



# 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 MONDAY, MARCH 21, 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.

##### **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.



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#### **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. EDUCATION COMMISSION CERTIFICATE OF RECOGNITION FOR THE MARCH STUDENTS OF THE MONTH  
Arianna Silva (San Fernando Institute for Applied Media MS)  
Nicholas Flores (Social Justice Humanitas Academy)  
Education Commissioner Vice Chair David Govea
- B. PRESENTATION OF A CERTIFICATE OF RECOGNITION TO JAVIER VERDIN FOR HIS SERVICE TO THE COMMUNITY  
Mayor Mary Mendoza
- C. PRESENTATION OF CERTIFICATES OF RECOGNITION TO MEMBERS OF THE SAN FERNANDO MASONIC LODGE NO. 343 FOR THEIR SERVICE TO THE COMMUNITY  
Councilmember Sylvia Ballin



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#### **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 AND REDEVELOPMENT AGENCY MEETING MINUTES FOR:**

- a. May 13, 2008 – Special Meeting
- b. March 7, 2021 – Regular Meeting

**2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER**

Recommend that the City Council adopt Resolution No. 22-032 approving the Warrant Register.



## **SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

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#### **3) CONSIDERATION TO RECEIVE AND FILE, AND AUTHORIZE STAFF TO SUBMIT THE GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2021**

Recommend that the City Council

- a. Receive and file the General Plan Housing Element Annual Progress Report for Calendar Year 2021; and
- b. Authorize staff to submit the Housing Element Annual Progress Report to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.

#### **4) CONSIDERATION TO APPROVE CO-SPONSORSHIP OF THE VALLEY ECONOMIC ALLIANCE HOUSING CRISIS AWARENESS CAMPAIGN AND THE USE OF THE CITY SEAL**

Recommend that the City Council:

- a. Approve the Co-Sponsorship of the Valley Economic Alliance Housing Crisis Awareness Campaign;
- b. Approve the use of the City seal on the print material and social media pursuant to City Council Resolution No. 6904; and
- c. Authorize the participation in, and use of the City seal for, the VEA Housing Crisis Awareness Campaign, with City Manager approval.

#### **5) CONSIDERATION TO AUTHORIZE A PURCHASE ORDER WITH DOWNTOWN FORD SALES FOR A 2023 FORD F650 REGULAR CAB DUMP TRUCK WITH GASOLINE ENGINE UNDER THE STATE OF CALIFORNIA COOPERATIVE PURCHASING CONTRACT 1-18-23-10A**

Recommend that the City Council:

- a. Authorize a Purchase Order in an amount not to exceed \$114,136.89, with Downtown Ford Sales, for the purchase of a 2023 Ford F650 Regular Cab Dump Truck with gasoline engine under the State of California Cooperative Purchasing Contract 1-18-23-10A;
- b. Adopt Resolution No. 8131 to transfer and appropriate \$125,000 into the Equipment/Vehicle Maintenance and Replacement Fund to pay for the purchase of a 2023 Ford F650 Regular Cab Dump Truck from Downtown Ford Sales; and
- c. Authorize City Manager to execute the Purchase Order and all related documents.



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#### **6) CONSIDERATION TO ADOPT A RESOLUTION APPROPRIATING CONGESTION MITIGATION AND AIR QUALITY PROGRAM GRANT FUNDS FOR THE SAN FERNANDO PACOIMA WASH BIKE PATH PROJECT**

Recommend that the City Council:

- a. Adopt Resolution No. 8130 appropriating \$1,513,000 in Congestion Mitigation and Air Quality Program Funds for the San Fernando Pacoima Wash Bike Path Project into the Fiscal Year 2021-2022 adopted budget; and
- b. Authorize the City Manager to execute all related documents to accept the grant funds and make non-substantive changes, if necessary.

#### **7) 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 HEARING**

#### **8) A PUBLIC HEARING TO CONSIDER ADOPTION AND SECOND READING OF ORDINANCE NO. 1708, APPROVING AMENDMENTS TO THE SAN FERNANDO MUNICIPAL CODE ADOPTING BY REFERENCE THE 2020 EDITION CITY OF LOS ANGELES BUILDING AND FIRE CODES**

Recommend that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, conduct a second reading to adopt Ordinance No. 1708, in title only, "An Ordinance of the City of San Fernando, California, amending Articles I, II, III, IV, V, IX, and X of Chapter 18 of the San Fernando Municipal Code adopting by reference Division II of Chapter 1 of the 2019 Edition of the California Building Code, which is codified in Part 2 of Title 24 of The California Code of Regulations; the 2020 Edition of the City of Los Angeles Building Code, as in effect December 27, 2019; the 2020 Edition of the City of Los Angeles Electrical Code, as in effect December 27, 2019; the 2020 Edition of the City of Los Angeles Mechanical Code, as in effect December 27, 2019; the 2020 Edition of the City of Los Angeles Plumbing Code, as in effect December 27, 2019; the 2020 Edition of the City of Los Angeles Residential Code, as in effect December 27, 2019; and the 2020



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Edition of the City Of Los Angeles Green Building Code, as in effect December 27, 2019, which are codified in Articles 1, 1.5, 3, 4, 5 and 9 of Chapter IX of The City of Los Angeles Municipal Code, including appendices, amendments, additions, and deletions thereto; amending Article II of Chapter 38 of the San Fernando Municipal Code, adopting by reference the City of Los Angeles Fire Code, as in effect May 24, 2020, which is codified in Article 7 of Chapter V of The City of Los Angeles Municipal Code, including appendices, amendments, additions and deletions thereto.”

**9) A PUBLIC HEARING TO CONSIDER AUTHORIZING PARTICIPATION IN THE LOS ANGELES COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING FUND TOWARD THE SMALL BUSINESS GRANT PROGRAM AND ALLOCATE FISCAL YEAR 2022-2023 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS TO REPAY THE REVOLVING FUND**

Recommend that the City Council:

- a. Conduct a Public Hearing;
- b. Pending public testimony, authorize a drawdown of \$200,000 from the Los Angeles County Community Development Block Grant Revolving Grant Fund to allocate toward the City’s Small Business Grant Program;
- c. Approve the allocation of \$200,000 of the City’s Fiscal Year 2022-2023 Community Development Block Grant funds to repay the Revolving Grant Fund; and
- d. Authorize the City Manager, or designee, to submit documentation conveying the City Council’s approval to the Los Angeles County Community Development Authority.

### **ADMINISTRATIVE REPORTS**

**10) PRESENTATION OF DEVELOPMENT OPTIONS BY AZURE DEVELOPMENT, INC., FOR THE OPPORTUNITY SITE AT PUBLIC PARKING LOT NO. 3**

Recommend that the City Council:

- a. Receive and file a presentation of three development options at Public Parking Lot No. 3 by Azure Development, Inc.;
- b. Discuss the development options and provide feedback, as appropriate; and
- c. Continue discussion and direction of all development options to April 18, 2022, or later, to provide additional time for public review of the development options.



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#### **11) DISCUSSION AND CONSIDERATION REGARDING CITY SUPPORT IN CELEBRATING THE LEGACY OF CESAR E. CHAVEZ**

This item was agendized by Councilmember Celeste Rodriguez

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

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

**ADJOURNMENT** The meeting will adjourn to its next regular meeting.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

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Julia Fritz, CMC

City Clerk

Signed and Posted: March 17, 2022 (4:15 p.m.)

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*The Regular Meetings of the City Council of the City of San Fernando also serves as concurrent Regular Meetings of the Successor Agency to the San Fernando Redevelopment Agency, and, from time to time, such other bodies of the City 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 13, 2008 – 6:30 P.M.  
SPECIAL MEETING**

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

**CALL TO ORDER/ROLL CALL**

Mayor Nury Martinez called the meeting to order at 6:30 p.m.

Present:

Council: Mayor Nury Martinez, and Councilmembers Maribel De La Torre, Dr. Jose Hernandez, and Councilmember Steven Veres

Absent: Mayor Pro Tem Julie Ruelas

Staff: City Administrator Jose E. Pulido, City Attorney Michael Estrado, and City Clerk Elena G. Chávez

**APPROVAL OF AGENDA**

Motion by Councilmember De La Torre, seconded by Councilmember Hernandez, to approve the agenda, as presented. The motion carried, unanimously, with Mayor Pro Tem Ruelas, absent.

**PUBLIC STATEMENTS – WRITTEN/ORAL**

Adriana Gomez spoke about the Healthy Cities initiative and spoke in opposition to the Menudo Festival.

**STUDY SESSION**

**1) FISCAL YEAR (FY) 2008-2009 BUDGET STUDY SESSION PART 1**

The following Items were discussed by the City Council:

- a. FY 2008-2009 Budget Process
- b. Five-Year General Fund Overview (FY 2008-2009 through FY 2012-2013)
- c. Los Angeles Fire Department Contract



**SAN FERNANDO CITY COUNCIL  
SPECIAL MEETING MINUTES – May 13, 2008**

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- d. Pension Obligation Bonds
- e. Department Presentations of Draft General Fund Budgets for:
  - i. Police
  - ii. Public Works
  - iii. Recreation and Community Services
    - Community Based Organizations (CBOs)
    - Special Events Budget
  - iv. City Council

City staff presented the staff report; addressed the budget process for FY 2008/2009; discussed the organizational structure, five-year projections, pension obligation bonds, recommended changes, projected revenues and limiting reserves.

Discussion followed regarding property taxes, the possibility of hiring a Financial Advisor, budget increases in Personnel Services, the Police Department budget, budget versus actual expenses, overtime, anticipated MOUs and preparing for a crumbling economy and possible increases in crime.

City Administrator Pulido continued presenting details of the FY 2008/2009.

Discussion followed regarding needing new City decorations, cost recovery within the Police Department, impacts of reductions in the Police Department, reductions in the tree maintenance budget, increases in Facilities Management, reinvesting in the park system, the possibility of developing a parks master plan and appointing Council liaisons to the Parks Master Plan Ad Hoc Committee.

Motion by Mayor Martinez, seconded by Councilmember Hernandez, to appoint Mayor Pro Tem Ruelas and Councilmember Veres to serve as Council liaisons to the Parks Master Plan Ad Hoc Committee. The motion carried, unanimously, with Mayor Pro Tem Ruelas, absent.

**ADJOURNMENT**

Motion by Mayor Martinez, seconded by Councilmember Veres, to adjourn the meeting at 9:30 p.m. The motion carried, unanimously.

I do hereby certify that the foregoing is a true and correct copy of the minutes of May 13, 2008, special 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 7, 2022 – 6:00 P.M.  
REGULAR MEETING**

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

**CALL TO ORDER/ROLL CALL** Mayor Mary Mendoza called the meeting to order at **6:01 p.m.**

Present:

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

Absent: Vice Mayor Hector A. Pacheco

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, Police Chief Fabian Valdez, Director of Public Works Matt Baumgardner, Director of Community Development Kanika Kith, Interim/Acting Director of Finance Sonia Garcia, 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 Ballin seconded by Councilmember Rodriguez to approve the agenda. The motion carries, with Vice Mayor Pacheco absent.

**PRESENTATIONS**

- A. PRESENTATION OF A PROCLAMATION DECLARING THE MONTH OF MARCH 2022 AS “WOMEN’S HISTORY MONTH”  
Proclamation presented to Assemblywomen Luz Rivas.



**SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY**

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**PUBLIC STATEMENTS**

Maria Ortega requested monetary donations from the City towards parking lot repair costs for the Vida Abundante Apostolic Church located at 872 N. Brand Boulevard.

Julissa Hernandez, Field Representative with the Office of Assemblywomen Luz Rivas, expressed thanks for Declaring the month of March as Women’s History Month; and provided an update on community events.

Isabella Rodriguez, Project Director, Pueblo y Salud, Inc. announced that the organization will be having its first in-person meeting this Saturday with the focus on opioid overdose education.

Ryan Oda, spoke in support of Agenda Item 8.

Lilia Monterossa, Field Representative with the Office of Congressman Tony Cárdenas, spoke about the 2022 Congressional Annual Art Competition open to all high school students who reside in California’s 29th Congressional district and artwork should be submitted before April 23, 2022.

Kay Hodge, representing OUT Against Big Tobacco Coalition, spoke in support of Agenda Item 8.

Primo Castro, Director of Government Relations American Cancer Society, spoke in support of Agenda Item 8.

Julie Cuellar, spoke in opposition of the Safe and Active Streets plan and suggested that the City focus on preservation of the existing streets structure, the need for repairs and maintenance on existing streets, sidewalks and roads, increasing traffic violation enforcement activities, and hire additional Public Works maintenance staff.

Aurora Hernandez, Program Director with Pueblo y Salud, Inc. spoke in support of Agenda Item 8.

Eddie Martinez and Mariella Reataza, submitted a public comment in support of Agenda Item 8.

**CONSENT CALENDAR**

Councilmember Rodriguez requested to pull Agenda Item 4; and Mayor Mendoza requested to pull Agenda Item 7 for discussion.

Motion by Councilmember Ballin, seconded by Councilmember Rodriguez to approve Agenda Items 1, 2, 3, 5 and 6.



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- 1) CONSIDERATION TO APPROVE CITY COUNCIL AND REDEVELOPMENT AGENCY MEETING MINUTES FOR:
  - a. May, 5, 2008 – Regular Meeting
  - b. May, 5, 2008 – Redevelopment Agency Regular Meeting
  - c. May 19, 2008 Redevelopment Agency Regular Meeting
  - d. May 19, 2008 - Regular Meeting
  - e. May 22, 2008 – Special Meeting
  - f. February 22, 2022 – Special Meeting
  - g. March 1, 2022 – Special Meeting
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO ADOPT A RESOLUTION RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS FOR THE PERIOD OF MARCH 14, 2022 TO APRIL 13, 2022, OF THE CITY OF SAN FERNANDO’S LEGISLATIVE BODIES IN COMPLIANCE WITH GOVERNMENT CODE SECTION 54953(E) AND OTHER APPLICABLE PROVISIONS OF ASSEMBLY BILL 361
- 5) CONSIDERATION TO APPROVE A MULTI-YEAR PURCHASE ORDER FOR THE PURCHASE AND INSTALLATION OF SAFETY EQUIPMENT FOR POLICE PATROL VEHICLES
- 6) CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE SAN FERNANDO MANAGEMENT GROUP AND ADOPT RESOLUTIONS IMPLEMENTING SALARY PROVISIONS AND APPROVING NEW CLASSIFICATION SPECIFICATIONS

Motion carries with Vice Mayor Pacheco absent.

**ITEM PULLED FOR DISCUSSION**

- 4) CONSIDERATION TO ADOPT A RESOLUTION TO AUTHORIZE FILING A GRANT APPLICATION WITH THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR MEASURE A FUNDING

City Manager Kimball responded to Councilmember questions.

Motion by Councilmember Rodriguez, seconded by Councilmember Ballin, as amended to direct staff on future grant project applications, to bring the scope of work/project to the Parks, Wellness and Recreation Commission or the City Council for consideration prior to filing the application; adopted Resolution No. 8125 authorizing the filing of a grant application to Los Angeles County Regional Park and Open Space District for Measure A funding for Projects and Programs; authorize the City Manager to accept any grant funds from ROPSD, upon award; authorize the City Manager or designee to execute all related grant documents required for receiving such grant funds pursuant to the terms and conditions of the grant; and upon full execution of all grant-related documents, authorize the City Manager to amend the revenue and expenditure budgets to appropriate the grant funds. Motion carries, with Vice Mayor Pacheco absent.



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

City Manager Kimball provided an update on the small business grant program and information regarding recent changes to masking requirements. The City Council received and filed the report.

**ADMINISTRATIVE REPORTS**

**8) CONSIDERATION AND DISCUSSION REGARDING A DRAFT SMOKE-FREE MULTI-UNIT HOUSING ORDINANCE**

Director of Community Development Kanika Kith presented the staff report and responded to Councilmember questions.

By consensus, the City Council directed staff to bring back a proposed ordinance to a meeting in April 2022, to include the following recommendations:

- a. Existing Multi-family units that share walls, (phasing in) no smoking inside units, potentially allow designated outside smoking areas (phasing out over 3-5 years);
- b. Existing Single family detached units, only allow smoking inside unit, no smoking outside;
- c. New Single-family units - prohibit smoking inside and outside;
- d. New Multi-family units - potentially allow 180 day phase in educational period; and
- e. Enforcement responsibilities: Landlords will be responsible for tenant education materials.

It was noted that Vice Mayor Pacheco joined the meeting at 7:41 p.m.

**9) CONSIDERATION AND DISCUSSION TO ADOPT A RESOLUTION APPROVING THE SAFE AND ACTIVE STREETS IMPLEMENTATION PLAN**

Assistant to the City Manager Carlos Hernandez presented the staff report and responded to Councilmember questions.

Motion by Councilmember Ballin, seconded by Councilmember Rodriguez to adopt Resolution No. 8128 approving the Safe and Active Streets Implementation Plan. Motion carries unanimously.

City Council recessed at 8:30 p.m. and reconvened at 8:43 p.m. with Vice Mayor Pacheco re-joining the meeting at 8:48 p.m.

**10) PRESENTATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2021**

Interim/Acting Director of Finance Sonia Garcia presented the staff report and responded to Councilmember questions. The City Council received and filed the presentation of the Annual Comprehensive Financial Report (ACFR) for fiscal year ending June 30, 2021.



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- 11) PRESENTATION AND DISCUSSION OF THE MID-YEAR BUDGET REVIEW FOR FISCAL YEAR 2021-2022, CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE MID-YEAR PROPOSED BUDGET ADJUSTMENTS, AND REVIEW FISCAL YEAR 2022-2023 BUDGET CALENDAR

Interim/Acting Director of Finance Sonia Garcia presented the staff report and responded to Councilmember questions.

Motion by Councilmember Ballin, seconded by Councilmember Rodriguez to adopt Resolution No. 8129 amending the City's Fiscal Year 2021-2022 budget to include the proposed mid-year adjustments. Motion carries unanimously.

**STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

Police Chief Valdez mentioned working on a traffic enforcement outreach program.

Director of Recreation and Community Services Venegas provided updates on recreation sports program activities, senior program activities, and that the Parks, Wellness and Recreation Commission regular meeting is scheduled for March 8.

Director of Community Development Kith reported on implementation of a new online zoning portal to assist in identifying permitted uses and general development standards for a specific address.

Director of Public Works Baumgardner reported on February 24, he was appointed to the Upper Los Angeles Rivers Tributaries Working Group.

Interim/Acting Director of Finance Garcia reported that the City received a grant to use towards applying credits to assist utility customers with water arrearage.

City Manager Kimball provided updates regarding the City's Ad hoc committee activities and spoke about the recent City Council Strategic Goals retreat meeting and that he is awaiting on a final report of the retreat meeting from the consultant, and mentioned that the discussion on the proposed parking lot 3 development will be presented at the March 21 meeting.

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

Councilmember Rodriguez recognized staffs work and efforts to maintain a strong community engagement, and suggested that staff take public announcements on City events and activities as an opportunity to further engage residents of the community.

Councilmember Montañez spoke about the City Council Strategic Goals retreat meeting and acknowledged staffs work.



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Councilmember Ballin inquired on the process of selecting grant recipients receiving assistance with utility bill arrearages, attended the Kidney Quest Foundation’s 2022 Kidney Disease Impact Conference.

Vice Mayor Pacheco express thanks to staff and colleagues and spoke about the City Council Strategic Goals retreat meeting.

Mayor Mendoza reported she participated in meetings with the Los Angeles County Sustainable round table and the League of California Cities monthly meeting.

**ADJOURNMENT (9:38 p.m.)**

Mayor Mendoza adjourned the meeting to the next regular meeting.

I do hereby certify that the foregoing is a true and correct copy of the minutes of the March 7, 2022, regular meeting as approved by the San Fernando City Council.

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Julia Fritz, CMC  
City Clerk







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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

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

**Date:** March 21, 2022

**Subject:** Consideration to Adopt a Resolution Approving the Warrant Register

### **RECOMMENDATION:**

It is recommended that the City Council adopt Resolution No. 22-032 (Attachment "A") approving the Warrant Register.

### **BACKGROUND:**

For each City Council meeting the Finance Department prepares a Warrant Register for Council approval. The Register includes all recommended payments for the City. Checks, other than special checks, generally are not released until after the Council approves the Register. The exceptions are for early releases to avoid penalties and interest, excessive delays and in all other circumstances favorable to the City to do so. Special checks are those payments required to be issued between Council meetings such as insurance premiums and tax deposits. Staff reviews requests for expenditures for budgetary approval and then prepares a Warrant Register for Council approval and or ratification. Items such as payroll withholding tax deposits do not require budget approval.

The Director of Finance/City Treasurer hereby certifies that all requests for expenditures have been signed by the department head, or designee, receiving the merchandise or services thereby stating that the items or services have been received and that the resulting expenditure is appropriate. The Director of Finance/City Treasurer hereby certifies that each warrant has been reviewed for completeness and that sufficient funds are available for payment of the warrant register.

### **ATTACHMENT:**

A. Resolution No. 22-032



**RESOLUTION NO. 22-032**

**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. 22-032**

**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 21<sup>st</sup> day of March, 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. 22-032 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 21<sup>st</sup> day of March, 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 March, 2022.

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Julia Fritz, City Clerk



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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
226098	3/21/2022	891587 ABLE MAILING INC.	35385		MAR'22-MAILING AND FULFILLMENT SI	
				12444	072-360-0000-4300	102.14
				12444	070-382-0000-4300	102.14
			35386		WATER ENVELOPE STORAGE FEB 202	
					072-360-0000-4300	12.50
					070-382-0000-4300	12.50
					<b>Total :</b>	<b>229.28</b>
226099	3/21/2022	888356 ADVANCED AUTO REPAIR	1550		VEHICLE MAINT, REPAIRS & BODY WO	
				12537	041-320-0224-4400	813.44
			1551		VEHICLE MAINT, REPAIRS & BODY WO	
				12537	041-320-0320-4400	160.00
			1553		VEHICLE MAINT, REPAIRS & BODY WO	
				12537	041-320-0224-4400	186.63
					<b>Total :</b>	<b>1,160.07</b>
226100	3/21/2022	894023 AGUILAR, OLGA	50-2221-02		UB Refund - 1156 Orange Grove	
					070-2010	138.84
					<b>Total :</b>	<b>138.84</b>
226101	3/21/2022	887377 AKEMON, DOLORES	MAR 2022		COMMISSIONER STIPEND	
					001-310-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
226102	3/21/2022	892271 ALL STAR ELITE SPORTS	2779		BASEBALL & BASKETBALL LEAGUE UN	
				12480	017-420-1330-4300	2,028.82
					<b>Total :</b>	<b>2,028.82</b>
226103	3/21/2022	100143 ALONSO, SERGIO	FEB 2022		MARIACHI MASTER APPRENTICE PROI	
				12570	109-424-3656-4260	1,295.00
					<b>Total :</b>	<b>1,295.00</b>
226104	3/21/2022	893722 AMPM GLASS & BOARD UP	1142		REPLACE 2EA BROKEN GLASS DOORS	
					043-390-0000-4330	820.00
					<b>Total :</b>	<b>820.00</b>

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226105	3/21/2022	100184 ANDERSON TROPHY CO.	716023		TROPHIES FOR YOUTH AND ADULT SP	
				12493	017-420-1328-4300	305.44
					<b>Total :</b>	<b>305.44</b>
226106	3/21/2022	100188 ANDY GUMP INC.	INV898886		PORTABLE RESTROOM SERVICE	
				12491	121-390-3689-4260	197.17
			INV901211		PORTABLE RESTROOM SERVICE	
				12491	043-390-0000-4260	115.36
					<b>Total :</b>	<b>312.53</b>
226107	3/21/2022	893887 ANTHEM SPORTS	330943		SPORTS EQUIPMENT FOR CITY PROG	
				12506	017-420-1334-4300	161.89
					<b>Total :</b>	<b>161.89</b>
226108	3/21/2022	893441 ARAMARK REFRESHMENT SERVICES	12152481		EMPLOYEE BREAK ROOM SUPPLIES	
				12451	001-222-0000-4300	482.63
			12216035		EMPLOYEE BREAK ROOM SUPPLIES	
				12451	001-222-0000-4300	89.70
			12250533		EMPLOYEE BREAK ROOM SUPPLIES	
				12451	001-222-0000-4300	268.14
					<b>Total :</b>	<b>840.47</b>
226109	3/21/2022	888321 ARRIZON, FRANCISCO	MAR 2022		COMMISSIONER STIPEND	
					001-310-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
226110	3/21/2022	894029 ARROW CONCRETE CUTTING CO. INC	81224		TRENCH CUT SERVICES	
					070-383-0000-4260	2,150.00
					<b>Total :</b>	<b>2,150.00</b>
226111	3/21/2022	894028 ARROWHEAD SCIENTIFIC, INC	145963		EVIDENCE SUPPLIES	
					001-222-0000-4300	28.94
					<b>Total :</b>	<b>28.94</b>
226112	3/21/2022	100222 ARROYO BUILDING MATERIALS, INC	022822		HARDWARE SUPPLIES & CONCRETE L	
				12461	001-311-0000-4300	4.03
			267786		HARDWARE SUPPLIES & CONCRETE L	
				12461	001-311-0000-4300	97.23

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226112	3/21/2022	100222 ARROYO BUILDING MATERIALS, INC	(Continued) 268424	12461	HARDWARE SUPPLIES & CONCRETE L 001-311-0000-4300	216.43
			268633	12461	HARDWARE SUPPLIES & CONCRETE L 001-311-0000-4300	154.35
					<b>Total :</b>	<b>472.04</b>
226113	3/21/2022	102530 AT & T	818-270-2203		PD NETWORK LINE-FEB -2022 001-222-0000-4220	230.92
					<b>Total :</b>	<b>230.92</b>
226114	3/21/2022	889037 AT&T MOBILITY	287277903027X0308202		MODEM F ELECTONIC MESSAG BOAR 001-310-0000-4220	101.19
					<b>Total :</b>	<b>101.19</b>
226115	3/21/2022	892412 AT&T MOBILITY	287297930559X0210202		MDT MODEMS PD UNITS JAN 2022 001-222-0000-4220	543.39
					<b>Total :</b>	<b>543.39</b>
226116	3/21/2022	889942 ATHENS SERVICES	11858287	12528	CITY STREET SWEEPING - MARCH 202 011-311-0000-4260	17,443.40
					<b>Total :</b>	<b>17,443.40</b>
226117	3/21/2022	893176 AUTOZONE STORE 5681	5681293443		MASS AIR FLOW CLEANER 041-1215	33.80
					<b>Total :</b>	<b>33.80</b>
226118	3/21/2022	890546 BARAJAS, CRYSTAL	FEB 2022	12571	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	160.00
					<b>Total :</b>	<b>160.00</b>
226119	3/21/2022	892426 BEARCOM	5339843	12595	MAINTENANCE AGREEMENT FOR RAD 001-135-0000-4260	12,191.39
					<b>Total :</b>	<b>12,191.39</b>
226120	3/21/2022	891301 BERNARDEZ, RENATE Z.	624		INTERPRETATION SERVICES - CC MTC 001-101-0000-4270	150.00
			631		INTERPRETATION SERVICES - CC MTC	

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226120	3/21/2022	891301 BERNARDEZ, RENATE Z.	(Continued)		001-101-0000-4270	150.00
					<b>Total :</b>	<b>300.00</b>
226121	3/21/2022	893591 BIOMEDICAL WASTE DISPOSAL	109944		BIOMEDICAL WASTE DISPOSAL 001-224-0000-4270	99.00
			110826		BIOMEDICAL WASTE DISPOSAL 001-224-0000-4270	99.00
					<b>Total :</b>	<b>198.00</b>
226122	3/21/2022	894015 BRICENO, MARTHA	39-2675-07		UB Refund - 1413 Mott 070-2010	23.58
					<b>Total :</b>	<b>23.58</b>
226123	3/21/2022	888800 BUSINESS CARD	020522		LODGING DEPOSIT - CPOA LEGISLAT 001-222-0000-4370	291.91
			020922		CONF LODGING 010-220-3602-4370	10.50
			020922-1		PRIVACY SCREENS 001-422-0000-4300	48.50
			021822		MMC DESIGNATION COURSE 001-115-0000-4360	30.00
			022222		MEEETING REGISTRATION 001-101-0101-4370	45.00
					001-101-0107-4370	45.00
			022222		RGSTR FEES-MMAP CONFERENCE 004-2359	3,270.00
			022322		POSTAGE STAMPS 001-190-0000-4280	199.08
			022322		DINNER FOR CC & STAFF-CC MTG 02/ 001-101-0000-4300	29.51
			022422		GUN HOLSTER 001-222-0000-4300	80.01
			022422		RGSTR FOR CERT TESTING 001-222-0000-4360	175.00
			022422		AIRFARE-MMAP CONF 109-424-3656-4260	5,000.00

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226123	3/21/2022	888800 BUSINESS CARD	(Continued)			
			022522		004-2359	423.04
			022522		LODGING-SB230 INSTRUCTOR TRAINING	
					010-220-3602-4370	577.58
					REFUND	
					001-422-0000-4300	-111.12
					<b>Total :</b>	<b>10,114.01</b>
226124	3/21/2022	100464 C.A.P.E.	10583		RGSTR-2022 ANNUAL TRAINING CONF	
					001-222-0000-4360	350.00
					<b>Total :</b>	<b>350.00</b>
226125	3/21/2022	887810 CALGROVE RENTALS, INC.	151909-1		SOD CUTTER RENTAL FOR LAS PALMAS	
					043-390-0000-4250	130.65
					<b>Total :</b>	<b>130.65</b>
226126	3/21/2022	891860 CARL WARREN & COMPANY	20104-20106		REIMB. TO ITF ACCT (LIABILITY CLAIMS)	
					006-1037	2,770.97
					<b>Total :</b>	<b>2,770.97</b>
226127	3/21/2022	894017 CARLOS, MARIA	52-1940-02		UB Refund - 1932 Chivers	
					070-2010	64.56
					<b>Total :</b>	<b>64.56</b>
226128	3/21/2022	887917 CHIASSON, COURTNEY JAMES	REIMB.		REGISTRATION FEE-AB481 TRAINING	
					001-222-0000-4360	25.00
					<b>Total :</b>	<b>25.00</b>
226129	3/21/2022	101957 CITY OF LOS ANGELES, FIRE DEPT	SF220000009		FIRE SERVICES (APR 2022)	
					001-500-0000-4260	234,990.08
					<b>Total :</b>	<b>234,990.08</b>
226130	3/21/2022	103029 CITY OF SAN FERNANDO	4109-4133		REIMB TO WORKER'S COMP ACCT	
					006-1038	6,371.04
					<b>Total :</b>	<b>6,371.04</b>
226131	3/21/2022	890893 CITY OF SAN FERNANDO	MAR 2022		CITY PROPERTY UTILITY BILL - MAR 2022	
					043-390-0000-4210	3,093.07

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226131	3/21/2022	890893 890893 CITY OF SAN FERNANDO	(Continued)			
					<b>Total :</b>	<b>3,093.07</b>
226132	3/21/2022	892480 CLEAN ENERGY	CEW12474381	12453	CNG STATION EMERGENCY & MAINT F	
					074-320-0000-4260	1,170.02
					<b>Total :</b>	<b>1,170.02</b>
226133	3/21/2022	100805 COOPER HARDWARE INC.	129084	12454	SUPPLIES FOR P.W. OPS	
					043-390-0000-4300	5.57
					<b>Total :</b>	<b>5.57</b>
226134	3/21/2022	100810 COPWARE, INC.	85950		SITE LICENSE 05/2022-04/2023 CA PEA	
					001-135-0000-4260	840.00
					<b>Total :</b>	<b>840.00</b>
226135	3/21/2022	892687 CORE & MAIN LP	Q004358	12471	WATER & FIRE SERVICE LINE MATERIAL	
			Q255965	12471	070-383-0000-4310	861.37
			Q328324	12471	WATER & FIRE SERVICE LINE MATERIAL	
			Q345511	12471	070-383-0000-4310	1,788.33
			Q386512	12471	WATER & FIRE SERVICE LINE MATERIAL	
					070-383-0000-4310	1,253.46
					070-383-0000-4310	387.11
					070-383-0000-4310	2,212.66
					<b>Total :</b>	<b>6,502.93</b>
226136	3/21/2022	894019 CURIEL, FRANCISCO	39-2495-06		UB Refund - 1419 Griffith	
					070-2010	61.03
					<b>Total :</b>	<b>61.03</b>
226137	3/21/2022	892888 CWE	22076	12523	REGIONALPARK INFILTRATION PROJECT	
					010-310-0620-4600	14,284.03
					<b>Total :</b>	<b>14,284.03</b>
226138	3/21/2022	894016 DIONNE, DENNIS	54-2492-01		UB Refund - 916 Macneil	
					070-2010	66.53
					<b>Total :</b>	<b>66.53</b>

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226139	3/21/2022	100976 DIVE / CORR, INC.	2217	12607	TANK INSPECT. FOR WTR SYS RESERV 070-384-0000-4260	3,300.00
					<b>Total :</b>	<b>3,300.00</b>
226140	3/21/2022	888951 DOMINGUEZ, WALTER	TRAVEL		PER DIEM-FOS INSTRUCTOR COURSE 001-224-0000-4360	135.00
					<b>Total :</b>	<b>135.00</b>
226141	3/21/2022	893103 DUARTE, MARITZA	REIMB.		DRY CLEANING OF TABLE CLOTHES-S 004-2380	84.00
					<b>Total :</b>	<b>84.00</b>
226142	3/21/2022	890401 ENVIROGEN TECHNOLOGIES INC	0013111-IN	12503	ION EXCHANGE NITRATE REMOVAL TF 070-385-0857-4600	519,400.00
			0013194-IN	12503	070-385-0857-4600 FEB'22-ION EXCHANGE NITRATE REMOVAL 070-385-0857-4600	53,238.50
			0013197-IN	12464	070-385-0857-4600 MAINT., REPAIRS, PARTS, LABOR, ION- 070-384-0857-4260	148,400.00
					<b>Total :</b>	<b>7,814.52</b>
226143	3/21/2022	894014 ENVIRONMENTS PLUS	43-2791-01		UB Refund - 1700 First 070-2010	90.84
					<b>Total :</b>	<b>90.84</b>
226144	3/21/2022	890879 EUROFINS EATON ANALYTICAL, INC	C0003944	12541	ENVIRONMENTAL CITY OF S.F. DRINKII 070-384-0000-4260	2,623.00
			C0003998	12541	ENVIRONMENTAL CITY OF S.F. DRINKII 070-384-0000-4260	4,497.60
			L0556995	12541	ENVIRONMENTAL CITY OF S.F. DRINKII 070-384-0000-4260	144.00
			L0557011	12541	ENVIRONMENTAL CITY OF S.F. DRINKII 070-384-0000-4260	150.00
					<b>Total :</b>	<b>7,414.60</b>
226145	3/21/2022	103851 EVERSOF, INC.	R2232982		WATER SOFTENER WELL 2A	

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226145	3/21/2022	103851 EVERSOF, INC.	(Continued)		070-384-0000-4260	96.62
			R2232983		WATER SOFTENER - WELL 4A 070-384-0000-4260	183.84
					<b>Total :</b>	<b>280.46</b>
226146	3/21/2022	887441 EWING IRRIGATION PRODUCTS INC	16183864		REPL IRRIGATION PARTS FOR PARKIN 029-335-0000-4300	597.31
					<b>Total :</b>	<b>597.31</b>
226147	3/21/2022	892198 FRONTIER COMMUNICATIONS	209-150-5145-010598		PAC 50 TO SHERIFFS 03/01-03/31 001-222-0000-4220	576.65
			209-150-5250-081292		RADIO REPEATER PD 02/02-03/01 001-222-0000-4220	46.51
			209-150-5251-040172		MWD METER PW 02/28-03/27 070-384-0000-4220	55.56
			209-151-4939-102990		MUSIC CHANNEL 02/28-03/27 001-190-0000-4220	51.37
			209-151-4941-102990		PD PAGING 03/01-03/31 001-222-0000-4220	51.37
			209-151-4943-081292		RADIO REPEATER PD 02/02-03/01 001-222-0000-4220	46.51
			209-188-4361-031792		RCS PHONE LINES 2/28/22-3/27/22 001-420-0000-4220	129.64
			209-188-4362-031792		PD MAJOR PHONE LINES 2/28/22-3/27/22 001-222-0000-4220	641.72
			209-188-4363-031892		CITY HALL & PW PHONE LINES REC PA 001-190-0000-4220	94.81
					070-384-0000-4220	286.24
					001-420-0000-4220	279.37
			818-361-0901-051499		SEWER FLOW MONITORING PW 03/01 072-360-0000-4220	65.69
			818-361-3958-091407		CNG STATION 03/01-03/31 074-320-0000-4220	52.82
			818-361-6728-080105		ENGINEERING FAX LINE 02/22-03/21 001-310-0000-4220	38.22
			818-365-5097-120298		PD NARCOTICS VAULT 02/19-03/18	

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226147	3/21/2022	892198 FRONTIER COMMUNICATIONS	(Continued)			
			818-837-1509-032207		001-222-0000-4220 PWV PHONE LINE 02/25-03/24	37.93
			818-838-1841-112596		001-190-0000-4220 ENGINEERING FAX MODEM 03/01-03/24	38.22
			818-838-4969-021803		001-310-0000-4220 PD ALARM PANEL 02/25-03/24	39.05
					001-222-0000-4220	124.86
					<b>Total :</b>	<b>2,656.54</b>
226148	3/21/2022	887249 GALLS, LLC	020525729		DUTY JACKET	
					001-222-0000-4300	132.21
					<b>Total :</b>	<b>132.21</b>
226149	3/21/2022	889352 GOMEZ, ADRIANA B.	MAR 2022		COMMISSIONER STIPEND	
					001-310-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
226150	3/21/2022	101376 GRAINGER, INC.	9215451767	12482	SUPPLIES FOR BUILDING, ELECTRICA	
			9222075757	12482	070-383-0000-4300 SUPPLIES FOR BUILDING, ELECTRICA	32.98
			9229733903	12482	043-390-0000-4300 SUPPLIES FOR BUILDING, ELECTRICA	204.36
					043-390-0000-4300	124.04
					<b>Total :</b>	<b>361.38</b>
226151	3/21/2022	101434 GUZMAN, JESUS ALBERTO	FEB 2022	12572	MARIACHI MASTER APPRENTICE PRO	
					109-424-3656-4260	1,600.00
					<b>Total :</b>	<b>1,600.00</b>
226152	3/21/2022	101428 H & H WHOLESALE PARTS	BST3CR2772	12497	BATTERY SERVICE AND CHARGING PA	
			BST3IN9980	12497	041-1215 BATTERY SERVICE AND CHARGING PA	-97.02
					041-1215	298.34
					<b>Total :</b>	<b>201.32</b>
226153	3/21/2022	888647 HDL SOFTWARE, LLC	SIN014971		BUSINESS LICENSE ADMIN SERVICES-	

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226153	3/21/2022	888647 HDL SOFTWARE, LLC	(Continued)	12533	001-130-0000-4260	1,207.31
					<b>Total :</b>	<b>1,207.31</b>
226154	3/21/2022	890594 HEALTH AND HUMAN RESOURCE	E0261224		EAP - FEB 2022	
			E0264860		001-106-0000-4260 EAP-APRIL 2022	250.90
					001-106-0000-4260	250.90
					<b>Total :</b>	<b>501.80</b>
226155	3/21/2022	893817 HERNANDEZ MOLINA, MARIO ALBERTO	FEB 2022	12573	MARIACHI MASTER APPRENTICE PRO	
					109-424-3656-4260	540.00
					<b>Total :</b>	<b>540.00</b>
226156	3/21/2022	101511 HINDERLITER DE LLAMAS & ASSOC.	SIN012561	12565	COVID-19 RELIEF & ECONOMIC RECO	
			SIN015112		121-190-3689-4270 CONTRACTUAL SERVICES-SALES TAX	1,790.00
					001-130-0000-4270	1,822.07
					<b>Total :</b>	<b>3,612.07</b>
226157	3/21/2022	101599 IMAGE 2000 CORPORATION	492650		VARIOUS COPIER MAINT CONTRACT-1	
					001-135-0000-4260	983.35
					072-360-0000-4450	21.69
			502114		001-135-0000-4260 VARIOUS COPIER MAINT CONTRACT-0	209.78
					001-135-0000-4260	910.41
					072-360-0000-4450	35.98
					001-135-0000-4260	300.68
					<b>Total :</b>	<b>2,461.89</b>
226158	3/21/2022	891570 INNOVATIVE TELECOM. SYSTEMS	3103		TELEPHONE EQUIPMENT MAINT-APRIL	
					001-190-0000-4260	395.00
					<b>Total :</b>	<b>395.00</b>
226159	3/21/2022	892682 IPS GROUP, INC.	INV68337	12513	SMART METER CC TRANSACTION & M	
			INV69399		001-310-0000-4270 SMART METER CC TRANSACTION & M	723.74

