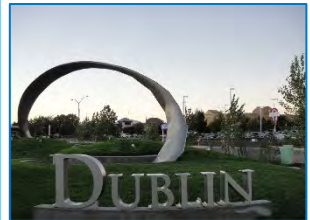




## City of San Fernando

## Design of PV, HVAC and BESS at City Facilities

Client	Scope of Work	Contact Info
<b>Culver City</b>  <b>Key Personnel:</b> Ben Laboy, PE	<b>Microgrid Feasibility Study</b> <ul style="list-style-type: none"> <li>Willdan conducted a microgrid feasibility study, implementation roadmap and tech specs for the City of Culver City in western LA County. The microgrid project will allow the City to supply its critical power needs at two of its Red Cross emergency shelter sites, a Senior Center and a Veterans Memorial Hospital, in the case of an emergency event with 100% clean power. The microgrid will be zero net energy and have the ability to operate in islanded or utility-interconnected modes.</li> <li>Willdan recommendations and analyses included: <ul style="list-style-type: none"> <li>600kW Carport Solar PV</li> <li>151W Rooftop Solar PV</li> <li>676kW Battery Storage Capacity</li> <li>\$5 million estimated construction cost</li> <li>\$4 million in identified incentives and grants from FEMA and SGIP</li> <li>\$214k in annual utility bill savings</li> <li>25+ year system life</li> <li>6-year payback (with FEMA grant)</li> </ul> </li> </ul>	Joe Susca Senior Management Analyst – Public Works Department Culver City 310.253.5636 <a href="mailto:joe.susca@culvercity.org">joe.susca@culvercity.org</a> 9770 Culver Boulevard Culver City, CA 90232

Client	Scope of Work	Contact Info
<b>City of Dublin</b>  <b>Key Personnel:</b> Ben Laboy, PE Casey Smith, PE	<b>Comprehensive Turnkey Project Development</b> <ul style="list-style-type: none"> <li>Providing design-build services encompassing the development, engineering, financing and implementation a citywide facilities improvement plan.</li> <li>Leveraging the completion of energy savings projects across the City to fund much needed capital improvement measures.</li> <li>Scope of work includes HVAC, building management systems, facility and intersection resiliency, park lighting and irrigation and water distribution upgrades; micro-grid (solar PV &amp; battery storage) projects, retro-commissioning, LED lighting retrofits, lighting controls &amp; daylight harvesting, backup generators and EV charging.</li> <li>Measures were developed to provide ongoing cost savings to the City, provide resiliency and reduce carbon in alignment with the City's Climate Action Plan.</li> </ul>	Laurie Sucgang, PE Assistant Public Works Director/City Engineer City of Dublin 100 Civic Plaza, Dublin, CA 94568 (925) 833-6630 <a href="mailto:laurie.sucgang@dublin.ca.gov">laurie.sucgang@dublin.ca.gov</a> <a href="http://dublin.ca.gov">gov</a> 



Client	Scope of Work	Contact Info
<p><b>Client Name</b> City of Ridgecrest</p> <p><b>Key Personnel:</b> Ben Laboy, PE Casey Smith, PE</p>	<p><b>Transit Yard PV System</b></p> <ul style="list-style-type: none"> <li>▪ <b>Design-bid-build solar PV system and electric vehicle charging station project at Transit Division's Bus Shade Structure.</b> Willdan has provided design and bidding support, including the evaluation of existing plans and specifications, development of conceptual plans, specifications, environmental compliance documents, and cost estimates for the addition of solar panels, and EV charging stations for an existing carport structure at the corporation yard. Willdan is currently assisting the City with the bidding phase.</li> <li>▪ Solar rated capacity 68.9KW, maximum EV Loads 183 KW (Two Level 3 chargers, eight level 2 chargers)</li> <li>▪ 100% design begun October 2020 and completed December, 2020</li> </ul>	<p>Loren Culp City of Ridgecrest 760-499-5080 <a href="mailto:lculp@ridgecrest-ca.gov">lculp@ridgecrest-ca.gov</a></p>



## Estimated Project Schedule

An estimated Project Schedule broken down by the phases identified in the RFP is provided below.

