

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

**SEPTEMBER 6, 2022 – 6:00 P.M.
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBERS
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 6:10 p.m.

Present: Council: Mayor Mary Mendoza (via teleconference), Vice Mayor Hector A. Pacheco, Councilmembers Sylvia Ballin, Cindy Montañez, and Celeste Rodriguez

Staff: City Manager Nick Kimball, Assistant City Attorney Richard Padilla, Police Chief Fabian Valdez, Director of Finance Erica Melton, Director of Public Works Matthew Baumgardner, Director of Community Development Kanika Kith, Director of Recreation and Community Services Julian Venegas and City Clerk Julia Fritz

Absent: None

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF AGENDA

Motion by Councilmember Rodriguez, seconded by Councilmember Ballin to approve the agenda as presented. The motion carried, unanimously.

PRESENTATIONS

- A. PRESENTATION OF CERTIFICATE OF PROCLAMATION DECLARING SEPTEMBER 15 – OCTOBER 15, 2022 AS NATIONAL HISPANIC HERITAGE MONTH

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PUBLIC STATEMENTS

Carolyn Urquidez spoke about the upcoming Kidneys Quest Foundation’s Free Fall Health & Wellness Family Festival on Saturday, September 24, 2022.

Liana Stepanyan, San Fernando Library Manager, submitted a public comment via email and provided updated information regarding library services, programs and resources currently available.

CONSENT CALENDAR

Councilmember Ballin requested to pull Consent Calendar Item No. 6 for discussion.

Motion by Vice Mayor Pacheco, seconded by Councilmember Rodriguez to approve Consent Calendar Item Nos. 1, 2, 3, 4, 5 and 7:

- 1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES:
 - a. August 18, 2014 – Regular Meeting
 - b. January 19, 2021 - Regular Meeting
 - c. February 1, 2021 - Regular Meeting
 - d. February 3, 2021 - Adjourned Regular Meeting
 - e. February 7, 2022 - Regular Meeting
 - f. July 5, 2022 - Regular Meeting
 - g. August 1, 2022 - Regular Meeting
 - h. August 15, 2022 - Special Meeting
 - i. August 15, 2022 - Regular 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 SEPTEMBER 12, 2022 TO OCTOBER 11, 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
- 4) CONSIDERATION TO ADOPT A RESOLUTION APPROVING NEW JOB SPECIFICATIONS FOR INFORMATION TECHNOLOGY SYSTEMS ADMINISTRATOR AND MANAGEMENT ANALYST JOB CLASSIFICATIONS
- 5) CONSIDERATION TO ACCEPT A LOS ANGELES EDUCATION PARTNERSHIP GRANT AND ADOPT A RESOLUTION APPROPRIATING THE FUNDS
- 7) CONSIDERATION TO APPROVE A FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH INTERWEST A SAFE BUILT COMPANY FOR ADDITIONAL ON-CALL PLANNING AND DESIGN REVIEW SERVICES AND TRANSFER \$100,000 FROM SALARY SAVINGS FROM THE COMMUNITY DEVELOPMENT DEPARTMENT’S VARIOUS VACANT POSITIONS TO FUND THE AGREEMENT

The motion carried, unanimously.

Item Pulled for Discussion

- 6) CONSIDERATION TO ADOPT A RESOLUTION APPROPRIATING AMERICAN RESCUE PLAN ACT FUNDING

Councilmember Ballin spoke about concerns with appropriating \$500,000 towards a Low Interest Revolving Business Loan Program and recommended that those funds be applied towards planting additional trees and sidewalk repairs.

Motion by Vice Mayor Pacheco, seconded by Councilmember Ballin to approve the resolution as amended to: eliminate the low-interest revolving business loan program allocation of \$500,000, bring discussion to the Covid-19 Relief Program ad hoc committee for consideration at a later date, and to appropriate funds of \$500,000 towards sidewalk repairs in lieu of the Low Interest Revolving Business Loan Program.

The motion carried, unanimously.

ADMINISTRATIVE REPORTS

Mayor Mendoza stated that Item No. 9 would be considered before Item No. 8.

- 9) CONSIDERATION TO APPOINT AN EDUCATION COMMISSIONER

Mayor Mendoza presented the staff report.

Motion by Mayor Mendoza, seconded by Councilmember Ballin to appoint Laurel A. Rodriguez to serve as a Commissioner to the Education Commission.

The motion carried, unanimously.