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226159	3/21/2022	892682 IPS GROUP, INC.	(Continued)	12513	001-310-0000-4270	738.82
					<b>Total :</b>	<b>1,462.56</b>
226160	3/21/2022	891777 IRRIGATION EXPRESS	15241512	12483	IRRIGATION SUPPLIES FOR REPAIRS /	239.08
			15241668	12483	043-390-0000-4300	39.69
			15241797	12483	IRRIGATION SUPPLIES FOR REPAIRS /	184.36
			15242716	12483	043-390-0000-4300	28.07
					<b>Total :</b>	<b>491.20</b>
226161	3/21/2022	892118 JOHN ROBINSON CONSULTING, INC.	SF202001-24	12145	RESERVOIR RECONSTRUCTION	6,826.75
					010-385-0716-4600	<b>6,826.75</b>
226162	3/21/2022	101795 KOSMONT & ASSOCIATES	18-0099-038(REV)	12597	REAL ESTATE ADVISORY	2,780.60
					001-151-0000-4270	<b>2,780.60</b>
226163	3/21/2022	102007 L.A. COUNTY SHERIFFS DEPT.	221969SG	12484	INMATE MEALS	202.92
					001-225-0000-4350	<b>202.92</b>
226164	3/21/2022	893218 LAZARO, ERNESTO	FEB 2022	12574	MARIACHI MASTER APPRENTICE PRO	720.00
					109-424-3656-4260	<b>720.00</b>
226165	3/21/2022	894021 LEMOS, LORI	30980		UB Refund - 820 Fermoore	100.00
					070-2010	<b>100.00</b>
226166	3/21/2022	894020 LIMA, DELIA	37-2960-13		UB Refund - 1025 O'Melveny	51.94
					070-2010	<b>51.94</b>

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226167	3/21/2022	101974 LOS ANGELES COUNTY	JAN 2022	12526	ANIMAL CARE & CONTROL SERVICES	8,923.77
					001-190-0000-4260	<b>8,923.77</b>
226168	3/21/2022	102063 MACKAY METERS, INC.	1061086	12581	PARKING METER PARTS & EQUIPMEN	3,842.44
					029-335-0000-4300	<b>3,842.44</b>
226169	3/21/2022	888468 MAJOR METROPOLITAN SECURITY	2614	12486	ALARM MONITORING AT ALL CITY FACI	335.00
					043-390-0000-4260	<b>335.00</b>
226170	3/21/2022	887918 MARISCAL JR, MARIO	REIMB.		MILEAGE & PARKING FEE-CALNENA Ci	168.10
					001-225-0000-4360	<b>168.10</b>
226171	3/21/2022	894025 MATSUOKA, TODD	REIMB.		REGISTRATION FEE-LAWS OF ARREST	106.00
					001-152-0000-4360	<b>106.00</b>
226172	3/21/2022	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE	35.56
					007-440-0441-4220	<b>35.56</b>
226173	3/21/2022	893200 MCKESSON MEDICAL-SURGICAL	19046070		HAND SANITAZER -COVID FUND	420.48
					001-222-3689-4300	<b>420.48</b>
226174	3/21/2022	102226 MISSION LINEN SUPPLY	516461999	12457	LAUNDRY SERVICE FOR PD	142.53
			516477456	12457	001-225-0000-4350	100.33
			516488596	12457	LAUNDRY SERVICE FOR PD	110.24
			516506379	12457	001-225-0000-4350	134.79
			516522472	12457	LAUNDRY SERVICE FOR PD	110.24
					001-225-0000-4350	

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226174	3/21/2022	102226 MISSION LINEN SUPPLY	(Continued) 516547982		LAUNDRY SERVICE FOR PD 001-225-0000-4350	134.79
			516564015	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	110.24
			516590501	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	134.34
			516615311	12457	LAUNDRY SERVICE FOR PD 001-225-0000-4350	97.66
					<b>Total :</b>	<b>1,075.16</b>
226175	3/21/2022	893343 MOHR, NICOLE	MAR 2022		COMMISSIONER STIPEND 001-310-0000-4111	75.00
					<b>Total :</b>	<b>75.00</b>
226176	3/21/2022	892353 MOORE IACOFANO, GOLTSMAN, INC.	73755	12400	DESIGN FOR LAYNE PARK REVITALIZA 010-420-3669-4600	5,810.45
					<b>Total :</b>	<b>5,810.45</b>
226177	3/21/2022	893934 MORA, JUAN LUIS	FEB 2022	12577	BASEBALL CLINIC 017-420-1330-4260	3,600.00
					<b>Total :</b>	<b>3,600.00</b>
226178	3/21/2022	893050 MORALES-RODRIGUEZ, CRISTAL	FEB 2022	12575	MARIACHI MASTER APPRENTICE PRO 109-424-3656-4260	240.00
					<b>Total :</b>	<b>240.00</b>
226179	3/21/2022	893973 MORENO, JENNIFFER	REIMB.		MILEAGE REIMB - WORK RELATED 001-420-0000-4390	6.90
					<b>Total :</b>	<b>6.90</b>
226180	3/21/2022	893454 NACHO'S ORNAMENTAL INC	INV310200		METAL TO BUILT TAILGATE PW2115 041-320-0311-4400	141.00
					<b>Total :</b>	<b>141.00</b>
226181	3/21/2022	893348 NCSI	18947		BACKGROUND CHECKS 017-420-1330-4260	55.50

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226181	3/21/2022	893348 893348 NCSI	(Continued)			<b>Total : 55.50</b>
226182	3/21/2022	893405 NEW HORIZON	1792783		LP PHONE SERVICE-MAR 2022 001-420-0000-4220	313.38
					<b>Total :</b>	<b>313.38</b>
226183	3/21/2022	102432 OFFICE DEPOT	224376624001		OFFICE SUPPLIES 001-222-0000-4300	31.52
			224405255001		OFFICE SUPPLIES 001-222-0000-4300	55.11
			225564057001		OFFICE SUPPLIES 070-381-0000-4300	511.54
			225571714001		OFFICE SUPPLIES 070-381-0000-4300	26.98
			226320718001		OFFICE SUPPLIES 001-222-0000-4300	89.29
			226321083001		OFFICE SUPPLIES 001-222-0000-4300	39.68
			226519917001		OFFICE SUPPLIES 001-222-0000-4300	41.88
			226529711001		OFFICE SUPPLIES 001-222-0000-4300	226.28
			227539547001		OFFICE SUPPLIES 001-222-0000-4300	79.03
			227546926001		OFFICE SUPPLIES 001-222-0000-4300	16.72
			227546929001		OFFICE SUPPLIES 001-222-0000-4300	22.51
			229429861001		OFFICE SUPPLIES 001-311-0000-4300	496.08
			229430512001		OFFICE SUPPLIES 070-381-0000-4300	16.96
			229554338001		OFFICE SUPPLIES 001-222-0000-4300	23.75
			230538400001		OFFICE SUPPLIES 001-222-0000-4300	451.24
			230631165001		OFFICE SUPPLIES	

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226183	3/21/2022	102432 OFFICE DEPOT	(Continued)			
			230631167001		001-222-0000-4300 OFFICE SUPPLIES	19.61
			230657619001		001-222-0000-4300 OFFICE SUPPLIES	51.80
			2555661240		001-422-0000-4300 OFFICE SUPPLIES	65.83
			2556117898		001-222-0000-4300 OFFICE SUPPLIES	160.08
			2557106774		001-101-0000-4300 OFFICE SUPPLIES	67.48
			2557318697		001-420-0000-4300 OFFICE SUPPLIES	151.42
					001-222-0000-4300	63.44
					<b>Total :</b>	<b>2,708.23</b>
226184	3/21/2022	889355 OLIVAS, FRED	827821		SENIOR TRIP REFUND (LAS VEGAS)	
					004-2383	80.00
					<b>Total :</b>	<b>80.00</b>
226185	3/21/2022	890095 O'REILLY AUTOMOTIVE STORES INC	4605-452608	12538	VEHICLE SERVICE, MAINT. AND REPAI	
			4605-452745	12538	041-320-0224-4400 VEHICLE SERVICE, MAINT. AND REPAI	112.80
			4605-453497	12538	041-1215 VEHICLE SERVICE, MAINT. AND REPAI	26.42
			4605-453541	12538	041-320-0311-4400 VEHICLE SERVICE, MAINT. AND REPAI	79.49
			4605-454555	12538	041-320-0311-4400 VEHICLE SERVICE, MAINT. AND REPAI	33.92
					041-320-0152-4400	55.10
					<b>Total :</b>	<b>307.73</b>
226186	3/21/2022	102568 PARKHOUSE TIRE, INC.	4010176061		NEW POLY FILLED FRONT BACKHOE T	
					041-320-0311-4400	624.04
					<b>Total :</b>	<b>624.04</b>
226187	3/21/2022	889545 PEREZ, MARIBEL	REIMB.		PROGRAM SUPPLIES & MILEAGE REIN	

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226187	3/21/2022	889545 PEREZ, MARIBEL	(Continued)			
					001-423-0000-4300	217.31
					001-424-0000-4300	28.12
					017-420-1330-4300	168.98
					001-420-0000-4390	86.70
					<b>Total :</b>	<b>501.11</b>
226188	3/21/2022	892957 PIONEER FIRE PROFESSIONALS INC	377119		FIRE EXTING SERVICE - PIONEER PAR	
			377120		043-390-0000-4260 FIRE EXTING SERVICE LAS PALMAS	30.21
			377121		043-390-0000-4260 FIRE EXTING SERVICE REC PARK	196.33
			377122		043-390-0000-4260 FIRE EXTING SERVICE 501 FIRST	332.26
			377123		043-390-0000-4260 FIRE EXTING SERVICE WELLS/RES	30.21
			377124		070-384-0000-4330 SERVICE CITY FLEET FIRE EXTINGUIS	181.23
			377125		041-320-0000-4260 FIRE EXTING SERVICE PW OPS CTR	703.33
			377126		043-390-0000-4260 FIE EXTING SERVICE CITY HALL	211.44
			377127		043-390-0000-4260 FIRE EXTING SERVICE PD	120.82
			377135		043-390-0000-4260 SPARE EXTING FOR ALL LOCATIONS	151.03
					043-390-0000-4300	330.75
					<b>Total :</b>	<b>2,287.61</b>
226189	3/21/2022	887646 PLUMBERS DEPOT INC	PD-50448		PARTS FOR SEWER TRUCK	
					072-360-0000-4300	249.91
					<b>Total :</b>	<b>249.91</b>
226190	3/21/2022	102688 PROFESSIONAL PRINTING CENTERS	16719	12519	PURCHASE OF PRE-PRINTED FORMS	
			19670	12519	121-190-0000-4300 PURCHASE OF PRE-PRINTED FORMS	547.57
					121-190-0000-4300	547.57

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226190	3/21/2022	102688 PROFESSIONAL PRINTING CENTERS	(Continued) 19709		PURCHASE OF PRE-PRINTED FORMS 070-382-0000-4300	776.16
			19745	12519	072-360-0000-4300	776.16
			19808		EMPLOYEE HISTORY CARDS 001-106-0000-4300	355.56
				12519	PURCHASE OF PRE-PRINTED FORMS 070-382-0000-4300	68.91
				12519	072-360-0000-4300	68.90
					<b>Total :</b>	<b>3,140.83</b>
226191	3/21/2022	892131 PROHEALTH-VALLEY OCCUPATIONAL	00445484-00		DOT DRIVER PHYSICAL 001-106-0000-4270	80.00
					<b>Total :</b>	<b>80.00</b>
226192	3/21/2022	890004 PTS	2083976		PD PAY PHONE -APR 2022 001-190-0000-4220	65.64
					<b>Total :</b>	<b>65.64</b>
226193	3/21/2022	893143 RICHARDS, SANDRA MARIE	REPL 222638		REPL STL DTD CK-COMMISSIONER'S S 001-2140	75.00
			REPL 223200		REPL STL DTD CK-COMMISSIONER'S S 001-2140	75.00
					<b>Total :</b>	<b>150.00</b>
226194	3/21/2022	887872 ROSENBERG, IRWIN	REIMB.		GROUND TRANSPORTATION & PARKIN 001-224-0000-4360	122.21
			TRAVEL		PER DIEM-CPOA CONF ON 03/01-03/02 001-222-0000-4370	50.00
					<b>Total :</b>	<b>172.21</b>
226195	3/21/2022	892921 RUIZ, ROSA	1606913		SENIOR TRIP REFUND (CATALINA ISLA 004-2383	115.00
			1606914		SENIOR TRIP REFUND (CATALINA ISLA 004-2383	115.00
					<b>Total :</b>	<b>230.00</b>

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226196	3/21/2022	102952 SAASSOCIATES	SF-RRERP-02		RISK & RESILIENCE ASSESSMENT & E 070-385-0000-4270	19,015.25
			SSMP-01	12376	SANITARY SEWER MANAGEMENT PLA 072-365-0000-4260	21,746.75
				12375	<b>Total :</b>	<b>40,762.00</b>
226197	3/21/2022	103057 SAN FERNANDO VALLEY SUN	11426		TRANSACTION TAX TOWN HALL MEET 001-190-0000-4267	869.46
			11433		PUBLICATION-1ST READING OF ORD 1 001-115-0000-4230	155.25
			11437		PUBL HEARING NOTICE-BUILDING COI 001-115-0000-4230	118.13
					<b>Total :</b>	<b>1,142.84</b>
226198	3/21/2022	103064 SAN GABRIEL VALLEY CITY	031622		RGSTR-SGVCMA MTG ON 03/16/22 001-105-0000-4370	35.00
					<b>Total :</b>	<b>35.00</b>
226199	3/21/2022	894018 SANDOVAL, RUBEN	35-0605-00		UB Refund - 1625 Coronel 070-2010	52.25
					<b>Total :</b>	<b>52.25</b>
226200	3/21/2022	102967 SCOTT FAZEKAS & ASSOCIATES INC	21815		PLAN CHECK CONSULTANT SERVICES 001-2698	1,035.01
			21816	12407	PLAN CHECK CONSULTANT SERVICES 001-2698	900.00
			21846	12407	PLAN CHECK CONSULTANT SERVICES 001-2698	5,823.75
					<b>Total :</b>	<b>7,758.76</b>
226201	3/21/2022	894011 SIGNPOST HOMES INC	52-0040-12		UB Refund - 1967 Eighth 070-2010	71.60
					<b>Total :</b>	<b>71.60</b>
226202	3/21/2022	103170 SIRCHIE FINGER PRINT	0531811-IN		KAPAK POUCHES FOR EVIDENCE COL 001-222-0000-4300	179.44
					<b>Total :</b>	<b>179.44</b>

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226203	3/21/2022	103184 SMART & FINAL	002		MISC SUPPLIES	
			0111		043-390-0000-4300	11.28
			0111		BREAK ROOM SUPPLIES	
			0173		001-222-0000-4300	7.91
			0231		SUPPLIES PLANTING EVENT	
			0348		001-310-0000-4300	63.02
			84		CLEANING SUPPLIES	
			85		001-222-0000-4300	6.57
			96		BREAK ROOM SUPPLIES	
					001-222-0000-4300	83.21
					SUPPLIES FOR INMATE MEALS	
					001-225-0000-4350	19.78
					SNACKS & WATER FOR SENIOR TRIP	
					004-2383	18.23
					WATER	
					004-2346	5.74
					FOOD FOR SENIOR CLUB MTG - 03/06/	
					004-2380	156.10
					<b>Total :</b>	<b>371.84</b>
226204	3/21/2022	103202 SOUTHERN CALIFORNIA EDISON CO.	600000512389		ELECTRIC-VARIOUS LOCATIONS	
					027-344-0000-4210	10,067.30
					029-335-0000-4210	2,134.58
					043-390-0000-4210	4,409.07
					070-384-0000-4210	14,639.65
					074-320-0000-4210	4,493.56
			700360580265		ELECTRIC - 910 FIRST	
			700363532503		043-390-0000-4210	5,788.14
			700577150347		ELECTRIC-VARIOUS PARKS	
					043-390-0000-4210	4,252.69
					ELECTRIC - 190 PARK	
					043-390-0000-4210	821.34
					<b>Total :</b>	<b>46,606.33</b>
226205	3/21/2022	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9776		NATURAL GAS FOR CNG STATION	
					074-320-0000-4402	5,674.20

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226205	3/21/2022	103206 103206 SOUTHERN CALIFORNIA GAS CO.	(Continued)		<b>Total :</b>	<b>5,674.20</b>
226206	3/21/2022	894010 SPECTRUM	0010369021822		PD CABLE SERVICE	
			196309022322		001-222-0000-4260	224.64
			222204030122		INTERNET SERVICE 2/23/22-3/22/22	
					001-190-0000-4220	1,399.00
					CABLE 3/01/22-3/28/22 PW OPS CTR	
					043-390-0000-4260	134.73
					<b>Total :</b>	<b>1,758.37</b>
226207	3/21/2022	889149 STAPLES BUSINESS ADVANTAGE	8065383966		BREAK ROOM SUPPLIES	
					001-190-0000-4300	61.14
					<b>Total :</b>	<b>61.14</b>
226208	3/21/2022	100540 STATE CONTROLLER'S OFFICE	FAUD-00003193		ANNUAL STREET REPORT-FY21/22	
					011-311-0000-4270	3,000.00
					<b>Total :</b>	<b>3,000.00</b>
226209	3/21/2022	100532 STATE OF CALIFORNIA, DEPARTMENT OF JUSTICE	564954		DOJ LIVESCAN FINGERPRINTING-FEB'	
				12459	004-2386	599.00
				12459	001-222-0000-4270	66.00
					<b>Total :</b>	<b>665.00</b>
226210	3/21/2022	893463 STEP SAVER	CT447492		NSF CERTIFIED BULK SALT FOR THE II	
				12446	070-384-0000-4300	3,854.75
					<b>Total :</b>	<b>3,854.75</b>
226211	3/21/2022	103090 SUSAN SAXE-CLIFFORD, PH.D.	22-0224-1		PSYCHOLOGICAL EVALUATIONS	
				12524	001-222-0000-4270	450.00
					<b>Total :</b>	<b>450.00</b>
226212	3/21/2022	893061 TAPIA, FREDDY	REIMB.		MILEAGE REIMB-UNIFORM PICK-UP	
					001-420-0000-4390	53.82
					<b>Total :</b>	<b>53.82</b>
226213	3/21/2022	893966 TAUBER, TREVOR	TRAVEL		PER DIEM-CAPE 2022 ANNUAL TRAINING	
					001-222-0000-4360	180.00

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226213	3/21/2022	893966 893966 TAUBER, TREVOR	(Continued)			Total : 180.00
226214	3/21/2022	101528 THE HOME DEPOT CRC, ACCT#603532202490	2090172		REPLACEMENT BATTERY	
			2090173		043-390-0000-4300	76.32
			2090174		SUPPLIES FOR PW OPS CTR 501 YARC	116.10
			4341320		043-390-0000-4300	378.95
					TOOLS FOR MAINT	
					043-390-0000-4300	139.72
					TRASH CANS FOR BUS STOPS	
					001-311-0000-4300	711.09
226215	3/21/2022	890833 THOMSON REUTERS	845931766	12467	DETECTIVE INVESTIGATIVE SOFTWARE	
					001-135-0000-4260	226.65
						Total : 226.65
226216	3/21/2022	103375 TIMEMARK INCORPORATED	117776		TRAFFIC COUNTER CLAMPS & PLUGS	
					001-310-0000-4300	122.71
						Total : 122.71
226217	3/21/2022	892525 T-MOBILE	958769818		HOTPOT & TABLET CONNECTION	
					001-420-0000-4220	29.40
					001-152-0000-4220	19.74
						Total : 49.14
226218	3/21/2022	887591 TOM BROHARD & ASSOCIATES	2022-05	12545	ON- CALL TRAFFIC ENGINEERING SER	
					001-310-0000-4270	1,100.00
						Total : 1,100.00
226219	3/21/2022	894022 TORRES, JANIRY	50-3505-09		UB Refund - 1208 Mountain View	
					070-2010	48.38
						Total : 48.38
226220	3/21/2022	893905 TORRES-GAHM, GRACIELA	MARCH 2022	12531	CLEANING SERVICES FOR LOPEZ ADC	
					001-424-0000-4260	175.00
						Total : 175.00
226221	3/21/2022	893504 TOWN HALL STREAMS, LLC	13841		MARCH STREAMING SERVICES	

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
226221	3/21/2022	893504 TOWN HALL STREAMS, LLC	(Continued)			
					001-115-0000-4260	175.00
						Total : 175.00
226222	3/21/2022	890998 TRUJILLO, RODOLFO	MAR 2022		COMMISSIONER STIPEND	
					001-310-0000-4111	75.00
						Total : 75.00
226223	3/21/2022	103503 U.S. POSTAL SERVICE, NEOPOST POSTAGE	15122187		REIMBURSEMENT OF POSTAGE MACH	
					001-190-0000-4280	1,500.00
						Total : 1,500.00
226224	3/21/2022	103463 U.S. POSTMASTER	MAR 2022		PRESORTED FIRST CLASS POSTAGE	
					072-360-0000-4300	633.39
					070-382-0000-4300	633.38
						Total : 1,266.77
226225	3/21/2022	103445 UNDERGROUND SERVICE ALERT	220220682		76 NEW SNF01 TICKETS	
					070-381-0000-4260	135.40
						Total : 135.40
226226	3/21/2022	892258 UNIFORM & ACCESSORIES	INV78519	12518	UNIFORMS AND UNIFORM ACCESSOR	
					001-222-0000-4300	1,691.24
						Total : 1,691.24
226227	3/21/2022	893167 UNITED MAINTENANCE SYSTEMS	15151	12516	CITY WIDE JANITORIAL SERVICES	
				12516	043-390-0000-4260	17,850.00
					121-390-0000-4260	7,250.00
						Total : 25,100.00
226228	3/21/2022	103439 UPS	831954102		COURIER SERVICES	
					001-190-0000-4280	144.00
						Total : 144.00
226229	3/21/2022	893740 UTILITY SYSTEMS SCIENCE &	COSF_1/28-2/27	12379	WASTEWATER FLOW MONITORING & S	
			COSF_2/09-3/08	12379	072-360-0000-4260	540.00
					WASTEWATER FLOW MONITORING & S	
					072-360-0000-4260	770.00

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CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
226229	3/21/2022	893740 893740 UTILITY SYSTEMS SCIENCE &	(Continued)		Total :	1,310.00
226230	3/21/2022	103534 VALLEY LOCKSMITH	75960		LOCKSMITH SERVICES CITY-WIDE	
			75977	12555	041-320-0311-4400	230.75
			75981	12555	LOCKSMITH SERVICES CITY-WIDE	133.04
			75985	12555	041-320-0311-4400	79.34
				12555	LOCKSMITH SERVICES CITY-WIDE	330.06
					043-390-0000-4330	773.19
226231	3/21/2022	103574 VERDIN, FRANCISCO JAVIER	JAN-MARCH 2022		CONTRACTED INSTRUCTOR: FOLKLOI	
				12550	017-420-1362-4260	1,722.00
					Total :	1,722.00
226232	3/21/2022	100101 VERIZON WIRELESS-LA	9899735787		MDT MODEMS PD UNITS 2/17-3/16/22	697.36
			9900110738		001-222-0000-4220	152.04
					PD CELL PHONE PLANS 2/22-3/21/22	190.05
					001-222-0000-4220	163.14
			9900394774		001-222-0000-4220	516.88
			9900406121		PD CELL PHONE PLANS	203.87
					001-222-0000-4220	25.49
					CITY YARD CELL PHONE PLANS	25.49
					070-384-0000-4220	35.27
			9900417438		043-390-0000-4220	53.08
					041-320-0000-4220	48.65
					072-360-0000-4220	2,111.32
226233	3/21/2022	894027 WATERLOGIC AMERICA	1281028		VARIOUS CELL PHONE PLANS 2/26-3/2	
					001-106-0000-4220	99.23
					070-384-0000-4220	99.23
					Total :	99.23

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
226234	3/21/2022	890970 WEX BANK	78981494		FUEL FOR CITY FLEET	
					041-320-0152-4402	266.33
					041-320-0221-4402	260.07
					041-320-0222-4402	157.39
					041-320-0320-4402	268.14
					041-320-0390-4402	319.88
					007-313-3630-4402	97.27
					029-335-0000-4402	398.29
					070-381-0000-4402	64.36
					070-382-0000-4402	301.44
					070-383-0000-4402	389.83
					070-384-0000-4402	110.01
					041-320-0225-4402	3,748.26
					041-320-0224-4402	1,538.21
					041-320-0370-4402	55.38
					041-320-0311-4402	559.40
					041-320-0228-4402	603.29
					Total :	9,137.55
226235	3/21/2022	890970 WEX BANK	79091705		FUEL FOR CITY FLEET	
					041-320-0228-4402	2.00
					070-382-0000-4402	130.65
					041-320-0311-4402	340.35
					041-320-0320-4402	79.11
					070-384-0000-4402	94.83
					041-320-0224-4402	97.76
					029-335-0000-4402	131.24
					041-320-0346-4402	108.17
					041-320-0370-4402	451.71
					041-320-0390-4402	1,647.70
					007-313-3630-4402	151.08
					070-383-0000-4402	157.73
					072-360-0000-4402	219.13
					070-381-0000-4402	2.00
					041-320-0225-4402	488.76
					041-320-0221-4402	33.39
					041-320-0222-4402	4.00

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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
226235	3/21/2022	890970 WEX BANK	(Continued)		041-320-0312-4402	2.00
					<b>Total :</b>	<b>4,141.61</b>
226236	3/21/2022	891531 WILLDAN ENGINEERING	00335583	12610	NPDES CONSULTING SERVICES	14,867.00
			00335830	12265	023-311-0000-4270	135.00
					WELL 7A REGULATORY COMPLIANCE	
					070-381-0000-4270	135.00
					<b>Total :</b>	<b>15,002.00</b>
226237	3/21/2022	103710 WONDRIES FLEET GROUP	632413		REPL CNG FITTING ON TRUCK TANK P	
					041-320-0390-4400	704.72
					<b>Total :</b>	<b>704.72</b>
<b>140</b>	<b>Vouchers for bank code :</b>		bank3		<b>Bank total :</b>	<b>1,320,450.59</b>
<b>140</b>	<b>Vouchers in this report</b>				<b>Total vouchers :</b>	<b>1,320,450.59</b>

Voucher Registers are not final until approved by Council.

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## SPECIAL CHECK

EXHIBIT "A"  
RES. NO. 22-032

vchlist

03/03/2022

9:01:06AM

Voucher List  
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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
226097	3/3/2022	103648 CITY OF SAN FERNANDO	PR 3/4/22		REIMB FOR PAYROLL W/E 2/25/22	
					001-1003	454,567.43
					007-1003	162.16
					017-1003	1,677.32
					027-1003	2,414.04
					029-1003	4,308.04
					030-1003	5,211.72
					041-1003	5,850.52
					043-1003	18,950.20
					070-1003	38,165.94
					072-1003	22,393.94
					094-1003	144.09
					110-1003	4,416.07
					<b>Total :</b>	<b>558,261.47</b>
		<b>1 Vouchers for bank code :</b>	<b>bank3</b>		<b>Bank total :</b>	<b>558,261.47</b>
		<b>1 Vouchers in this report</b>			<b>Total vouchers :</b>	<b>558,261.47</b>

Voucher Registers are not final until approved by Council.

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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:** March 21, 2022

**Subject:** Consideration to Receive and File, and Authorize Staff to Submit the General Plan Housing Element Annual Progress Report for Calendar Year 2021

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Receive and file the General Plan Housing Element Annual Progress Report for Calendar Year 2021; and
- b. Authorize staff to submit the Housing Element Annual Progress Report to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.

### **BACKGROUND:**

1. Since 1969, the State has required all cities and counties in California to adopt a Housing Element to 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 during a particular "planning cycle."
2. The City of San Fernando is one of 197 local jurisdictions within the Southern California Association of Governments (SCAG). SCAG is responsible for assigning the Regional Housing Needs Assessment (RHNA) allocation in Los Angeles, Orange, Riverside, San Bernardino, Imperial, and Ventura counties. State law requires that the Housing Element be updated every eight years, including policies and programs to meet existing and future housing needs for the City, as established by the California Department of Housing and Community Development (HCD) and SCAG.
3. On January 21, 2014, the City adopted Housing Element 2014-2021 (5<sup>th</sup> Cycle) that established the City's strategy for meeting community housing needs for RHNA housing planning period 2014-2021.



**Consideration to Receive and File, and Authorize Staff to Submit the General Plan Housing Element Annual Progress Report for Calendar Year 2021**

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4. On March 18, 2014, HCD certified Housing Element 2014-2021 for compliance with State housing law.
5. On January 1, 2018 as a result of California Senate Bill 35 (SB 35), streamlining provisions went into effect for cities that were not meeting their goals for construction of certain regional housing needs. SB 35 amended Government Code Section 65913.4 to require local jurisdictions to streamline the approval of certain housing projects by providing a ministerial approval process and removing the requirements for California Environmental Quality Act (CEQA) analysis.
6. On March 14, 2022, the Housing Element Annual Progress Report identifying housing development in calendar year 2021 – the final year of the 5<sup>th</sup> Cycle – was presented to the Planning and Preservation Commission as an informational item.

**ANALYSIS:**

The Housing Element Annual Progress Report provides the status and progress of each jurisdiction's implementation of its housing element on an annual basis. Government Code Section 65400 establishes the requirement that each jurisdiction prepare an annual report on the status of its Housing Element for the prior calendar year, and the actions taken towards completion of the programs and status of the jurisdiction's compliance with the deadlines in its Housing Element. Each jurisdiction is required to submit an Annual Progress Report to HCD and the Governor's Office of Planning and Research (OPR) no later than April 1 of each year, reporting data for the prior calendar year.

The 2021 Annual Progress Report (Attachment "A") reflects the City's progress during the final year of the 5<sup>th</sup> Cycle Housing Element, RHNA planning period from January 1, 2014 to October 15, 2021. Since 2021 was the last year in the planning period, the 2021 Annual Progress Report does not cover the entire calendar year like the previous years (2015 to 2020). Therefore, the number of housing units presented in the Annual Progress Report is less than the prior years because it only covers data from January 1, 2021 to October 15, 2021.

In 2021, the City received 106 planning applications for new housing units. As shown in Table 1 below, the City approved 108 new housing units (including two applications from the prior year), issued 45 building permits, and issued 16 certificates of occupancy<sup>1</sup>. Since the 5<sup>th</sup> Cycle ended on October 15, 2021, only 33 out of 45 building permit issued are counted for 2021. The remaining 12 building permit issued will be counted for the next RHNA cycle (6<sup>th</sup> Cycle).

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<sup>1</sup> A certificate of occupancy is issued when a new unit completes construction and passes final inspection by the City.



**Consideration to Receive and File, and Authorize Staff to Submit the General Plan Housing Element Annual Progress Report for Calendar Year 2021**

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Table 1: Summary of Planning Approvals, Building Permits, and Certificate of Occupancy 2021.

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	54
Moderate	Deed Restricted	0
	Non-Deed Restricted	8
Above Moderate		46
Total Units		108

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	36
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		8
Total Units		45

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	11
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		4
Total Units		16

As presented in Table 2 below, the City was allocated a total RHNA of 217 units for the 5<sup>th</sup> Cycle planning period. During planning period, the City issued a total of 401 residential building permits. However, under Senate Bill 35 (SB 35) cities must meet the proportionate share of the RHNA for each of the four income levels (very low, low, moderate, and above moderate). The City exceeded the low and moderate income levels, but fell short in the very low and above moderate income level categories.



# **Consideration to Receive and File, and Authorize Staff to Submit the General Plan Housing Element Annual Progress Report for Calendar Year 2021**

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Table 2: Regional Housing Needs Allocation (RHNA) Progress: 2014-2021.

Income Level	2014-2021 RHNA Allocation	Building Permits Issued Per Year								Total Units to Date	Remaining RHNA Target
		2014	2015	2016	2017	2018	2019	2020	2021*		
<b>Very Low</b> (0 to 30% of AMI)	55	28	0	0	27	0	0	0	0	28	27
<b>Low</b> (30 to 50% of AMI)	32	4	5	5	0	67	46	69	26	246	0
<b>Moderate</b> (50 to 80% of AMI)	35	0	0	0	0	27	16	12	11	59	0
<b>Above Moderate</b> (> 80% of AMI)	95	27	0	9	27	2	4	18	6	68	27
<b>Total</b>	<b>217</b>	<b>59</b>	<b>5</b>	<b>14</b>	<b>54</b>	<b>96</b>	<b>66</b>	<b>99</b>	<b>33</b>	<b>401</b>	<b>54</b>

\*Only reflects building permits issued up to 10/15/21

The City will need to maintain zoning that makes sites available for a mix of single-family, multi-family and mixed-use housing, supported by a variety of programs to enhance affordability, to accommodate remaining RHNA targets. The City continues to actively implement the policies of the General Plan including the goals, policies and programs of the Housing Element. Furthermore, both the adoption of the San Fernando Corridors Specific Plan (SP-5) in December 2017, and the recent state legislation mandating jurisdictions to allow for Junior ADU's (JADU)<sup>2</sup>, will continue to foster housing and address the "Very-Low Income Housing" RHNA allocation target.

Moving forward, HCD has set an ambitious housing production goal for the upcoming 6<sup>th</sup> Cycle by both HCD and SCAG. These goals represent a 325 percent increase in the SCAG region, and an increase of 827 percent locally for the City. On October 26, 2020, staff submitted an appeal request to SCAG seeking a reduction in its allocation. Staff cited local planning factors, changed circumstances and a disproportionate allocation compared to the rest of the region. Ultimately, the City's appeal was denied and the City was provided a final allocation of 1,795 units.

The Housing Element for the 6<sup>th</sup> Cycle is being revised to address comments from HCD. Staff anticipates presenting a revised Housing Element to the Planning and Preservation Commission for recommendation to the City Council in April 2022, then for City Council adoption in May 2022 or June 2022. This timeline depends on the coordination with HCD.

<sup>2</sup> A Junior ADU allows for a portion of an existing primary dwelling to be converted to an additional dwelling unit, up to a maximum of 500 square feet.



**Consideration to Receive and File, and Authorize Staff to Submit the General Plan Housing Element Annual Progress Report for Calendar Year 2021**

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**BUDGET IMPACT:**

Preparation of the Housing Element Annual Progress Report is included in the annual work program for the Community Development Department. Therefore, funding for the effort is included in the Fiscal Year 2021-2022 Adopted Budget.

**CONCLUSION:**

Staff recommends that the City Council (1) receive and file the Housing Element Annual Progress Report for Calendar Year 2021; and (2) authorize staff to submit the Housing Element Annual Progress Report to HCD and OPR.

**ATTACHMENT:**

A. Housing Element Annual Progress Report for Calendar Year 2021



<b>Jurisdiction</b>	San Fernando	
<b>Reporting Year</b>	2021	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	5th Cycle	10/15/2013 - 10/15/2021

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	36
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		8
Total Units		45

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
SFA	0	0	0
SFD	1	0	0
2 to 4	4	0	0
5+	28	0	0
ADU	75	45	16
MH	0	0	0
<b>Total</b>	<b>108</b>	<b>45</b>	<b>16</b>

Housing Applications Summary	
Total Housing Applications Submitted:	78
Number of Proposed Units in All Applications Received:	106
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas



Jurisdiction	San Fernando	
Reporting Year	2021	(Jan. 1 - Dec. 31)

**ANNUAL ELEMENT PROGRESS REPORT**  
**Local Early Action Planning (LEAP) Reporting**  
 (CCR Title 25 §6202)

*Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.*

<b>Total Award Amount</b>	\$	310,000.00	Total award amount is auto-populated based on amounts entered in rows 15-26.
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Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
ONLINE PERMIT COUNTER SYSTEM	\$50,000.00		Completed	Other	SB 2 Grant
DRAFT HOUSING ELEMENT	\$260,000.00		In Progress	None	LEAP & SB 2 Grant

*Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2,*

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	54
Moderate	Deed Restricted	0
	Non-Deed Restricted	8
Above Moderate		46
Total Units		108

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	36
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		8
Total Units		45



Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	11
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		4
Total Units		16



Jurisdiction	San Fernando	
Reporting Year	2021	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	10/15/2013 - 10/15/2021

ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

(CCR Title 25 §6202)

Table A  
Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus
1					2	3	4	5							6	7	8	9	10
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted+ (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Was a Density Bonus requested for this housing development?
Summary Row: Start Data Entry Below								0	0	0	50	0	9	47	106	0	0		
	2516021009	1313 MOUNTAIN VIEW ST	PL2100072		ADU	R	1/12/2021							1	1			No	No
	2516032016	1227 GLENOAKS BLVD	PL2100319		ADU	R	2/2/2021				1				1			No	No
	2612023008	773 LASHBURN ST	PL2100240		ADU	R	1/27/2021				1				1			No	No
	2515001002	906 DE FOE ST	PL2100303		ADU	R	2/1/2021				1				1			No	No
	2517001015	2007 KNOX ST	PL2100305		ADU	R	2/1/2021				1				1			No	No
	2612020010	759 JACKMAN AVE	PL2100074		ADU	R	1/13/2021				1				1			No	No
	2518024001	652 HARDING AVE	PL2100451		ADU	R	2/15/2021				1				1			No	No
	2518026016	756 HARPS ST	PL2100452		ADU	R	2/15/2021							1	1			No	No
	2517008029	1915 SEVENTH ST	PL2100491		ADU	R	2/17/2021							1	1			No	No
	2522031021	609 CORONEL ST	PL2100550		ADU	R	2/22/2021							1	1			No	No
	2521015021	1315 PICO ST	PL2100488		ADU	R	2/17/2021				1				1			No	No
	2522011016	602 S BRAND BLVD	PL2100613		ADU	R	2/25/2021						1		1			No	No
	2513031015	1009 EIGHTH ST	PL2100740		ADU	R	3/8/2021				1				1			No	No
	2516029026	1207 LUCAS ST	PL2100768		ADU	R	3/10/2021				1				1			No	No
	2518002010	1703 FOURTH ST	PL2100785		ADU	R	3/12/2021				1				1			No	No
	2516001005	862 ORANGE GROVE AVE	PL2100306		ADU	R	2/1/2021				1				1			No	No
	2612007008	1519 PICO ST	PL2100949		ADU	R	3/25/2021				1				1			No	No
	2515001004	916 DE FOE ST	PL2100854		ADU	R	3/18/2021							1	1			No	No
	2515027001	1006 N BRAND BLVD	PL2100322		ADU	R	2/2/2021				1				1			No	No
	2516031009	1303 GLENOAKS BLVD	PL2101108		ADU	R	4/9/2021				1				1			No	No
	2516028003	1304 WARREN ST	PL2101088		ADU	R	4/7/2021							1	1			No	No
	2518001024	440 ORANGE GROVE AVE	PL2101163		ADU	R	4/14/2021				1				1			No	No
	2516028009	1328 WARREN ST	PL2101229		ADU	R	4/19/2021				1				1			No	No
	2515012015	719 DE GARMO ST	PL2101301		ADU	R	4/22/2021				1				1			No	No



Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

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<b>Jurisdiction</b>	San Fernando	
<b>Reporting Year</b>	2021	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	5th Cycle	10/15/2013 - 10/15/2021

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

(CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.

Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	55	-	28	-	-	-	-	-	-	-	28	27
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-		
Low	Deed Restricted	32	-	4	-	-	-	-	-	-	-	246	-
	Non-Deed Restricted		-	-	5	5	24	67	46	69	26		
Moderate	Deed Restricted	35	-	-	-	-	-	-	-	-	-	59	-
	Non-Deed Restricted		-	-	-	-	3	27	16	12	1		
Above Moderate		95	-	27	-	9	2	2	4	18	6	68	27
Total RHNA		217											
Total Units			-	59	5	14	29	96	66	99	33	401	54

Note: units serving extremely low-income households are included in the very low-income permitted units totals and must be reported as very low-income units.

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will include units that were permitted since the start of the planning period.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at [apr@hcd.ca.gov](mailto:apr@hcd.ca.gov).



# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

<b>Jurisdiction</b>	San Fernando
<b>Reporting Year</b>	2021 (Jan. 1 - Dec. 31)

**Table D****Program Implementation Status pursuant to GC Section 65583****Housing Programs Progress Report**

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1. Residential Rehabilitation Loan Program	Assist 20 households during the planning period, subject to available funding.	Dec-21	As the Housing Funds balance continues to grow in residential loan repayments/refinancing, the City is considering re-initiating the Rehabilitation Loan Program. The City is in the process of establishing and hiring a housing coordinator position to help re-initiate and implement the the home loan program and other affordable housing programs and services.
2. Neighborhood Preservation and Revitalization Program (CAPP)	Implement CAPP within designated focus areas.	Dec-21	While the City no longer implements the CAPP program in designated focus areas, code enforcement is provided on a citywide basis. The City also implements an active graffiti abatement program.
3. Housing Inspection Program	Complete inspections of approximately 200 apartment units annually. Inspect ownership units upon resale.	Dec-21	While the inspection fee in the ordinance has not been implemented, Building & Safety conducts inspections on a complaint basis, and on apartment buildings with repeat violations. In 2021, Building & Safety conducted <b>75</b> inspections on Resale, with <b>69</b> retrofits completed.
4. Lead Based Paint Awareness	Remediate lead cases. Coordinate with LA County and Pacoima Beautiful on educational programs and identification of funding sources.	Dec-21	City continues to provide brochures to prospective building permit applicants in compliance with applicable lead based paint abatement procedures.
5. Facilitate Affordable and Special Needs Housing Development	Coordinate with affordable housing developers, offer regulatory concessions and incentives, and identify new funding sources to facilitate production of at least 195 new affordable and special needs housing units.	Dec-21	No additional deed restricted affordable housing was built in 2021. However, a total of 75 accessory dwelling units were issued planning approval. A rent survey of guesthouses in San Fernando and surrounding areas evidence 50% of rentals fall within the level of affordability for 1 person, low income households (\$1,825/month). Therefore, approximately 50% of San Fernando's ADU permits have been assigned as low income, with the remaining 50% assigned to moderate income (ADUs 600 sf and above).
6. Conservation of Existing and Future Affordable Units	Monitor the status of the existing and future affordable rental stock in San Fernando. Work with property owners, interest groups, and the State and Federal governments to conserve its affordable housing stock.	Dec-21	City continues to monitor existing deed restricted affordable units on an annual basis.



7. Monitor Residential Capacity	Monitor the consumption of residential acreage to ensure an adequate inventory is available to meet the City's RHNA obligations. Develop and implement a formal ongoing (project by project) evaluation procedure pursuant to Government Code Section 65863.	Dec-21	City continues to monitor development in areas zoned for residential land uses on an annual basis and compares development sites to Housing Element land inventory, as well as a mix of housing types based on affordability level as specified in the RHNA. In December 2017, the City Council adopted a comprehensive update to the San Fernando Corridors Specific Plan, providing for up to 759 mixed use/multi-family units, compared to the 408 unit capacity identified within the Specific Plan in the City's 2013-2021 Housing Element. The San Fernando Corridors Specific Plan was awarded the 2018 Sustainability Award from SCAG.
8. Removal of Governmental Constraints	Monitor changes in State and Federal laws and revised City policies, programs and regulations as necessary and appropriate.	Dec-21	City has adopted new zoning regulations ensuring compliance with State mandated housing requirements including, but not limited to: provisions for accessory dwelling units, reasonable accommodation requests, density bonus provisions, supportive and transitional housing provisions, and accommodation of emergency shelters. The City continues to update these regulations in order to streamline the approval process.
9. Housing Choice Voucher Assistance Program	Support HaCOLA's administration of the program to assist an average of 35 extremely low and very low income households annually. Encourage landlords to register units; prepare bilingual HaCOLA program contact information.	Dec-21	As of February 2021, total of 88 households are receiving Section 8 rental assistance through HaCOLA, including 45 standard housing vouchers; 38 project based vouchers; 2 continuum of care vouchers; and 3 VASH (veterans) vouchers. City continues to work with Affordable Housing developers to refer prospective tenants to HaCOLA to apply for and/or be placed on the Section 8 voucher waiting list. City also works with property owners recommending inclusion of their property on HaCOLA's list of registered units.
10. Fair Housing	Contract with the FHCSFV, or another fair housing provider; disseminate brochures; coordinate fair housing education with community events.	Dec-21	City provides links on its website and a list of housing resources at the public counter to property owners and renters, including a brochure for the Housing Rights Center with offices in San Fernando Valley.







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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:** March 21, 2022

**Subject:** Consideration to Approve Co-Sponsorship of the Valley Economic Alliance Housing Crisis Awareness Campaign and the Use of the City Seal

### **RECOMMENDATION:**

It is recommended that the City Council:

- a. Approve the Co-Sponsorship of the Valley Economic Alliance (VEA) Housing Crisis Awareness Campaign;
- b. Approve the use of the City seal on the print material and social media pursuant to City Council Resolution No. 6904; and
- c. Authorize the participation in, and use of the City seal for, the VEA Housing Crisis Awareness Campaign, with City Manager approval.

### **BACKGROUND:**

1. In spring 2021, VEA's Livable and Sustainable Communities Committee organized a marketing campaign to raise awareness of housing shortage, the needs for more housing in the San Fernando Valley region, and how residents can play an important role by voicing support for the development workforce housing.
2. In summer 2021, VEA partnered with the Southland Regional Association of Realtors, who conducted a phone survey of residents to ascertain public opinion about the region's housing needs. Results from the survey indicated that many respondents were aware of the rising cost of housing, but not aware that increasing the supply of housing could help.
3. In fall 2021, VEA launched the "Housing Crisis Awareness Campaign" that included paid and social media posts, emails, media outreach, and newspaper advertising.
4. In early 2022, VEA reached out to the City Manager to invite the City to become a partner in the campaign by sharing social media messaging and installing street banners along major



## Consideration to Approve Co-Sponsorship of the Valley Economic Alliance Housing Crisis Awareness Campaign and the Use of the City Seal

Page 2 of 3

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transportation corridors to strengthen the reach of the campaign in the City and demonstrate the City's leadership in addressing the need for housing.

### ANALYSIS:

The Valley Economic Alliance (VEA) is a non-profit strategic private-public organization consisting of businesses, government, education, and community organizations in the San Fernando Valley. Since its establishment in 1995, the VEA has worked to advance its mission through four initiative areas: Economic Development, Education and Workforce Development, Livable and Sustainable Communities, and Marketing the Valley. The City of San Fernando is one of five member cities (Burbank, Calabasas, Glendale, Los Angeles, and San Fernando) of the VEA.

The committee for Livable and Sustainable Communities organized and launched a "Housing Crisis Awareness Campaign" in 2021. The purpose of the campaign is to raise awareness of housing shortage and the needs for more affordable housing in San Fernando Valley area. The campaign promotes the following seven reasons to support more housing:

1. *Housing Creates Healthier Communities.*
2. *Housing Can Increase Property Values.*
3. *Housing Creates a Better Start for Kids.*
4. *Housing Creates Jobs.*
5. *Housing Reduces Traffic Congestion and Creates a Cleaner Environment.*
6. *Housing Creates More Equitable Neighborhoods.*
7. *Housing Keeps Teachers and Public Safety Officers Close to Our Neighborhoods.*

This campaign supports one of the goals of the State Department of Housing and Community Development (HCD) and the City's Housing Element for promoting an awareness for the needs of more affordable housing units in the City. This campaign is one pathway to inform the community of the benefits of having affordable housings in their communities, such as helping teachers and public safety officers stay close to their jobs, creating more equitable neighborhoods, and other benefits. Collaboration with the VEA on this campaign is favorable to HCD as it shows that the City is supporting affordable housing.

The co-sponsorship request includes the City co-branding with the VEA on street banners in the City and promoting the campaign in City's social media (see Attachment "A" for sample social media materials). The City would be acknowledged on campaign materials including, but not limited to, placing the City seal on the street banners themselves. Banners will be printed at a local printer in the City and will be displayed on street poles and bus stops along San Fernando Blvd., Truman St., and Maclay Ave. Other sponsors include the Southern California Association of Realtors, TheZoo360 (provided campaign logo and banner design services), and Union Bank. Additional details about the campaign can be found in a Presentation prepared by the VEA



**Consideration to Approve Co-Sponsorship of the Valley Economic Alliance Housing Crisis Awareness Campaign and the Use of the City Seal**

Page 3 of 3

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(Attachment “B”) and at [www.TheValley.net/Housing](http://www.TheValley.net/Housing). A full list of recognition and benefits will be provided upon request.

**BUDGET IMPACT:**

There is no cost associated with co-sponsoring the campaign. The cost of printing and displaying the banners are included in the Community Development Department and Public Works Department Fiscal Year 2021-2022 budget. Staff anticipates printing 10 banners to display on street poles and no more than 10 to display at bus stops. The cost for printing the banners will be approximately \$800, which can be funded from the advertising account (Account No. 001-150-0000-4230) of the Community Development Department as part of the City’s efforts to promote housing through the City’s Housing Element.

**CONCLUSION:**

Staff is requesting that the City Council (1) approve the co-sponsorship of the VEA Housing Crisis Awareness Campaign; (2) approve the use of the City seal on the print material and social media; and (3) authorize the participation in, and use of the City seal for, the VEA Housing Crisis Awareness Campaign, with City Manager approval.

**ATTACHMENTS:**

- A. Housing Crisis Awareness Campaign Social Media Materials
- B. Housing Crisis Awareness Campaign Presentation



# Facebook Analytics

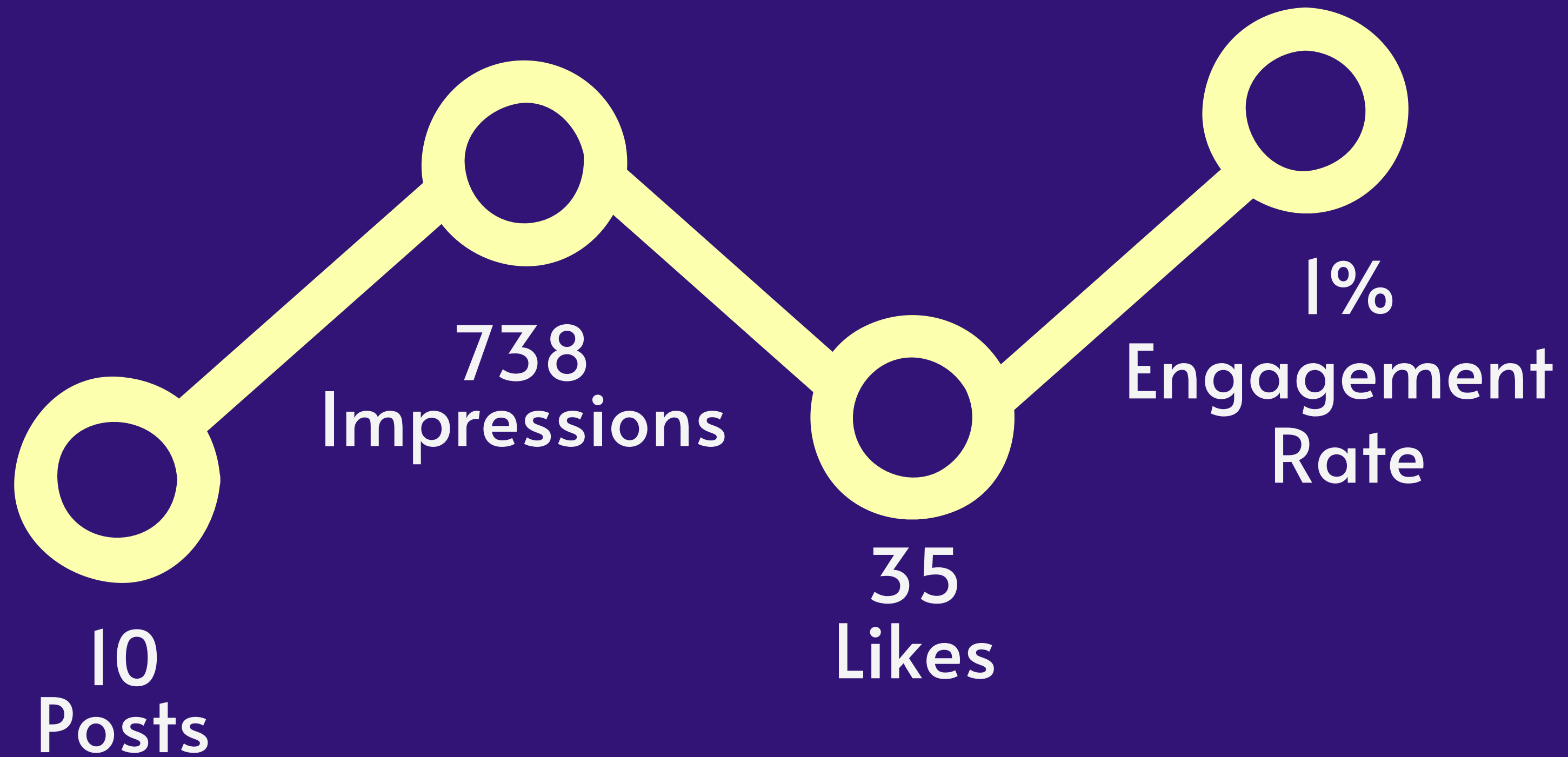


**The Valley Economic Alliance**  
*SFV Housing Campaign*



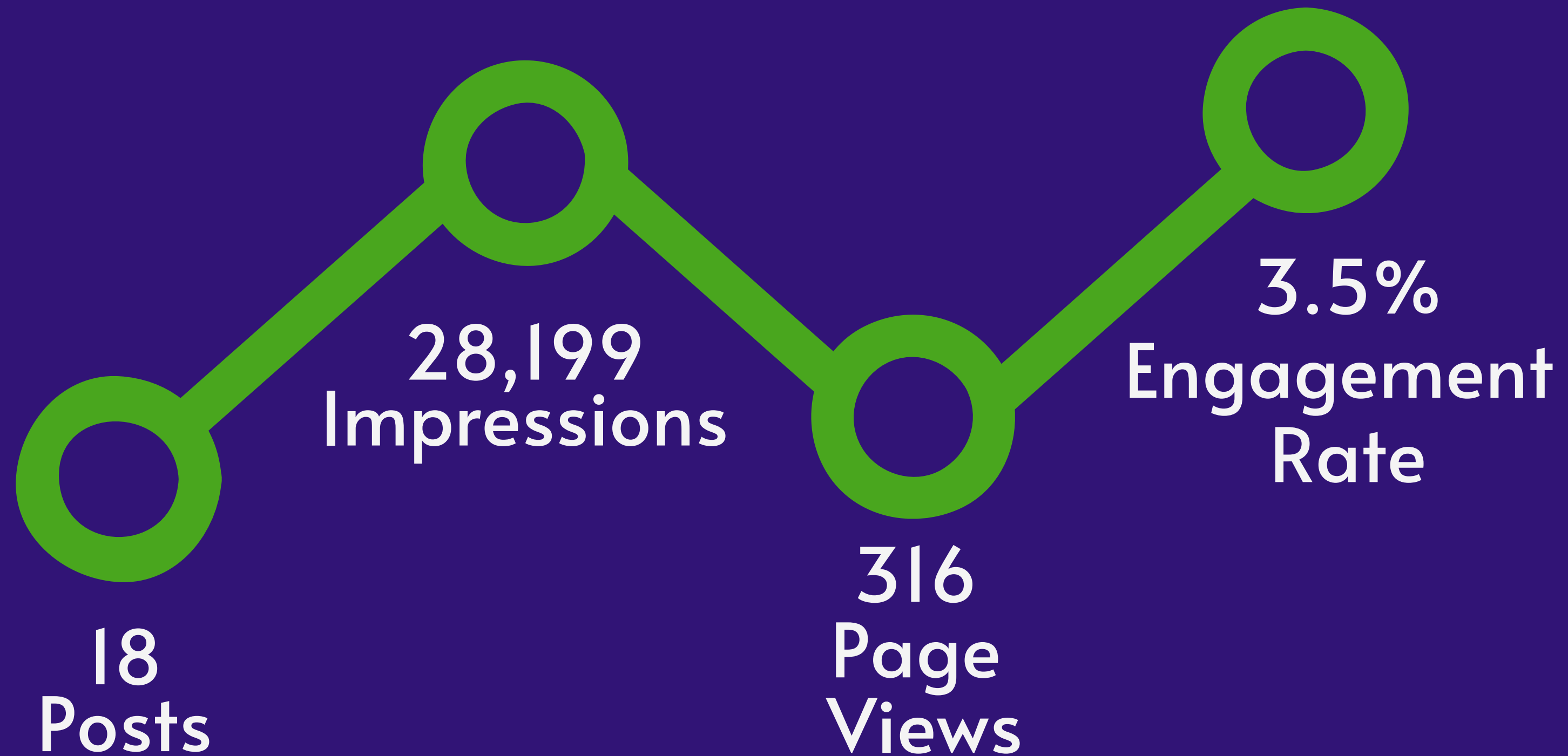


# ORGANIC POSTS





# PAID ADVERTISING





# TOP POSTS

SUPPORT HOUSING AT THEVALLEY.NET/HOUSING

CITIES NEED RESIDENTS TO SUPPORT HOUSING IN ORDER TO MEET THE NEED.



 The Valley Economic Alliance

*You  
can  
help*



SUPPORT HOUSING AT THEVALLEY.NET/HOUSING

MORE HOUSING CAN KEEP TEACHERS AND PUBLIC SAFETY OFFICERS CLOSE TO OUR NEIGHBORHOODS



 The Valley Economic Alliance


*You  
can  
help*



SUPPORT HOUSING AT THEVALLEY.NET/HOUSING

72% SAY HAVING A FULL-TIME JOB BUT STILL NOT BEING ABLE TO AFFORD A HOME IS A HUGE OBSTACLE.



 The Valley Economic Alliance

*You  
can  
help*



SUPPORT HOUSING AT THEVALLEY.NET/HOUSING

BUILDING HOUSING CAN CREATE HEALTHIER COMMUNITIES



 The Valley Economic Alliance


*You  
can  
help*



SUPPORT HOUSING AT THEVALLEY.NET/HOUSING

THE SAN FERNANDO VALLEY REGION NEEDS MORE HOUSING.

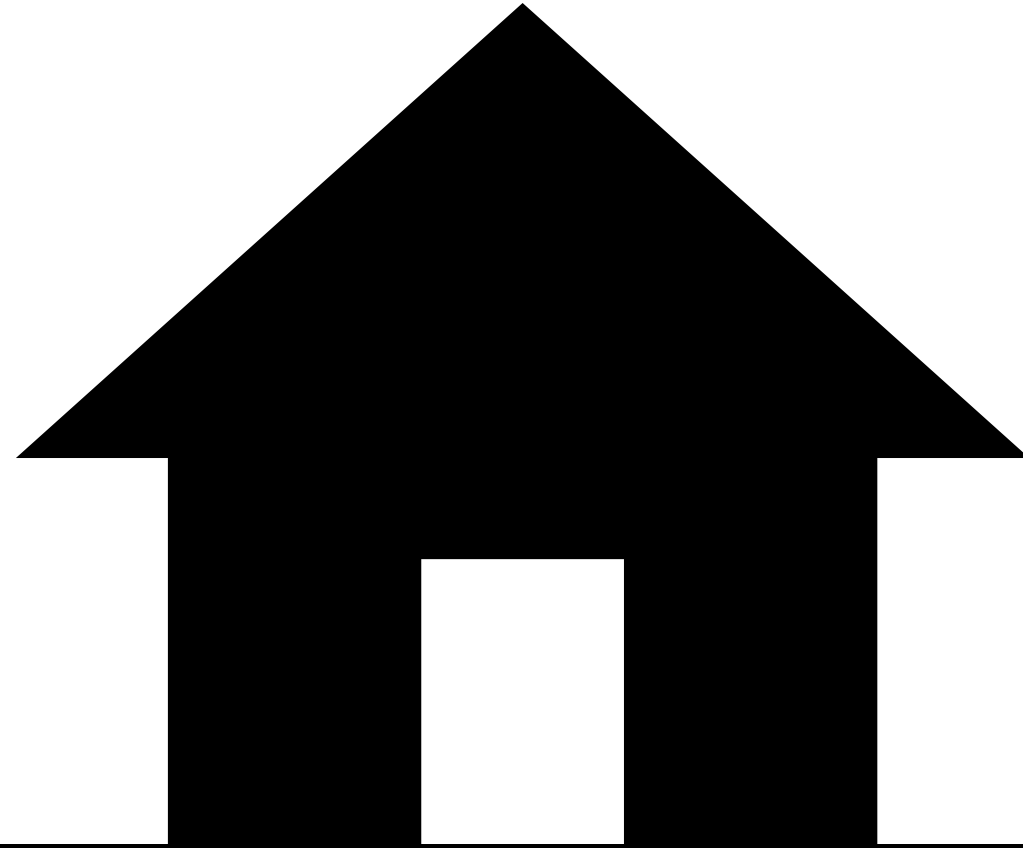


 The Valley Economic Alliance

*You  
can  
help*



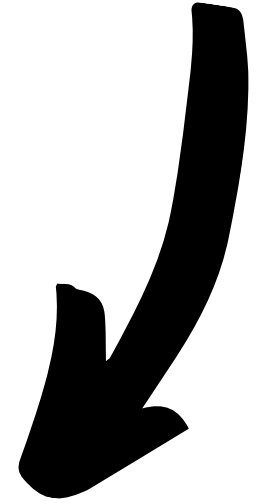




**HOUSING CRISIS AWARENESS  
CAMPAIGN - FALL 2021**



**AWARENESS  
CAMPAIGN  
FALL 2021**



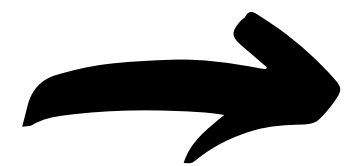


**LACK OF  
ADEQUATE  
HOUSING**



- **CRISIS STAGE AT ALL LEVELS ESPECIALLY AFFORDABLE HOUSING**
- **CRITICAL DRIVER OF THE GROWING POPULATION OF UNHOUSED IN OUR REGION**
- **WHY MANY ESSENTIAL WORKERS AND WORKING FAMILIES MOVE AWAY**
- **CREATES GRIDLOCK AND POOR AIR QUALITY**





# CURRENT HOUSING NEEDS

- 1 CA NEEDS 3.5 MILLION NEW HOUSING UNITS BY 2025
- 2 LA COUNTY NEEDS 812,060 NEW UNITS IN THE NEXT 8 YEARS --340K AFFORDABLE UNITS
- 3 THE CITY OF LOS ANGELES NEEDS 455K NEW UNITS--  
- 259K AFFORDABLE (THAT IS 57K UNITS/YR  
WHEREAS THE CURRENT RATE IS 16-20K/YR)



Every city in California is required periodically to update its "housing element" plan. The Southern California Association of Governments (SCAG) has determined that the City of LA needs to build 455,000 new units in the next eight years to meet the demand. SCAG has also determined that the County of LA needs to build more than 800,000 units throughout the County's 88 cities and unincorporated areas by 2029.



# WHY THE BACKLOG?

**The slow rate of housing development is attributable in large part to reasons such as:**

**Scarcity of land \* High cost of labor \* CEQA and other regulatory compliance \* Complex financing \* Focus on single-family housing \* NIMBYs**

**Many local residents are unaware of the need for additional housing and how it can relieve upward pressure on home prices. Unfortunately, the "NIMBY" ("not in my backyard") residents often oppose housing development, perhaps not realizing that this can impede the development of workforce housing for teachers, supportive housing for the homeless, transit-oriented condos and apartments, and more.**





# NEW OPPORTUNITIES

- Residents can build Accesory Dwelling Units (ADUs) on their properties
- Vacant commercial property can be converted to housing or mixed-use
- Developers can build high density, transit-oriented developments
- LAUSD can build workforce housing
- Colleges and universities can build on their campuses
- Communiites can build housing for the unsheltered in the form of tiny homes, motel/hotel conversions, ground-up construction, container conversions, etc.



**THE LIVABLE & SUSTAINABLE COMMUNITIES COMMITTEE OF THE  
VALLEY ECONOMIC ALLIANCE WILL LAUNCH A MARKETING CAMPAIGN  
THIS FALL TO RAISE AWARENESS OF THE  
CRITICAL NEED TO DEVELOP AFFORDABLE HOUSING NOW**



# The "Housing Creates Communities" Campaign

- **PHONE SURVEY.** THE SOUTHLAND REGIONAL ASSOCIATION REALTORS (SRAR) WILL SURVEY 600 RESIDENTS ABOUT THEIR ATTITUDE TOWARD HOUSING DEVELOPMENT
- **MARKETING CREATIVE.** UNION BANK WILL PROVIDE PRO BONO MARKETING EXPERTISE TO DEVELOP THE CAMPAIGN
- **OUTREACH:** THE CAMPAIGN WILL INCLUDE EMAIL, SOCIAL MEDIA, NEWS COVERAGE AND POTENTIALLY STREET BANNERS
- **COLLABORATION:** OUTREACH PARTNERS, OUR MEMBER CITIES, AND SPONSORS ARE WELCOMED



**Raising the awareness among local residents  
of the critical need for more housing development.**



# YOUR ROLE

**YOU CAN BE A PART OF THE SOLUTION.**

- **SPONSOR STREET BANNERS OR OTHER ADVERTISING IN EXCHANGE FOR LOGO RECOGNITION**
- **PROMOTE THE CAMPAIGN IN YOUR SOCIAL MEDIA AND/OR NEWSLETTERS**
- **INVITE ALLIANCE SPEAKERS TO MAKE BRIEF PRESENTATIONS (5-10 MIN) AT EMPLOYEE MEETINGS OR OTHER EVENTS**



THANK YOU FOR  
HELPING US  
MAKE A  
DIFFERENCE.

FOR SPONSORSHIP OPPORTUNITIES  
CONTACT JACQUI MATSUMOTO AT  
(818) 481-8161  
JMATSUMOTO@ECONOMICALLIANCE.ORG



**THEVALLEY.NET \* INFO@ECONOMICALLIANCE.ORG**



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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

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

**Date:** March 21, 2022

**Subject:** Consideration to Authorize a Purchase Order with Downtown Ford Sales for a 2023 Ford F650 Regular Cab Dump Truck with Gasoline Engine Under the State of California Cooperative Purchasing Contract 1-18-23-10A

### RECOMMENDATION:

It is recommended that the City Council:

- a. Authorize a Purchase Order in an amount not to exceed \$114,136.89, with Downtown Ford Sales, for the purchase of a 2023 Ford F650 Regular Cab Dump Truck with gasoline engine under the State of California Cooperative Purchasing Contract 1-18-23-10A; and
- b. Adopt Resolution No. 8131 (Attachment "A") to transfer and appropriate \$125,000 into the Equipment/Vehicle Maintenance and Replacement Fund to pay for the purchase of a 2023 Ford F650 Regular Cab Dump Truck from Downtown Ford Sales; and
- c. Authorize City Manager to execute the Purchase Order and all related documents.

### BACKGROUND:

1. In March 1978, the City purchased a Ford F600 gas powered truck with a dump body for use in the Public Works Department.
2. On June 19, 2021, the City Council included funding for the replacement of the aging Ford F600 as an enhancement in the Fiscal Year (FY) 2021-2022 Adopted Budget.
3. In January 2022, staff obtained bids for a 2023 Ford F650 Regular Cab Dump Truck with a gasoline engine and automatic transmission via the State of California Contract Cooperative Contract (Attachment "B") and Sourcewell (Nationwide) Cooperative Purchasing Contract (Attachment "C") to replace its current Ford F-600 dump truck.



**Consideration to Authorize a Purchase Order with Downtown Ford Sales for a 2023 Ford F650 Regular Cab Dump Truck with Gasoline Engine Under the State of California Cooperative Purchasing Contract 1-18-23-10A**

Page 2 of 3

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**ANALYSIS:**

The current Ford F600 Dump Truck is a versatile piece of heavy equipment that has been used for the past 44 years by the Public Works Operations Division in regular support of work on the City's streets, trees, facilities, and sewers. It is routinely used for the transport and removal of excavated materials, tree limbs, gravel, sand, street paving materials, pipe, and illegally-dumped items.

Despite the vehicle being well beyond its useful life (see photo, Attachment "D"), the City has managed to keep it operational and has used it for larger projects that require transport of significant amounts of material around the City for public works projects. However, for safety and efficiency of work, the City is at the point of replacing it so that there is a reliable piece of machinery on all of public works projects. Many of the replacement parts for repairs on the truck are no longer available.

The new vehicle, a Ford F650 (see photo, Attachment "E"), will be similar in specifications to the old truck, but it comes equipped with more safety features such as back-up alarms, safety lighting, improved suspension system, and more advanced breaks for safer operation of the truck. From an environmental standpoint, the engine will provide improved fuel efficiency and reduced emissions.

Procurement through the Statewide Contract.

Section 2-802 of the City's Purchasing Ordinance authorizes meeting competitive bid requirements through the purchase of equipment from cooperative purchase contracts obtained through a competitive bidding process prepared by and awarded by another local, state or federal government agency. The proposed purchase meets the purchasing requirements of Section 2-802.

California's Statewide Cooperative Contract provides state and local government agencies within the State of California with a specialized procurement process for obtaining specific products and services. This program ensures that purchasing agencies are given the option to choose the service that best meets their specific business needs, while maintaining an easy-to-use, cost-effective government procurement plan.

The State's Cooperative has a competitively bid contract with Downtown Ford Sales for equipment that is available for purchase by local government agencies (California state contract No. 1-18-23-10A). Public Works staff also obtained a bid from a contractor that provides nationwide cooperative pricing through Sourcewell (Attachment "B"). In this case, the statewide pricing through Downtown Ford Sales was the lowest bid – \$12,767 lower than the nationwide Sourcewell pricing.



**Consideration to Authorize a Purchase Order with Downtown Ford Sales for a 2023 Ford F650 Regular Cab Dump Truck with Gasoline Engine Under the State of California Cooperative Purchasing Contract 1-18-23-10A**

Page 3 of 3

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**BUDGET IMPACT:**

The purchase of the 2023 Ford F650 Regular Cab Dump Truck was approved as an enhancement in the FY 2021-2022 budget and \$125,000 was appropriated in the General Fund in the Public Works division in account 001-310-0000-4500 (Capital Equipment). The proposed Budget Resolution will allow staff to transfer and appropriate the funds in the Equipment/Vehicle Maintenance and Replacement Fund and will give staff the authority to make the purchase from the proper fund.

**CONCLUSION:**

Staff recommends the City Council authorize a Purchase Order with Downtown (Sacramento) Ford Sales in an amount not to exceed \$114,136.89 based on Section 2-802 of the City's Purchasing Ordinance 1653 allowing purchasing of equipment through cooperative purchasing agreements.

**ATTACHMENTS:**

- A. Resolution No. 8131
- B. Downtown Ford Sales quote (Statewide pricing)
- C. PB Loader quote (Nationwide pricing)
- D. Photo of existing 1978 Ford F600 Dump Truck
- E. Photo of new 2023 Ford F650 Dump Truck



**RESOLUTION NO. 8131**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,  
CALIFORNIA, AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022  
ADOPTED ON JUNE 21, 2021**

**WHEREAS**, the City 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**, an annual budget for the City of San Fernando for Fiscal Year beginning July 1, 2021 and ending July 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:

EQUIPMENT/VEHICLE REPLACEMENT FUND (041): PURCHASE OF 2023 FORD F650  
REGULAR CAB DUMP TRUCK

Increase in Revenues:

Account No. 041-3970-0000	\$125,000
---------------------------	-----------

Increase in Expenditures

Account No. 041-311-0000-4500	\$125,000
-------------------------------	-----------

**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 21<sup>st</sup> day of March, 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. 8131 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 21<sup>st</sup> day of March, 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 March, 2022.

---

Julia Fritz, City Clerk



**THIS IS YOUR QUOTE**

DOWNTOWN FORD SALES  
525 N16th Street, Sacramento, CA. 95811  
916-442-6931 fax 916-491-3138

RJM100420211534

**QUOTATION**

REVISED 1-11-2022

**Customer**

Name CITY OF SAN FERNANDO  
Address FORD F650 REGULAR CAB GASOLINE WITH  
City 16' DEBRIS DUMP BODY  
Phone ATTN: JAMES DEAN

Date 1/11/2022  
REP BOB MILLOY  
Phone \_\_\_\_\_  
FOB SACRAMENTO

Qty	Description	Unit Price	TOTAL
1	STATE OF CALIFORNIA CONTRACT 1-18-23-20A CLIN 36 FORD F650 REGULAR CAB GASOLINE CAB/CHASSIS 4X2, 7.3L Gas Engine, 350 HP, 468 lbs/ft Torque 6 Speed HD Auto Trans, 26,000 lbs GVWR, 8,500# Front Axle & Suspension, 17,500 # Rear Axle and 19,000 # Rear Suspension, Hydraulic Brakes, 50 Gal Fuel Tank, 11R22.5 Load Range "G" Tires all Position Tread, 30/0/30 Vinyl Seats, Vinyl Flooring, A/C, AM/FM, Cruise Control, Tilt Steering Wheel, XL Trim, 176" WB / 102" CA	\$44,464.00	\$44,464.00
1	Anticipated 3% Price Increase for 2023 Model Year	\$1,333.00	\$1,333.00
1	Change wheelbase to 212" with 138" CA	\$515.00	\$515.00
1	PTO Provision	\$295.00	\$295.00
1	Upgrade Fuel Tank to 60 Gallons	\$247.00	\$247.00
1	Upgrade Seat to 30/70 Vinyl w/ 2 Pass seat	\$339.00	\$339.00
1	Power Equipment Group - Power Windows/Locks	\$470.00	\$470.00
1	Remote Keyless Entry w/ 2 Key FOBS	\$195.00	\$195.00
1	Securilock Passive Anti Theft (Rqd by above remote key)	\$120.00	\$120.00
1	Body Builder Wiring to End of Frame	\$135.00	\$135.00
1	Jump Start Stud (Remote Mounted)	\$88.00	\$88.00
1	Add Rear Shock Absorbers	\$165.00	\$165.00
1	Upfitter Switches	\$125.00	\$125.00
1	16' Debris Dump per attached Scelzi Quote # 235469	\$54,940.00	\$54,940.00
	NOTE - Body Quote only good for 30 days, will have to be requoted.		
1	Doc Fee	\$85.00	\$85.00
	Spare Tire and wheel Not Available		
	Subtotal		\$103,516.00
	Delivery		incl
	Sales Tax		\$10,610.39
	CA Tire Tax		\$10.50
	<b>TOTAL DUE</b>		<b>\$114,136.89</b>

**\$500 DISCOUNT FOR QUICK  
PAYMENT IN 20 DAYS**





2286 E. Date Ave.  
 Fresno, CA 93706  
 Phone: 559-237-5541  
 Fax: 559-237-5554  
 www.SEINC.com

235469

Date: 1/11/2022, 2:44:27 PM

User: Uribe, Ruben

**Bill To:** DOWNTOWN FORD  
 Attn: MILLOY, BOB  
 525 N 16TH STREET  
 SACRAMENTO, CA 95811  
 (916) 230-2569

**Ship To:** CITY OF SAN FERNANDO  
 Attn: DEAN, JAMES  
 117 MACNEIL STREET  
 SAN FERNANDO, CA 91340  
 (818) 898-1295

+10%  
 STATE

<b>Quote Date:</b>	01/11/2022	<b>Salesman:</b>	Uribe, Ruben
<b>Expiration Date:</b>	02/10/2022	<b>Ship Via:</b>	SCELZI DROPSHIP
<b>Sales Tax</b>	Exempt @ 0.000%	<b>Terms:</b>	Net 10
		<b>PO Number:</b>	

**Notes:**

MOUNT IN FRESNO  
 PAINT BODY WHITE  
 FUEL TANK UNDER CAB - GAS

\*\*\* RE: CITY OF SAN FERNANDO \*\*\*

Qty	Part Number	Description	Total	Tax
1	Customer Chassis	2022, FORD, F750, REG CAB, WHITE, GAS, DRW 138" CA	\$0.00	
1	DUMP	16' LONG X 86" WIDE INSIDE X 48" HIGH SIDES X 48" BARN DOORS X 48" BULKHEAD 3/16" HARDOX 450 FLOOR WITH BEVELED SIDE CORNERS AND FRONT 8" CHANNEL LONGS 10GA. HIGH TENSILE SIDES WITH 2 ROWS OF CORRUGATIONS, 6 VERTICAL POSTS 3" X 3" X .188 WALL TUBING TOP RAIL SLOPED RUNNING BOARDS CLOSED AT BOTTOM FULL DEPTH REAR CORNER POSTS 10GA. HIGH TENSILE BULKHEAD WITH 3 HORIZONTAL CORRUGATIONS AND TUBE STIFFENERS 10 GA HIGH TENSILE REAR SWING-OUT DOUBLE DOORS WITH DOOR LATCH REAR MUD FLAPS 1/4 SIZE CAB SHIELD, WING TYPE LED LIGHT KIT (OVAL STOP & TURN AND MARKER LIGHTS, OEMS ARE INCANDESCENT)  1EA - PAINTED SINGLE STAGE WHITE, INSIDE AND OUTSIDE	\$49,560.00	



2286 E. Date Ave.  
Fresno, CA 93706  
Phone: 559-237-5541  
Fax: 559-237-5554  
www.SEINC.com

## Quotation

235469

Date: 1/11/2022, 2:44:27 PM

User: Uribe, Ruben

1EA - BACKUP ALARM ECCO #510

1EA- SCELZI CS6620 DIRECT MOUNT TWIN CYLINDER UNDERBODY  
HOIST, CLASS G 17.6 TON CAPACITY AT 23" OVERHANG DOUBLE  
ACTING, POWER UP/DOWN, PTO AND DIRECT MOUNT PUMP  
HYDRAULIC TANK WITH 8S SOLENOID OPERATED VALVE 2"  
HARDWOOD CUSHION ON TRUCK CHASSIS LED BODY RAISED  
WARNING LIGHT, BODY PROP, INSIDE CAB CONTROL

1EA - CLASS 5 DUMP HITCH WITH NO INSERT

1EA - TRAILER PLUG 7/4 OEM SOCKET

1EA - ROSTRA BACKUP CAMERA #250-8183-HD-10M WITH ROSTRA  
MIRROR MONITOR #250-8208

2EA - ADJUSTABLE POLE LIGHTS WITH (2EA) 4.6" X 4.6" BUYERS  
#1492128 LED LIGHT HEADS PER POLE, MOUNT (1EA) SIDE ON  
HEADBOARD UPRIGHT - WIRED TO SINGLE SWITCH IN CAB

4EA - WHELEN #IONSMA AMBER SUPER L.E.D STROBE LIGHTS (2EA)  
MOUNTED IN GRILL AND (2EA) SIDE ON REAR OF BODY WIRED TO  
SINGLE SWITCH IN CAB

1EA - ECCO #7960A LED AMBER STROBE LIGHT MOUNTED TOP  
CENTER OF CAB SHIELD WITH SELF-LEVELING BRACKET # B210880,  
WIRED TO SINGLE SWITCH IN DASH

\*\*\* NOTE: WIRE ALL STROBE LIGHTS ON (1EA) SWITCH IN CAB \*\*\*

1EA - BUYERS STEEL RETRACTABLE TRUCK STEP WITH 3 RUNGS,  
PART# 5233000 MOUNTED UNDERBED AT REAR PASSENGER SIDE  
WITH GRAB HANDLE ON INTERIOR WALL

2EA - CONE HOLDERS, FRAME MOUNTED UNDERBED (1EA) SIDE IN  
FRONT OF REAR TIRES

2 BASKETS	60" X 18" X 18" UNDERBODY FRAME MOUNTED PERFORATED SHOVEL BASKETS, (1EA) SIDE AT FRONT	\$0.00
1 HAZ MAT - HWD FEE	HAZARDOUS WASTE DISPOSAL FEE	\$45.00
1 WEIGHT CERTIFICATE	WEIGHT CERTIFICATE OF COMPLETED UNIT	\$41.00
1 TRANSPORTATION	ONE WAY TO SAN FERNANDO, CA	\$300.00

**Sub Total \$49,946.00**

**Sales Tax \$0.00**

**Total \$49,946.00**




**QUOTATION  
NO. 11268R**

**CITY OF SAN FERNANDO**  
**117 N MACNEIL ST**  
**SAN FERNANDO, CA 91340-2993**  
**SOURCEWELL MEMBER ID NO. 33007**

DATE: 1/31/2022  
 TERMS: NET 30  
 F.O.B: FRESNO  
 MFG PRODUCT: SEE BELOW  
 INSTALL: SEE BELOW

QTY	PART NO.	DESCRIPTION	PRICE	EXTENSION
		<b><u>PB LOADER CONTRACT NO. 080521-PBL</u></b> <b><u>SOURCEWELL CONTRACT - DISCOUNTED PRICES</u></b>		
		<b><u>LANDSCAPE BODY &amp; ACCESSORIES</u></b>		
1	PBLFB-07	PB LOADER SUPER HEAVY DUTY FLAT BED, 14 FT, 3/16" TREADPLATE STEEL OVER WOOD FLOOR, BULKHEAD, LED LIGHTS, WIRING HARNES & BACKUP ALARM, MUD FLAPS, PAINT BLACK,		\$18,887.00
1	7300-00	FRONT BUMPER CONE HOLDER (MALE)		\$179.00
1	8200-00	HITCH PLATE W/ D-RINGS & 7-WIRE FLAT SOCKET		\$1,385.00
1	7050-60	PREMIER MODEL 150 COMBO PINTLE AND 2" BALL		\$389.00
2	7000-36	TOOL BOX 36"	\$1,062.00	\$2,124.00
		<b><u>SOURCEWELL CHASSIS</u></b>		
1	FORD-03	2021 FORD F-650 CHASSIS, 26,000 GVWR, 7.3L V8 GASOLINE ENGINE, TORQSHIFT AUTOMATIC TRANSMISSION WITH OVERDRIVE AND PTO PROVISION, TOW PROVISIONS, LEAF SPRING SUSPENSION, 50-GALLON FUEL TANK, STEEL WHEELS, CAB PAINTED WHITE 2 KEYS W/ FOB, AUX SWITCHES.		\$69,988.00
		<b><u>MARKET PRICE ITEMS</u></b>		
1	UPGRADE	ADD TO UPGRADE ABOVE BODY TO: - 14' RUGBY LANDSCAPE UNIBODY - 48" FRONT, SIDES, AND REAR - 10 GA. STEEL - 10 GA. STEEL FLOOR - 54" WIDE SIDE OPENING DOOR ON PASSENGER SIDE - RETRACTABLE PULL LADDER - BARN DOOR-STYLE TAILGATE - SR 4020 DIRECT MOUNT HOIST - CLASS 40 - 1/4 SIZE CAB SHIELD - TWO (2) FORK-STYLE TOOL HOLDERS ON FRONT OF BODY - STEP ON DRIVER SIDE FRONT OF BODY - STEEL MUD GUARDS AND RUBBER MUD FLAPS - BACKUP ALARM - PAINT BLACK - INSTALLATION		\$14,771.00
		<b><u>MARKET PRICE CHASSIS</u></b>		
1	UPGRADE	ADD TO UPGRADE ABOVE CHASSIS TO 2023 FORD F-650 REGULAR CAB GAS CHASSIS, 7.3L 2V DEVCT NA PFI V8 ENGINE, TORQSHIFT HD 6-SPEED AUTOMATIC TRANSMISSION, 26,000 GVWR, 50-GAL. FUEL TANK, STEEL WHEELS, PAINT WHITE.		\$7,745.00
<b>SUB TOTAL:</b>				\$115,468.00
<b>10.25% SALES TAX:</b>				\$11,835.47
<b>FREIGHT:</b>				\$1,600.00
<b>TOTAL WITH FREIGHT:</b>				\$128,903.47
<b>NOTES:</b> 1. LEAD TIME FOR BODY PRODUCTION IS 120 DAYS, WITH AN ADDITIONAL 120-150 DAYS TO INSTALL AFTER RECEIPT OF CHASSIS AND BODY.  2. PB LOADER REQUIRES A 120" CAB TO AXLE. REQUIREMENT MUST BE MUTUALLY AGREED UPON WITH PB LOADER PRIOR TO ORDERING THE CHASSIS. PB LOADER WILL NOT BE RESPONSIBLE FOR FRAME CHANGES DUE TO INSUFFICIENT CHASSIS FRAME SPACE.  3. LEAD TIME SUBJECT TO CHANGE AT TIME OF ORDER  4. CHASSIS REQUIRES PTO AND AUXILIARY SWITCHES IN DASH.  5. DELIVERY DATE FOR CHASSIS TO PB LOADER MUST BE MUTUALLY AGREED UPON  Delivery times are approximate.				