Month	January		February				March				April				May				June				July				August			
Week	1	2	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
<b>Task 0 Project Management</b>																														
Kickoff Meeting (assuming contract finalized on 1/18/22)																														
Weekly/Bi-weekly Project Management Meetings																														
<b>Task 1 - Review and Engineering Analysis</b>																														
Analysis of existing HVAC equipment and systems																														
Solar PV feasibility analysis and inventory of existing electrical infrastructure																														
Review of Self Generation Incentive Program (SGIP) submitted applications																														
Analysis of sizing of BESS at Police Department & Public Works Operations facilities																														
<b>Task 2 - System Design</b>																														
Prepare 50% Design Drawings																														
Prepare 90% Design Drawings																														
Prepare 100% Design Drawings																														
Prepare 100% Specifications and Cost Estimates																														
<b>Task 3 - Procurement Support</b>																														
Draft technical specifications																														
Draft Project Scope of Work																														
Document existing conditions for site specific appendices																														
Draft instructions to proposers																														
Develop evaluation methodology, scoring criteria and scoring sheets																														
Release RFP																														
Prepare for and attend proposers' conference and site walks																														
Prepare responses to proposer questions																														
Develop addenda, as needed																														
Review and conduct preliminary proposal scoring																														
Develop short list for interviews																														
Prepare for and attend proposer interviews																														
Finalize proposal scoring																														
Support District decision-making, including Council meetings and materials																														
<b>Task 4/5 - Construction Engineering Support &amp; Construction Management</b>																														
Submittal reviews																														
Responses to RFIs																														
On-call technical engineering assistance																														
Inspection during construction and installation of equipment																														
Commissioning and 30 day proving period review																														
Timing TBD, pending installer ability to construct. Construction process estimated to take 6-9 months.																														

Timing TBD, pending installer ability to construct. Construction process estimated to take 6-9 months.



## Cost Proposal

A cost proposal broken down by phase, the services being provided during each phase, and hourly wage rates for all personnel providing the services is provided below.

SUMMARY TASK	Project Manager & Lead Engineer	Lead Design Engineer	Engineering & Procurement Support	Total Hours	Total Labor Cost
	<b>\$200.00</b>	<b>\$180.00</b>	<b>\$195.00</b>		
<i>Project Management and Weekly Meetings (throughout entire scope)</i>	40	20	20	80	\$ 15,500.00
<b>a. Review and Engineering Analysis</b>					
<i>Analysis of existing HVAC equipment and systems</i>	13	6	13	32	\$ 6,208.00
<i>Solar PV feasibility analysis and inventory of existing electrical infrastructure</i>	19	10	19	48	\$ 9,312.00
<i>Review of Self Generation Incentive Program (SGIP) submitted applications</i>	5	2	5	12	\$ 2,328.00
<i>Analysis of sizing of BESS at Police Department &amp; Public Works Operations facilities</i>	13	6	13	32	\$ 6,208.00
<i>Subtotal</i>	90	45	70	204	\$ 39,556.00
<b>b. System Design</b>					
<i>Development of plans and specifications for solar PV</i>	24	48	8	80	\$ 15,000.00
<i>Development of plans and specifications for HVAC</i>	9	18	3	30	\$ 5,625.00
<i>Development of plans and specifications for BESS</i>	17	34	6	56	\$ 10,500.00
<i>Construction Cost Estimates for all project scopes</i>	5	10	2	16	\$ 3,000.00
<i>Subtotal</i>	55	109	18	182	\$ 34,125.00
<b>c. Procurement Support</b>					
<i>RFP Development</i>	14	10	24	48	\$ 9,288.00
<i>Pre-bid meeting, site walk and RFI responses</i>	10	7	17	34	\$ 6,579.00
<i>Proposal Evaluation and Reference Checks</i>	12	8	20	40	\$ 7,740.00
<i>Bidder Interviews</i>	13	8	21	42	\$ 8,127.00
<i>Subtotal</i>	49	33	82	164	\$ 31,734.00
<b>d. Construction Engineering Support</b>					
<i>Submittal reviews</i>	10	10	13	32	\$ 6,144.00
<i>Responses to RFIs</i>	7	7	10	24	\$ 4,608.00
<i>On-call technical engineering assistance</i>	19	19	26	64	\$ 12,288.00
<i>Subtotal</i>	36	36	48	120	\$ 23,040.00
<b>e. Construction Management</b>					
<i>Inspection during construction and installation of equipment</i>	50	10	40	100	\$ 19,600.00
<i>Commissioning and 30 day proving period review</i>	16	3	13	32	\$ 6,272.00
<i>Subtotal</i>	66	13	53	132	\$ 25,872.00
<b>TOTAL</b>	<b>296</b>	<b>236</b>	<b>271</b>	<b>802</b>	<b>\$ 154,327.00</b>

