

**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

**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

**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

**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.

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.

**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