**PB Loader Corporation**  
**5778 W. Barstow • Fresno, California 93722-5024 • Telephone (559) 277-7370 • Fax (559) 277-7375**  
**Toll free 800-350-8521 • Web [www.pbloader.com](http://www.pbloader.com)**



**ATTACHMENT "D"**





**ATTACHMENT "E"**





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## AGENDA REPORT

**To:** Mayor Mary Mendoza and Councilmembers

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

**Date:** March 21, 2022

**Subject:** Consideration to Adopt a Resolution Appropriating Congestion Mitigation and Air Quality Program Grant Funds for the San Fernando Pacoima Wash Bike Path Project

### RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8130 (Attachment "A") appropriating \$1,513,000 in Congestion Mitigation and Air Quality (CMAQ) Program Funds for the San Fernando Pacoima Wash Bike Path Project into the Fiscal Year (FY) 2021-2022 adopted budget; and
- b. Authorize the City Manager to execute all related documents to accept the grant funds and make non-substantive changes, if necessary.

### BACKGROUND:

1. In 2007, the City was awarded \$1,513,000 in grant funding from the Los Angeles County Metropolitan Transportation Authority (METRO) Call for Projects to fund the Pacoima Wash Bike Path Project.
2. In February 2014, METRO rescinded the \$1,513,000 grant award due to the changes in Federal Government rules for funding substantial bicycle and pedestrian projects. The rule change focused on allocating federal funds to county-level transportation agencies, like METRO, for an increased number of small projects instead of funding larger projects like the Pacoima Wash Bike Path Project. Going forward more substantial projects would be funded through state-level grant programs, like the Caltrans Active Transportation Program (ATP).
3. On March 17, 2014, the City Council approved the preparation and submittal of an ATP grant application to replace the \$1,513,000 in funds rescinded by METRO. The City was not successful in this grant application.



**Consideration to Adopt a Resolution Appropriating Congestion Mitigation and Air Quality Program Grant Funds for the San Fernando Pacoima Wash Bike Path Project**

Page 2 of 3

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4. On August 26, 2016, the METRO Board approved an allocation of \$1,513,000 in CMAQ funding to replace grant funding that was rescinded in 2014.
5. On April 15, 2021, the City executed a Letter of Agreement (Attachment “B”) with METRO to accept \$1,513,000 in CMAQ funds to replace the funding that was originally approved by METRO in 2007 and rescinded in 2014.

**ANALYSIS:**

The Pacoima Wash is a tributary of the Los Angeles River running from Angeles National Forest in the north to the Tujunga Wash in the south. The channelized tributary currently divides neighborhoods creating the potential for unsafe trespassing across the 65-foot channel and forcing pedestrians and bicyclists onto highly traveled roadways with Class II (standard bike lanes), Class III (shared-road bike routes), or no bicycle facilities or sidewalks. In FY 2003-2004, California State Polytechnic University, Pomona’s Department of Landscape Architecture prepared the Pacoima Wash Greenway Master Plan. Following this plan, the City partnered with the Mountains Recreation and Conservation Authority (MRCA) for design support on the portion of the project going through San Fernando. MRCA utilized Surface Transportation Project funds for the development of the engineering and construction plans.

Project Description.

The MRCA conducted design concept, environmental review, and permitting for the Pacoima Wash Bike Path Project that would be a 3.25-mile long Class 1 bikeway stretching from the Lopez Earthen Dam and Debris Basin to the existing pedestrian and bicycle bridge at Haddon Ave. The portion of the project within the City limits would be construction of a 12-foot wide, 1.34-mile long Class I Bicycle/Pedestrian Path along the Pacoima Wash from the southern end of Pacoima Wash Natural Park at Eighth Street to Fourth Street. A prefabricated pedestrian bridge connecting communities from opposite sides of the Pacoima Wash will be installed from the southern end of the natural park, across the wash, and finally connecting to the new bike path to the east of the wash at Eighth Street. The project also includes: at-grade crossings at Fifth Street, Fourth Street, and Glenoaks Boulevard; six community access points; lighting, fencing, signing and striping as wayfinding tools.

Project Status.

The Project is set to release construction bid documents during May 2022 with the resulting award of a construction contract during June 2022. Staff estimates that construction will begin in the summer 2022.



## Consideration to Adopt a Resolution Appropriating Congestion Mitigation and Air Quality Program Grant Funds for the San Fernando Pacoima Wash Bike Path Project

Page 3 of 3

### BUDGET IMPACT:

The table below identifies the sources (revenue) and uses (expenditures) for the Pacoima Wash Bike Path project. The proposed Budget Resolution will appropriate \$1,513,000 in CMAQ funding in the FY 2021-2022 Capital Grant Fund (010). All other funding sources and uses for this project are appropriated in the current fiscal year budget within the Capital Grant (010), Measure R (012) and Measure M (024) Funds.

<b>SOURCES</b>		
<b>Fund</b>	<b>Account Number</b>	<b>Allocation</b>
CMAQ	010-3686-0549	\$ 1,513,000
ATP Cycle 3	010-3686-0550	\$ 973,000
AQMD/MSRC AB2726	010-3686-0551	\$ 354,000
Measure R	012-3210-0551	\$ 398,000
Measure M	024-3210-0551	\$ 228,000
<b>Total Sources:</b>		<b>\$ 3,466,000</b>

<b>USES</b>		
<b>Activity</b>	<b>Account Number</b>	<b>Cost</b>
Construction	010/012/024-311-0551-4600	\$ 2,946,100
Construction Management	010/012/024-311-0551-4600	\$ 346,600
Testing/Labor Compliance	010/012/024-311-0551-4600	\$ 173,300
<b>Total Uses:</b>		<b>\$ 3,466,000</b>

### CONCLUSION:

It is recommended that City Council adopt Resolution No. 8130 appropriating \$1,513,000 in Congestion Mitigation and Air Quality (CMAQ) Program Funds for the San Fernando Pacoima Wash Bike Path Project into the FY 2021-2022 adopted budget.

### ATTACHMENTS:

- A. Resolution No. 8130
- B. Letter of Agreement



**RESOLUTION NO. 8130**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING THE BUDGET FOR FISCAL YEAR 2021-2022 ADOPTED ON JUNE 21, 2021**

**WHEREAS**, the City 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 from the Congestion Mitigation and Air Quality Program (CMAQ) through the Los Angeles County Metropolitan Transportation Authority Letter of Agreement No. LOA.P00F1505 towards the San Fernando Pacoima Bike Wash Project; and

**WHEREAS**, an annual budget for the City of San Fernando for Fiscal Year beginning July 1, 2021 and ending July 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:

**CMAQ FUNDING: SAN FERNANDO PACOIMA WASH BIKE PATH PROJECT**

Increase in Revenues	\$1,513,000
Account No. 010-3686-0549	

Increase in Expenditures	\$1,513,000
Account No. 010-311-0549-4600	

**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 21<sup>st</sup> day of March, 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. 8130 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 21<sup>st</sup> day of March, 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 March, 2022.

---

Julia Fritz, City Clerk





Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

FTIP#: LAF1505

CFP# F1505  
LOA.P00F1505

February 26, 2021

City of San Fernando  
117 Macneil Street  
San Fernando, CA 91340  
Attn: Nick Kimball

RE: LETTER OF AGREEMENT FOR FEDERAL PROJECTS PROGRAMMED THROUGH  
THE LACMTA CALL FOR PROJECTS

Dear Sir/Madam:

As part of the Los Angeles County Metropolitan Transportation Authority ("LACMTA") 2007 Call for Projects, the LACMTA Board of Directors, at its meeting on September 27, 2007, authorized the programming of funds to the City of San Fernando ("Project Sponsor") for San Fernando Pacoima Wash Bike Path – LACMTA Call for Projects ID# F1505, FTIP# LAF1505, (the "Project") subject to the terms and conditions contained in this Letter of Agreement ("LOA").

WHEREAS, LACMTA Board of Directors on July 25, 2019 approved changes to the scope of work.

The terms and conditions of this LOA consist of the following and each is incorporated by reference herein as if fully set forth herein: Specific Terms of the LOA, General Terms of the LOA; Attachment A - the Project Funding, Attachment B - the Scope of Work-, Attachment C - the Reporting Guidelines, Attachment C1 – Quarterly Progress Report, Attachment D - Federal Transportation Improvement Program (FTIP), Attachment E - Caltrans Document List, Attachment F – Special Conditions by the Technical Advisory Committee (TAC) or the Board, and Attachment G - Project Readiness Certification and any other attachments or documents referenced therein.



FTIP# LAF1505

CFP# F1505  
LOA.P00F1505

In the event of a conflict, the Special Conditions for the Project, if any, shall prevail over the Specific Terms of the LOA and the Specific Terms of the LOA shall prevail over the General Terms of the LOA.

Please acknowledge your acceptance and agreement to the terms and conditions of this LOA by signing below.

Very truly yours,



Phillip A. Washington  
Chief Executive Officer

Project Sponsor has read and understands the terms and conditions of this LOA, including all the attachments, and by signing below Project Sponsor hereby accepts and agrees to the terms of this LOA.

CITY OF SAN FERNANDO

DocuSigned by:  
By: Nick Kimball  
1041FC8C27C7499...  
Nick Kimball  
City Manager

Date: 04/05/2021 | 7:42 PM EDT

APPROVED AS TO FORM:

DocuSigned by:  
By: Richard Padilla  
9E6758384A9E4FC  
Richard Padilla  
Assistant City Attorney

Date: 04/15/2021 | 9:23 AM PDT



FTIP# LAF1505

CFP# F1505  
LOA.P00F1505

CALL FOR PROJECTS  
LETTER OF AGREEMENT

PART I  
SPECIFIC TERMS OF THE LOA

1. Title of the Project (the "Project"): San Fernando Pacoima Wash Bike Path - LACMTA Call for Projects ID# F1505, FTIP# LAF1505.
2. Amount of Funds Programmed (the "Funds"): LACMTA Board of Directors' action of September 27, 2007, originally programmed \$1,513,000 (the "Funds") to Project Sponsor for the Project. The Project Sponsor was later required to apply for the State Active Transportation Program, but was not awarded funds. LACMTA Board of Directors' action on August 25, 2016 then reprogrammed the Funds over one year, Fiscal Year (FY) 2018-19.
3. The Funding Agency for this Project (the "Agency") is CALTRANS. The Programming Agency for this Project is LACMTA.
4. The "Project Funding" documents all sources of funds programmed for the Project as approved by LACMTA and is attached as Attachment A. The Project Funding includes the total programmed budget for the Project, including the Funds programmed by LACMTA and the Project Sponsor Funding Commitment (local match). The Project Funding also includes the fiscal years in which all the funds for the Project are programmed.
5. Project Sponsor shall complete the Project as described in the Scope of Work. The "Scope of Work" for the Project is attached to this LOA as Attachment B. The Scope of Work includes a general description of the Project and a detailed description of the work to be completed. The Scope of Work also includes a set schedule including Project milestones consistent with the lapsing policy described in Part II below. Work shall be delivered in accordance with that schedule unless otherwise agreed to by the parties in writing.
6. Attachment C - the Reporting Guidelines; Project Sponsor shall complete the "Quarterly Progress Report." The Quarterly Progress Report is attached to this LOA as Attachment C1 in accordance with Attachment C - Reporting Guidelines.
7. The "FTIP PROJECT SHEET" is attached as Attachment D and is required to ensure that the Project is programmed correctly in the most up-to-date FTIP document. The FTIP PROJECT SHEET can be found in ProgramMetro FTIP database under the reports section at <https://programmetro.ecointeractive.com>. All projects that receive funding through the LACMTA Call for Projects must be programmed into the FTIP which includes locally funded regionally significant projects for information and air quality modeling purposes. Project Sponsor shall review the Project in ProgramMetro each



FTIP# LAF1505

CFP# F1505  
LOA.P00F1505

year and update or correct the Project as necessary during a scheduled FTIP amendment or adoption. Project Sponsor will be notified of amendments and adoptions to the FTIP via e-mail. Changes to the FTIP through ProgramMetro should be made as soon as possible after Project Sponsor is aware of any changes to the Project, but no later than October 1 of the year the change or update is effective. Should Project Sponsor fail to meet this date, it may affect Project Sponsor's ability to access funding, delay the Project and may ultimately result in the Funds being lapsed.

8. Attachment E - Caltrans Document List, are attached to this LOA as Attachment E for reference purposes only and however a more current listing may be found on <http://www.dot.ca.gov/hq/LocalPrograms/> or <http://www.dot.ca.gov/hq/LocalPrograms/public.htm>
9. Attachment F - Special Conditions by the Metro Board of Directors or the Technical Advisory Committee (TAC) is attached as Attachment F.
10. An executed "Project Readiness Certification" is attached as Attachment G, which is evidence that Project Sponsor can appropriately fund and staff the Project so that the Project can be completed in a timely manner.
11. Prior to the obligation of the Funds, no material changes to the Project Funding or the Scope of Work shall be funded or allowed without prior written approval of LACMTA and Project Sponsor. Such prior approval shall be evidenced by an amendment to this LOA, approved and signed by the LACMTA Chief Executive Officer or his designee and Project Sponsor. After the Funds have been obligated, no material changes will be allowed.

12. LACMTA's Address:

Los Angeles County Metropolitan Transportation Authority  
One Gateway Plaza  
Los Angeles, CA 90012  
Attention: Michael Richmai  
Mail Stop: 99-22-7  
Phone: (213) 922-2558  
Email: RichmaiM@metro.net

13. Project Sponsor's Address:

City of San Fernando  
117 Macneil Street  
San Fernando, CA 91340  
Attention: Patsy Orozco  
Phone: (818) 898-1222  
Email: porozco@sfcity.org



FTIP# LAF1505

CFP# F1505  
LOA.P00F1505

PART II  
GENERAL TERMS OF THE LOA

1. PAYMENT OF FUNDS: Project Sponsor understands and agrees that LACMTA provides no Funds under this LOA and LACMTA shall have no responsibility or obligation to provide any Funds for the Project. Project Sponsor shall receive the Funds directly from the Agency pursuant to a separate agreement with the Agency. Project Sponsor shall submit to the Agency the appropriate invoices in the form, manner, and schedule specified by the applicable requirements of the Agency. Project Sponsor cannot be reimbursed for any cost incurred without prior authorization from the Agency. Project Sponsor shall be subject to, and comply with, all applicable requirements of the Agency and of LACMTA as required by LACMTA to fulfill its responsibilities as the programming agency. The allowability of expenditures, the cost reimbursement schedule, eligibility issues, resolution of disputes, and all other issues relating to this LOA shall be subject to the rules, regulations, and requirements of the Agency and LACMTA as the programming agency.

2. TERM:

2.1 The term of this LOA shall commence upon the date of this LOA, and shall terminate upon completion of the Scope of Work and LACMTA's receipt of Caltrans' final voucher paid for the Project.

2.2 Prior to the obligation of the Funds, should LACMTA determine there are insufficient Funds available for the Project, LACMTA may terminate this LOA by giving written notice to Project Sponsor at least thirty (30) days in advance of the effective date of such termination.

3. USE OF FUNDS:

3.1 Project Sponsor shall utilize the Funds to complete the Project as described in the Scope of Work and as approved by LACMTA and in accordance with the applicable requirements of the Agency.

3.2 The Funds, as programmed under this LOA, can only be used towards the completion of the Scope of Work originally adopted by LACMTA unless modified by an amendment to this LOA. Project Sponsor shall also be subject to and comply with all applicable requirements of the Agency administering this Project.



FTIP# LAF1505

CFP# F1505  
LOA.P00F1505

4. REPORTING AND AUDIT REQUIREMENTS:

4.1 Project Sponsor shall be subject to and comply with all applicable requirements of the Agency regarding Project reporting and audit requirements. *Project Sponsor shall use the Federal Transportation Improvement Program ("FTIP") No., Expenditure Authorization ("EA") No., and LACMTA Call for Projects Project ID# on all correspondence.*

4.2 Since the Project is funded exclusively with Federal funds and contains no LACMTA local funding, LACMTA has no audit responsibilities for this Project. Project Sponsor shall comply with all Agency compliance, pre-award and performance audit requirements as deemed necessary to assure that funding expenditures conform to all applicable Project funding guidelines, laws and regulations. LACMTA, as the programming agency, shall have the right, at its sole discretion, to audit the Project for compliance with the terms of this LOA and to assure that funding expenditures conform to the terms of this LOA. LACMTA shall have the same audit rights as the Agency to audit the Project.

4.3 Project Sponsor shall submit the Quarterly Progress Report within 60 days after the close of each quarter on the last day of the months November, February, May and August. Annually with the 4th quarter Progress Report, Project Sponsor also shall submit photos of key components and milestones demonstrating Project progress or completion.

5. EXPENDITURE AND DISPOSITION OF FUNDS:

5.1 The expenditure and disposition of the Funds by Project Sponsor shall be subject to and in accordance with the terms and conditions of this LOA and the applicable requirements of the Agency. Project Sponsor shall not utilize the Funds in any other way or on any project other than that specified in this LOA and the applicable requirements of the Agency.

5.2 Project Sponsor shall be responsible for any and all cost overruns for the Project.

5.3 Project Sponsor shall be eligible for the Funds up to the programmed amount specified in Part I, Section 2 of this LOA subject to the terms and conditions contained herein and in all applicable requirements of the Agency.

5.4 Subject to the requirements and regulations of the Agency, and to the extent allowed by the Agency, any underruns to the funds shown in Attachment A shall be apportioned between LACMTA and Project Sponsor in the same proportion as the Sources of Funds from each party to this LOA as specified in Attachment A to this LOA. Upon completion of the Project described in the Scope of Work and subject to the requirements and regulations of the Agency, and to the extent allowed by the Agency, any unused obligation of the Funds shall revert back to LACMTA for future programming at LACMTA's discretion.

5.5 The programming of the Funds does not imply nor obligate any future



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funding commitment on the part of LACMTA or the Agency.

6. TIMELY USE OF FUNDS / REPROGRAMMING OF FUNDS:

6.1 Project Sponsor must demonstrate timely use of the Funds by:

- (i) executing this LOA within ninety (90) days of receiving formal transmittal of the LOA from LACMTA, or by December 31 of the first Fiscal Year in which the Funds are programmed, whichever date is later; and
- (ii) obligating the Funds programmed under this LOA for allowable costs within 36 months from July 1 of the first Fiscal Year in which the Funds are programmed. All Funds programmed for FY 2018-19 are subject to lapse on June 30, 2021.

If Project Sponsor fails to meet any of the above conditions, the Project shall be considered lapsed and will be submitted to the LACMTA Board of Directors for deobligation.

6.2 Project Sponsor must demonstrate evidence of timely use and obligation of Funds programmed for the Project within the time period described in Part II, Section 6.1 of this LOA. Evidence of timely obligation will be either an executed "Authorization To Proceed" document (Caltrans Version E-76).

6.3 In the event this LOA is not executed and/or evidence of timely obligation of Funds is not provided as described in Part II, Sections 6.1 and 6.2 of this LOA, the Project will be reevaluated by LACMTA as part of the annual Call for Projects Recertification/Deobligation process and the Funds may be deobligated and reprogrammed to another project by the LACMTA Board of Directors. If Project Sponsor does not complete one element of the Project, as described in the FTIP Sheet, due to all or a portion of the Funds lapsing, the entire Project may be subject to deobligation at LACMTA's sole discretion. In the event the Funds are reprogrammed, this LOA shall automatically terminate without further action by either party.

7. SOURCES AND DISPOSITION OF FUNDS:

7.1 The obligation for LACMTA to program the Funds for the Project is subject to sufficient Funds being made available for the Project by the LACMTA Board of Directors, the United States Government or the State of California, as applicable. If such Funds are not made available for the Project, this LOA shall be void and have no further force and effect, and LACMTA shall have no obligation to program the Funds for the Project, unless otherwise agreed to in writing by LACMTA.

7.2 Project Sponsor shall fully fund and contribute the Project Sponsor Funding Commitment, as identified in the Project Funding (Attachment A), towards the cost of the Project. If the Funds identified in Attachment A are insufficient to complete the



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Project, Project Sponsor agrees to secure and provide such additional non-LACMTA programmed funds necessary to complete the Project.

8. COMMUNICATIONS:

8.1 Project Sponsor shall ensure that all Communication Materials contain recognition of LACMTA's contribution to the Project as more particularly set forth in "Funding Recipient Communications Guidelines" available at <http://metro.net/partners-civic>. The Funding Recipient Communications Guidelines may be changed from time to time during the course of this Agreement. Project Sponsor shall be responsible for complying with the latest Funding Recipient Communications Guidelines during the term of this Agreement, unless otherwise specifically authorized in writing by the LACMTA Chief Communications Officer.

8.2 For purposes of this Agreement, "Communications Materials" include, but are not limited to, press events, public and external newsletters, printed materials, advertising, websites radio and public service announcements, electronic media, and construction site signage. A more detailed definition of "Communications Materials" is found in the Funding Recipient Communications Guidelines.

8.3 The Metro logo is a trademarked item that shall be reproduced and displayed in accordance with specific graphic guidelines. The preferred logo lock-up for Funding Recipients to use is included in the Funding Recipient Communications Guidelines.

8.4 Project Sponsor shall ensure that any subcontractor, including, but not limited to, public relations, public affairs, and/or marketing firms hired to produce Project Communications Materials for public and external purposes will comply with the requirements contained in this Section.

8.5 The LACMTA Project Manager shall be responsible for monitoring Project Sponsor's compliance with the terms and conditions of this Section. Project Sponsor's failure to comply with the terms of this Section shall be deemed a default hereunder and LACMTA shall have all rights and remedies set forth herein.

9. OTHER TERMS AND CONDITIONS:

9.1 This LOA, along with the applicable requirements of the Agency, constitutes the entire understanding between the parties, with respect to the subject matter herein. The LOA shall not be amended, nor any provisions or breach hereof waived, except in writing signed by the parties who agreed to the original LOA or the same level of authority.

9.2 In the event that there is any legal court (e.g. Superior Court of the State of California, County of Los Angeles, or the U.S. District Court for the Central District of California) proceeding between the parties to enforce or interpret this LOA, or the applicable requirements of the Agency, to protect or establish any rights or remedies hereunder, the



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prevailing party shall be entitled to its costs and expenses, including reasonable attorneys' fees.

9.3 Neither LACMTA nor any officer or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or committed to be done by Project Sponsor under or in connection with any work performed by and or service provided by Project Sponsor, its officers, agents, employees, contractors and subcontractors under this LOA. Project Sponsor shall fully indemnify, defend and hold LACMTA, and its subsidiaries and their respective officers, agents and employees harmless from and against any liability and expenses, including without limitation, defense costs, any costs or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of risk of property, any environmental obligation, any legal fees and any claims for damages of any nature whatsoever arising out of the Project, including, without limitation: (i) use of the Funds by Project Sponsor, or its officers, agents, employees, contractors or subcontractors; (ii) breach of Project Sponsor's obligations under this LOA; or (iii) any act or omission of Project Sponsor, or its officers, agents, employees, contractors or subcontractors in the performance of the work or the provision of the services in connection with the Project, including, without limitation, the Scope of Work, described in this LOA.

9.4 Neither party hereto shall be considered in default in the performance of its obligations hereunder to the extent that the performance of any such obligation is prevented or delayed by unforeseen causes including acts of God, acts of a public enemy, and government acts beyond the control and without fault or negligence of the affected party. Each party hereto shall give notice promptly to the other of the nature and extent of any such circumstances claimed to delay, hinder, or prevent performance of any obligations under this LOA.

9.5 Project Sponsor shall comply with and insure that work performed under this LOA is done in compliance with Federal Agency Regulations (FAR), Generally Accepted Accounting Principles (GAAP), all applicable provisions of federal, state, and local laws, statutes, ordinances, rules, regulations, and procedural requirements and the applicable requirements and regulations of the Agency and LACMTA.

9.6 Project Sponsor shall not assign this LOA, or any part thereof, without written consent and prior approval of the LACMTA Chief Executive Officer or his designee, and any assignment without said consent shall be void and unenforceable.

9.7 This LOA shall be governed by California law. If any provision of this LOA is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

9.8 The terms of this LOA shall inure to the benefit of, and shall be binding upon, each of the parties and their respective successors and assigns.

9.9 If any software/Intelligent Transportation Systems ("ITS") is developed with the Funds and if Project Sponsor ceases to use the software/ITS for public purposes or Project Sponsor sells, conveys, licenses or otherwise transfers the software/ITS, LACMTA



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shall be entitled to a refund or credit, at LACMTA's sole option, equivalent to the amount of the Funds spent developing the software/ITS. Such refund or credit shall not be required, subject to LACMTA approval of the intended use, if Project Sponsor reinvests the proceeds of such sale, conveyance, license or transfer into the Project to offset operating or systems management costs.

9.10 If the Project requires the implementation of an Intelligent Transportation Systems ("ITS") project, GRANTEE shall ensure the Project is consistent with the Regional ITS Architecture.

9.11 If any parking facilities are designed and/or constructed using the Funds, Project Sponsor shall coordinate with LACMTA parking program staff in the planning, design and management of the facility and shall ensure that its implementation is consistent with LACMTA-adopted parking policy.

9.12 Project Sponsor agrees that the disposal of property purchased with the Funds shall be disposed of in accordance with the Agency's guidelines.

9.13 Notice will be given to the parties at the address specified in Part I, unless otherwise notified in writing of change of address.

9.14 Project Sponsor in the performance of the work required by this LOA is not a contractor nor an agent or employee of LACMTA. Project Sponsor attests to no organizational or personal conflicts of interest and agrees to notify LACMTA immediately in the event that a conflict, or the appearance thereof, arises. Project Sponsor shall not represent itself as an agent or employee of LACMTA and shall have no powers to bind LACMTA in contract or otherwise.

9.15 Project Sponsor shall notify LACMTA in advance of any key Project staffing changes.







**ATTACHMENT B****SCOPE OF WORK****Project Title:** San Fernando Pacoima Wash Bike Path**Project Location:**

The project corridor is located in the City of San Fernando along the Pacoima Wash between Foothill Blvd. and 4<sup>th</sup> Street.

**Project Description:**

The City of San Fernando will construct a 1.34-mile 12-foot wide Class I bike path between Foothill Blvd. and 4<sup>th</sup> Street. The path will also consist of a prefabricated bridge at 8<sup>th</sup> Street connecting the bikeway on the east side of the Pacoima Wash to the 8<sup>th</sup> Street Natural Park on the west side. Three access points to the bikeway will be constructed at Foothill Blvd., Glenoaks Blvd., and 5<sup>th</sup> Street along with other elements including signage, striping, fencing, and lighting.

**Project Funding:**

Project Item	LACMTA CMAQ	CITY AB2766	CITY ATP	TOTAL
Planning, Design, Engineering	0	0	0	0
Construction	1,513,000	286,177	695,823	2,495,000
<b>TOTAL BUDGET</b>	<b>\$1,513,000</b>	<b>\$286,177</b>	<b>\$695,823</b>	<b>\$2,495,000</b>

**Estimated Project Costs:**

Item	Description	Quantity	Unit	Unit Cost	TOTAL
1.	Unclassified Excavation	1,650	CY	\$10.00	\$16,500
2.	Structural Excavation	550	CY	\$40.00	\$22,000
3.	Structural Backfill	700	CY	\$35.00	\$24,500
4.	Excavation for Bioretention Area	1,700	CY	\$10.00	\$17,000
5.	Remove Sidewalk	35	CY	\$70.00	\$2,400
6.	Remove Curb & Gutter	150	LF	\$10.00	\$1,500
7.	Asphalt Concrete	1,650	TON	\$110.00	\$181,500
8.	Base Material	850	CY	\$40.00	\$34,000
9.	Concrete Ramp	35	CY	\$490.00	\$17,150
10.	Retaining Wall	400	LF	\$270.00	\$108,000
11.	Concrete Curb	150	LF	\$30.00	\$4,500
12.	Headwall and Wingwall	2	EA	\$2,000.00	\$4,000



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13.	Storm Water Protection Plan	1	LS	\$20,000.00	\$20,000
14.	Bioretention Areas	1,700	CY	\$150.00	\$255,000
15.	Mobilization	1	LS	\$100,000.00	\$100,000
16.	Traffic Control	1	LS	\$10,000.00	\$10,000
17.	Signs	65	EA	\$300.00	\$19,500
18.	RRFB Signs	2	EA	\$5,000.00	\$10,000
19.	Striping	12,000	LF	\$2.50	\$30,000
20.	Pavement Markings	40	EA	\$240.00	\$9,600
21.	Remove Gate	7	EA	\$100.00	\$700
22.	Welded Wire Fence	5,500	LF	\$100.00	\$550,000
23.	Welded Wire Gate	7	EA	\$2,000.00	\$14,000
24.	Guardrail	100	LF	\$50.00	\$5,000
25.	Bikeway Lighting	55	EA	\$4,500.00	\$247,500
26.	Bridge	1	LS	\$171,000.00	\$171,000
27.	Bollards	6	EA	\$800.00	4,800
	Construction Contingency (20%)				\$614,800
				GRAND TOTAL	\$2,495,000

**Milestones:** The implementation schedule for this project will be as follows.

Activity	Begin	End	Duration (mos)
Contractor or Caltrans Field Review (submit Caltrans forms)/Request to Proceed to Design, Caltrans issues Notice to Proceed/ Program Supplement Agreement E76 for Design	N/A	N/A	N/A
Consultant Selection for PA&ED/PS&E			N/A
Begin PA&ED/PS&E	6/9/2016	9/30/19	40
PES/Env. Clearance. Permits/Design Review		7/26/16	1
Completion of Plans, Specs, and Estimates (Final Design)	6/9/2016	9/30/19	40
Right-of-Way Acquisition / Certification		3/30/21	
Prepare Construction Bid Package	4/1/21	4/30/21	1
Request to Proceed to Construction, Caltrans issues Notice to Proceed/Agreement E76 for Construction	5/1/21	5/30/21	1
Advertise Bid & Award Construction	6/1/21	7/5/21	1
Construction	8/2/21	2/16/23	18
Report of Completion/ Project Close out	2/17/23	3/30/23	2

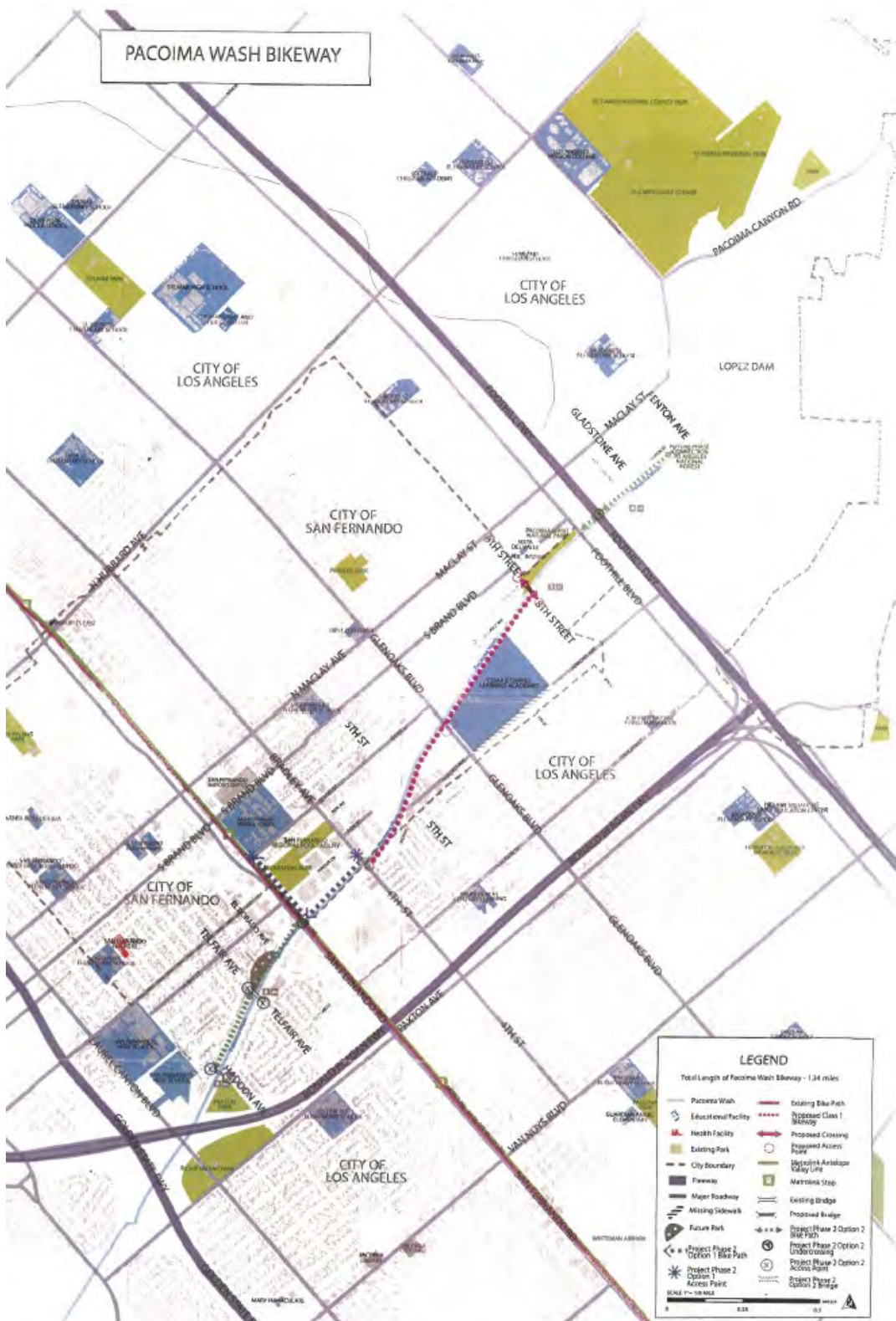
Rev: 2/22/2021

2

CFP CMAQ Agreement  
LOA – Attachment B  
Scope of Work



**Project Map:**



Rev: 2/22/2021

3

CFP CMAQ Agreement  
LOA – Attachment B  
Scope of Work



## LOA ATTACHMENT C

### REPORTING GUIDELINES FOR FEDERAL FUNDS

#### REPORTING PROCEDURES

- The Quarterly Progress Report (Attachment C1) is required for all projects. The Project Sponsors shall be subject to and comply with all applicable requirements of the funding agency regarding project-reporting requirements. In addition, Project Sponsor will submit a quarterly report to the LACMTA PROJECT MANAGER. Please note that letters or other forms of documentation may **not** be substituted for this form.
- The Quarterly Progress Report covers all activities related to the project and lists all costs incurred. It is essential that Project Sponsors provide complete and adequate response to all the questions. The expenses listed must be supported by appropriate documentation with a clear explanation of the purpose and relevance of each expense to the project. Expenses must reflect the proportionate share of local match, including in-kind, charged to the grant.
- In cases where there are no activities to report, or problems causing delays, clear explanation, including actions to remedy the situation, must be provided.
- Project Sponsors are required to track and report on the project schedule. LACMTA will monitor the timely use of funds and delivery of projects. Project delay, if any, must be reported each quarter. Projects not delivered in a timely manner will be reevaluated by LACMTA as part of the annual Call for Projects Recertification process and the Funds may be deobligated and reprogrammed by the LACMTA Board.
- The Quarterly Progress Report is due to the LACMTA as soon as possible after the close of each quarter, but no later than the following dates for each fiscal year:

<i>Quarter</i>	<i>Report Due Date</i>
July –September	November 30
October - December	February 28
January - March	May 31
April - June	August 31

Upon completion of the Project a Final Report that includes project’s final evaluation must be submitted.



# LACMTA LOA ATTACHMENT C1

## QUARTERLY PROGRESS REPORT

Project Sponsor to Complete

LOA#

Quarterly Report #

Project Sponsors are requested to mail this report to the LACMTA PROJECT MANAGER.  
Please submit Quarterly Progress Report with 60 days after the close of each quarter.  
No later than November 30, February 28, May 31, and August 31.

### SECTION 1: GENERAL INFORMATION

PROJECT TITLE: \_\_\_\_\_

LOA#: \_\_\_\_\_

QUARTERLY REPORT SUBMITTED FOR:

**Fiscal Year :** ☐ 2018-2019 ☐ 2019-2020 ☐ 2020-2021  
☐ 2021-2022 ☐ 2022-2023 ☐ 2023-2024

**Quarter :** ☐ Q1: Jul - Sep ☐ Q2: Oct - Dec  
☐ Q3: Jan - Mar ☐ Q4: Apr - Jun

(Attach photos of key components &amp; milestones)

DATE SUBMITTED: \_\_\_\_\_

LACMTA MODAL CATEGORY:

☐ RSTI ☐ Pedestrian ☐ Signal Synchronization  
☐ TDM ☐ Bicycle ☐ Goods Movement  
☐ Transit ☐ TEA

<b>LACMTA Project Mgr.</b>	Name:	
	Project Mgr:	
	Mailing Address:	
	Phone Number:	
	e-mail:	

<b>Project Sponsor Contact / Project Manager</b>	Contact Name:	
	Job Title:	
	Department:	
	City / Agency:	
	Mailing Address:	
	Phone Number:	
	e-mail:	



## SECTION 2: Quarterly PROGRESS REPORT

### 1. Project-to-Date Expenditure

% of Project Budget Expended to Date	
% of Project Completion	

### 2. DELIVERABLES & MILESTONES

List all deliverables and milestones as stated in the LOA, with start and end dates. Calculate the total project duration. **DO NOT CHANGE THE ORIGINAL LOA MILESTONE START AND END DATES SHOWN IN THE** Project Scope of Work, since this will provide the basis for calculating any project delay. If milestone start and/or end dates change from those stated in the Original LOA Scope of Work, indicate the new dates under Actual Schedule below and re-calculate the project duration. However, this does not change the original milestones in your LOA. **PER YOUR LOA AGREEMENT, ANY CHANGES TO THE PROJECT SCHEDULE MUST BE**

LOA Milestones	Original LOA Schedule in Scope of Work		Actual Schedule	
	Start Date	End Date	Start Date	End Date
Environmental Clearance				
Design Bid & Award				
Design				
Right-of-Way Acquisition				
Construction Bid & Award				
Ground Breaking Event				
Construction				
Ribbon Cutting Event				
<b>Total Project Duration (Months)</b>				

### 3. PROJECT COMPLETION

A. Based on the comparison of the original and actual project milestone schedules above, project is (select only one) :

- ☐ On schedule per original LOA schedule
 ☐ Less than 12 months behind original sc
 ☐ Between 12-24 months behind original schedule
 ☐ More than 24 months behind original sc

B. Was the project design started within 6 months of the date originally stated in the LOA?

- ☐ Yes
 ☐ No
 ☐ Not Applicable



C. Was a construction contract or capital purchase executed within 9 months after completion of design / specifications?

☐

Yes

☐

No

☐

Not Applicable

#### **4. TASKS / MILESTONES ACCOMPLISHED**

List tasks or milestones accomplished and progress made this quarter.