<b>Total Labor Cost</b>	<b>\$ 154,327.00</b>
<b>Total Direct Costs</b>	<b>\$ 2,500.00</b>
<b>Total Cost</b>	<b>\$ 156,827.00</b>

<b>Add Alt: Include City Hall</b>					
<i>a. Review and Engineering Analysis</i>	28	28	14	70	\$ 13,370.00
<i>b. System Design</i>	36	36	18	90	\$ 17,190.00
<i>c. Procurement Support</i>	10	10	5	24	\$ 4,584.00
<i>d. Construction Engineering Support</i>	24	24	12	60	\$ 11,460.00
<i>e. Construction Management</i>	18	18	9	46	\$ 8,786.00
<i>Subtotal</i>	116	116	58	290	\$ 55,390.00

<b>Including City Hall</b>	
<b>Total Labor Cost</b>	<b>\$ 209,717.00</b>
<b>Total Direct Costs</b>	<b>\$ 3,000.00</b>
<b>Total Cost</b>	<b>\$ 212,717.00</b>



**RESOLUTION NO. 8117****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING THE BUDGET FOR THE FISCAL YEAR 2021-2022 ADOPTED ON JUNE 21, 2021**

**WHEREAS**, the City of Council has received and considered the proposed adjustment to the budget for Fiscal Year 2021-2022, commencing July 1, 2021, and ending June 30, 2022; and

**WHEREAS**, the City Council has determined that it is necessary to amend the revenues and expenditures of the current City budget; and

**WHEREAS**, the City will receive funds through the Self-Generation Incentive Program for the Solar, Heating, Ventilation, and Air Conditioning (HVAC), and BESS project at City facilities to support the advancement and deployment of distributed battery energy storage systems (BESS); and

**WHEREAS**, 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, was adopted on June 21, 2021.

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

**SECTION 1.** The following adjustments are made to the City Budget:

SGIP: Self-Generation Incentive Program for the Solar, HVAC, and BESS Project at City Facilities:

Capital Grants Fund:

Increase in Expenditures	
010-390-0765-4600	\$583,950
Increase in Revenues	\$583,950
010-3686-0765	

Transfers to Capital Outlay Fund from General Fund, Water Fund, and Sewer Fund:

Increase in Expenditures	
001-190-0765-4932	\$1,217,803
070-385-0765-4932	\$169,926
072-365-0765-4932	\$28,321

Capital Outlay Fund:

Increase in Expenditures	
032-390-0765-4600	\$1,416,050
Increase in Revenues	
032-3970-0000	\$1,217,803
032-3995-0000	\$169,926
032-3992-0000	\$28,321

**SECTION 2.** 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 18<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Mary Mendoza, 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. 8117, 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 18<sup>th</sup> day of January 2022, 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 January 2022.