- 8) DISCUSSION AND CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE CITY OF SAN FERNANDO HOMELESSNESS ACTION PLAN

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

Motion by Councilmember Rodriguez, seconded by Vice Mayor Pacheco to adopt Resolution No. 8164 approving the Homelessness Action Plan.

The motion carried, unanimously.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

City Clerk Fritz had no updates to report.

Police Chief Valdez announced National Night Out will be held on October 4, 2022; informed Councilmembers the Police Department will have 3 officers returning to full duty in the next few weeks; and LA Family Housing will be resuming homeless outreach for two weeks beginning Wednesday, September 14, 2022. He also mentioned the upcoming event for the Special Olympics Torch Run on October 9, 2022. Lastly, during the Transportation and Public Safety Commission Meeting on September 7, 2022, the Los Angeles County Mental Health Department will be providing a presentation regarding the 9-8-8 Suicide & Crisis Hotline.

Director of Recreation and Community Services Venegas announced the End of Summer Concert at Las Palmas Park from 6 p.m. to 8 p.m. on September 11, 2022; the Las Palmas Park Cooling Center is open until September 9, 2022, or until heat advisory has been lifted; mentioned the Parks Wellness, and Recreation Commission will be meeting on September 13, 2022, and the Education Commission will be meeting on September 27, 2022.

Assistant to the City Manager Hernandez mentioned on September 1, 2022, NBC and Telemundo covered a story on the Las Palmas Park Cooling Center regarding the City's rapid response in opening the Cooling Center; and noted Telemundo requested additional coverage at Las Palmas Park particularly covering all the programs and activities offered.

Director of Community Development Kith announced the Planning and Preservation Commission meeting on Monday, September 12, 2022, will be cancelled noting that Commissioners will be attending a Planning Commissioner training hosted by the League of California Cities; and introduced new Housing Coordinator, Hermineh Davidian.

Director of Finance Melton announced the Annual Transaction Tax Town hall meeting will be held on September 26, 2022 at 6:30 p.m., to provide a presentation on the prior year's revenue and uses of Measure A and Measure SF funds; and mentioned business license permit renewals have been mailed and the item will be presented to Council for consideration on December 5, 2022.

Director of Public Works Baumgardner mentioned six bids were received for the San Fernando Pacoima Wash Bikeway Project and would return to Council for consideration on October 3, 2022, to award contract and begin construction in November for completion by June 2024.

City Manager Kimball reported a successful Executive Management Retreat was held on August 29 through August 30, 2022 where staff discussed their Department's SWOT (strengths, weaknesses, opportunities and threats) analysis, staffing, succession planning, morale and noted a debriefing report will be provided to Council.

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

Councilmember Montañez attended the City’s birthday celebration and acknowledged Recreation staff on their efforts putting the event together; and spoke about the cooling centers at Las Palmas Park. Councilmember Montañez requested to adjourn the meeting in memory of Adan Ortega’s mother and wife of Dr. Hernandez, Carole O’Brien Hernandez.

Councilmember Rodriguez echoed thanks for all the work that went into the City’s birthday celebration; spoke about the City’s preparedness and the multiple mechanisms to reach residents regarding City resources; commented on the Los Angeles Education Partnership Grant funds and suggested staff provide information to the Education Commission regarding Opportunity LA, offering a savings account incentive for Los Angeles Unified School District students.

Councilmember Ballin visited the Las Palmas Park Cooling center; welcomed the new Housing Coordinator, thanked the Homeless Ad Hoc for their efforts; and welcomed new Education Commissioner Laurel A. Rodriguez.

Vice Mayor Pacheco had no updates to report.

Mayor Mendoza mentioned the tree caring event by Treepeople; attended the City’s birthday party, inquired about the progress of the bus shelters and suggested to include a bus shelter at the new Target location; and welcomed new employee Housing Coordinator Ms. Hermineh.

Assistant to the City Manager Hernandez reported that funds have been received from Metro toward constructing approximately 10-15 bus shelters and noted a proposal is being prepared by staff.

ADJOURNMENT (8:12 p.m.)

Mayor Mendoza adjourned the meeting in memory of Adan Ortega’s mother, Celia Ochoa Ortega, and wife of Dr. Jose Hernandez, Carole O’Brien Hernandez, to the next regular meeting of September 19, 2022, at 6:00 p.m.

I do hereby certify that the foregoing is a true and correct copy of the minutes of the September 6, 2022, regular meeting as approved by the San Fernando City Council.

Julia Fritz, CMC
City Clerk