#### **5. PROJECT DELAY**

If project is delayed, describe reasons for delay (this quarter). Pay particular attention to schedule delays. If delay is for the same reason as mentioned in previous quarters, please indicate by writing "Same as Previous Quarter "



**6. ACTION ITEMS TO RESOLVE DELAY**

If the project is delayed (as described in #4), include action items that have been, or will be, undertaken to resolve the delay.

I certify that I am the responsible Project Manager or fiscal officer and representative of \_\_\_\_\_ and that to the best of my knowledge and belief the information stated in this report is true and correct.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Title*



## Los Angeles Metropolitan Transportation Authority

### 2019 Federal Transportation Improvement Program (\$000)

<b>TIP ID LAF1505</b>		Implementing Agency <b>San Fernando, City of</b>	
Project Description: San Fernando Pacoima Wash Bike Path. The San Fernando Pacoima Wash Bike Path will be a 1.6-mile long Class I facility along the Pacoima Wash in San Fernando. It includes 3 bridges, 5 overpasses and 8 access points.		SCAG RTP Project #: 101007 Study: N/A Is Model: NO Model #: PM: Patsy Orozco - (818) 898-1222 Email: porozco@sfcity.org LS: N LS GROUP#: Conformity Category: NON-REPORTABLE TCM	
System :Local Hwy    Route :    Postmile:    Distance:    Phase: Engineering/Plans, Specifications and Estimates (PS&E)		Completion Date 12/31/2021	
Lane # Extd:    Lane # Prop:    Imprv Desc:		Air Basin: SCAB    Envir Doc: CATEGORICALLY EXEMPT - 09/29/2006	
Toll Rate:    Toll Colc Loc:    Toll Method:    Hov acs eg loc:		Uza: Los Angeles-Long Beach-Santa Ana    Sub-Area:    Sub-Region:	
Program Code: NCN25 - BICYCLE & PEDESTRAIN FACILITIES-NEW Stop Loc:		CTIPS ID: 20970001315    EA #:    PPNO:	

	PHASE	PRIOR	18/19	19/20	20/21	21/22	22/23	23/24	BEYOND	PROG TOTAL
ATP - Active Transportation Program	PE									
	RW									
	CON			\$973						\$973
	SUBTOTAL			\$973						\$973
CITY - City Funds	PE		\$149	\$0						\$149
	RW									
	CON		\$196	\$712						\$908
	SUBTOTAL		\$345	\$712						\$1,057
CMAQ - Congestion Mitigation Air Quality	PE		\$0							\$0
	RW		\$0							\$0
	CON		\$1,513							\$1,513
	SUBTOTAL		\$1,513							\$1,513
	<b>TOTAL</b>		<b>\$1,858</b>	<b>\$1,685</b>						<b>\$3,543</b>
	<b>TOTAL PE: \$149</b>			<b>TOTAL RW: \$0</b>			<b>TOTAL CON: \$3,394</b>			

- **General Comment:** Currently in engineering/design phase of project.

- **Modeling Comment:** No significant change.

- **TCM Comment:** No significant change

- **Amendment Comment:**

- **CMP Comment:**

- **Narrative:**  
 Project cost stays the same  
 Programming amount in the active FTIP years stays the same  
 Changed Current Implementation Status:  
 - from "No Project Activity" to "Engineering/Plans, Specifications and Estimates (PS&E)"

Total project cost remains the same at \$3,543  
 No change in project funding

<b>Last Revised Adoption 19-00 - APPROVED</b>	Change reason: Carry Over, Schedule Funding Sc    Total Cost <b>\$3,543</b>
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ATTACHMENT E  
LIST OF DOCUMENTS TO BE SUBMITTED TO CALTRANS  
(FOR FEDERAL FUNDED PROJECTS)

NOTE: Refer to the Local Assistance Procedure Manual (LAPM) for the Exhibits.

Request for Authorization for Preliminary Engineering (PE)

1. Copy of approved FTIP sheet.
2. Copy of LOA with LACMTA (only if RSTP, CMAQ, or Federal STIP funds are involved).
3. Field Review Form – Exhibit 7-B.
4. Preliminary Environmental Study Form (PES) – Exhibit 6-A.
5. A field review should be conducted at this stage and then the remaining documents could be submitted. During the field review all issues of the project such as Environmental & Right-of-Way (R/W) should be identified and addressed.
6. Request for Authorization to Proceed with PE – Exhibit 3-A.
7. Request for Authorization – Data Sheets – Exhibit 3-G.
8. Local Programs Agreement – Exhibit 4-A (only if the agency plans to begin invoicing for PE Phase prior to contract award).

NOTE: The portion of PE work done prior to authorization is ineligible for federal participation. The Master Agreement (if needed), Supplemental Agreement and PR2 will be initiated upon receiving Exhibit 4-A. Invoices will be accepted only after execution of all of these agreements. Caltrans Encroachment permit must be obtained before the Request to Proceed with Construction Phase if Caltrans R/W is involved.

Request for Authorization for Utility Relocation

1. Request for Authorization to Proceed with Utility Relocation – Exhibit 3-L.
2. Completed Project Prefix Checklist – Exhibit 3-E (if previously not submitted).
3. Finance Letter – Exhibit 3-F.
4. Request for Authorization – Data Sheets – Exhibit 3-G.
5. Local Programs Agreement Checklist – Exhibit 4-A (if not submitted previously).
6. Approved Environmental Document. (After the authorization, the following documents should be submitted).
7. Request for Specific Authorization: See Exhibit 14-A. (Utility relocation work can commence only after the approval of Specific Authorization).
8. Fully executed Utility Agreement.



Request for Authorization for R/W Phase

1. Request for Authorization to Proceed with R/W – Exhibit 3-B.
2. Completed Project Prefix Checklist – Exhibit 3-E (if previously not submitted).
3. Finance Letter – Exhibit 3-F.
4. Request for Authorization – Data Sheets – Exhibit 3-G.
5. Local Programs Agreement Checklist – Exhibit 4-A (if not submitted previously).
6. Approved Environmental Document (if not submitted previously).

Request for Authorization for Construction

1. Environmental Clearance Document.
2. R/W Certification – LAPM, Chapter 13.
3. PS&E Certification – Exhibit 12-C.
4. PS&E Checklist – Exhibit 12-D.
5. Request for Authorization to Proceed with Construction – Exhibit 3-C.
6. Project Prefix Checklist – Exhibit 3-E (if not previously submitted).
7. Preliminary Estimate.
8. Finance Letter – Exhibit 3-F.
9. Request for Authorization – Data Sheets – Exhibit 3-G.
10. Local Programs Agreement – Exhibit 4-A.

NOTE: The Local Agency shall not advertise the project until they receive the authorization to proceed with construction. Every local agency must also have Quality Assurance Program (QAP) – LAPM, Chapter 16.14, before advancing to Construction Phase. After a Program Supplemental Agreement, Exhibit 4-A, which includes all the phases of the project, will be mailed to the Local Agency.



## ATTACHMENT F SPECIAL GRANT CONDITIONS

Bikeway funding conditions include: Metro site visits upon completion and compliance with Federal and State design guidelines in the most current MUTCD, California MUTD, and Caltrans Highway Design Manual Chapter 1000.



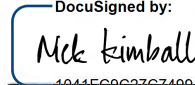


## LOA Attachment G PROJECT READINESS CERTIFICATION

As part of the 2007 Call for Projects, the LACMTA Board of Directors, authorized a grant to Project Sponsor for the San Fernando Pacoima Wash Bike Path (the "Project").

Prior to execution of Letter of Agreement for the Project, Project Sponsor must assure LACMTA that Project Sponsor has taken the necessary steps to ensure that the Project will be appropriately staffed, that the Project will be appropriately funded, and that the Project will be completed in a timely manner.

The undersigned, duly qualified and serving as City Manager for the City of San Fernando, certifies that the below Project Readiness actions have been duly authorized and approved by its Governing Authority. The undersigned further certifies that the information submitted herein is true and accurate to the best of his/her knowledge.

DocuSigned by:  
 Nick Kimball City Manager  
1041FC9C27C7499...

04/19/2021 | 5:48 PM EDT

Signature

Date

- 1) Project Sponsor has incorporated the Project into the adopted Capital Improvement Program (CIP). The date the adopted CIP included the Project is set forth below and attached to this Certification is the CIP cover page and the date showing the Project.

Date of Adoption
June 15, 2020

- 2) Project Sponsor hereby commits to provide its Local Match amount accepted by the LACMTA Board as follows:

Metro Grant Amount	Local Match Amount	Total Project Cost
\$1,513,000	\$982,000	\$2,495,000



- 3) Project Sponsor hereby commits to the following Staffing Plan for the Project:

Staff Name	Job Title	% Project Responsibility
Matt Baumgardner	Director of Public Works	35%
Patsy Orozco	Civil Engineering Assistant II	30%
Manuel Fabian	Civil Engineering Assistant II	10%
Kenneth Jones	Management Analyst	20%
Maria Padilla	Executive Assistant	5%

- 4) Project Sponsor hereby commits to deliver the Project by the Project Lapse Date.

Project Lapse Date: June 30, 2021

- 5) Project Sponsor has submitted all of the foregoing to the Governing Authority of GRANTEE or Project Sponsor for approval in the date set forth below.

Date of Governing Authority Approval
June 15, 2020

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## AGENDA REPORT

**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** March 21, 2022

**Subject:** Receive and File an Update Regarding COVID-19 Response Efforts

### RECOMMENDATION:

It is recommended 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.

### 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.

#### Small Business Grant Program.

The San Fernando Small Business Grant Program was offered to local businesses that have been economically impacted by the COVID-19 pandemic. Through the Los Angeles County Development Authority (LACDA), the City is providing grants of \$10,000 to businesses that provide goods or services to local residents in the San Fernando community.

Eligible businesses may submitted intake forms during the five-day application period (February 28, 2022 through March 4, 2022). The timeline for the Small Business Grant Program is outlined in the table below:

IMPORTANT DATES	PROGRAM ACTIVITIES
February 28, 2022 – 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



**Receive and File an Update Regarding COVID-19 Response Efforts**

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<b>IMPORTANT DATES</b>	<b>PROGRAM ACTIVITIES</b>
March 10, 2022 – 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 2022 – April 2022	Approved grant agreements are executed and checks issued to businesses

A total of 257 businesses applied for the San Fernando Small Business Grant Program during the intake period. Of the 257 business, 19 were not located in the City, 12 did not have an active business license, and 27 were delinquent on their business license fees. On March 9, 2022, LACDA conducted the lottery to select businesses and is currently determining eligibility for the selected businesses.

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 (“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, January 10, 2022, February 15, 2022, February 23, 2022, and most recently on March 3, 2022.

The current Health Officer Order, issued on March 3, 2022, implements the following:

- Aligns with the February 28, 2022 State Public Health Officer Guidance on masking.
- After March 11, 2022, the universal masking requirement of K-12 schools and childcare settings will terminate. Both CDPH and LACDPH continue to strongly recommend that individuals in these settings continue to mask while indoors until transmission rates are much lower.
- Masks continue to be required for indoor settings with higher risks for transmission: Public Transit, Transportation Hubs, all Healthcare Settings, including Long Term Care and Adult and Senior Care Facilities, Correctional Facilities and Detention Centers, Homeless Shelters, and Emergency Shelters.
- Masks are strongly recommended, but not required, for all persons, regardless of vaccine status, in other indoor public settings and businesses. Well-fitting medical masks or respirators (e.g., N95s, KN95s, and KF94s) are highly recommended.
- In settings where masks are strongly recommended, businesses, venue operators, and hosts may choose to require masking, regardless of vaccination status, by patrons, visitors, attendees, and workers as a strategy to reduce the risk of transmission at their sites(s).
- Pre-entry vaccination or recent negative test verification for attendees is recommended, but not required, for Outdoor Mega Event operators.



## Receive and File an Update Regarding COVID-19 Response Efforts

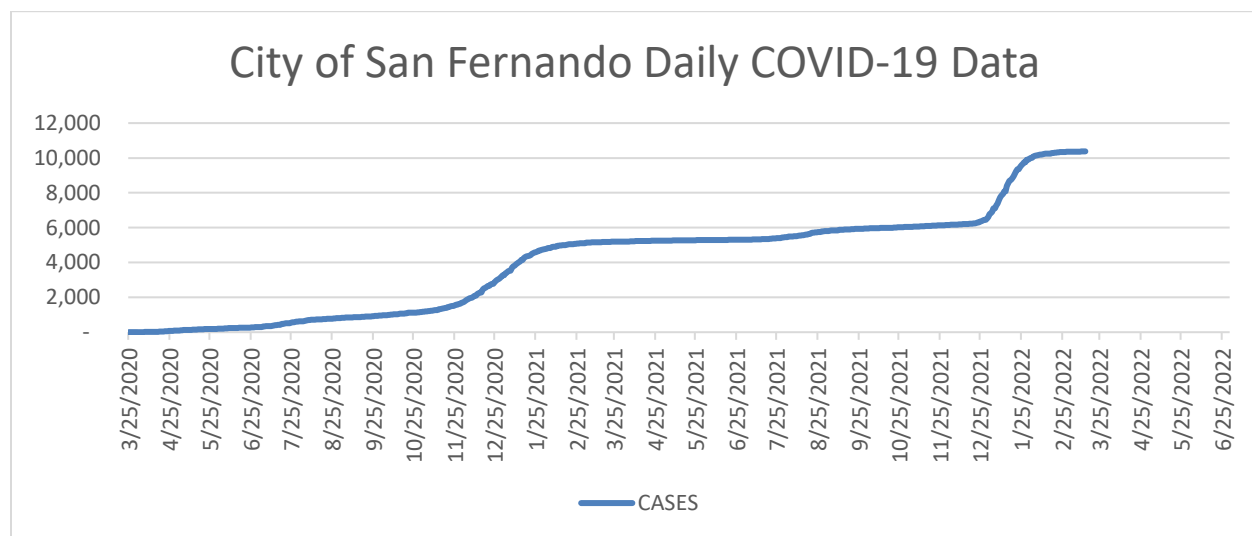
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- Pre-entry vaccination verification or recent negative test verification for patrons and employees is recommended, but not required, for Bars, Breweries, Wineries, Distilleries, Nightclubs and Lounges.
- Employers are required to offer medical grade masks and respirators to employees who work indoors and in contact with other workers, customers, or members of the public in settings where there is optional masking.
- In settings where pre-entry verification of vaccination or a negative COVID-19 viral test result is not required, businesses, venue operators, and hosts may choose to require pre-entry verification of COVID-19 vaccination, pre-entry verification of a negative COVID-19 viral test result, or both as an additional, important strategy to reduce transmission at their site(s), regardless of masking.
- As a reminder, no person can be prevented from wearing a mask as a condition of participating in an activity or entry into a business.
- Local government entities and businesses may continue to have additional and more protective infection control requirements.

Please visit the City's website for current Health Orders issued by the LACDPH: [SFCITY.ORG/Coronavirus/#Health-Officer-Order](https://SFCITY.ORG/Coronavirus/#Health-Officer-Order).

### Daily COVID-19 Cases and Deaths in the City of San Fernando.

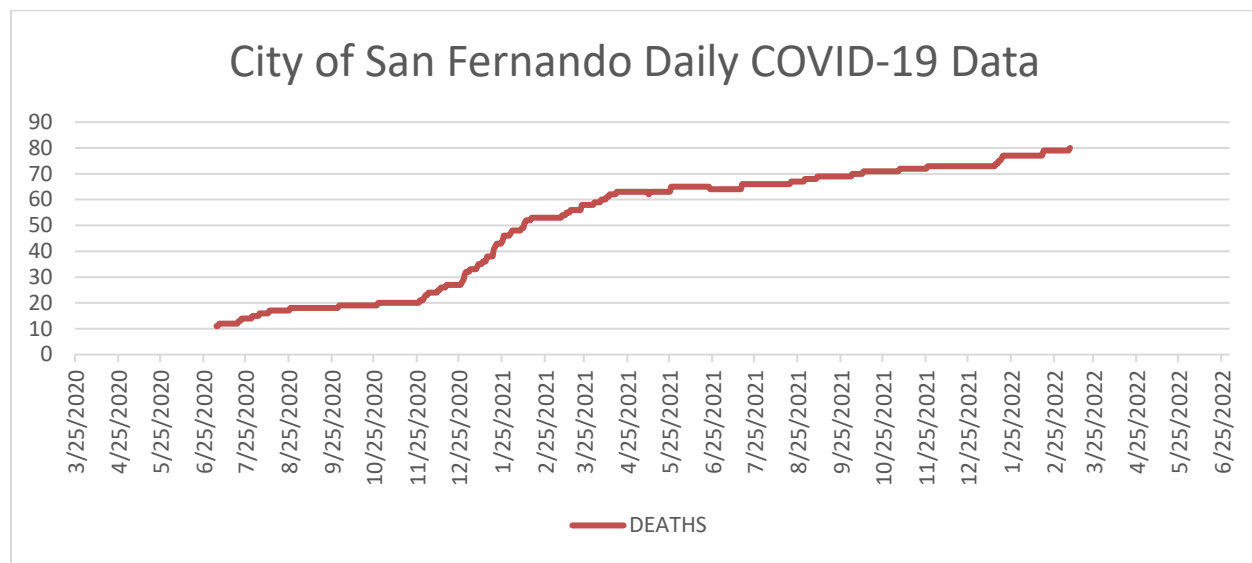
As of March 14, 2022, the City of San Fernando has experienced a total of 10,376 cases of COVID-19 and a total of 80 residents have lost their lives to the pandemic.





## Receive and File an Update Regarding COVID-19 Response Efforts

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### 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 a free COVID-19 vaccine:

- California Department of Public Health Online portal: [MyTurn.ca.gov](https://myturn.ca.gov)
- LACDPH Online portal: [VaccinateLACounty.com](https://vaccinate.lacounty.gov)
- 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.

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.

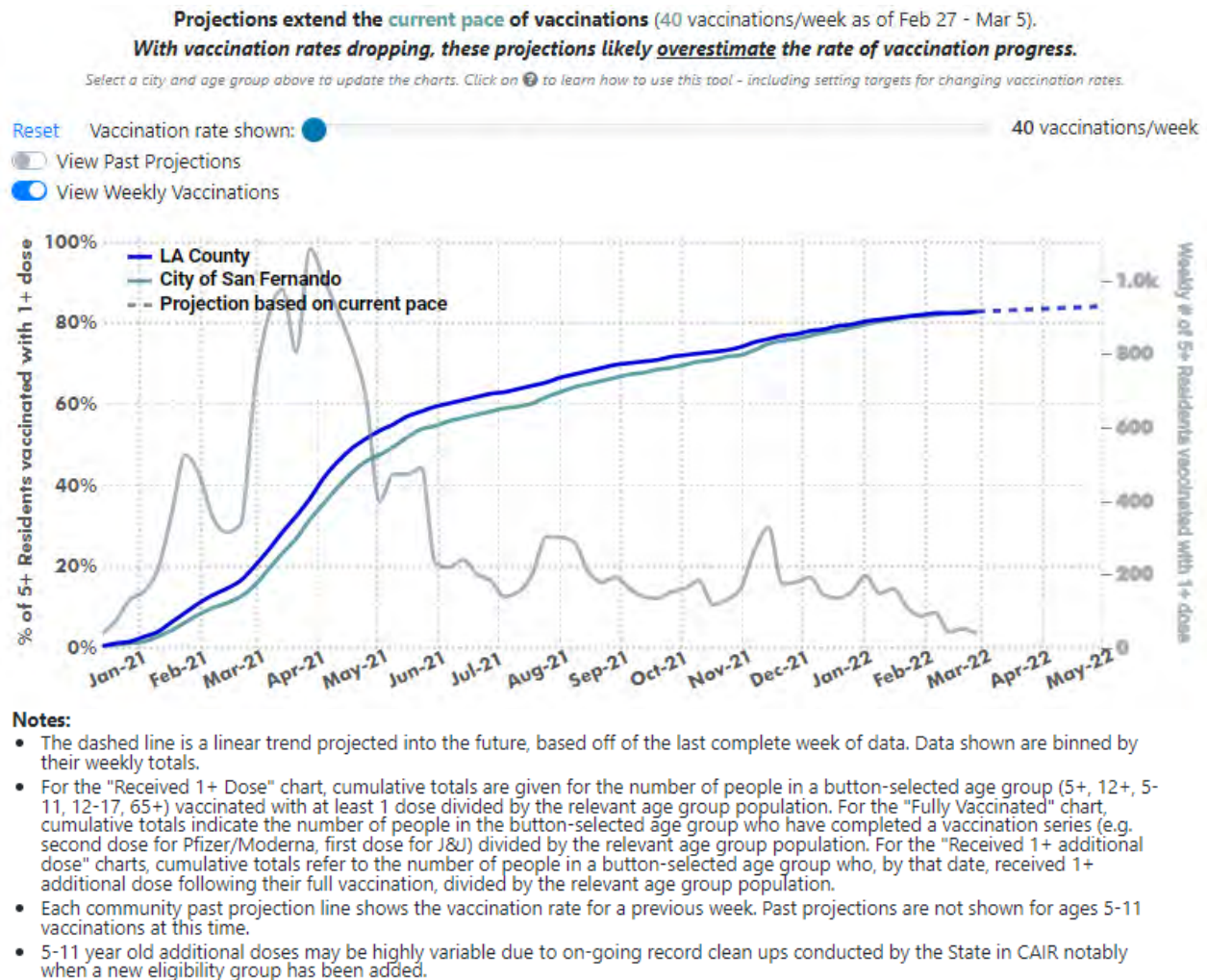
This information is also available on the City's website: [SFCITY.ORG/Coronavirus/#COVID-19-Vaccine](https://SFCITY.ORG/Coronavirus/#COVID-19-Vaccine).

Per data provided by LACDPH as of March 10, 2022: 17,673 (74.8%) of San Fernando residents over the age of five and 2,429 (94.4%) of San Fernando residents over the age of 65 are fully vaccinated.



## Receive and File an Update Regarding COVID-19 Response Efforts

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### San Fernando Recreation Park Vaccination and Testing Site.

In cooperation with CORE, the City is able to offer a small-scale COVID-19 mobile unit at 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 is 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 comply with the current health officer orders and posted notices.

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 \$2.9million 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.



**Receive and File an Update Regarding COVID-19 Response Efforts**

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Community Development Block Grant Funds.

In FY 2020-2021, 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. In addition, in FY 2021-2022, the City allocated \$219,128 in CDBG funds for a Business Assistance Program to participate in the LACDA small business grant program to quickly roll out the grant opportunity to San Fernando businesses.



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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:** March 21, 2022

**Subject:** A Public Hearing to Consider Adoption and Second Reading of Ordinance No. 1708, Approving Amendments to the San Fernando Municipal Code Adopting by Reference the 2020 Edition City of Los Angeles Building and Fire Codes

### RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, conduct a second reading to adopt Ordinance No. 1708, in title only, (Attachment "A"), "An Ordinance of the City of San Fernando, California, amending Articles I, II, III, IV, V, IX, and X of Chapter 18 of the San Fernando Municipal Code adopting by reference Division II of Chapter 1 of the 2019 Edition of the California Building Code, which is codified in Part 2 of Title 24 of The California Code of Regulations; the 2020 Edition of the City of Los Angeles Building Code, as in effect December 27, 2019; the 2020 Edition of the City of Los Angeles Electrical Code, as in effect December 27, 2019; the 2020 Edition of the City of Los Angeles Mechanical Code, as in effect December 27, 2019; the 2020 Edition of the City of Los Angeles Plumbing Code, as in effect December 27, 2019; the 2020 Edition of the City of Los Angeles Residential Code, as in effect December 27, 2019; and the 2020 Edition of the City Of Los Angeles Green Building Code, as in effect December 27, 2019, which are codified in Articles 1, 1.5, 3, 4, 5 and 9 of Chapter IX of The City of Los Angeles Municipal Code, including appendices, amendments, additions, and deletions thereto; amending Article II of Chapter 38 of the San Fernando Municipal Code, adopting by reference the City of Los Angeles Fire Code, as in effect May 24, 2020, which is codified in Article 7 of Chapter V of The City of Los Angeles Municipal Code, including appendices, amendments, additions and deletions thereto."

### BACKGROUND:

1. The City of San Fernando adopts, by reference, the City of Los Angeles's Building and Fire Codes, which is one of the requirements of the City's fire suppression service contract with the Los Angeles Fire Department.



**A Public Hearing to Consider Adoption and Second Reading of Ordinance No. 1708, Approving Amendments to the San Fernando Municipal Code Adopting by Reference the 2020 Edition City of Los Angeles Building and Fire Codes**

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2. On June 4, 2012, the City Council adopted the 2008 Edition of the City of Los Angeles Elevator Safety Orders of Title 8 and the 2007 Edition of Part 7 of Title 24 of the California Code of Regulations as part of its elevator code. The Elevator Code has not changed since that time.
3. On October 15, 2018, the City Council adopted the 2016 Edition of California Building Code with the City of Los Angeles's amendments.
4. On July 1, 2019, the California Building Standards Commission published the new California Building Standards Code, which became effective for all cities on January 1, 2020.
5. On December 11, 2019, the City of Los Angeles adopted by reference certain portions of the 2018 International Building Code and the 2019 California Building Code, with local amendments (City of Los Angeles Ordinance No. 186488), which became effective on December 27, 2019, and included adopting the following codes:
  - a. Building Code
  - b. Electrical Code
  - c. Plumbing Code
  - d. Mechanical Code
  - e. Green Building Code
  - f. Residential Code
6. On May 5, 2020, the City of Los Angeles adopted the 2019 California Fire Code, with local amendments (City of Los Angeles Ordinance No. 186616), which became effective on May 24, 2020.
7. On February 22, 2022, the City Council considered and introduced for first reading Ordinance No. 1708 to adopt by reference the 2019 California Building Codes for the City's Administrative Code, and the 2020 Los Angeles Building and Fire Codes for the City's Building and Fire Codes.
8. On March 3 and 10, 2022, a Public Hearing notice was published in the *San Fernando Valley Sun* newspaper notify the public of the proposed adoption of Ordinance No. 1708. Pursuant to Government Code Section 50022.3, the notice of Public Hearing must be published once a week for two successive weeks, with at least five days intervening between the respective publications dates.



**A Public Hearing to Consider Adoption and Second Reading of Ordinance No. 1708, Approving Amendments to the San Fernando Municipal Code Adopting by Reference the 2020 Edition City of Los Angeles Building and Fire Codes**

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**ANALYSIS:**

The California Building Standards Commission (the CBSC) is responsible for building codes used for the construction of buildings within the State. The International Building Code is the uniform code referenced and adopted by California. Approximately every three years, a new version of the International Building Code is published by the International Code Council (ICC). The CSBC makes amendments to the International Building Code and publishes the California Building Codes.

The California Building Codes are required to be adopted by every city within the State. Pursuant to Health & Safety Code Sections 17958.5 and 18941.5, any city may establish more restrictive building standards than those in the California Building Codes if a city finds that the more stringent standard or “local amendment” is necessary because of local climatic, geological or topographical conditions. If a city fails to adopt its own more restrictive standards, the codes published by the state become the city’s codes.

Through the Fire and Emergency Services Agreement with the City of Los Angeles Fire Department, the City obtains certain fire plan check services and fire inspection services and is required to adopt the Los Angeles Fire Code and building regulations, including the Los Angeles Building, Residential, Elevator, Electrical, Plumbing, Mechanical and Green Building Codes.

The Proposed Ordinance has been prepared to adopt by reference the following:

1. Division II of Chapter 1 of the California Building Code as the City’s administrative code;
2. The 2019 Edition of the California Building, Residential, Electrical, Mechanical, Plumbing and Green Building Standards Codes, with local City of Los Angeles amendments; and
3. The 2019 Edition of the California Fire Code, with local City of Los Angeles amendments.

**Adoption of Division II of Chapter 1 of the California Building Code as the City’s Administrative Code.**

The City’s administrative code governs the administration and enforcement, including inspections and permits, of the City’s building, electrical, mechanical, plumbing, housing and dangerous buildings codes. To improve the effectiveness with which the City administers its building regulations, staff is proposing to adopt by reference the administrative provisions of the 2019 Edition of the California Building Code (Division II of Chapter 1) as the City’s administrative code with no local City of Los Angeles amendments. Chapter 1, Div. II is not adopted by the State Building Standards Commission as part of the State’s Code and is therefore up to the City to adopt.



**A Public Hearing to Consider Adoption and Second Reading of Ordinance No. 1708, Approving Amendments to the San Fernando Municipal Code Adopting by Reference the 2020 Edition City of Los Angeles Building and Fire Codes**

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Adoption of the 2019 Editions of the California Building, Residential, Electrical, Mechanical, Plumbing and Green Building Standards Codes, with Local City of Los Angeles Amendments.

The City obtains fire plan check and inspection services from the Los Angeles Fire Department. As part of the City's services agreement with Los Angeles, the City is required to adopt Los Angeles's building regulations, including Los Angeles's building, residential, elevator, electrical, plumbing, mechanical and green building codes. Consequently, the City is required to adopt the latest editions of the California Building Standards Codes with the City of Los Angeles's amendments. Los Angeles has made a variety of amendments to the California Building, Residential, Electrical, Mechanical, Plumbing and Green Building Standards Codes as authorized by state law. The City has, in turn, routinely adopted Los Angeles's amendments to the California Building Standards Codes. This process is being followed again this year. Please note that the City of Los Angeles's Elevator Code, which the City previously adopted, has not since been amended by City of Los Angeles, and thus no new adoption is necessary at this time.

Some of the more notable provisions of the City of Los Angeles's Amendments address structural provisions for:

- Seismic design and anchorage of components
- Grading provisions
- Maintenance, re-use and occupancy change requirements for existing buildings
- Earthquake hazard mitigation in existing buildings
- Voluntary residential retrofits

Adoption of City of Los Angeles Fire Code.

The City currently contracts with the City of Los Angeles Fire Department for Fire Protection and Emergency Medical Services. Per this Agreement, the City is required to adopt the City Los Angeles building codes inclusive of any updates of Los Angeles Fire Code. The City has historically adopted the City of Los Angeles Codes with Los Angeles's local amendments in order to establish a uniformity of standards. This serves to minimize conflict and confusion in addressing the community's needs including, but not limited to, fire plan check review, fire inspections, and fire suppression services.

The City's Fire Code provides amendments consistent with how the Los Angeles Fire Department enforces site design, site access, smoke control provisions, water availability and building access. Some of the notable Fire Code categories of amendments are:

- Hazmat chemical storage and handling
- Occupant protection provisions for enforcement tool
- Fire alarm and sprinkler amendments
- Hydrant and water supply requirements
- Administrative amendments for enforcement
- Smoke control and fire assembly amendments



**A Public Hearing to Consider Adoption and Second Reading of Ordinance No. 1708, Approving Amendments to the San Fernando Municipal Code Adopting by Reference the 2020 Edition City of Los Angeles Building and Fire Codes**

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City Council Meeting.

On February 22, 2022, the City Council received a presentation for the proposed adoption reference of the 2019 California Building Codes for the City's Administrative Code, and the 2020 Los Angeles Building and Fire Codes for the City's Building and Fire Codes. The City Council considered the proposed adoption, introduced the ordinance for first reading, scheduled a public hearing for adoption of the ordinance for March 21, 2022, and directed staff to publish the notices of public hearing pursuant to Government Code Section 50022.3.

Environmental Review.

The California Environmental Quality Act (CEQA) does not apply to continuing administrative activities or organizational activities of government that will not result in specific direct or indirect physical changes in the environment, or to the creation of government funding mechanisms or other governmental fiscal activities that do not result in potential environmental impacts. Public Resources Code Section 21065 and State CEQA Guidelines Sections 15378(b)(2) and (b)(5). The draft ordinance makes various technical changes to the existing regulations in the form of local administrative, climate, geologic or topographical changes. On that basis, the draft ordinance is not subject to CEQA.

**BUDGET IMPACT:**

Preparation of the proposed Ordinance for amendment of the City's codes 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:**

It is recommended that the City Council approve (a) conducting a public hearing to consider adoption of Ordinance No. 1708; and (b) conduct a second reading, in title only, of Ordinance No. 1708.

**ATTACHMENTS:**

- A. Ordinance No. 1708
- B. [Los Angeles Ordinance for Building Code Adoption 2019](#) (provided digitally through web link)
- C. [Los Angeles Ordinance for Fire Code Adoption 2020](#) (provided digitally through web link)
- D. [Los Angeles Building Code](#) (provided digitally through web link)
- E. [Los Angeles Fire Code](#) (provided digitally through web link)



**ORDINANCE NO. 1708**

**AN ORDINANCE OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING ARTICLES I, II, III, IV, V, IX, AND X OF CHAPTER 18 OF THE SAN FERNANDO MUNICIPAL CODE ADOPTING BY REFERENCE DIVISION II OF CHAPTER 1 OF THE 2019 EDITION OF THE CALIFORNIA BUILDING CODE, WHICH IS CODIFIED IN PART 2 OF TITLE 24 OF THE CALIFORNIA CODE OF REGULATIONS; THE 2020 EDITION OF THE CITY OF LOS ANGELES BUILDING CODE, AS IN EFFECT DECEMBER 27, 2019; THE 2020 EDITION OF THE CITY OF LOS ANGELES ELECTRICAL CODE, AS IN EFFECT DECEMBER 27, 2019; THE 2020 EDITION OF THE CITY OF LOS ANGELES MECHANICAL CODE, AS IN EFFECT DECEMBER 27, 2019; THE 2020 EDITION OF THE CITY OF LOS ANGELES PLUMBING CODE, AS IN EFFECT DECEMBER 27, 2019; THE 2020 EDITION OF THE CITY OF LOS ANGELES RESIDENTIAL CODE, AS IN EFFECT DECEMBER 27, 2019; AND THE 2020 EDITION OF THE CITY OF LOS ANGELES GREEN BUILDING CODE, AS IN EFFECT DECEMBER 27, 2019, WHICH ARE CODIFIED IN ARTICLES 1, 1.5, 3, 4, 5 AND 9 OF CHAPTER IX OF THE CITY OF LOS ANGELES MUNICIPAL CODE, INCLUDING APPENDICES, AMENDMENTS, ADDITIONS, AND DELETIONS THERETO; AMENDING ARTICLE II OF CHAPTER 38 OF THE SAN FERNANDO MUNICIPAL CODE, ADOPTING BY REFERENCE THE CITY OF LOS ANGELES FIRE CODE, AS IN EFFECT MAY 24, 2020, WHICH IS CODIFIED IN ARTICLE 7 OF CHAPTER V OF THE CITY OF LOS ANGELES MUNICIPAL CODE, INCLUDING APPENDICES, AMENDMENTS, ADDITIONS AND DELETIONS THERETO**

**WHEREAS**, California Government Code Section 50022.1 et seq. authorizes the adoption by reference of the Codes specified in the title of the Ordinance; and

**WHEREAS**, at least one copy of each of said Codes certified as full, true and correct by the City Clerk of the City of San Fernando ("City") have been filed in the Office of the City Clerk in and posted electronically on the City's website accordance with the provisions of Government Code Section 50022.6; and

**WHEREAS**, California Health & Safety Code Sections 17958.5 and 18941.5 authorize cities and counties to make changes or modifications in the requirements contained in the provisions published in the California Building Standards Code and the other regulations adopted pursuant to Section 17922, as it determines, pursuant to the provisions of Section 17958.7, are reasonably necessary because of local climatic, geological, or topographical conditions; and

**WHEREAS**, except as noted below, the City desires to adopt by reference Division II of Chapter 1 of the 2019 edition of the California Building Code, which is codified in Part 2 of Title 24 of the California Code of Regulations; the 2020 edition of the City of Los Angeles Building Code,



the 2020 edition of the City of Los Angeles Electrical Code, the 2020 edition of the City of Los Angeles Mechanical Code, the 2020 edition of the City of Los Angeles Plumbing Code, the 2020 edition of the City of Los Angeles Residential Code, the 2020 edition of the City of Los Angeles Green Building Code, including appendices, amendments, additions and deletions thereto; and the City of Los Angeles Fire Code, including appendices, amendments, additions and deletions thereto, subject to amendments that are reasonably necessary because of local climatic, geologic and/or topographic conditions; and

**WHEREAS**, no additional findings of reasonable necessity on the basis of local climatic, geologic or topographic conditions are necessary for the City's amendments to Codes specified in the title of the Ordinance because the proposed amendments to said Codes are for administrative clarification, and do not modify a building standard pursuant to California Health & Safety Code Sections 17958.5 and 18941.5; and

**WHEREAS**, a duly noticed public hearing, as required by California Government Code Section 50022.3, has been conducted and concluded prior to the adoption of this Ordinance; and

**WHEREAS**, the City published notice of the aforementioned public hearing pursuant to California Government Code Section 6066; and

**WHEREAS**, all legal prerequisites relating to the adoption of this Ordinance have occurred.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** The recitals above are true and correct and incorporated herein by reference.

**SECTION 2.** Section 18-1 ("Adoption of Administrative Code") of Article I ("In General") of Chapter 18 ("Buildings and Building Regulations") of the San Fernando Municipal Code is hereby amended to read as follows:

**"Sec. 18-1. Adoption of Administrative Code.**

- (a) Division II of Chapter 1 of the California Building Code, 2019 Edition (Part 2 of Title 24 of the California Code of Regulations), based on the 2018 International Building Code as published by the International Code Council, is adopted by reference, and may be referred to as the "administrative code" of the City, subject to the amendments set forth in this article. The administrative code shall govern the administration and enforcement, including inspections and permits, of the codes adopted in this chapter. One copy of Division II of Chapter 1 of the 2019 edition of the California Building Code has been deposited in the Office of the City Clerk and shall at all times be maintained in the City Clerk's office for use and examination by the public.



- (b) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the administrative code. It shall also be unlawful for any person to construct, alter, move, enlarge, replace, repair, equip, use, occupy, locate, maintain, remove or demolish any building or structure in the City, or any appurtenances connected or attached to such buildings or structures, or cause the same to be done, contrary to or in violation of any provision of the administrative code.”

**SECTION 3.** Section 18-2 (“Administrative Code amended”) of Article I (“In General”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-2. Administrative code amended.**

- (a) Notwithstanding the provisions of section 18-1, section 103.1 of the 2019 edition of the California Building Code (“Creation of Enforcement Agency”) is amended to read:

**103.1 Creation of enforcement agency.** The Division of Building and Safety is hereby created and the official in charge thereof shall be known as the *Building Official*.

- (b) Notwithstanding the provisions of section 18-1, Exemption No. 2 to section 105.2 of the 2019 edition of the California Building Code (“Work exempt from permit”) is deleted.

- (c) Notwithstanding the provisions of section 18-1, Exemption No. 9 to section 105.2 of the 2019 edition of the California Building Code (“Work exempt from permit”) is amended to read:

9. Prefabricated swimming pool accessory to a Group R-3 occupancy that are less than 18 inches (457 mm) deep, do not exceed 5,000 gallons (18,925 L) and are installed entirely above ground.

- (d) Notwithstanding the provisions of section 18-1, Exemption No. 14 to section 105.2 of the 2019 edition of the California Building Code (“Work exempt from permit”) is added to read:

14. Decks not exceeding 200 square feet (18.58 m<sup>2</sup>) in area that are not more than 30 inches (762 mm) above grade at any point, are not attached to a dwelling and do not serve the exit door required by the 2019 edition of the California Residential Code Section R311.4.

- (e) Notwithstanding the provisions of section 18-1, section 113.1 of the 2019 edition of the California Building Code (“General”) is amended to read:

**113.1 General.** In order to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation of the building, residential building, electrical, mechanical, plumbing and green building codes, there shall



be and is hereby created a board of appeals. The board of appeals shall be the City Council of the City.”

**SECTION 4.** Section 18-31 (“Adoption of the City of Los Angeles Building Code”) of Article II (“Building Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-31. Adoption of the City of Los Angeles Building Code.**

- (a) The 2020 edition of the City of Los Angeles Building Code, excluding Sections 91.102-91.105, 91.106.2(13), 91.107-91.109 and 91.111, as amended, and in effect December 30, 2019, which code adopts and amends the 2018 International Building Code and the 2019 edition of the California Building Code, is adopted by reference, and shall be referred to as the “building code” of the City, subject to the amendments set forth in this article.
- (b) In the event of any conflict between provisions of the 2019 edition of the California Building Code, the 2020 edition of the City of Los Angeles Building Code, as amended, and in effect December 27, 2019, or any amendment to the building code contained in this Code, the provision contained in the later listed document shall control.
- (c) One copy of the 2020 edition of the City of Los Angeles Building Code, as amended and in effect December 27, 2019, has been deposited in the Office of the City Clerk and shall at all times be maintained in the City Clerk’s office for use and examination by the public.
- (d) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the building code. It shall also be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any provision of the building code adopted in this chapter, as such codes may be amended from time to time.”