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Julia Fritz, City Clerk

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## AGENDA REPORT

**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** January 18, 2022

**Subject:** Consideration to Adopt a Resolution Establishing a Job Specification for the Position of Deputy City Manager

### RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8112 (Attachment "A") approving a specification for the Deputy City Manager (Attachment "A" Exhibit "1") job classification;
- b. Adopt Resolution No. 8113 (Attachment "B") amending the Fiscal Year (FY) 2021-2022 Salary Resolution to reflect the proper salary range for the Deputy City Manager classification;
- c. Adopt Resolution No. 8114 (Attachment "C") amending the FY 2021-2022 Table of Organization to include the Deputy City Manager classification in the City Manager's Office;
- d. Adopt Resolution No. 8115 (Attachment "D") amending Resolution No. 7692 to include the Deputy City Manager in the Department Head Benefits Plan.
- e. Authorize the City Manager to make non-substantive corrections and execute all related documents.

### BACKGROUND:

1. On May 19, 2014, the City Council adopted Resolution No. 7605 approving a new job specification for the Deputy City Manager/Director of Public Works job classification.
2. On August 7, 2017, the City Council approved Resolution No. 7807 as an amendment to Resolution No. 7692, removing the designation of "Deputy City Manager" from the Director of Public Works job classification, and authorized the City Manager, at his or her discretion, to designate no more than one (1) Department head as "Deputy City Manager" when necessary.

## **Consideration to Adopt a Resolution Establishing a Job Specification for the Position of Deputy City Manager**

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3. On April 19, 2021, City Council adopted Citywide Strategic Goals for the five-year period covering 2022 – 2027. These goals focus on increasing services and transparency to the community, preserving the City's neighborhoods and character, and bolstering revenues by increasing the business tax base and securing grant funding, among other goals.
4. On June 21, 2021, the City Council approved the FY 2021-2022 Adopted Budget, which included funding for new Economic Development Manager and Assistant to the City Manager positions, to move the adopted Strategic Goals forward.
5. On September 7, 2021, City Council adopted Resolution No. 8087 approving a new job specification for the Assistant to the City Manager position.

### **ANALYSIS:**

Through the FY 2021-2022 budget, the City Council approved funding for new staffing resources, specifically for an Economic Development Manager and Assistant to the City Manager, to move forward with a number of critical Citywide Strategic Goals.

City Council approved the Assistant to the City Manager position in the City Manager's Office to focus primarily on grant writing and public information/outreach efforts, among other responsibilities. In addition to generating grant revenue, the Assistant to the City Manager position will assist with moving a number of critical policy efforts forward, including, but not limited to, grant management policies and programs, public engagement policies and procedures, Customer Relationship Management (CRM) software, legislative advocacy policies, and personnel rules and policies.

While evaluating and drafting a new job specification for an Economic Development Manager, staff determined that it would be more beneficial to the City organization to establish a Deputy City Manager position that would have the primary responsibility for managing the City's Economic Development activities. There are a number of benefits to establishing this position as a Deputy City Manager rather than an Economic Development Manager, including, but not limited to:

- A Deputy City Manager is an executive management level position with a higher level of experience, responsibility and authority to develop, implement, and manage economic development programs than an Economic Development Manager, which is a mid-management position.
- As an executive management level position, a Deputy City Manager can also provide a higher level of experience, responsibility and authority to develop, implement and manage other critical citywide strategic goals that are related to economic development,



## **Consideration to Adopt a Resolution Establishing a Job Specification for the Position of Deputy City Manager**

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including, but not limited to, housing and homeless programs, Community Development Block Grant (CDBG) programs, American Rescue Plan Act (ARPA) programs, community art and mural programs, and assist other Department Heads with special projects.

- A Deputy City Manager position provides a clear “second in command” and a career succession ladder that provides the skills and experience necessary to ultimately prepare an internal candidate to serve as City Manager (i.e., Assistant to the City Manager → Deputy City Manager → City Manager).

The City’s Employer-Employee Relations Resolution No. 4585 (EERR), as amended by Resolution No. 4716, provides orderly procedures for the administration of employer-employee relations between the City and its employee organizations and for resolving disputes regarding wages, hours and other terms and conditions of employment. The EERR designates all Department Head and Assistant Department Head positions as management and confidential and shall not be represented by an employee organization. The proposed Deputy City Manager position is an executive management position with the responsibility to direct Department Heads in the absence of the City Manager. All of these job responsibilities have been incorporated into the proposed specification and, pursuant to the EERR, this position will be designated as a Department Head, confidential, unrepresented employee with benefits established through Resolution No. 7692 – Salary and Benefits for Employees in Classifications Designated as Department Heads.