**SECTION 5.** Section 18-32 (“References”) of Article II (“Building Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-32. References.**

- (a) All references to “Board” contained in the building code shall mean and refer to the City Council of the City of San Fernando.
- (b) All references to “Building Official” contained in the building code shall mean and refer to the Community Development Director, or his or her designee.
- (c) All references to “California Building Code” (CBC) contained in the building code shall mean and refer to the 2019 edition of the California Building Code.



- (d) All references to “Chief of the Fire Department” contained in the building code shall mean and refer to the Community Development Director, or his or her designee.
- (e) All references to “City” contained in the building code shall mean and refer to the City of San Fernando.
- (f) All references to “City Council” contained in the building code shall mean and refer to the City Council of the City of San Fernando.
- (g) All references to “Department” contained in the building code shall mean and refer to the Community Development Department.
- (h) All references to “Superintendent of Building” contained in the building code shall mean and refer to the Community Development Director, or his or her designee.”

**SECTION 6.** Section 18-34 (“Building code fees”) of Article II (“Building Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-34. Building code fees.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Building Code, as amended, and in effect December 27, 2019, all fees required for permits issued pursuant to the building code shall be those fees established by resolution of the City Council.”

**SECTION 7.** Section 18-35 (“Appeals”) of Article II (“Building Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-35. Appeals.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Building Code, as amended, and in effect December 27, 2019, all appeals or requests for modifications in individual cases from the requirements of the building code shall be made in accordance with the procedure established by resolution of the City Council.”

**SECTION 8.** Section 18-61 (“Adoption of the City of Los Angeles Electrical Code”) of Article III (“Electrical Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-61. Adoption of the City of Los Angeles Electrical Code.**

- (a) The 2020 edition of the City of Los Angeles Electrical Code, as amended and in effect on December 27, 2019, which code incorporates and amends the 2019 edition of the California Electrical Code, is adopted by reference, and may be referred to as the “electrical code” of the City, subject to the amendments set forth in this article.



- (b) In the event of any conflict between provisions of the 2019 edition of the California Electrical Code, the 2020 edition of the City of Los Angeles Electrical Code, as amended and in effect on December 27, 2019, or any amendment to the electrical code contained in this Code, the provision contained in the later listed document shall control.
- (c) One copy of the 2020 edition of the City of Los Angeles Electrical Code, as amended, has been deposited in the Office of the City Clerk and shall at all times be maintained in the City Clerk's office for use and examination by the public.
- (d) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the electrical code. It shall also be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any provision of the electrical code adopted in this chapter, as such codes may be amended from time to time."

**SECTION 9.** Section 18-62 ("References") of Article III ("Electrical Code") of Chapter 18 ("Buildings and Building Regulations") of the San Fernando Municipal Code is hereby amended to read as follows:

**"Sec. 18-62. References.**

- (a) All references to "Building Official" contained in the electrical code shall mean and refer to the Building Official of the City.
- (b) All references to "City Council" contained in the electrical code shall mean and refer to the City Council of the City."

**SECTION 10.** Section 18-64 ("Electrical code fees") of Article III ("Electrical Code") of Chapter 18 ("Buildings and Building Regulations") of the San Fernando Municipal Code is hereby amended to read as follows:

**"Sec. 18-64. Electrical code fees.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Electrical Code, as amended and in effect on December 27, 2019, all fees required for permits issued pursuant to the electrical code shall be those fees established by resolution of the City Council."

**SECTION 11.** Section 18-65 ("Appeals") of Article III ("Electrical Code") of Chapter 18 ("Buildings and Building Regulations") of the San Fernando Municipal Code is hereby amended to read as follows:

**"Sec. 18-65. Appeals.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Electrical Code, as amended and in effect on December 27, 2019, all appeals or requests for modifications in



individual cases from the requirements of the electrical code shall be made in accordance with the procedure established by resolution of the City Council.”

**SECTION 12.** Section 18-91 (“Adoption of the City of Los Angeles Mechanical Code”) of Article IV (“Mechanical Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-91. Adoption of the City of Los Angeles Mechanical Code.**

- (a) The 2020 edition of the City of Los Angeles Mechanical Code, as amended and in effect on December 27, 2019, which code incorporates and amends the 2019 edition of the California Mechanical Code, is adopted by reference, and may be referred to as the “mechanical code” of the City, subject to the amendments set forth in this article.
- (b) In the event of any conflict between provisions of the 2019 edition of the California Mechanical Code, the 2020 edition of the City of Los Angeles Mechanical Code, as amended and in effect on December 27, 2019, or any amendment to the mechanical code contained in this Code, the provision contained in the later listed document shall control.
- (c) One copy of the 2020 edition of the City of Los Angeles Mechanical Code, as amended, has been deposited in the Office of the City Clerk and shall at all times be maintained in the City Clerk’s office for use and examination by the public.
- (d) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the mechanical code. It shall also be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any provision of the mechanical code adopted in this chapter, as such codes may be amended from time to time.”

**SECTION 13.** Section 18-92 (“References”) of Article IV (“Mechanical Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-92. References.**

- (a) All references to “Building Official” contained in the mechanical code shall mean and refer to the Building Official of the City.
- (b) All references to “City Council” contained in the mechanical code shall mean and refer to the City Council of the City.”

**SECTION 14.** Section 18-94 (“Mechanical code fees”) of Article IV (“Mechanical Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:



**“Sec. 18-94. Mechanical code fees.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Mechanical Code, as amended and in effect on December 27, 2019, all fees required for permits issued pursuant to the mechanical code shall be those fees established by resolution of the City Council.”

**SECTION 15.** Section 18-95 (“Appeals”) of Article IV (“Mechanical Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-95. Appeals.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Mechanical Code, as amended and in effect on December 27, 2019, all appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretations of the mechanical code shall be made in accordance with the procedure established by resolution of the City Council.”

**SECTION 16.** Section 18-121 (“Adoption of the City of Los Angeles Plumbing Code”) of Article V (“Plumbing Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-121. Adoption of the City of Los Angeles Plumbing Code.**

- (a) The 2020 edition of the City of Los Angeles Plumbing Code, as amended and in effect on December 27, 2019, which code incorporates and amends the 2019 edition of the California Plumbing Code, is adopted by reference and may be referred to as the “plumbing code” of the City, subject to the amendments set forth in this article.
- (b) In the event of any conflict between provisions of the 2019 edition of the California Plumbing Code, the 2020 edition of the City of Los Angeles Plumbing Code, as amended and in effect on December 27, 2019, or any amendment to the plumbing code contained in this Code, the provision contained in the later listed document shall control.
- (c) One copy of the 2020 edition of the City of Los Angeles Plumbing Code, as amended, has been deposited in the office of the City Clerk and shall at all times be maintained in the City Clerk’s office for use and examination by the public.
- (d) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the plumbing code. It shall also be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any provision of the plumbing code adopted in this chapter, as such codes may be amended from time to time.”



**SECTION 17.** Section 18-122 (“References”) of Article V (“Plumbing Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-122. References.**

- (a) All references to “Building Official” contained in the plumbing code shall mean and refer to the Building Official of the City.
- (b) All references to “City Council” contained in the plumbing code shall mean and refer to the City Council of the City.”

**SECTION 18.** Section 18-124 (“Plumbing code fees”) of Article V (“Plumbing Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-124. Plumbing code fees.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Plumbing Code, as amended and in effect on December 27, 2019, all fees required for permits issued pursuant to the plumbing code shall be those fees established by resolution of the City Council.”

**SECTION 19.** Section 18-125 (“Appeals”) of Article V (“Plumbing Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-125. Appeals.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Plumbing Code, as amended and in effect on December 27, 2019, all appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretations of the plumbing code shall be made in accordance with the procedure established by resolution of the City Council.”

**SECTION 20.** Section 18-195 (“Adoption of the City of Los Angeles Residential Code”) of Article IX (“Residential Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-195. Adoption of the City of Los Angeles Residential Code.**

- (a) The 2020 edition of the City of Los Angeles Residential Code, as amended and in effect December 27, 2019, which code incorporates and amends the 2018 International Residential Code and the 2019 edition of the California Residential Code, is adopted by reference, and may be referred to as the “residential code” of the City, subject to the amendments set forth in this article.



- (b) In the event of any conflict between provisions of the 2019 edition of the California Residential Code, the 2020 edition of the City of Los Angeles Residential Code, as amended and in effect December 27, 2019, or any amendment to the residential code contained in this Code, the provision contained in the later listed document shall control.
- (c) One copy of the 2020 edition of the City of Los Angeles Residential Code, as amended, has been deposited in the office of the City Clerk and shall at all times be maintained in the City Clerk's office for use and examination by the public.
- (d) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the residential code. It shall also be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any provision of the residential code adopted in this chapter, as such codes may be amended from time to time."

**SECTION 21.** Section 18-196 ("References") of Article IX ("Residential Code") of Chapter 18 ("Buildings and Building Regulations") of the San Fernando Municipal Code is hereby amended to read as follows:

**"Sec. 18-196. References.**

- (a) All references to "Building Official" contained in the residential code shall mean and refer to the Building Official of the City.
- (b) All references to "City Council" contained in the residential code shall mean and refer to the City Council of the City."

**SECTION 22.** Section 18-198 ("Residential code fees") of Article IX ("Residential Code") of Chapter 18 ("Buildings and Building Regulations") of the San Fernando Municipal Code is hereby amended to read as follows:

**"Sec. 18-198. Residential code fees.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Residential Code, as amended and in effect December 27, 2019, all fees required for permits issued pursuant to the residential code shall be those fees established by resolution of the City Council."

**SECTION 23.** Section 18-199 ("Appeals") of Article IX ("Residential Code") of Chapter 18 ("Buildings and Building Regulations") of the San Fernando Municipal Code is hereby amended to read as follows:



**“Sec. 18-199. Appeals.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Residential Code, as amended and in effect December 27, 2019, all appeals or requests for modifications in individual cases from the requirements of the residential code shall be made in accordance with the procedure established by resolution of the City Council.”

**SECTION 24.** Section 18-226 (“Adoption of the City of Los Angeles Green Building Code”) of Article X (“Green Building Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-226. Adoption of the City of Los Angeles Green Building Code.**

- (a) The 2020 edition of the City of Los Angeles Green Building Code, as amended, and in effect December 27, 2019, which code incorporates and amends the 2019 edition of the California Green Building Standards Code, is adopted by reference, and may be referred to as the “green building code” of the City, subject to the amendments set forth in this article.
- (b) In the event of any conflict between provisions of the 2019 edition of the California Green Building Standards Code, the 2020 edition of the City of Los Angeles Green Building Code, as amended, and in effect December 27, 2019, or any amendment to the green building code contained in this Code, the provision contained in the later listed document shall control.
- (c) One copy of the 2020 edition of the City of Los Angeles Green Building Code, as amended, has been deposited in the office of the City Clerk and shall at all times be maintained in the City Clerk’s office for use and examination by the public.
- (d) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the green building code. It shall also be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any provision of the green building code adopted in this chapter, as such codes may be amended from time to time.”

**SECTION 25.** Section 18-227 (“References”) of Article X (“Green Building Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-227. References.**

- (a) All references to “Building Official” contained in the green building code shall mean and refer to the Building Official of the City.



- (b) All references to “City Council” contained in the green building code shall mean and refer to the City Council of the City.”

**SECTION 26.** Section 18-229 (“Green building code fees”) of Article X (“Green Building Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-229. Green building code fees.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Green Building Code, as amended, and in effect December 27, 2019, all fees required for permits issued pursuant to the green building code shall be those fees established by resolution of the City Council.”

**SECTION 27.** Section 18-230 (“Appeals”) of Article X (“Green Building Code”) of Chapter 18 (“Buildings and Building Regulations”) of the San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 18-230. Appeals.**

Notwithstanding the provisions of the 2020 edition of the City of Los Angeles Green Building Code, as amended, and in effect December 27, 2019, all appeals or requests for modifications in individual cases from the requirements of the green building code shall be made in accordance with the procedure established by resolution of the City Council.”

**SECTION 28.** Section 38-26 of Article II (“Fire Prevention Code”) of Chapter 38 (“Fire Prevention and Protection”) of the City of San Fernando Municipal Code is hereby amended to read as follows:

**“Sec. 38-26. Adoption of the City of Los Angeles Fire Code.**

- (a) The 2020 edition of the City of Los Angeles Fire Code, excluding Chapter 1, as adopted by the Los Angeles City Council on May 5, 2020 and in effect May 24, 2020, which code incorporates and amends the 2019 edition of the California Fire Code and the 2018 edition of the International Fire Code, is adopted by reference and may be referred to as the “fire code” of the City, subject to the amendments set forth in this article.
- (b) In the event of any conflict between provisions of the 2019 edition of the California Fire Code, the 2018 edition of the International Fire Code, the 2020 edition of the City of Los Angeles Fire Code, as amended, and in effect May 24, 2020, or any amendment to the fire code contained in this Code, the provision contained in the later listed document shall control.
- (c) One copy of the 2020 edition of the City of Los Angeles Fire Code, as amended, has been deposited in the office of the City Clerk and shall at all times be maintained in the City Clerk’s office for use and examination by the public.



- (d) It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of the fire code. It shall also be unlawful for any person to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure in the City, or cause the same to be done, contrary to or in violation of any provision of the fire code adopted in this chapter, as such codes may be amended from time to time.”

**SECTION 29.** All of the amendments to the 2019 edition of the California Building Code and Fire Code made by the City of Los Angeles in its 2020 edition of the City of Los Angeles Building Code, and adopted by the City of San Fernando in this Ordinance, are based on the findings made by the City of Los Angeles in Ordinance No. 186488 (Building) and 186616 (Fire) of the City Council of the City of Los Angeles, which is adopted by reference in this Ordinance, including, but not limited to, the findings that the amendments set forth in this Ordinance are reasonably necessary due to the following local climatic, geological and/or topographical conditions:

**Climatic:**

1. The City of San Fernando has climatic conditions which subject it to a mild winter to an extremely hot summer desert-like climate and hot, dry (Santa Ana) winds that make the temperature rise and the humidity drop, increasing the fire danger to all exposed combustible materials.
2. Widespread fires caused by either earthquakes or brush fires would limit the capabilities of the City of Los Angeles Fire Department to effectively respond to all the fires.
3. Quick response to fires by the City of Los Angeles Fire Department will reduce the amount of damage to buildings and increase the number of lives saved.

**Geological:**

1. The City of San Fernando is located in a high seismic activity zone, which is considered by experts to be the most seismically active of the four seismic zones in the world.
2. Seismic experts predict a massive earthquake on one of these faults within the next 30 years and several earthquakes similar in intensity to the Northridge Earthquake during the same period.
3. Massive earthquakes pose unusual and extraordinary stresses on buildings and structures requiring more stringent building regulations than would otherwise be required;
4. A major earthquake would break water lines making fire-fighting more difficult and would break gas lines and electric lines, making a high risk of fires breaking out in all areas of the City.



**Topographical:**

1. The City of San Fernando is situated in a coastal region of hills and mountains containing dry wild native brush and other native and non-native vegetation.
2. This region of flat land and hillside areas creates a natural basin, which has high strong winds alongside foothills and other areas of the City.
3. Widespread fires caused by either earthquakes or brush fires would impact the capabilities of the City of Los Angeles Fire Department to effectively respond to all the fires.
4. The highly concentrated area of buildings, traffic congestion and possible gridlock may jeopardize the quick response to fires by the City of Los Angeles Fire Department that could reduce the amount of damage to buildings and increase the number of lives saved.

All of the amendments to the 2019 edition of the California Fire Code made by the City of Los Angeles in its 2020 edition of the City of Los Angeles Fire Code, and adopted by the City of San Fernando in this Ordinance, are based on the findings made by the City of Los Angeles in Ordinance No. 186488 and 186616 of the City Council of the City of Los Angeles, which are adopted by reference in this Ordinance, including, but not limited to, the findings that the amendments set forth in this Ordinance are reasonably necessary due to the local climatic, geological and/or topographical conditions characterized by hot, dry summers and the high potential for seismic activity which make structures particularly vulnerable to rapidly spreading fires and structural damage.

No additional findings of reasonable necessity on the basis of local climatic, geologic or topographic conditions are necessary for the City's amendments to Codes specified in the title of the Ordinance because the proposed amendments to said Codes are for administrative clarification, and do not modify a building standard pursuant to California Health & Safety Code Sections 17958.5 and 18941.5

**SECTION 30.** This Ordinance is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines, as it is not a "project" and has no potential to result in a direct or reasonably foreseeable indirect physical change to the environment. 14 Cal. Code Regs. § 15378(a). Further, this Ordinance is exempt from CEQA as there is no possibility that this Ordinance or its implementation would have a significant negative effect on the environment. 14 Cal. Code Regs. § 15061(b)(3).

**SECTION 31.** The adoption of this Ordinance or any amendment to any existing ordinance of this City shall not in any manner affect the prosecution for violations of ordinances committed prior to the effective date of this Ordinance.



**SECTION 32.** 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 33.** The Building Official is hereby authorized and directed to transmit a copy of this ordinance to the California Building Standards Commission as required by California Health and Safety Code Section 17958.7.

**SECTION 34.** 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. This Ordinance shall become effective thirty (30) days after adoption.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of San Fernando at a regular meeting held on this 21<sup>st</sup> day of March, 2022.

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

**ATTEST:**

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Julia Fritz, City Clerk

**APPROVED AS TO FORM:**

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Richard 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. 1708 which was introduced on February 22, 2022, and adopted by the City Council of the City of San Fernando, California at a regular meeting thereof held on the 21<sup>st</sup> day of March, 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 March, 2022.

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Julia Fritz, City Clerk



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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Nick Kimball, City Manager

**Date:** March 21, 2022

**Subject:** A Public Hearing to Consider Authorizing Participation in the Los Angeles County Community Development Block Grant Revolving Fund Toward the Small Business Grant Program and Allocate Fiscal Year 2022-2023 Community Development Block Grant Funds to Repay the Revolving Fund

### RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing;
- b. Pending public testimony, authorize a drawdown of \$200,000 from the Los Angeles County Community Development Block Grant (CDBG) Revolving Grant Fund to allocate toward the City's Small Business Grant Program (Attachment "A");
- c. Approve the allocation of \$200,000 of the City's Fiscal Year (FY) 2022-2023 Community Development Block Grant funds to repay the Revolving Grant Fund; and
- d. Authorize the City Manager, or designee, to submit documentation conveying the City Council's approval to the Los Angeles County Community Development Authority (LACDA).

### BACKGROUND:

1. On March 1, 2021, the City Council adopted Resolution No. 8060 approving the allocation of CDBG Funds for FY 2021-2022 toward the Business Assistance Program (\$183,925) and Water Bill Assistance Program (\$45,980).
2. In January 2022, the City received the projected FY 2022-2023 CDBG allocation from LACDA, which is \$225,000.
3. On January 18, 2022, the City Council approved reallocating unspent CDBG Funds for Fiscal Year (FY) 2021-2022 to the Business Assistance Program and participate in the LACDA's Small Business Grant Program that provides \$10,000 grants to eligible small businesses in San Fernando. The total amount of funding reallocated to this program was \$219,128 to fund approximately 21 grants.



**A Public Hearing to Consider Authorizing Participation in the Los Angeles County Community Development Block Grant Revolving Fund Toward the Small Business Grant Program and Allocate Fiscal Year 2022-2023 Community Development Block Grant Funds to Repay the Revolving Fund**  
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4. On February 28 – March 4, 2022, LACDA received more than 235 intake forms from San Fernando businesses for the Small Business Grant Program.
5. On March 3, 2022, staff was notified that LACDA does not have plans to administer another round of Small Business Grants; however, there was an opportunity to drawdown from LACDA's Revolving Loan Fund to access the City's FY 2022-2023 CDBG allocation now to increase the amount of funding available through the current Small Business Grant Program (Attachment "B").
6. On March 8, 2022, the COVID-19 Relief Program Ad Hoc (Pacheco, Rodriguez) met to discuss the FY 2022-2023 CDBG allocation and developed a consensus recommendation to City Council to authorize \$200,000 from FY 2022-2023 CDBG allocation toward the current Small Business Grant Program.

**ANALYSIS:**

The federal CDBG Program supports community development activities to build stronger and more resilient communities. To support community development, activities are identified through an ongoing process. Activities may address needs such as infrastructure, economic development projects, public facilities installation, community centers, housing rehabilitation, public services, clearance/acquisition, microenterprise assistance, code enforcement, homeowner assistance, etc.

Based on the current funding for the Small Business Grant program approved by City Council in January 2022, the City only has funding to provide \$10,000 grants to approximately 10% of the businesses that completed an intake form. Due to the large demand for the program, staff contacted LACDA to inquire about the opportunity to increase the amount of CDBG funding available for the Small Business Grant program.

LACDA staff indicated that there are not currently plans for LACDA to administer another round of Small Business Grants. However, LACDA indicated that San Fernando may participate in the Revolving Grant Fund Program (Attachment "B") to essentially access a portion of the City's FY 2022-2023 CDBG allocation now and increase the amount of funding available for the Small Business Grant Program. To participate in the program, an application to participate in the program needed to be submitted by March 16, 2022.

Staff met with the CDBG Ad Hoc (Vice Mayor Pacheco and Councilmember Rodriguez) on March 8, 2022 to discuss the option of accessing LACDA Revolving Grand Funds to increase CDBG funding for the current Small Business Grant Program. There are several advantages of participating in the LACDA Small Business Grant Program, including:



**A Public Hearing to Consider Authorizing Participation in the Los Angeles County Community Development Block Grant Revolving Fund Toward the Small Business Grant Program and Allocate Fiscal Year 2022-2023 Community Development Block Grant Funds to Repay the Revolving Fund**  
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1. The administrative costs of participating in the County program are divided among multiple participating cities, which creates administrative cost savings through economies of scale and leaves more funding available for grants;
2. The funds will be distributed to businesses within the next 30 days vs. six-plus months if the City develops and administers its own program; and
3. Using more restrictive CDBG funds for this Small Business grant program will allow the City to use less restrictive ARPA funds for other projects/programs.

There was consensus among the Ad Hoc Committee members that it would be in the best interest of the City to allocate \$200,000 of the City's 2022-2023 CDBG funds toward the current Small Business Grant program now, which will increase the number of grants available to San Fernando businesses from 21 to approximately 40. Staff agreed with the Ad Hoc Committee's assessment that it is in the City's best interest to increase CDBG funding for this grant program and moved forward with submitting the Revolving Grant Fund Application (Attachment "A").

Additionally, the Ad Hoc Committee is recommending that the remaining FY 2022-2023 CDBG funds (approximately \$25,000) be allocated toward Recreation Program Scholarship Funding to significantly decrease the cost for San Fernando residents participating in Recreation programming. However, there is a 30-day notice posting requirement for this program, so it will be presented to City Council for review and approval at the regular City Council meeting scheduled for April 4, 2022.

Procedure.

In order to receive federal CDBG funds through LACDA and participate in the Revolving Grant Fund, the City must determine its intended allocations of available CDBG funds for the upcoming fiscal year, provide an opportunity for public input and comment on such proposed uses, and submit an adopted City Council Resolution or approved City Council meeting minutes to LACDA conveying the City's intended allocations. This Public Hearing has been noticed by posting in the City Hall bulletin board (see Attachment "C").

**BUDGET IMPACT:**

The City receives an annual CDBG allocation, which is projected to be \$225,000 in FY 2022-2023. CDBG funds must be used to serve low- and moderate-income area of the community and assist with economic recovery. The proposed appropriation of \$200,000 from the City's FY 2022-2023 CDBG allocation to participate in the Revolving Grant Program will allow the City to access next fiscal year's CDBG funds now to better meet the significant need for Small Business Grants now.



**A Public Hearing to Consider Authorizing Participation in the Los Angeles County Community Development Block Grant Revolving Fund Toward the Small Business Grant Program and Allocate Fiscal Year 2022-2023 Community Development Block Grant Funds to Repay the Revolving Fund**  
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**CONCLUSION:**

Staff recommends that the City Council authorize a drawdown of \$200,000 from the LACDA Revolving Grant Fund to allocate toward the City's Small Business Grant Program (Attachment "A") and approve the allocation of \$200,000 of the City's Fiscal Year (FY) 2022-2023 Community Development Block Grant funds to repay the Revolving Grant Fund.

**ATTACHMENTS:**

- A. LACDA CDBG Revolving Grant Fund Application
- B. LACDA Bulletin Regarding Revolving Grant Fund Program Requirements
- C. Notice of Public Hearing



# **COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING GRANT FUND APPLICATION**

City Name: San Fernando

Project Title: San Fernando LACDA Small Business Grant Program

Project Number (CDBG): 602498-21

*Note: This project is also funded with CDBG-CV funds with the Project Number CV1126-21*

Amount Requested: \$200,000

Current Budget: \$219,128 (CDBG-CV Funds = \$8,521, CDBG Funds = \$210,607)

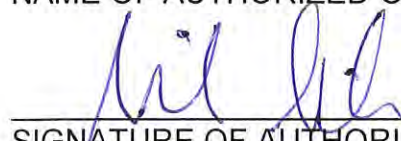
Original Project Fund	Project Number	Remaining Budget	Small Business Grant Program
CDBG-CV Residential Food Distribution	CV1088-19	\$356.00	\$356.00
CDBG-CV PPE Business Assistance	CV1089-19	\$8,165.00	\$8,165.00
Water Bill Assistance Program	602317-21	\$45,900.00	\$30,900.00
Business Assistance Program	602318-21	\$179,707.00	\$179,707.00
LACDA Revolving Grant Fund		FY2022-23 Funds	\$200,000.00
<b>TOTAL PROJECT FUNDING</b>			<b>\$419,128.00</b>

## **Activity Summary:**

This program provides funding for LACDA to administer a Small Business Assistance (SBA) Grant Program on behalf of the City of San Fernando to exclusively benefit local businesses located in the City of San Fernando impacted by the COVID-19 pandemic. The LACDA SBA Grant Program offers \$10,000 grants to eligible businesses. The grant funds can be used for operational expenses of the business such as: employee payroll; working capital to continue operations; payment of outstanding business expenses; and adaptive practices needed to remain open (i.e. equipment and supplies for physical distancing). CDBG funds are used for personnel and non-personnel costs. The additional \$200,000 in Revolving Grant Funds would provide 19 additional grants to San Fernando businesses. The full \$200,000 would be repaid by the City of San Fernando's FY 2022-23 CDBG Allocation.

Nick Kimball, City Manager

NAME OF AUTHORIZED OFFICIAL (PRINT)



SIGNATURE OF AUTHORIZED OFFICIAL

3/15/2022

DATE





LOS ANGELES COUNTY

# GMU BULLETIN



COMMUNITY DEVELOPMENT COMMISSION • 700 W. Main Street • Alhambra • California 91801

NUMBER: **17-0021** SUBJECT: **REVISION TO COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING GRANT FUND GUIDELINES**

DATE: **DECEMBER 13, 2017** EFFECTIVE DATE: **IMMEDIATELY** PAGE **1** OF **1**

**TO: PARTICIPATING CITIES**

On April 27, 2015, Grants Management Unit (GMU) Bulletin No. 15-0008, *Implementation of the Community Development Block Grant (CDBG) Revolving Grant Fund*, was released, which included the guidelines for the Grant Fund. This Bulletin revises the guidelines and supersedes the previous one. The new guidelines go into effect on January 1, 2018.

If you have any questions, please contact Raymond White, Analyst, of my staff, at (626) 586-1756 or [raymond.white@lacdc.org](mailto:raymond.white@lacdc.org).

Sincerely,

SCOTT STEVENSON, Director  
Community Development Division

SS:LJ:HR:RDW:rb  
K:\GMU COMMON\BULLETINS (Working File - WORD Version)\CDBG\2017\Revolving Fund Guidelines.doc

Attachment



## **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) REVOLVING GRANT FUND GUIDELINES**

### **1.0 PURPOSE**

The purpose of the Community Development Block Grant (CDBG) Revolving Grant Fund (Grant Fund) is to transfer additional CDBG funds to participating cities. These funds will be returned to the Grant Fund through future annual allocations received by recipient cities.

### **2.0 EFFECTIVE DATE**

These guidelines are effective January 1, 2018.

### **3.0 FUNDING**

Funding for the Grant Fund is to be provided through CDBG funds. The Grant Fund will be replenished with funds recaptured or transferred from participating cities.

### **4.0 TRANSFER OF UNALLOCATED CITY FUNDS TO THE GRANT FUND**

1. Cities may transfer unallocated funds to the Grant Fund upon completion of a Grant Fund Transfer Agreement (GFTA) (Attachment I). Funds may be held in the Grant Fund for up to three (3) years. The GFTA will specify the amount of CDBG funds to be transferred from the City to the Grant Fund.
2. Cities should be aware that these funds will be used for grant requests, on a first-come, first-served basis, and that the Community Development Division-Grants Management Unit (CDD-GMU) will determine their availability when the transferring City requests the funds in the future.
3. Cities must wait at least one (1) year before requesting return of the funds. If the CDBG Program is terminated, these funds may not be returned to the transferring City.

### **5.0 GRANT FUND CRITERIA**

Cities may apply to receive grant funds under the following conditions:

1. Preference will be given to cities that have demonstrated good performance in expending funds and in administering their CDBG Program. A City shall have met its drawdown requirement for at least the last two (2) consecutive years, exclusive of transfers to the Grant Fund by a City to meet their drawdown.



2. A City may borrow up to twice its annual allocation, or a minimum of \$25,000, whichever is greater.
3. No interest will be charged on grant funds.
4. Eligible projects include, but not limited to, the following: construction, rehabilitation (loans or grants), code enforcement, and special economic development (loans or grants) activities. Grant funds will not be available for public service or planning projects.
5. The grant application (Attachment II) will be limited to two (2) pages and will be reviewed on a first-come, first-served basis. Cities may submit applications for more than one (1) project, however, they must identify a priority project. In the case of multiple submissions, only one (1) project will be funded. Applications should explain how the project would benefit from the requested additional funds (reduced waiting list, addition of a project component, etc.). Under no circumstances shall projects exceed three (3) years. If funds will be used for a new project, a quarterly expenditure and milestone plan must accompany the application.
6. Cities cannot borrow additional CDBG funds until outstanding grants have been paid.

## **6.0 GRANT APPLICATION PROCESSING**

1. Grant applications (Attachment II) are to be submitted to Raymond White, Analyst, by e-mail, at [Raymond.white@lacdc.org](mailto:Raymond.white@lacdc.org).
2. Once an application is received, it will be reviewed by the CDD-GMU management team, with input from the City's Program Manager, the CDD-GMU Budget Analyst, and the City's Reporting Specialist. The City will be notified within 30 days of the acceptance/rejection of its application.
3. Grants will continue to be made available until funds are exhausted; Cities will be notified when funds are no longer accessible.
4. Cities will also be notified of the estimated amount available after fiscal year closeout.
5. Questions may be directed to Mr. White at the above e-mail address or at (626) 586-1756.



## 7.0 GRANT IMPLEMENTATION

Once an application is approved, the City will be notified by email. The following activities will be required:

1. A reimbursable contract amendment (RCA) will be developed for approval by the City and the Community Development Commission (Commission).
2. After the RCA is fully executed, the funds will be transferred from the Grant Fund pool to the City's funding pool.
3. Grant funds will be included in the City's drawdown requirement calculation.

## 8.0 REPAYMENT

1. Cities that borrow from the Grant Fund may pledge their entire future CDBG allocation toward repayment, depending on the amount borrowed. Grant amounts of \$75,000 or greater may be repaid over a three-year period. A City's annual allocation (or funds returned by closed projects) will be used to repay an outstanding grant. If the grant exceeds a City's annual allocation, the CDBG funds received in subsequent years will be used for repayment until the grant is repaid.
2. The following paragraph will be added to the annual reimbursable contract:  
*The <Spell Out Dollar Amount> dollars (<Repayment Amount> set aside for the Revolving Grant Fund repayment will automatically be drawn down by the Commission annually, with no further notice to the Operating Agency, until fully repaid. Any remaining balance after the Revolving Grant Fund repayment will be available for programming and reimbursement.*
3. A reimbursable contract amendment will be developed for approval by the City and the Commission implementing the transfer of a City's allocation to the Grant Fund (See Attachment III).
4. Cities must remain part of the Los Angeles Urban County Program until the grant is repaid.
5. If the CDBG Program is terminated, outstanding grant amounts will be forgiven.



**ATTACHMENT I**

**AGREEMENT BETWEEN THE CITY OF «CITY» AND  
THE COMMUNITY DEVELOPMENT COMMISSION OF THE  
COUNTY OF LOS ANGELES  
TO TRANSFER COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
FUNDS TO THE CDBG REVOLVING GRANT FUND**

This Agreement is made on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the City of «City», (hereinafter the "City") a municipal corporation, and the Community Development Commission of the County of Los Angeles (hereinafter the "Commission") to facilitate the transfer of Community Development Block Grant ("CDBG") funds between the City and the Commission to the CDBG Revolving Grant Fund (Grant Fund).

**RECITALS**

- A. The City has executed a three-year cooperation agreement with the Commission concerning CDBG funds for Fiscal Years \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.
- B. The City has unallocated CDBG funds, which could be made available for transfer to the Grant Fund.
- C. The City and the Commission now desire to enter into an agreement under which the City would transfer \$«Total» of its CDBG funds to the Grant Fund.

NOW, THEREFORE, the parties agree as follows:

- 1. TRANSFER.** The City agrees to assign \$«Total» of its unallocated CDBG funds to the Grant Fund.
- 2. CONSIDERATION.** The City shall assign the agreed upon CDBG funds to the Commission in one lump sum transfer. The Commission shall assign the transferred CDBG funds to the Grant Fund pool.
- 3. BEST EFFORTS.** The Commission shall use its best efforts to obtain any consent required of any other governmental or administrative agency to effectuate the assignment of \$«Total» to the Grant Fund pool. The Commission agrees to execute any and all additional documents which such agencies may request in connection with the assignment and receipt of the funds.
- 4. TERM.** The Agreement is effective on the date above written for both parties to complete their mutual obligations under this Agreement, and expires on June 30, \_\_\_\_\_.



**5. TERMINATION.** All transfers by the City to the Commission under this Agreement are final and may not be revoked.

**6. NOTICE.** Notices shall be deemed delivered three (3) business days after mailed by U.S. Mail or when delivered in person with written acknowledgement of the receipt thereof. The City and the Commission may designate a different address or addresses for notices to be sent by giving written communication of such change of address to all other parties entitled to receive notice.

To City:                   «FirstName» «LastName», «Title»  
City of «City»  
«Address»  
«City», CA «Zip»

To Commission:       Community Development Commission of the  
County of Los Angeles  
700 W. Main Street  
Alhambra, CA 91801  
Attn: Scott Stevenson, Director  
Community Development Division

**7. GOVERNING LAW.** This Agreement shall be governed by the laws of the State of California.



IN WITNESS WHEREOF, the parties have executed this Agreement on the date written above.

COMMUNITY DEVELOPMENT COMMISSION  
OF THE COUNTY OF LOS ANGELES

CITY OF «CITY»,  
a municipal corporation

BY: \_\_\_\_\_  
MONIQUE KING-VIEHLAND,  
Acting Executive Director  
Community Development Commission  
of the County of Los Angeles

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

APPROVED AS TO PROGRAM:  
MONIQUE KING-VIEHLAND,  
Acting Executive Director  
Community Development Commission  
of the County of Los Angeles

ATTEST:

BY: \_\_\_\_\_  
Director, Community Development Division

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

APPROVED AS TO FORM:

MARY C. WICKHAM  
County Counsel

APPROVED AS TO FORM:

BY: \_\_\_\_\_  
Deputy

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



## **ATTACHMENT II**

### **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) REVOLVING GRANT FUND APPLICATION INSTRUCTIONS**

1. The grant application will be limited to two (2) pages and will be reviewed on a first-come, first-served basis.
2. Cities may submit applications for more than one (1) project, however, they must identify a priority project. In the case of multiple submissions, only one (1) project will be funded.
3. Eligible projects include, but not limited to, the following: construction, rehabilitation (loans or grants), code enforcement, and special economic development (loans or grants). Grant funds will not be available for public service or planning projects.
4. Applications should explain how the project would benefit from the requested additional funds (reduced waiting list, addition of a project component, etc.).
5. Projects should be completed within two (2) years, and under no circumstances exceed three (3) years.
6. If funds will be used for a new project, a quarterly expenditure and milestone plan must accompany the application.



## COMMUNITY DEVELOPMENT BLOCK GRANT REVOLVING GRANT FUND APPLICATION

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

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

New Project: \_\_\_\_\_ Current Project: \_\_\_\_\_ (Indicate Project No.)

Amount Requested: \_\_\_\_\_

If Current Project, Current Budget: \_\_\_\_\_

For a description of grant policies and procedures, see CDD-GMU Bulletin No. 17-0021, *Revision to Community Development Block Grant Revolving Grant Fund Guidelines*, dated December 13, 2017.

In the space below, (limited to two (2) pages), describe the use of funds for a new project, or how the continuing project would benefit from the requested additional funds (reduced waiting list, addition of a project component, etc.).

\_\_\_\_\_  
NAME OF AUTHORIZED OFFICIAL (PRINT)

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED OFFICIAL

\_\_\_\_\_  
DATE



**COUNTY OF LOS ANGELES  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
REIMBURSABLE CONTRACT WITH PARTICIPATING CITY**

AMENDMENT NUMBER \_\_\_\_\_

CITY:

CONTRACT NUMBER:

THIS AMENDMENT NO. \_\_\_\_\_ TO CONTRACT \_\_\_\_\_ is made this «Date» day of, «Month», «Year», by and between the County of Los Angeles, hereinafter called the "County," and the City of \_\_\_\_\_, hereinafter called the "Operating Agency."

WITNESSETH THAT:

WHEREAS, the County and the Operating Agency previously entered into a Community Development Block Grant (CDBG) Program Reimbursable Contract, Contract Number \_\_\_\_\_, dated \_\_\_\_\_, and any subsequent amendments;

WHEREAS, the County and the Operating Agency desire to amend said Contract in order to reflect the transfer of CDBG Revolving Grant Funds (Grant Fund) from the Fund to the Operating Agency; so that the Operating Agency may better implement its CDBG-eligible projects;

WHEREAS, the Operating Agency desires to participate in said CDBG Program and is qualified by reason of experience, preparation, organization, staffing, and facilities to provide the services and implement the project described herein; and

WHEREAS, the Community Development Commission of the County of Los Angeles administers this Contract on behalf of the County.

NOW, THEREFORE, in consideration of the mutual undertakings herein, the parties agree that the Contract be amended as follows:

1. Section 5, COMPENSATION AND METHOD OF PAYMENT is amended to show a revised compensation amount of «Spell out dollar Amount» («Total Allocation Amount»). This is an increase of «Spell out FY Budget Amount» («FY Budget Amount») in the compensation amount.

The «Spell Out Dollar Amt.». dollars («Repayment Amount») set aside for repayment to the Grant Fund will automatically be drawn down by the Commission annually, with no further notice to the Operating Agency. Any remaining balance after the Grant Fund repayment will be available for programming and reimbursement.



This contract amends the original contract to reflect the additions and/or change(s) noted above, and this section(s) should be substituted in its entirety or added to the previously executed contract. All other terms and conditions of said contract shall remain the same.



IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by the Executive Director of the Community Development Commission, and the Operating Agency has subscribed the same through its duly authorized officers on the day, month, and year first above written.

COUNTY OF LOS ANGELES

CITY OF

BY: \_\_\_\_\_  
MONIQUE KING-VIEHLAND  
Acting Executive Director  
Community Development Commission  
of the County of Los Angeles

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

APPROVED AS TO FORM:

MARY C. WICKHAM  
County Counsel

APPROVED AS TO PROGRAM:

MONIQUE KING-VIEHLAND  
Acting Executive Director  
Community Development Commission  
of the County of Los Angeles

BY: \_\_\_\_\_  
Deputy

BY: \_\_\_\_\_  
Director  
Community Development Division



# THE CITY OF SAN FERNANDO

ATTACHMENT "C"

## CITY COUNCIL

MAYOR  
MARY MENDOZA

VICE MAYOR  
HECTOR A. PACHECO

COUNCILMEMBER  
SYLVIA BALLIN

COUNCILMEMBER  
CINDY MONTAÑEZ

COUNCILMEMBER  
CELESTE T. RODRIGUEZ

## NOTICE OF PUBLIC HEARING

**BY THE CITY COUNCIL OF THE CITY OF SAN FERNANDO TO  
CONDUCT A PUBLIC HEARING TO CONSIDER USING \$200,000  
IN LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA)  
REVOLVING GRANT FUNDS TO FUND A PORTION OF THE 2021-  
2022 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
LACDA SMALL BUSINESS GRANT PROGRAM TO ASSIST SAN  
FERNANDO BUSINESSES**

NOTICE IS HEREBY GIVEN that the City Council of the City of San Fernando will conduct a Public Hearing to consider the use of an advance of Fiscal Year 2022-23 Community Development Block Grant (CDBG) funds in the form of a LACDA Revolving Grant on March 21, 2022 for the purpose of providing \$200,000 in additional funding to the Fiscal Year 2021-22 LACDA Small Business Grant Program.