### **BUDGET IMPACT:**

The City Council included \$150,000 in the FY 2021-2022 Adopted Budget to fund the salary and benefits for an Economic Development Manager. Staff recommends establishing the Deputy City Manager position at Salary Range 83DH (\$13,311 - \$16,179 per month), which would require additional funding of approximately \$75,000 per year, for a total annual cost of \$225,000. A portion of this additional cost may be offset by increased economic activity resulting from a staff position focused on business attraction and retention. Additionally, the investment in a Deputy City Manager position would increase the City’s capacity to more quickly deliver services to the community, such as distribution of CDBG and ARPA funds to businesses, re-establishment of housing down payment assistance and rehabilitation loan programs, and implementation of Beautification Programs.

There is no budget impact associated with adopting the proposed Deputy City Manager job specification and there is sufficient funding included in the current FY 2021-2022 Adopted Budget. If approved, the additional \$75,000 in funding necessary for the Deputy City Manager position will be included in the FY 2022-2023 Budget.

**Consideration to Adopt a Resolution Establishing a Job Specification for the Position of Deputy City Manager**

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**CONCLUSION:**

Staff recommends that the City Council approve the proposed job specification for Deputy City Manager and related resolutions.

**ATTACHMENTS:**

- A. Resolution No. 8112  
Exhibit 1: Deputy City Manager Job Specification
- B. Resolution No. 8113 – Amending the City’s Salary Plan
- C. Resolution No. 8114 – Amending the City’s Table of Organization
- D. Resolution No. 8115 – Amending Resolution No. 7692 to include the Deputy City Manager position

**RESOLUTION NO. 8112**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING RESOLUTION NO. 4144, ADOPTED DECEMBER 12, 1966, BY THE ADDITION OF SUPPLEMENT NO. 184 THERETO**

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

**SECTION 1:** That Resolution No. 4144, adopted on December 12, 1966, and the Position Classification Plan prepared by Griffenhagen-Kroeger, Inc. bearing date of April 1966, as amended by the City Council, be the same as amended by adding thereto Supplement No. 184 (Exhibit "1") covering important and essential duties, job-related and essential qualifications for the following position and classification:

**DEPUTY CITY MANAGER**

Supplement No. 184 is hereby adopted and approved as the new official job classification and definitions, prescribing important and essential duties, job-related and essential qualifications for the position and classification set forth above. Copies of Supplement No. 184 are now on file in the office of the City Clerk. Said Supplement No. 184 is hereby incorporated in and made a part of the Position Classification and Salary Plan for the City of San Fernando.

**SECTION 2:** The City Clerk shall certify to the adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** this 18<sup>th</sup> day of January, 2022.

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Mary Mendoza, Mayor of the City of  
San Fernando, California

**ATTEST**

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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. 8112, 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 18<sup>th</sup> day of January, 2022, 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 January, 2022.

\_\_\_\_\_  
Julia Fritz, City Clerk

## JOB SPECIFICATION

### CLASS TITLE

DEPUTY CITY MANAGER

### ADOPTION

RESOLUTION NO.

EFFECTIVE DATE

FLSA DESIGNATION

EXEMPT

AT-WILL

### GENERAL PURPOSE

Under administrative direction of the City Manager, leads citywide projects and programs, and provides ongoing assistance and support to the City Manager, City Council and Department Heads; manages and coordinates administrative activities for the City Manager's Office, including Community Outreach, Economic Development, and Housing functions, and assisting with the City Council; performs complex professional, confidential, and analytical duties; and serves as a subject matter expert on the City's resources. Provides leadership for the planning, design and implementation of the City's strategic goals, vision, and business objectives; and performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS

The Deputy City Manager is a single-incumbent position that performs professional level administrative work, which requires independent judgement in the execution of duties that are typically sensitive and may impact citywide operations. The incumbent is considered to be an administrative generalist and may be assigned specific activities within a broad range of administrative operations.

The Deputy City Manager is an "At-Will" position that is appointed by and serves at the pleasure of the City Manager as part of the executive management team.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

1. Supervise and evaluate technical and clerical staff in the City Manager's Office; assign and prioritize work. May be assigned as a temporary supervisor to teams or groups of professional, paraprofessional, and technical staff on a project basis; may represent or act in the capacity of City Manager in the City Manager's absence.
2. Oversee assigned programs and administrative support functions; manage the operations of the City Manager's Office, including Community Outreach, Economic Development, and Housing related functions, ensuring effective and efficient completion of department assignments.
3. Provide expert professional assistance to City management on a wide variety of economic development issues and opportunities; performs analyses and identifies City needs to meet legislated obligations; performs statistical and information-gathering processes to obtain the information and data necessary for analysis and budget development; analyzes alternatives and makes recommendations; discusses findings with management and appointed and elected officials; develops implementation plans, policies

## ESSENTIAL DUTIES AND RESPONSIBILITIES

- and procedures; drafts reports, recommended policy change documents and presentation materials. Coordinate economic feasibility and financing plans for commercial and retail improvement projects.
4. Directs and oversees initiatives to attract and expand quality businesses that provide job opportunities and expand or diversify the City's tax base; works with Community Development, Public Works, other City departments and outside agencies to provide incentives and facilitate consideration and approval of new commercial and industrial development projects; works with local governmental and private developers on projects integrating transportation, housing, entertainment and retail.
  5. Serve as the City's Ombudsman to the business community, coordinating with developers, business and property owners to enhance the commercial opportunities within the City.
  6. Provide professional comprehensive analytical assistance to the City Manager regarding citywide issues, programs, goals and objectives, and/or operations; ensure materials are accurate, complete, and in compliance with City standards, policies and procedures.
  7. Coordinate activities with other departments and outside agencies and organizations; as assigned, provide staff assistance to the City Manager and City Council; conducts research, performs analysis, and prepares and presents staff reports and other necessary correspondence; assist with management review of City Council agenda items.
  8. Develop and draft a variety of City policies and procedures including operational procedures, administrative manuals, ordinances, and resolutions; performs policy analysis on anticipated programs. Collect, compile, and analyze information from various sources on a variety of topics, including proposed legislation; prepare comprehensive reports to present and interpret data; identify alternatives and make and justify recommendations.
  9. Develop and administer the City Manager, City Attorney and City Council budgets; direct the forecast of additional funds needed for staffing, equipment, materials, and supplies; direct the monitoring of and approve expenditures; direct the preparation of and implement budgetary adjustments, as necessary.
  10. Investigate, resolve, and/or facilitate communication and resolutions of issues encountered by residents and business owners.
  11. Serve as the City's general Public Information Officer and coordinate efforts with public information officers in other departments. Explain and interpret City regulations and policies to employees, the public, and outside agencies. Respond to emergency and problem situations with tact and diplomacy.
  12. Oversee the City's community engagement efforts through development and execution of specific public information, public education and community relations programs, events, and procedures, including Citywide social media efforts and the City website.
  13. Initiate and write press releases, public service announcements, articles, speeches and position papers on City activities, programs and policies; determine methods of presentation and distribution. Respond to requests from the media.



## ESSENTIAL DUTIES AND RESPONSIBILITIES

14. Advisor to City Manager and City Council on labor relations matters; formulation of labor negotiation policy; serve as representative in conducting negotiations with recognized employee bargaining groups.
15. Represents the City in negotiations and interactions with the City Council, government agencies, audit firms, regulators and professional organizations; serves as the City's representative to industry groups.
16. Monitor and maintain compliance with pertinent federal, state, and local laws, codes, regulations, and ordinances; assist in implementing procedures to ensure compliance with applicable laws and regulations.