Project To Be Funded	Project Number	Revolving Grant Funds
LACDA Small Business Grant Program	602498-21	\$200,000

Copies of the staff report will be available for public review after 12:00 noon on Friday, March 18, 2022 on the City's website <https://ci.san-fernando.ca.us/> and at the City Clerk's Office, 117 Macneil Street, San Fernando, CA 91340. Questions regarding these project changes may be referred to the City Manager's Office at [citymanager@sfcity.org](mailto:citymanager@sfcity.org) through April 14, 2022.

The meeting will be held in the City Council Chamber, 117 Macneil Street, San Fernando, California 91340 on March 21, 2022 at 6:00 p.m. or as soon thereafter as the matter may be heard. At that time any interested person is welcome to attend and be heard on this matter.

Dated this 17th day of March 2022  
City of San Fernando, California

## ADMINISTRATION DEPARTMENT

117 MACNEIL STREET  
SAN FERNANDO  
CALIFORNIA  
91340

Julia Fritz, CMC  
City Clerk

OFFICE OF THE  
CITY MANAGER  
(818) 898-1202







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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:** March 21, 2022

**Subject:** Presentation of Development Options by Azure Development, Inc., for the Opportunity Site at Public Parking Lot No. 3

### RECOMMENDATION:

It is recommended that the City Council:

- a. Receive and file a presentation of three development options at Public Parking Lot No. 3 by Azure Development, Inc. ("Azure")(Attachment "A");
- b. Discuss the development options and provide feedback, as appropriate; and
- c. Continue discussion and direction of all development options to April 18, 2022, or later, to provide additional time for public review of the development options.

### BACKGROUND:

1. On March 4, 2019, Kosmont Companies, the City's economic development consultant, presented its Downtown San Fernando Economic Development and Asset Analysis in an informational City Council study session. Subsequently, the City Council directed staff to designate the City-owned Parking Lot No. 3 site as a potential development opportunity site.
2. On September 24, 2019, the City hosted a Downtown Opportunity Site Community Meeting. Feedback from the Community Meeting and related online survey are summarized in a Memorandum that is available on the City of San Fernando website at [SFCITY.ORG/Economic-Development](http://SFCITY.ORG/Economic-Development).
3. On December 19, 2019, the City issued a Request for Developer Qualifications ("RFQ") for Parking Lot No. 3 Mixed/Blended-Use Development Opportunity – 1.44 Acres on San Fernando Mission Blvd. and Celis St. to over 200 entertainment and mixed/blended-use developers (available on the City of San Fernando website at [SFCITY.ORG/Economic-Development](http://SFCITY.ORG/Economic-Development)).



**Presentation of Development Options by Azure Development, Inc., for the Opportunity Site at Public Parking Lot No. 3**

Page 2 of 6

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4. On January 31, 2020, the City received a response to the RFQ from a development team led by Azure, a real estate development corporation, based in Commerce, CA, which was vetted and determined to be a responsible developer that met the qualifications in the RFQ.
5. On July 20, 2020, the City Council approved an Exclusive Negotiation Agreement (ENA) (Contract No. 1959) with Azure Development, Inc., for a one-year term, with two six-month options to extend for the purpose of conducting a project feasibility study, and, if feasible, to negotiate a development agreement for the Parking Lot No. 3 opportunity site.
6. On February 1, 2021, the City Council received a presentation from Azure regarding the Draft Community Outreach Plan and provided direction.
7. In May 2021, Azure began community outreach efforts, which concluded in July 2021.
8. On August 16, 2021, the City Council received a presentation summarizing the community outreach responses and the resulting development options from Azure, which included: 1) maximizing housing on the Site, 2) providing a moderate mix of housing and commercial on the Site, and 3) maximizing commercial space on the Site. The City Council directed staff to work with Azure to provide a more detailed development plan and financial feasibility study for each of the three options. The City Council also directed staff to work with Azure to seek additional community input before moving forward on selecting one of the three options.

**ANALYSIS:**

Overview of the Development Opportunity Site.

Parking Lot No. 3 is an approximately 1.44-acre site owned by the City that is bounded by San Fernando Mission Boulevard to the northwest, Celis St. to the northeast, Pico St. to the southwest, and a set of commercial buildings fronting Maclay Ave. to the southeast. The site lies within the Downtown Residential overlay of the Downtown District of the Corridors Specific Plan ("SP-5") area zone.

While the site is currently being used as a 144-space public parking lot, the City has been interested in redeveloping the surface parking lot through a public-private partnership. As noted in SP-5, "The Downtown District is established for the purpose of creating a lively, mixed-use, transit-oriented 'center of the city' where the community of San Fernando comes together." Accordingly, the City pursued a catalytic blended-use project that develops connections with the main-street shops of the San Fernando Mall along with existing and future transit lines. Through the RFQ process, the City sought a blended-use developer to evaluate development of the site to achieve goals of the Downtown District.



**Presentation of Development Options by Azure Development, Inc., for the Opportunity Site at Public Parking Lot No. 3**

Page 3 of 6

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Terms of Exclusive Negotiation Agreement (ENA).

The City and Azure entered into an ENA to establish a specific limited period of time to negotiate regarding the terms of the development of the project on the site. The ENA period requires time to perform project shaping and due diligence work, study feasibility of the project, conduct community outreach and collect community input, and, if feasible, negotiate terms for a binding development agreement for a project to move forward.

City Council Meeting, August 2021.

On August 16, 2021, Azure provided a presentation on the results of the community outreach effort and three development options to the City Council. Azure explained that community outreach efforts involved the following:

- Meeting with stakeholders (San Fernando Chamber of Commerce, Fernandeño Tataviam Band of Mission Indians, Schools, Veterans of Foreign Wars, and other interested community members)
- Meeting with City Departments
- Walking the community twice and collecting 828 surveys (15 mins to complete each).
- Walking through downtown and speaking to business owners.

Based on community input, Azure introduced the project name as “Cielo,” increased the proposed size of the commercial component in the mixed-use options to have restaurant and a small format theater fronting San Fernando Mission Blvd, and included a “Tataviam garden” with a water feature.

Three development options were presented to the City Council for consideration and direction in August 2021, as follows:

Option No. 1: A traditional mixed-used project that maximizes housing (47 housing units), commercial/retail space, a small-format theater, and a modest garden area and open space.

Option No. 2: A smaller mixed-use project with modest housing (26 housing units), slightly reduced commercial/retail space (from Option No. 1), a small-format theater, a senior health and wellness center, and increased garden area and open space.

Option No. 3: An all-commercial option, with a small-format theater, restaurant, retail, and open space, with no residential component.

The City Council reviewed the information and requested a financial feasibility study for all three options. All four Councilmembers at the meeting were supportive of having a larger commercial component, with a small-format theater and public open spaces. Three Councilmembers were



**Presentation of Development Options by Azure Development, Inc., for the Opportunity Site at Public Parking Lot No. 3**

Page 4 of 6

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supportive of a mixed-used involving both housing and commercial uses (these were reflected in Options 1 and 2 from that meeting), and one Councilmember was supportive of the all commercial option (this was reflected in Option 3 from that meeting). For the mixed-use options, the City Council stated it would like to explore the possibility of restricting housing availability to those who currently work or live in San Fernando. The City Council also indicated that it would like to see more community outreach before moving forward with selecting one of the three options.

Development Options.

Since City Council's review and input, Azure has designed/refined three development options to address the comments received from the community outreach and City Council meeting in August 2021.

***Option 1 – Mixed-Use with 47 Housing Unit***

Proposed Option 1 is a mixed-use development with 47 housing units and approximately 14,100 square feet (sq. ft.) of commercial space designed for a food hall (also referred to as public market) and a small-format theater with approximately a 100-seat capacity. These commercial spaces will front San Fernando Mission Blvd. and Celis St. Approximately 3,835 sq. ft. of public open space will be located at the corner of the commercial frontage (San Fernando Mission Blvd. and Celis St.). Additionally, approximately 6,000 sq. ft. of open space will be provided for residential amenities, which will only be available to the residents and their guests. Private open spaces such as private patios, decks, and balconies will also be provided to residential units, which will total approximately 3,525 sq. ft.

All 47 housing units will be available to low-income and moderate-income households, which qualifies this option as an affordable housing project under the State Density Bonus law. This option proposes 15 units (32% of total units) restricted to low-income households and 32 units (68% of total units) restricted to moderate-income households. Based on the 32% of total units restricted for low-income households, this option qualifies for three "incentives or concessions" that could be used to deviate from development standards (e.g., height, setbacks, open space, etc.) in Specific Plan 5 (SP 5). Also, this development option can only be required to meet the residential parking standards under state law, which is 0.5 space per unit, because the site is located within ½ mile to a major transit stop. Azure is not requesting a density increase. But, could request the incentives or concessions and State law parking standards.

The incentives or concessions allows Azure to design a two-level parking structure because one of the three incentives or concessions can be used to waive the a development standard in SP 5 that requires a ground floor height of 18 feet minimum. A two-level parking structure will accommodate 342 parking spaces, which will replace the existing 144 public parking spaces, meet the parking requirement under SP 5 for both commercial and residential, and have an extra 37 parking spaces for public use. Under SP 5, this option is required to provide 58 spaces for commercial parking and 103 spaces for residential parking. However, under State Density Bonus



**Presentation of Development Options by Azure Development, Inc., for the Opportunity Site at Public Parking Lot No. 3**

Page 5 of 6

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law, this option is only required to provide a total of 24 parking spaces for the residential component, which is 79 spaces less than what is required under SP 5.

***Option 2 – Mixed-Use with 26 Housing Unit***

Option 2 is a mixed-use development with 26 housing units and approximately 12,325 sq. ft. of commercial spaces designed for a food hall, a small-format theater with approximately a 100-seat capacity, a beer garden, and a wellness center. The commercial spaces will front on all three public street surrounding the project site (San Fernando Mission Blvd., Celis St., and Pico St.) A courtyard design of approximately 5,615 sq. ft. of open space for public use will be provided in the center of the commercial component. Approximately 17,000 sq. ft. of open space will be provided for the residential amenities, plus a total of 1,950 sq. ft. private open space (e.g., decks, patios, balconies).

Just as with Option 1, this Option 2 qualifies as an affordable housing project and is entitled to the same amount of incentives/concessions and parking allowed under the State Density Bonus law. This option will provide a total of 26 affordable housing units with 10 units (38%) restricted to low-income households and 16 units (62%) restricted to moderate-income households.

A two-level parking structure will accommodate 260 parking spaces, which will replace the existing 144 public parking spaces, plus 58 spaces for commercial parking and 57 spaces for residential parking which are required by SP 5, plus one extra public parking space. Under State Density Bonus law, this option is only required to provide a total of 13 parking spaces for residential use, which is 44 spaces less than what is required under SP 5.

***Option 3 – All Commercial***

Option 3 is an all commercial development with no residential component. Approximately 12,800 sq. ft. of commercial space will be used for a food hall, a small-format theater with an approximate 100-seat capacity, a beer garden, a wellness center, and a social service center. The commercial uses will front on all three streets. Public open spaces of approximately 15,000 sq. ft. will be provided through the site.

A total of 213 parking spaces are required, based on 69 spaces required for commercial uses and replacing the existing 144 public parking spaces. A two-level parking structure is also proposed for this option and it will accommodate a total of 153 parking spaces, which will not fully replace the existing public parking spaces. This option will be short 60 public parking spaces.

Also, this option does not qualify for any incentives/concessions because it does not include affordable housing. Therefore, development of a two-story parking structure would require approval of a variance from the Planning and Preservation Commission.

**Financial Analysis.**

A financial analysis of the three options was conducted by Azure and was reviewed by Kosmont. A summary table for each option is provided in Attachment “A”.



**Presentation of Development Options by Azure Development, Inc., for the Opportunity Site at Public Parking Lot No. 3**

Page 6 of 6

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The option with the least financial impact to the City would be Option 1. Option 1 would not need any financial contribution from the City. Also, it would provide an opportunity for the City to receive approximately \$4.7 million from a CalHome grant from the State that could be used to help low- and very low-income households with first-time homebuyers or home rehabilitation loans.

Option 2 would require the City to contribute \$1.2 million that could be funded from the City's Housing Fund. 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 will be added to the City's Housing Fund when homeowners repay the loans from the City's existing home loan programs. Option 2 would also give the City an opportunity to receive approximately \$2.6 million through a CalHome grant.

Option 3 would have the most financial impact to the City's budget. This option would require the City contribute \$10.6 million in subsidies or bonds.

**BUDGET IMPACT:**

There is no budget impact for discussing this item. Azure is responsible for all costs related to designing all three options, and is responsible for reimbursing the City for staff and consultant for up to \$25,000 in costs related to the ENA.

**CONCLUSION:**

Staff recommends that the City Council receive and file the presentation on the progress of the three options, and continue the discussion and direction for all options to the City Council meeting in April 2022, or a later date to provide time for Azure to do further outreach.

**ATTACHMENT:**

A. Presentation of Development Options and Financial Summary from Azure



*Azure Community Development*

CIELO

San Fernando, Achoicominga



SITE PLAN OPTIONS FOR PARKING LOT 3



# PARKING LOT 3 DEVELOPMENT SUMMARY

**1. July 20, 2020:** ENA Awarded

**2. March to August 2021:** Performed Extensive Community Outreach

**3. September to November 2021:** Designed 3 Site Plan Options

**4. December 2021:** One on one briefings of Draft Plans with City Council

**5. March and April 2022:** Formal Review of Site Plan Options by Council

**6. Year of 2022:** Entitlements and Grant Submittal



# OVERVIEW OF THE SITE PLAN OPTIONS

## OPTION 1 SUMMARY

- 16,800 SF Commercial with Public Market + Theatre
- 47 For-Sale Homes
- 239 Public + Commercial Parking Stalls
- 94 Housing Parking Stalls
- 9 Residential Guest Parking Stalls
- 3,835 SF of Public Open Space
- 3,525 SF of Private Open Space

## OPTION 2 SUMMARY

- 12,325 SF Commercial with Public Market + Theatre
- 26 For-Sale Homes
- 203 Public + Commercial Parking Stalls
- 52 Housing Parking Stalls
- 5 Residential Guest Parking Stalls
- 5,615 SF of Public Open Space
- 18,950 SF of Private Open Space
- 4,320 SF Public Benefit Space

## OPTION 3 SUMMARY

- 12,800 SF Commercial with Public Market + Theatre
- No Housing
- 153 Public + Commercial Parking Stalls
- 15,000 SF of Public Open Space
- 11,500 SF Public Benefit Space



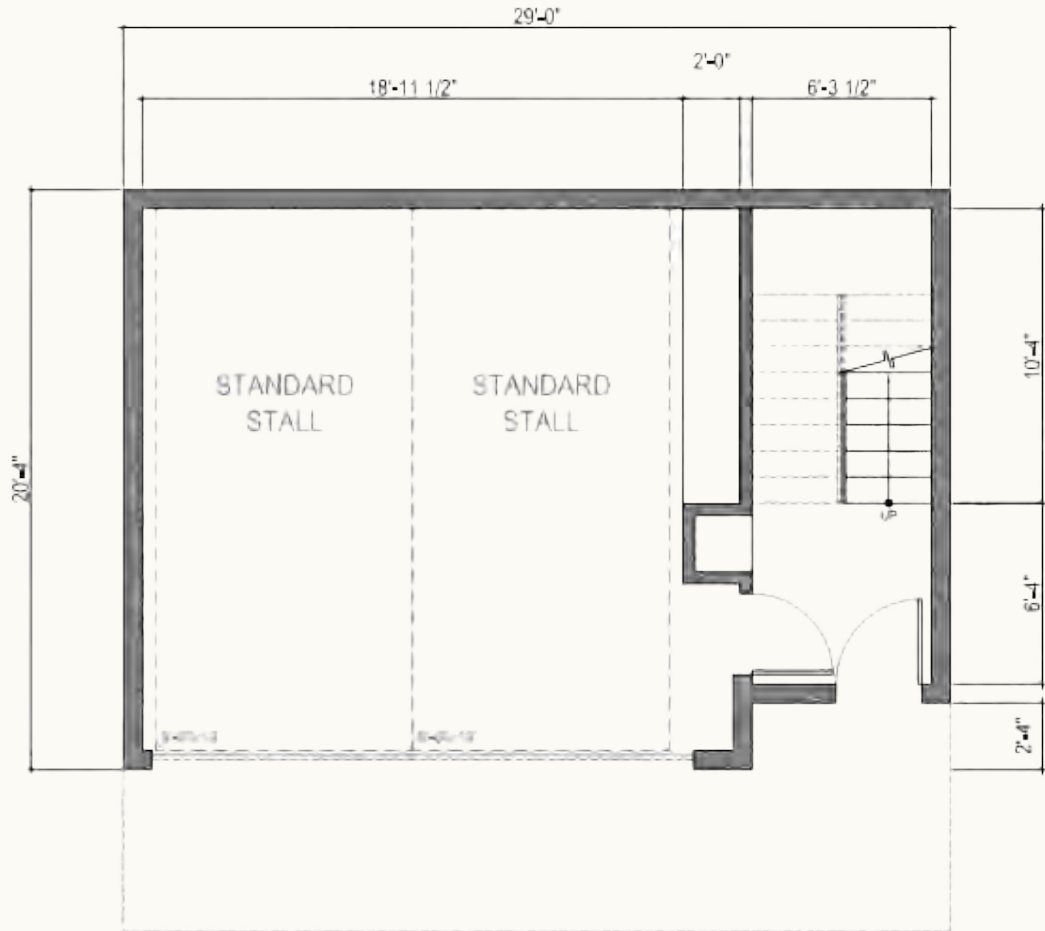


# FOR SALE TOWNHOMES

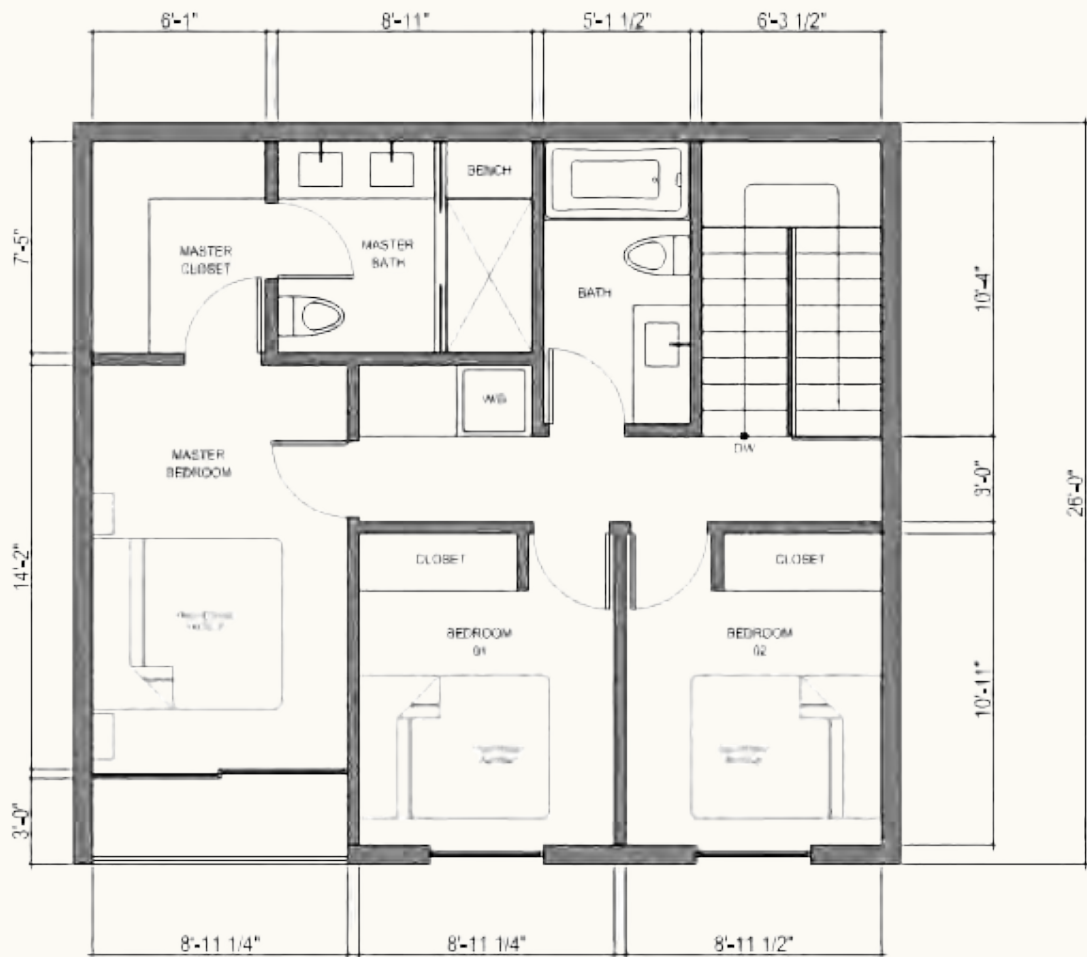
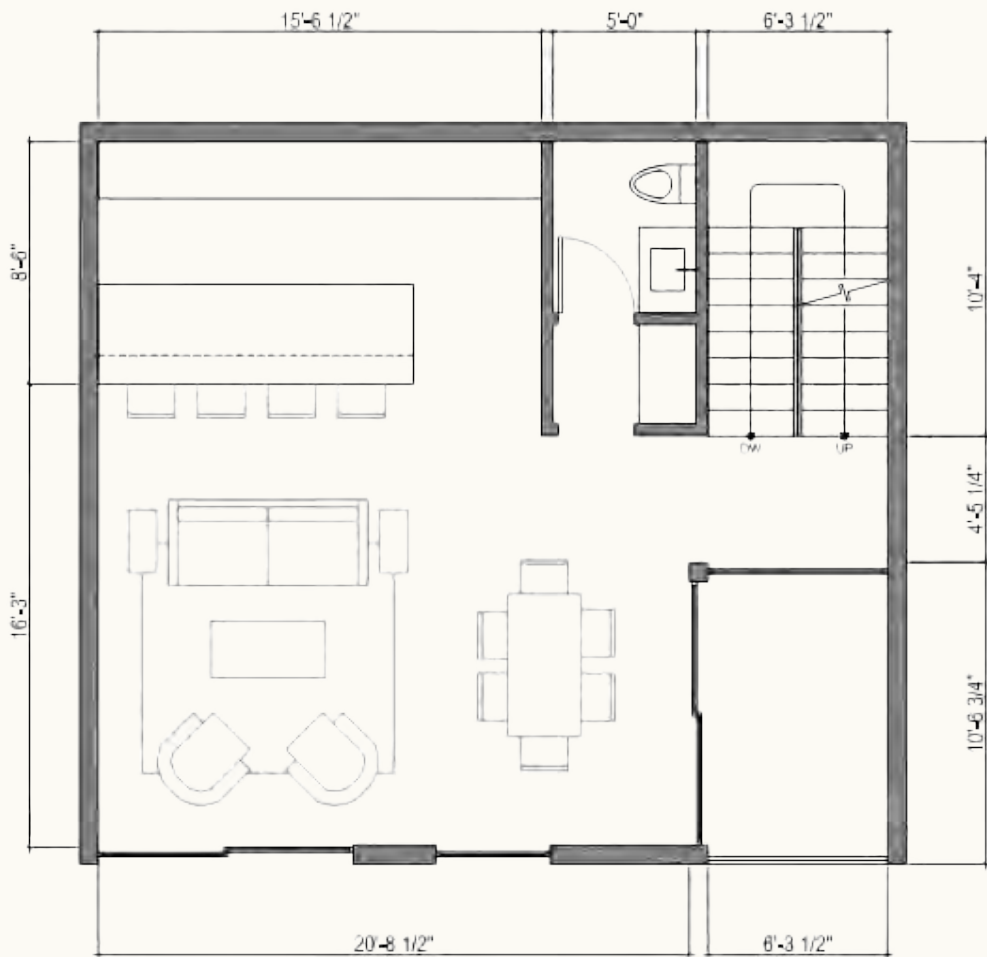
- 2 and 3-bedroom units
- 1,250 to 1,500 square feet of living space
- Private Two-Car Garage
- Energy Efficient Units
- Private Open Space
- Community Amenities including BBQs, Gardens and Play Area



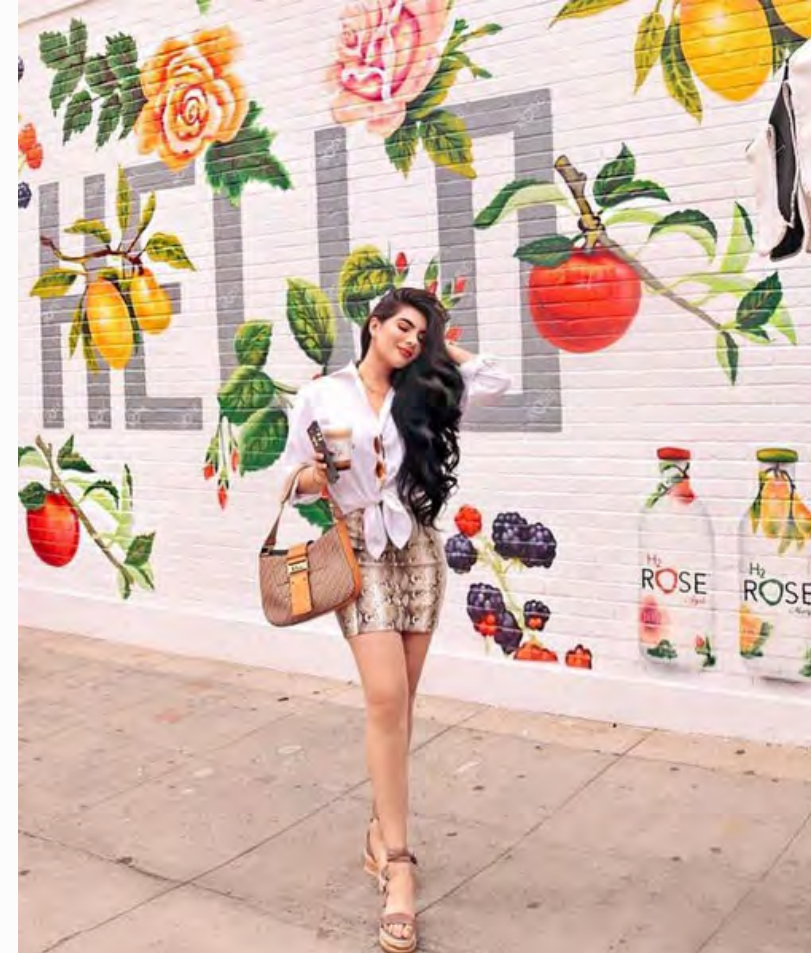
# SAMPLE TOWNHOME FLOOR PLAN



3 BEDROOM - A (MIDDLE)







# PUBLIC MARKET + THEATRE





# PUBLIC MARKET + THEATRE

- Public Market is a unique space for **local chefs** and culinary variety
- Public Market will have **music, live events and a craft beer garden**
- Public Market has communal seating and outdoor patios
- Cinema above the Public Market with **100 Premium Seats**
- Cinema has Full Concession Stand and **Stadium Seating**
- Cinema **can be used by non-profits/schools** during the week for  
Community events







CIELO

AT SAN FERNANDO, ACHOICOMINGA

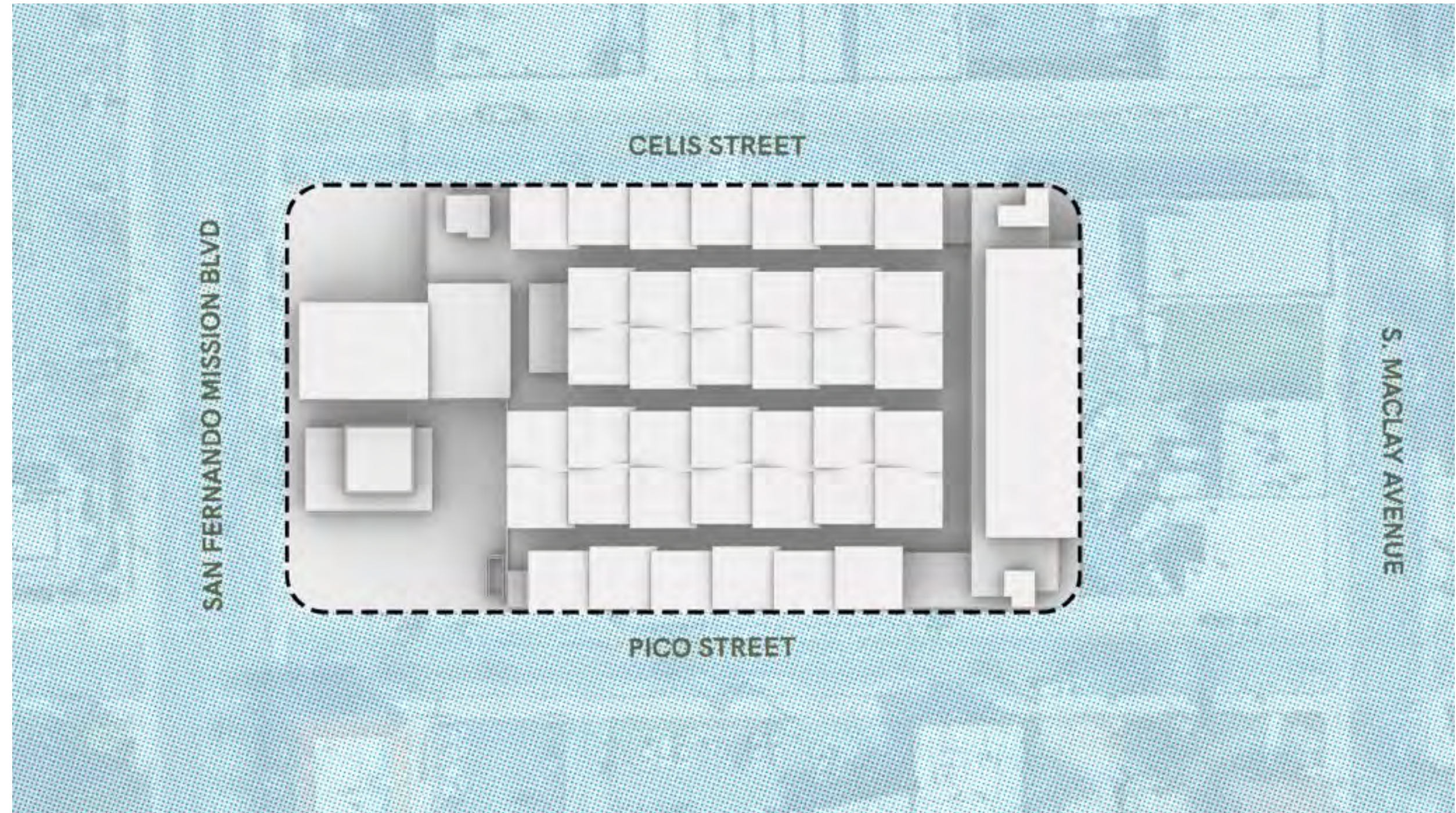
# OPTION 1



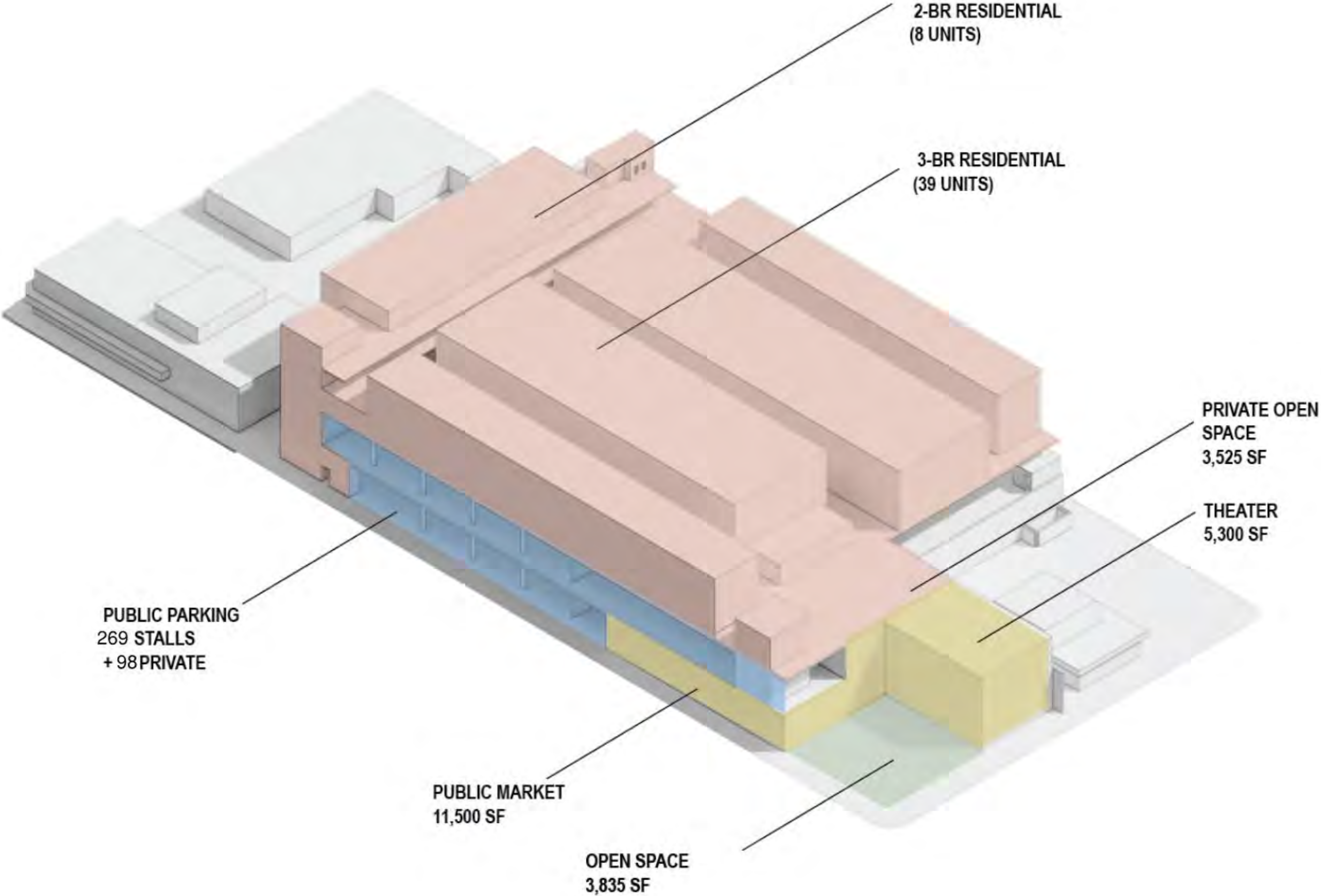
# OPTION 1

## SUMMARY

- 16,800 SF Commercial with Public Market + Theatre
- 47 For-Sale Homes
- 239 Public + Commercial Parking Stalls
- 94 Housing Parking Stalls
- 9 Residential Guest Parking Stalls
- 3,835 SF of Public Open Space
- 3,525 SF of Private Open Space







**PROGRAM MIX**



## OPTION 1 - GROUND LEVEL

### LEGEND

- 1 Ancestor tree - sycamore
- 2 Central feature highlighting Fernandño Tataviam Tribe
- 3 Communal table and seating for adjacent retail
- 4 Curbless sidewalk edge
- 5 Text engraved in paving
- 6 Flexible area for retail or public events
-  Indoor/outdoor connections









# OPTION 1

## TOTAL PROJECT COST \$45 Million



### PRIVATE FUNDING

- \$21.98M Residential Construction Loan
- \$4M Commercial Construction Loan

**= \$26M or 58% of Project Cost**



### FEDERAL FUNDING

- \$0. Project does not require additional funding.