## MINIMUM QUALIFICATIONS

### KNOWLEDGE OF:

1. Principles and practices of public economic development, including successful methods for the attraction and retention of commercial and industrial businesses.
2. Principles, intervention strategies and practices of public administration, governmental land-use planning, public funding, private development financing and financial analysis.
3. Administrative principles and methods including goal setting and long-range planning, program development and implementation, delegation and employee supervision.
4. Federal, state and local laws, policies and directives applicable to areas of responsibility.
5. Principles, practices and methods of financing and budget development and implementation.
6. Research methods and statistical analysis techniques.
7. Principles and practices of effective management and supervision with an organization-wide perspective.
8. Principles and practices of organization and culture change.
9. Principles and practices of sound business communications.
10. City human resources policies and labor contract provisions.
11. Safety policies and safe work practices applicable to the position.

### ABILITY TO:

1. Plan, direct, manage, coordinate and integrate the work of professional, paraprofessional, and technical staff.
2. Define complex management, fiscal, budget and strategic planning issues, perform difficult analyses and research, evaluate alternatives and develop sound conclusions and recommendations.

### **MINIMUM QUALIFICATIONS**

3. Communicate tactfully, respectfully and effectively with the public, both orally and in writing, in a manner consistent with the City's customer service policies.
4. Provide effective leadership and coordinate the activities of a municipal organization.
5. Select, motivate and evaluate staff and provide for their training and professional development.
6. Analyze and make sound recommendations on complex issues.
7. Develop and implement appropriate procedures and controls.
8. Prepare clear, concise and comprehensive correspondence, reports, studies and other written materials.
9. Understand, interpret, explain and apply applicable laws, codes and ordinances.
10. Be approachable, diplomatic and politically astute, without being political.
11. Represent the City effectively in dealings with other municipalities, community and business organizations, the media and the public in a flexible and unbiased manner and with a high level of integrity.
12. Establish and maintain effective working relationships with City management, staff, property and business owners, vendors, the public and others encountered in the course of work.
13. Operate a computer and standard business software and a variety of computer software programs and databases related to area of assignment.

### **EDUCATION, TRAINING AND EXPERIENCE:**

A typical way of obtaining the knowledge, skills and abilities outlined above is:

Graduation from an accredited four-year college or university with a major in public administration, business administration or a closely related field; and at least five years of management-level experience in a municipal organization; or an equivalent combination of training and experience. A master's degree in business administration or public administration is preferred.

### **LICENSES; CERTIFICATES; SPECIAL REQUIREMENTS:**

A valid California Class C driver's license and the ability to maintain insurability under the City's vehicle insurance program.

## **PHYSICAL AND MENTAL DEMANDS**

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **PHYSICAL DEMANDS**

While performing the duties of this job, the employee is regularly required to sit, walk and stand; talk and hear; use hands to finger, handle, feel or operate objects, tools or controls; reach with hands and arms; perform repetitive movements of hands or wrists; climb or balance on ladders or stairs; stoop, kneel, bend at the waist, crouch or crawl; and smell. The employee is frequently required to lift up to 10 pounds unaided.

Specific vision abilities required for this job include close vision and the ability to adjust focus.

### **MENTAL DEMANDS**

While performing the duties of this class, an employee uses written and oral communication skills; reads and interprets data, information and documents; analyzes and solves problems; uses math and mathematical reasoning; observes and interprets people and situations; learns and applies new information and skills; performs highly detailed work; deals with changing deadlines, constant interruptions and multiple concurrent tasks; and interacts with others encountered in the course of work, including frequent contact with customers and/or the public and dissatisfied/abusive individuals.

## **WORK ENVIRONMENT**

The employee works in an office environment where the noise level is usually quiet.

## RESOLUTION NO. 8113

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN  
FERNANDO, CALIFORNIA, AMENDING PORTIONS OF SECTIONS 1, 2  
AND 3 OF RESOLUTION NO. 8070, ADOPTED JUNE 21, 2021**

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

**SECTION 1:** That that portion of Section 1 of Resolution No. 8070, adopted June 21, 2021, as amended, be further amended by **replacing** "Schedule DH For Department Heads (Unrepresented)" on Page 4 with the following, effective January 18, 2022:

SCHEDULE DH FOR DEPARTMENT HEADS (UNREPRESENTED)					
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
83	13311	13977	14676	15410	16180
84	13924	14620	15351	16118	16925

**SECTION 2:** That that portion of Sub-section B of Section 2 of Resolution 8070, adopted June 21, 2021, as amended, be further amended by **adding** the following Job classification, Salary Range, and Salary Steps A – E, on Page 6, effective January 18, 2022:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Deputy City Manager	83DH	13311	13977	14676	15410	16180

**SECTION 3:** Except as amended herein, all other portions of Sections 1, 2 & 3 of Resolution No. 8070, adopted June 21, 2021, shall remain unchanged and in full force and effect.