### STATE FUNDING

- \$14M AHSC/IIG
- \$4.7M Cal Home Grants

**=\$18.9M or 42% of Project Cost**



### CITY FUNDING

- Land Contribution
- Receives Permit Fees
- Receives Reimbursement Agreement
- Receives new Sales and Property Taxes
- Receives \$4.7M Cal Home Revolving





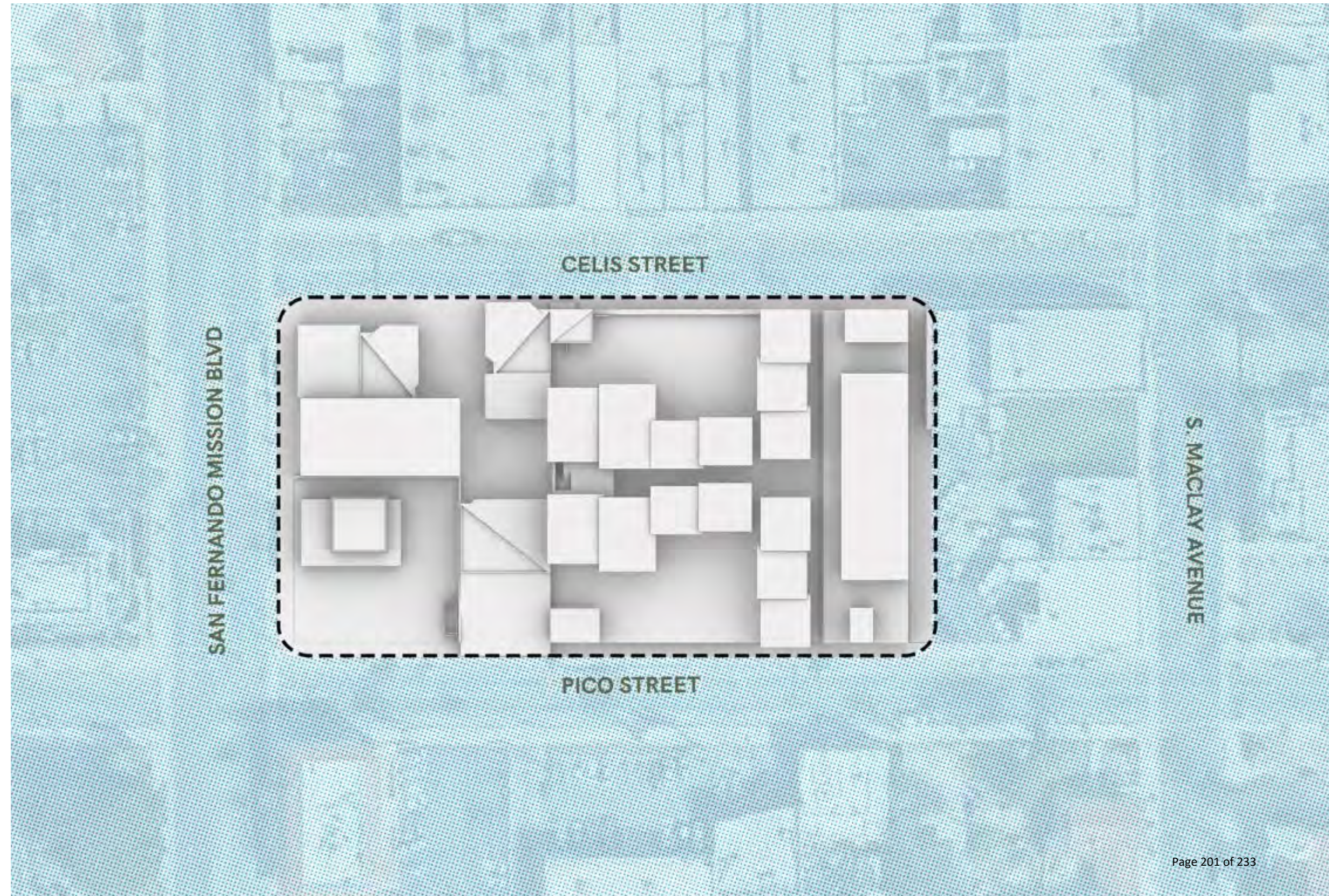
OPTION 2



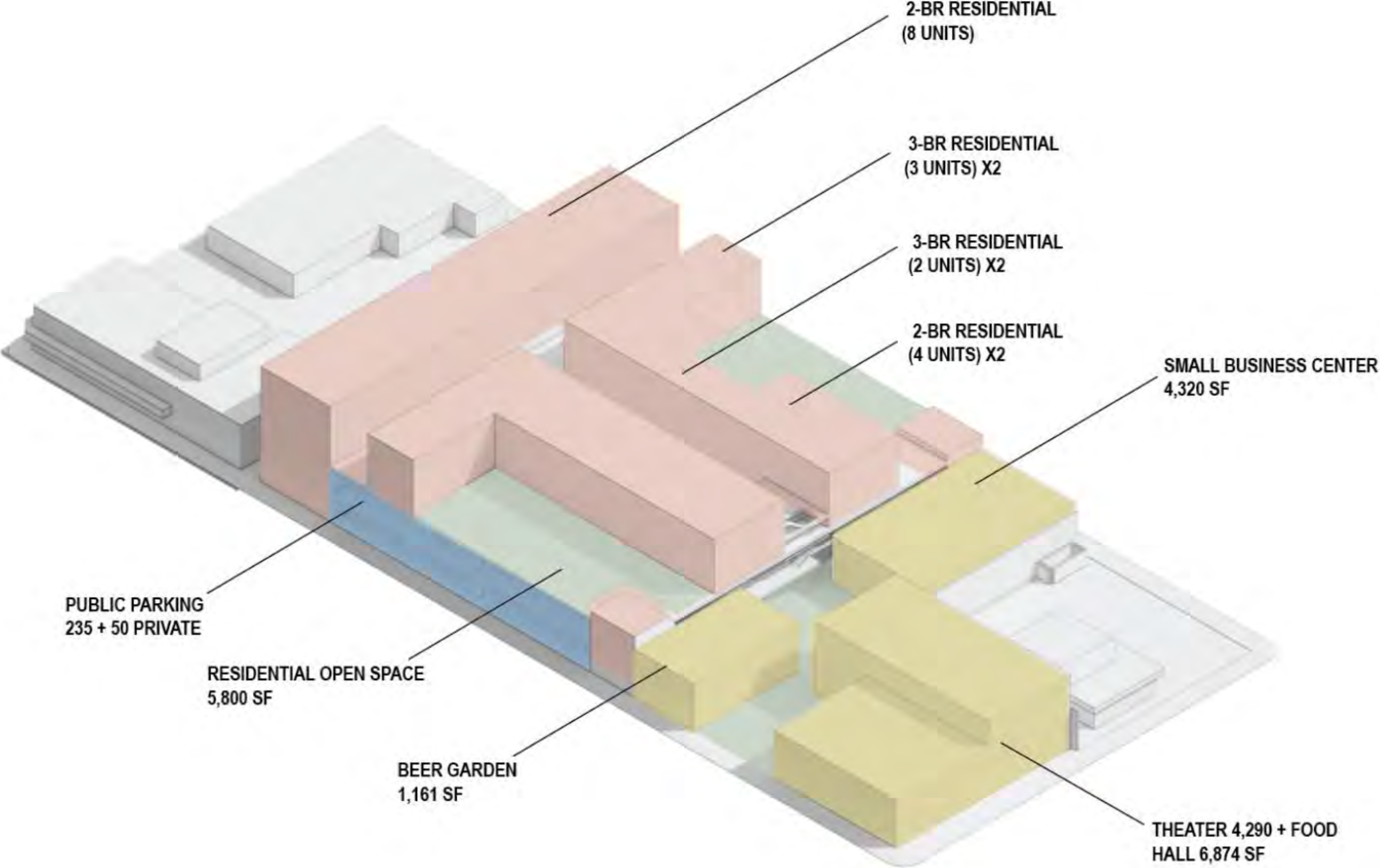
# OPTION 2

## SUMMARY

- 12,325 SF Commercial with Public Market + Theatre
- 26 For-Sale Homes
- 203 Public + Commercial Parking Stalls
- 52 Housing Parking Stalls
- 5 Residential Guest Parking Stalls
- 5,615 SF of Public Open Space
- 18,950 SF of Private Open Space
- 4,320 SF Public Benefit Space







**PROGRAM MIX**



## OPTION 2 - GROUND LEVEL

### LEGEND

- 1 Ancestor tree - sycamore
  - 2 Raised planters for seniors to tend
  - 3 Central feature highlighting Fernandño Tataviam tribe
  - 4 Seating for adjacent retail
  - 5 Curbless sidewalk edge
  - 6 Paving patterns continued into Celis Street
  - 7 Text engraved in paving
  - 8 Flexible area for retail or public events
- ↔ Indoor/outdoor connections





OPTION 2 - FIRST LEVEL

LEGEND

- 1 Shaded seating area
- 2 Resident garden beds
- 3 Communal grill
- 4 Parklet with specimen tree
- 5 Picnic tables
- 6 Flexible lawn space
- 7 Flexible deck space
- 8 Movable Furniture
- 9 Planters









# OPTION 2

## TOTAL PROJECT COST: \$33.8 Million

1

### PRIVATE FUNDING

- \$11.6M Residential Construction Loan
  - \$4.8M Commercial Construction Loan
- =\$16.4M or 48.7% of Project Cost**

2

### FEDERAL FUNDING

- \$3M EDA Grant
- =\$3M or 8.9% of Project Cost**

3

### STATE FUNDING

- \$10.5M AHSC/IIG
  - \$2.6M Cal Home Grants
- =\$13.1M or 38.8% of Project Cost**

4

### CITY FUNDING

- Land Contribution
  - \$1.2M from Housing Trust Fund
  - Receives Reimbursement Agreement
  - Receives \$2.6M Cal Home Revolving
  - Receives Permit Fees
  - Receives new Sales and Property Taxes
- =\$1.2M or 3.6% of Project Cost**





# OPTION 3

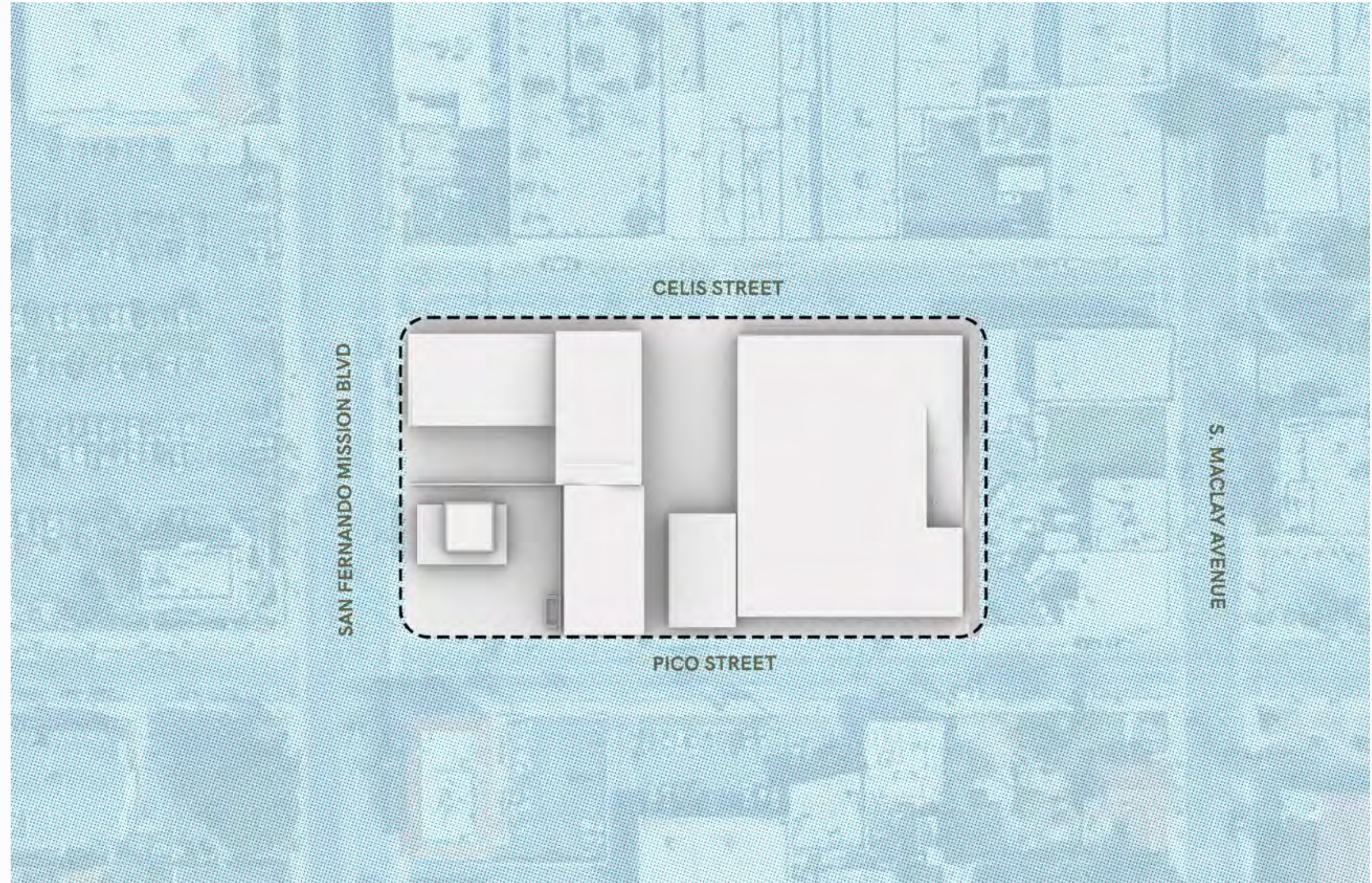
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# OPTION 3

## SUMMARY


- 12,800 SF Commercial with Public Market + Theatre
- No Housing
- 153 Public + Commercial Parking Stalls
- 15,000 SF of Public Open Space
- 11,500 SF Public Benefit Space





# OPTION 3 - GROUND LEVEL

## LEGEND

- 1 Ancestor tree - sycamore
- 2 Raised planters for seniors to tend
- 3 Central feature highlighting Ortiz lineage
- 4 Central feature highlighting Garcia lineage
- 5 Central feature highlighting Ortega lineage
- 6 Seating for adjacent retail
- 7 Curbless sidewalk edge
- 8 Paving patterns continued into Celis Street
- 9 Text engraved in paving
- 10 Flexible area for retail or public events
-  Indoor/outdoor connections





# OPTION 3

## TOTAL PROJECT COST: \$19.7 Million

1

### PRIVATE FUNDING

- \$6.6M Commercial Construction Loan
- = **\$6.6M or 34% of Project Cost**

2

### FEDERAL FUNDING

- \$3.5M EDA Grant
- =**\$3.5M or 18% of Project Cost**

3

### STATE FUNDING

- \$0. State funding prioritizes projects that include housing,

4

### CITY FUNDING

- Land Contribution
  - \$9.6M in City Subsidy or Bond
  - Receives Reimbursement Agreement
  - Receives new Sales Tax
- =**\$9.6M or 49% of Project Cost**



# STATE REQUIREMENTS



- **SURPLUS LAND ACT:** Cities must prioritize the development of under-utilized sites for **affordable housing**.
- **STATE RHNA REQUIREMENT:** San Fernando must produce 1,795 new housing units by 2029



# GRANT APPLICATION CALENDAR

TIMELINE FOR A SUCCESSFUL DEVELOPMENT



**JUNE 2022**  
Super NOFA (IIG)

**ROLLING DEADLINE**  
Federal EDA

**OCTOBER 2022**  
AHSC Round 7

**OCT 2022**  
Cal Home

Dates are projected until final deadlines are set by the State of California.  
EDA has a rolling application deadline but recommend submittal by end of March.





*Azure Community Development*

# CIELO

## San Fernando, Achoicominga

SITE PLAN OPTIONS FOR PARKING LOT 3



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## AGENDA REPORT

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**To:** Mayor Mary Mendoza and Councilmembers

**From:** Councilmember Celeste Rodriguez

**Date:** March 21, 2022

**Subject:** Discussion and Consideration Regarding City Support in Celebrating the Legacy of Cesar E. Chavez

### **RECOMMENDATION:**

I have placed this item on the agenda for the City Council to discuss and consider approving City support in celebrating the legacy of Cesar E. Chavez (Attachment "A").

### **BACKGROUND/ANALYSIS:**

Details of the Background/Analysis is included as (Attachment "A"), submitted as a request to agendize an item for the March 21, 2022 City Council Meeting to consider reestablishing City support in celebrating the legacy of Cesar E. Chavez.

### **BUDGET IMPACT:**

There is no impact to the budget by discussing this item. Additional future costs to be determined based on City Council direction.

### **ATTACHMENTS:**

A. Request to Agendize an item for City Council Discussion/Consideration



## REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION

### CITY COUNCILMEMBER INFORMATION

NAME Celeste Rodriguez	TITLE Councilmember
---------------------------	------------------------

### ITEM INFORMATION

SUBJECT *Title of the item you are requesting to be agendized.*  
Celebrating the legacy of Cesar E. Chavez in the City of San Fernando

<b>PRIORITIES</b> <i>Is this included in the current FY priorities?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>BUDGET</b> <i>Is this a budgeted item?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>FISCAL IMPACT</b> <i>Is there a fiscal impact? If yes, indicate amount.</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    \$ TBD
---	---	--

**BACKGROUND/ANALYSIS** *Provide the reason you are requesting this item be agendized.*

In 1993, the City of San Fernando became the first in the nation to designate March 31 as an official holiday to commemorate the life of Cesar E. Chavez. In 2004, the city honored the great civil rights and labor leader through the creation of the largest Cesar Chavez Memorial in the nation. The construction of this inspiring tribute was the culmination of efforts between the San Fernando Valley Cesar E. Chavez Commemorative Committee (CCCC) and the Cultural Arts Commission of the City of San Fernando. The CCCC has held an annual march commemorating the holiday, which has become a tradition in our community. Unfortunately, due to COVID, an in-person march has not been able to take place, but the CCCC has continued to organize alternative events to commemorate the holiday.

This year, the CCCC has coordinated a number of events to engage the community, including tours of the San Fernando Cesar E. Chavez memorial(see attached flier). I ask that the Council consider becoming a formal partner of this year's events, grant the City Manager authority to waive city fees associated with the event, as well as reestablish a formal partnership with the CCCC by extending the term of the attached MOU to 2027 as well as any other necessary updates.

**ATTACHMENTS** *Do you have any attachments to include?*

☒ Yes    ☐ No

**RECOMMENDATION** *Indicate the direction you are recommending.*



# Celebración de la vida de Cesar E. Chavez



## Lista de eventos 2022

**Sabado**

**Marzo  
26**

### **Presentacion**

presentaciones sobre la vida de Cesar Chavez se daran entre la mañana en el monumento Cesar E. Chavez.

**Donde: Al lado de San Fernando Rec. Park  
Cesar E. Chavez Memorial Park  
Esquina Wolfskill y Truman St., San Fernando, CA  
91340**

**Hora: Entre 9am - 1pm**

**Domingo**

**Marzo  
27**

### **Caravana de carros**

únase a nuestra caravana en honra a Cesar Chavez y para hacer conciencia de la lucha de nuestros campesinos y comunidades inmigrantes.

**Donde: 10919 Sepulveda Blvd.,  
Mission Hills, CA 91345**

**Hora: 10am**



Escanear para la ruta

**Jueves**

**Marzo  
31**

### **Conferencia de Prensa**

Acompañenos en celebración del cumpleaños de Cesar Chavez y de su legado con una acción para decirle al gobernador Newsom que apoye la justicia campesina; trae tu pancarta.

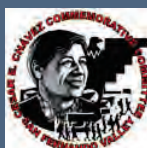
**Donde :**

**Al lado de San Fernando Rec. Park  
Cesar E. Chavez Memorial Park  
Esquina de Wolfskill & Truman St., San Fernando,  
CA 91340**

**Hora: 9:30am**

## **Cesar Chavez Commemorative Committee SFV**

Para mas información:  
Alex Reza : 661-645-0631  
Silverio Pelayo  
818-837-2272





# Celebrate the Life of Cesar E. Chavez



## Check Out List of Events for 2022

**Saturday**

**March  
26**

### *The Cesar Chavez Memorial Tour*

One hour guided tours will be given throughout the morning at the Cesar Chavez Memorial.

**Location: Adjacent to San Fernando Rec. Park**

**Cesar E. Chavez Memorial Park**

**Corner of Wolfskill & Truman St., San Fernando, CA 91340**

**Time: Between 9am - 1pm**

**Sunday**

**March  
27**

### *Car Caravan*

Join our caravan to bring honor to Cesar Chavez, as we increase awareness of struggles that our farm worker & immigrant communities are facing.

**Location: 10919 Sepulveda**

**Blvd., Mission Hills, CA 91345**

**Time: 10am**



Scan for route

**Thursday**

**March  
31**

### *Press Conference*

Join us in celebration of Cesar Chavez's birthday & legacy with an action to tell Governor Newsom to support farmworker justice; bring your banners and signs.

**Location :**

**Adjacent to San Fernando Rec. Park**

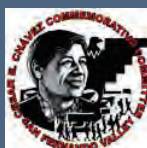
**Cesar E. Chavez Memorial Park**

**Corner of Wolfskill & Truman St., San Fernando, CA 91340**

**Time: 9:30am**

## **Cesar Chavez Commemorative Committee SFV**

For detailed information:  
Alex Reza : 661-645-0631  
Silverio Pelayo  
818.837.2272





**MEMORANDUM OF UNDERSTANDING**

(Parties: City of San Fernando and Pueblo Y Salud, Inc.)

THIS COOPERATIVE USE AGREEMENT ("Agreement") is made and entered by and between Pueblo Y Salud, Inc., a non-profit organization (hereinafter referred to as "PYS") and CITY OF SAN FERNANDO, a California municipal corporation (hereinafter referred to as the "City"). For purposes of this Agreement the capitalized term "Parties" may refer to either PYS or City. The capitalized term "Party" may refer to either PYS or City interchangeably.

RECITALS

This AGREEMENT is made and entered into with respect to the following facts:

WHEREAS, PYS and the City are entering into this Agreement for the purposes of providing community programming, events, and fundraising efforts, respectively; and

WHEREAS, PYS is the lead agency and fiscal agent for the César E. Chávez Commemoration Committee; and

WHEREAS, the César E. Chávez Commemoration Committee has taken an active role in the inception, design, and previous fundraising efforts for construction of the César E. Chávez Memorial; and

WHEREAS, the City owns and operates Recreation Park located at 208 Park Ave. and the César E. Chávez Memorial, located on Truman St. (APN 2522-034-900), in the City of San Fernando (the "Park Facilities"); and

WHEREAS, PYS has submitted to City a proposal to provide public programming and restoration efforts at the César E. Chávez Memorial, attached hereto as Exhibit "A" (the "Proposal"); and

WHEREAS, PYS represents to City that based upon its experience, its ability to exert influence over community members to support the César E. Chávez Memorial and to mobilize community members to serve as coordinators and volunteers, PYS is an appropriate entity to provide such Public Programs at the Park Facilities.

WHEREAS, City has determined that a Memorandum of Understanding for the public programming at Park Facilities and restoration efforts of the César E. Chávez Memorial by PYS will maximize and enhance the community benefit of the facility by enhancing the aesthetics, public safety, and providing residents access to quality programming/events not offered in the City and compliment the efforts of the César E. Chávez Memorial; and

WHEREAS, PYS and City seek a collaborative relationship to provide public programming at Park Facilities and restoration efforts at the César E. Chávez Memorial subject to certain modifications and refinements under this Agreement.

NOW, THEREFORE, in consideration of the covenants and conditions contained herein, the parties hereto agree as follows:



1. Term. The term of this Agreement shall be Three (3) years, commencing September 15, 2014 and ending September 14, 2017.
2. Park Ownership. This Agreement shall not be read to inhibit the ability of City to exercise its rights, or to relinquish City from its responsibilities, as regards to ownership of the Park Facilities. PYS agrees it has no rights or obligations related to ownership of, or the contents inside, the Park Facilities.
3. City Facilities Access. City shall grant PYS access to the Park Facilities i.e. multi-purpose room, banquet room, classroom, clubrooms, gyms and green space for purposes of conducting Public Programs/events, fundraising efforts, assisting City in maintenance of the Cesar E. Chavez Memorial, conducting memorial cleanups with volunteers, and/or other activities conducive to reflecting the legacy of César E. Chávez and other cultural events within the Park Facilities and preserving the Park Facilities as a clean and safe public environment.
4. Public Programs and PYS-Sponsored Events.
  - i. Commencing October 1, 2014, PYS shall provide to the Director of Recreation and Community Services (the "Director"), for his or her approval, a calendar of proposed Public Programs and PYS-Sponsored Events ("proposed programming schedule") for the three (3) month period of October 1, 2014 through December 31, 2014, and provide a new proposed programming schedule for each subsequent three (3) month period within thirty (30) days prior to the start of the proposed programming schedule.
  - ii. PYS proposed programming schedule shall be consistent with Park Facilities policies and guidelines as identified in Article I of Chapter 54 of the San Fernando City Code and the Park's public purposes.
  - iii. Within fifteen (15) calendar days of receipt of PYS's proposed programming schedule, the Director shall provide PYS with notice of approval of the proposed programming schedule, any City proposed changes to the proposed programming schedule, and/or any Park Facilities scheduling conflicts.
  - iv. City shall provide PYS reasonable priority use of the Park Facilities upon receipt and approval of a proposed programming schedule.
  - v. The availability of the Park Facilities for use by PYS for Public Programs and PYS-Sponsored Events shall remain subject to prior approved and reserved uses of the Park Facilities.
  - vi. City retains first priority of use the Park Facilities for City sponsored or co-sponsored events.
  - vii. City reserves the right to impose additional requirements for Public Programs and PYS-Sponsored Events, including, without limitation, insurance requirements and requirements as identified in Chapter 54 ("Parks and



Recreation") of the San Fernando City Code, as deemed necessary to protect the health, safety, and/or welfare of the community.

- viii. PYS shall not use City's name to suggest endorsement or sponsorship of Public Programs or PYS-Sponsored Events without prior approval of the City Manager.
- ix. PYS shall use the Park Facilities in accordance with Federal, State, and local laws and regulations.
- x. PYS and City shall conduct a walk-through of the Park Facilities immediately prior to the start of the first Public Program or PYS-Sponsored Event approved under this Agreement and once every twelve (12) months thereafter. During the walkthrough, PYS and City shall complete a checklist detailing the condition and contents of the Park Facilities ("walk-through checklist"). At the end of each approved Public Program or PYS-Sponsored Event, PYS shall return the Park Facilities to the condition described in the walk-through checklist. PYS shall take full financial responsibility for any damage to the Park Facilities or loss of contents, as detailed in the walk-through, checklist that occurs as a result of PYS use of the Park Facilities and will be required to pay for same based on the current cost of repair or replacement.
- xi. The Director, in his or her sole discretion, may require a certain number of security officers for a Public Program or PYS-Sponsored Event. PYS shall be responsible for procuring and paying for security officers.

5. Fees.

- i. City shall waive park rental fees, permit fees, and/or deposits for use of the Park Facilities for Public Programs and PYS-Sponsored Events that provide services to the Park Facilities for which specific knowledge of the legacy of César E. Chávez is required.
- ii. PYS shall compensate the City for any city staff they may be required to assist with the implementation and/or clean-up of any Public Programs and PYS-Sponsored Events.

6. Memorial Restoration. PYS shall provide the City with expertise on restoration efforts for the César E. Chávez Memorial.

- i. PYS shall coordinate with the City to identify components of the César E. Chávez Memorial that are in need of repair and/or improvements.
- ii. PYS shall seek recommendations/guidelines regarding the identified improvement at the César E. Chávez Memorial.
- iii. City shall provide PYS with specifications for all material identified for replacement and/or installation.



- iv. PYS shall assist the City by researching potential improvement material and costs of material.
  - v. The City shall have the final decision for any restorations at the César E. Chávez Memorial.
- 7. Fundraising. PYS shall conduct periodical fundraisers as needed to provide funding for educational programs specific to the legacy of César E. Chávez and/or restoration efforts of the César E. Chávez Memorial.
  - i. PYS shall conduct a fundraiser in year one (1) of this agreement specific to restoring the César E. Chávez Memorial, which include: a.) revitalizing of the mural; b.) replacement of the bronze plaques.
    - 1. PYS shall assume the lead of fundraising efforts and fiduciary agent for all funds collected for restoration of the César E. Chávez Memorial. Fiscal responsibilities shall include processing checks, purchase orders, disbursement of funds, and appropriate subcontracts with consultants and vendors for material and labor costs as directed by City of San Fernando. Fiscal reports on the distribution of funds will be provided as needed by City of San Fernando. PYS will complete all required financial reports within 10-business days of request.
    - 2. At the direction of City of San Fernando, PYS will obtain any necessary approvals to move funds or add line items to the budget as directed by City of San Fernando..
    - 3. PYS will have the right to decline City of San Fernando projects that may not be in alignment with the PYS Vision or Mission, are not part of restoration of the César E. Chávez Memorial, and/or in those instances where PYS is planning to apply to the same funder and therefore may create a conflict of interest.
    - 4. The PYS Director must have the approval of the PYS Board of Directors to assume the role of lead fundraising and fiduciary agent for all funds collected for restoration of the César E. Chávez Memorial.
  - ii. PYS shall apply for grants and/or conduct fundraisers for educational programs specific to the legacy of César E. Chávez and/or maintenance of the César E. Chávez Memorial.
  - iii. The City shall apply for grants for educational programs specific to the legacy of César E. Chávez and/or maintenance of the César E. Chávez Memorial.
- 8. Maintenance/Clean-up. PYS shall coordinate with the Director for Clean-up efforts at the César E. Chávez Memorial.



9. Indemnification. Each Party shall be responsible for any personal injury or property damage which occurs as a result of their use of the other's facilities. Without limitation of the foregoing, each Party agrees to protect, indemnify, defend and hold the other Party and its elected officials, officers, employees, attorneys, contractors, volunteers and agents (collectively, the "Indemnitees"), free and harmless from and against (collectively, "Indemnify") any and all claims, causes of action, demands, damages, liens, liabilities, losses, costs and expenses (including reasonable attorneys' fees and costs of litigation) (collectively, "Losses") that the Indemnitees may suffer or incur (as determined by final arbitration or court decision or by the agreement of the Parties, except that an indemnifying Party's duty to defend the Indemnitees pursuant to this Section does not require any prior determination by final arbitration or court decision or agreement of the Parties) to the extent that such Losses are a result of (a) the negligence or willful misconduct of the indemnifying Party at the other Party's facilities and/or in the use of equipment by the indemnifying Party, or (b) the failure of the indemnifying Party to comply with the terms of this Agreement, in each case to the fullest extent permitted by law. A Party shall have no duty to Indemnify the Indemnitees (and the Indemnitees shall be liable to the other Party to the extent otherwise liable under applicable law) to the extent that any Losses are caused by the negligence or willful misconduct of the Indemnitees, or by the failure of the Indemnitees to comply with the terms of this Agreement, provided such willful misconduct or negligence is determined by agreement between the Parties or by arbitration or by a court of competent jurisdiction.
10. Insurance. PYS shall obtain and maintain, at sole cost and expense, comprehensive liability and property damage coverage, insuring against claims for injuries to persons and property occurring in, upon or about Park Facilities (as a result of the PYS use of such City Facilities hereunder) that has a limit of liability, per occurrence and aggregate, of not less than Two Million Dollars (\$2,000,000) for injuries to person or persons, and not less than One Million Dollars (\$1,000,000) for property damage.
  - A. Such coverage shall (a) name the City and City's elected and appointed officials, officers, employees, agents and volunteers as additional insured, (b) contain a provision that the policy will not be cancelled without at least thirty (30) days' prior notice to the City, (c) provide that coverage afforded thereby will be primary and that any coverage carried by the City shall be noncontributing with respect thereto, and (d) contain a waiver of any right of subrogation against the City that arises, or might arise, by reason of any payment under such policy or by reason of any act or omission of the City.
  - B. PYS shall provide the City with a certificate of insurance evidencing such coverage no later than the seven (7) calendar days prior to the first scheduled use of City Facilities under this Agreement.
11. Termination.
  - A. Section 1 of this Agreement notwithstanding, the City may terminate this Agreement at any time upon five (15) days prior written notice to PYS. PYS may terminate this Agreement at any time upon thirty (30) days' prior written notice to City.



- B. Notwithstanding the issuance by either Party of written notice to terminate this Agreement pursuant to Section 9(A), the Parties shall continue to be bound by the terms and conditions of this Agreement up to the effective date of any termination for convenience. Each Party reserves the right to rescind any notice of intent to terminate for convenience prior to the effective date of any such termination.

12. Miscellaneous Provisions.

- A. Non-Liability of Officials. No elected or appointed official, officer, employee, agent or volunteer of Parties shall be personally liable for any amounts due hereunder, and no judgment or execution thereon entered in any action hereon, shall be personally enforced against any such elected or appointed official, officer, employee, agent or volunteer.
- B. Representatives. The City's Representative shall be the City Manager. PYS's Representative shall be the Executive Director. Notice to Party's Representative shall be considered notice to the Party.
- C. Communications. Parties shall regularly review, and address concerns, responsibilities and other issues surrounding, proposed times of use of facilities.
- D. Assignments. No Party shall assign this Agreement or any right or privilege any Party may have under this Agreement without the prior written consent of the other Party.
- E. Successors and Assigns. This Agreement shall be binding on all the successors and assigns of the Parties.
- F. Governing Law/Venue. The 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 State of California locating in the City of Los Angeles, California.
- G. Records. Parties shall keep a record of use and mutually review this data annually.
- H. Notice. Any notice, request, direction, instruction, demand, consent, waiver, approval or other communication required or permitted to be given hereunder shall not be effective unless it is given in writing and delivered (a) in person, (b) by certified mail, postage prepaid, return receipt requested, (c) by facsimile, or (d) by a commercial overnight courier that guarantees next day delivery and provides a receipt, and addressed to the parties at the addresses stated below, or at such other address as either party may hereafter notify the other in writing as aforementioned:

PYS: 1024 N. Maclay Ave. M-13  
San Fernando, CA 91340  
Attention: Ruben Rodriguez, Executive Director  
Telephone: (818) 837-2272



Facsimile: (818) 837-2271  
Email: [rodriguez@pys.org](mailto:rodriguez@pys.org) 0

City: City of San Fernando  
117 McNeil Street  
San Fernando, California 91340  
Attention: Brian Saeki, City Manager  
Telephone: (818) 898-1202  
Facsimile: (818) 361-7631  
Email: [bsaeki@sfcity.org](mailto:bsaeki@sfcity.org)

- I. Service of any such notice or other communications so made shall be deemed effective on the day of actual delivery (whether accepted or refused), as evidenced by confirmed answerback if by facsimile (provided that if any notice or other communication to be delivered by facsimile is unable to be transmitted because of a problem affecting the receiving party's facsimile machine, the deadline for receiving such notice or other communication shall be extended through the next business day), as shown by the addressee's return receipt if by certified mail, and as confirmed by the courier service if by courier; provided, however, that if such actual delivery occurs after 5:00 p.m. (local time where received) or on a non- business day, then such notice or demand so made shall be deemed effective on the first business day immediately following the day of actual delivery. No communications via electronic mail shall be effective to give any notice, request, direction, demand, consent, waiver, approval or other communications hereunder.
- J. Attorney's fees. In the event that legal action is necessary to enforce the provisions of this Agreement, the parties agree that the prevailing party shall be entitled to recover attorney's fees from the opposing party in any amount determined by the court or arbitrator to be reasonable.
- K. 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.
- L. Ambiguities. The doctrine that any ambiguity contained in a contract shall be construed against the party whose counsel has drafted the contract is expressly waived by each of the Parties hereto with respect to this Agreement.
- M. Captions. Captions and paragraph headings used in this Agreement are for convenience of reference only and shall not be used in construing any part of this Agreement.
- N. No Third Party Benefit. This Agreement is made solely for the benefit of the parties to this Agreement and their respective successors and assigns, and no other person or entity shall have or acquire any right by virtue of this Agreement.



- O. 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.
- P. Effect of Waiver. No waiver of a breach of any provision of this Agreement by either party shall constitute a waiver of any other breach of the same provision or any other provision of this Agreement. Failure of either Party to enforce at any time, or from time to time, any provision of this Agreement, shall not be construed as a waiver of such provision or breach. The remedies herein reserved shall be cumulative and additional to any other remedies in law or equity.
- Q. Entire Agreement. This Agreement constitutes the entire agreement between Kadima and the City with respect to the subject matter hereof and supersedes all prior offers and negotiations, oral and written. This Agreement may not be amended or modified in any respect whatsoever except by an instrument in writing duly signed and delivered by Kadima and the City.
- R. Amendment or 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.
- S. Counterparts. This Agreement may be executed in counterparts, each of which so executed shall be deemed an original irrespective of the date of the execution, and such counterparts shall together constitute one and the same agreement.
- T. Authority. The persons signing below represent and warrant that this Agreement has been duly approved by the governing body of each signatory's respective public agency entity and they have authority to enter into this Agreement on behalf of the public agency entities for which they are signing this Agreement.

[SIGNATURE PAGE TO FOLLOW]




IN WITNESS WHEREOF, Pueblo Y Salud, Inc. and the City hereto have entered into this agreement.

PYS:

PUEBLO Y SALUD, Inc.

By:

  
Ruben Rodriguez, Executive Director

CITY:


CITY OF SAN FERNANDO

By:

  
Brian Saeki, City Manager

APPROVED AS TO FORM:

By:

 for  
Rick Olivarez, City Attorney

Date:

3-23-15





# PUEBLO Y SALUD, INC.

1024 N. Maclay Ave., Ste M13, San Fernando, CA 91340 • (818) 837-2272 • FAX (818) 837-2271  
39130 3RD ST, E Palmdale, CA 93550 • (661) 208-4450 • fax#661-208-4457\* www.pys.org

February 11, 2014

Executive Director  
Ruben Rodriguez

## BOARD OF DIRECTORS

Jose L. De Paz  
President

Everto Ruiz  
Treasurer

Hector De Paz  
Member

Jose Hernandez, Ph.D.  
Member

Dear City of San Fernando,

The San Fernando Valley Cesar E. Chavez Commemorative Committee (CCCC) is formally requesting to re-establish a beneficial working relationship with the City of San Fernando by collaborating on a strategic plan to celebrate the legacy of the late Cesar Chavez.

The CCCC is comprised of area residents and community leaders who recognize and strive to embody the principles and values of the late labor leader through various events that include: a youth conference, Cultural Arts Festival, Art and Essay Contest, and annual Cesar E. Chavez March for Justice. These activities honor the ideals, work, and vision of Cesar Chavez with the ultimate goal of keeping his spirit alive. It is the intent of the Committee to inspire future generations to promote justice and equality for all Americans in a non-violent manner.

The City of San Fernando, preceding the State of California's decision, became the first in the nation to designate his birthday, March 31, as an official holiday and for 15 years collaborated with various community organizations to commemorate the life of Cesar Chavez. In 2004, the *Historic* and *Visionary* City of San Fernando honored the great civil rights and labor leader through the creation of the largest Cesar Chavez Memorial in the nation. The construction of this inspiring tribute was the culmination of efforts between the CCCC and the Cultural Arts Commission of the City of San Fernando. We believe that the time has come to bring back this synergistic partnership.

The attached proposal details our immediate goals with respect to renewing a potential relationship between the City of San Fernando and the Cesar Chavez Commemorative Committee. The goals include the restoration of the memorial and celebration of the 10 year anniversary memorial dedication. In addition, the committee is recommending reestablishing the Cesar Chavez March. Through our collaborative efforts we can continue to foster the legacy of Cesar Chavez. He may not be physically present among us, but many citizens of San Fernando and the surrounding communities still draw inspiration and encouragement from his devotion to non-violent social change.

Sincerely,

Ruben Rodriguez, Executive Director  
Member: CCCC





# PUEBLO Y SALUD, INC.

1024 N. Maclay Ave., Ste M13, San Fernando, CA 91340 • (818) 837-2272 • FAX (818) 837-2271  
39130 3RD ST. E. Palmdale, CA 93550 • (661) 208-4450 • fax#661-208-4457

## CESAR CHAVEZ COMMEMORATIVE COMMITTEE LEGACY OF CESAR CHAVEZ PROJECT

Executive Director  
Ruben Rodriguez

### BOARD OF DIRECTORS

Jose L. De Paz  
President

Everto Ruiz  
Treasurer

Hector De Paz  
Member

Jose Hernandez, Ph.D.  
Member

### OVERVIEW

The City of San Fernando has recognized Chavez's impact to promote justice and equality for all Americans by becoming the first in the nation to designate his birthday, March 31, as an official holiday. In 2004, the Historic and Visionary City of San Fernando continued to support the legacy of Cesar Chavez through the creation of the largest Cesar Chavez Memorial in the nation. The memorial is the largest of its kind in the Nation and the construction of this memorial was the culmination of efforts by between the CCCC and the City of San Fernando. The Cesar E. Chavez Commemorative Committee (CCCC) of the San Fernando Valley is formally requesting to reestablish a beneficial working relationship with the City of San Fernando by collaborating on a strategic plan that celebrates the legacy of the late Cesar Chavez.

The project will consist of organizing a 3-year partnership with the City of San Fernando to honor and celebrate the accomplishments of Cesar Chavez by establishing collaborative efforts that include: 1.) Restoring the Cesar Chavez Memorial, 2.) Celebrating the 10 year anniversary of the Cesar Chavez Memorial Dedication, 3.) Reestablish the Cesar Chavez March in the City of San Fernando. In addition, considering the economic situation of the city this proposal is designed to be a cost-neutral project.

Due to unfortunate acts of vandalism to the monument, a number of the sponsorship plaques have been stolen. The CCCC would like to explore ideas with the City in order to have these plaques replaced. An option that the CCCC has contemplated is to replace the original copper plaques with engraved granite plaques. The CCCC requests the following from the city:

- City to provide CCCC with database of sponsors whose plaques have been stolen.
- City to grant CCCC permission to fundraise monies to replace stolen plaques.
- City to grant the CCCC "Right of Entry" to replace stolen plaques.

Now that we are upon the 10-year anniversary of the completion of the Memorial, the CCCC believes that it would be a great opportunity to address the eroding conditions of the memorial. The CCCC requests the following from the city:

- City to provide CCCC permission to fundraise monies to revitalize the memorial by selling bricks to fund annual maintenance costs.
- City to establish a city account specifically for memorial maintenance revenue that is restricted from other use and safely secured.

The CCCC would like to celebrate the 10-year anniversary of the memorial dedication by requesting from the city the following:



- City to facilitate access to the Cesar Chavez memorial to plan and implement a celebration on an agreed upon date. Date \_\_\_\_\_

#### *Deliverable #3 Reestablishing the Cesar E. Chavez March for Justice*

- The CCCC would love to bring the Cesar E. Chavez March for Justice back to the City of San Fernando where it originated. The CCCC would like to renew our working relationship with the goal of bringing back the March in 2015.
- The CCCC request from the city the following:
  - City to provide assistance with the planning and implementation of the event requesting minimal resources from city personnel and resources.





# PUEBLO Y SALUD, INC.

Main Office: 1024 N. Maclay Ave., Ste. M-13, San Fernando, CA 91340 (818) 837-2272 Fax (818) 837-2271  
Palmdale Office: 39130 3rd St. East Palmdale, CA 93550 (661) 208-4450 Fax (661) 208-4457 [www.pys.org](http://www.pys.org)

August 8, 2014

Sylvia Ballin, Mayor and Councilmembers  
City of San Fernando  
117 Macneil Street  
San Fernando CA. 91340

**Executive Director**  
Ruben Rodriguez

Honorable Mayor and Councilmembers,

## **BOARD OF DIRECTORS**

Jose L. De Paz  
*President*

Everto Ruiz  
*Treasurer*

Hector De Paz  
*Member*

Jose Hernandez, Ph.D.  
*Member*

Bruno Hernandez  
*Member*

The following is a revision to the proposal submitted to the City of San Fernando on February 11, 2014 by the Cesar E. Chavez Commemorative Committee. The original proposal asked to establish a three year partnership between Pueblo y Salud, Inc. /Cesar E. Chavez Commemorative Committee (PYS/CCCC) and the City of San Fernando to honor and celebrate the accomplishments of Cesar E. Chavez by establishing a collaborative effort to: 1.) Restore the Cesar E. Chavez Memorial 2.) Celebrate the 10th year anniversary of the Memorial Dedication. 3.) Reestablish the Cesar E. Chavez March for Justice in the City of San Fernando.

After assessing the vandalism damage, needed repairs, lack of maintenance and total cost, there have been discussions amongst the Park Director, Ismael Aguila and several members of the CCCC, it was concluded that the work could be carried out at minimal cost to the city but we would have to leave out deliverable num. 3.) The Cesar E. Chavez March for Justice for this coming year (2015) and request that the city reconsider it for the following year (2016). The reasoning being that the City of San Fernando would be in a better financial position to pay for a part of the cost for the March at that time. As to the two remaining deliverables originally proposed, PyS/CCCC would still like to move forward as requested in the following order of priority 1.) Rehabilitate the Cesar E. Chavez Memorial by October 20, 2014 and 2.) Celebrate the 10-year anniversary of the memorial on October 22, 2014. The Projected cost for the repairs is:

A. Mural Restoration	\$ 9,000
B. Mural Re-coat	\$ 2,000
C. Replacement, 14 Stolen Plaques	\$ 1,400
D. Labor cost	\$ 3,000
<hr/>	
Total	\$ 15,400

We believe that PyS/CCCC can raise most of the money to cover the cost of the repairs by selling engraved bricks, as was done when the memorial was built. Therefore, we request authorization to place the bricks, which will be sold, at the memorial and the City, to also, authorize access to the memorial and a small portion of San Fernando Recreation Center (area closest to the memorial) to have the tenth year celebration of the memorial dedication on October 22, 2014. We also ask that the City contribute to the effort with in kind contribution and cost if we fall short in our fund raising effort.

Respectfully Requested

---

Ruben Rodriguez, Executive Director  
Member: CCCC