**SECTION 4:** 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 18<sup>th</sup> day of January, 2022.**

**ATTEST**

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Mary Mendoza, Mayor of the City of  
San Fernando, California

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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. 8113 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 18<sup>th</sup> day of January, 2022, 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 January, 2022.

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Julia Fritz, City Clerk



**RESOLUTION NO. 8114****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING PORTIONS OF SECTION 1 OF RESOLUTION NO. 8071, THE FISCAL YEAR 2021-2022 TABLE OF ORGANIZATION, ADOPTED JUNE 21, 2021**

**WHEREAS**, the City Council of the City of San Fernando has adopted the Fiscal Year (FY) 2021-2022 Table of Organization on June 21, 2021, per Resolution No. 8071; and

**WHEREAS**, the Table of Organization as adopted for FY 2021-2022, has provisions for assignment of various positions and classifications to specific departments, divisions and activities by titles and numbers; and

**WHEREAS**, the City Council is scheduled to approve some position and classification changes that will impact the assignment of certain positions and classifications in the various departments; and

**WHEREAS**, it is necessary that said position and classification be assigned to a specific department, division 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 21, 2021, per Resolution No. 8071, be further amended by **adding** thereto the following job title under the "Administration" effective January 18, 2022, as follows:

**ADMINISTRATION**

<b><u>TITLE</u></b>	<b><u>BUDGETD HOURS PER WEEK</u></b>	<b><u>FULLTIME EQUIVALENT (FTE) STATUS</u></b>	<b><u>AVERAGE NUMBER OF PERSONNEL IN POSITION</u></b>
Deputy City Manager	40	1	1

**SECTION 2:** Except as amended herein, all other provisions of the said Table of Organization adopted on June 21, 2021, per Resolution No.8071, remain 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 18<sup>th</sup> day of January, 2022.**

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Mary Mendoza, Mayor of the City of  
San Fernando, California

**ATTEST**

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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. 8114 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 18<sup>th</sup> day of January, 2022, 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 January, 2022.

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Julia Fritz, City Clerk

**RESOLUTION NO. 8115**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING PORTIONS OF RESOLUTION NO. 7692 ESTABLISHING THE SALARY AND BENEFITS FOR EMPLOYEES IN CLASSIFICATIONS DESIGNATED AS DEPARTMENT HEADS**

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

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

**WHEREAS**, the City Council desires to include the Deputy City Manager designation as a Department Head; and

**WHEREAS**, the terms and conditions of employment for the Department Heads are set forth in Resolution Number 7692 adopted on August 3, 2015, as amended by Resolution Number 7807 adopted on August 7, 2017; and

**WHEREAS**, the City Council has determined that it is appropriate to establish the Deputy City Manager position and provide benefits commensurate with negotiated provisions in other recognized bargaining units in the City.

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

**SECTION 1.** Approval of amendments to Resolution No. 7692 as outlined in the attached "Exhibit 1". Resolution 7692 and all exhibits attached thereto shall remain binding and operation except to the extent amended under this Resolution and no further.

**SECTION 2.** 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 18<sup>th</sup> day of January, 2022.**

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Mary Mendoza, Mayor of the City of  
San Fernando, California

**ATTEST**

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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. 8115 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 18<sup>th</sup> day of January, 2022, 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 January, 2022.

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Julia Fritz, City Clerk

Resolution 7692 is hereby amended as follows:

**SECTION 1. DEPARTMENT HEAD CLASSIFICATIONS:**

Amended to add the classification of Deputy City Manager.