

**Regular Meeting
San Fernando City Council
and Successor Agency to the
San Fernando Redevelopment Agency**

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CITY OF SAN FERNANDO

CITY COUNCIL

**SPECIAL MEETING NOTICE AND AGENDA
TUESDAY, JANUARY 17, 2023 – 5:30 PM**

**CITY HALL COUNCIL CHAMBERS
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

NOTICE IS HEREBY GIVEN that the San Fernando City Council will hold a Special Meeting on **Tuesday, January 17, 2023.**

CALL TO ORDER/ROLL CALL

Mayor Celeste T. Rodriguez
Vice Mayor Mary Mendoza
Councilmember Cindy Montañez
Councilmember Joel Fajardo
Councilmember Mary Solorio

APPROVAL OF AGENDA

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.

Staff Contact Nick Kimball, City Manager

SAN FERNANDO CITY COUNCIL

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PUBLIC STATEMENTS

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

RECESS TO CLOSED SESSION

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

Designated City Negotiators: City Manager Nick Kimball

Employees and Employee Bargaining Units:

San Fernando Management Group (SEIU, Local 721)

San Fernando Public Employees' Association (SEIU, Local 721)

San Fernando Police Officers Association

San Fernando Police Officers Association Police Management Unit

San Fernando Police Civilian Association

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

All Unrepresented Employees

RECONVENE/REPORT OUT FROM CLOSED SESSION

ADJOURNMENT The meeting will adjourn to the regular meeting of January 17, 2023.

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 24 hours prior to the meeting.

Julia Fritz, CMC

City Clerk

Signed and Posted: January 13, 2023 (2:00 p.m.)

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). 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. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk Department at (818) 898-1204 at least 48 hours prior to the meeting.



MAYOR/CHAIR CELESTE T. RODRIGUEZ
VICE MAYOR/VICE CHAIR MARY MENDOZA
COUNCILMEMBER/BOARDMEMBER CINDY MONTAÑEZ
COUNCILMEMBER/BOARDMEMBER JOEL FAJARDO
COUNCILMEMBER/BOARDMEMBER MARY SOLORIO

CITY OF SAN FERNANDO

CITY COUNCIL AND SUCCESSOR AGENCY TO THE SAN FERNANDO REDEVELOPMENT AGENCY REGULAR MEETING AGENDA SUMMARY TUESDAY, JANUARY 17, 2023 - 6:00 PM

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

SPECIAL NOTICE REGARDING COVID-19

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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 person 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 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.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

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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.

PRESENTATION

- A. PRESENTATION OF A CERTIFICATE OF RECOGNITION HONORING THE 100th YEAR ANNIVERSARY OF O’MELVENY ELEMENTARY SCHOOL

DECORUM AND ORDER

The City Council, elected by the public, must be free to discuss issues confronting the City in an orderly environment. Members of the public 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.

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PUBLIC STATEMENTS

Members of the public may **provide comments in person 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 no later than **5:00 p.m. the day of the meeting** to ensure distribution to the City Council and read into the record.

Members of the public may provide a **live public comment by calling in between 6:00 p.m. and 6:15 p.m. CALL-IN INFORMATION: Telephone Number: (669) 900-6833; Meeting ID: 833 6022 0211; Passcode: 924965**

CONSENT CALENDAR

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

1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES:

- a. November 1, 2021 – Regular
- b. November 15, 2021 – Regular
- c. December 6, 2021 – Regular

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 23-012 approving the Warrant Register.

3) CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE FISCAL YEAR 2022-2023 SALARY PLAN TO IMPLEMENT CHANGES IN MINIMUM WAGE FOR CERTAIN PART-TIME EMPLOYEES

Recommend that the City Council:

- a. Adopt Resolution No. 8206 amending the Fiscal Year 2022-2023 Salary Plan to implement changes in minimum wage for certain part-time employees; and
- b. Authorize the City Manager to make non-substantive corrections and execute all related documents.

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4) CONSIDERATION TO ADOPT A RESOLUTION TO APPOINT CITY REPRESENTATIVES TO SERVE ON THE INDEPENDENT CITIES FINANCE AUTHORITY BOARD OF DIRECTORS

Recommend that the City Council adopt Resolution No. 8205 appointing Councilmember Joel Fajardo as the primary representative, and Vice Mayor Mary Mendoza as the alternate representative to the Independent Cities Finance Authority Board of Directors.

5) CONSIDERATION TO ADOPT A RESOLUTION TO AUTHORIZE FILING A GRANT APPLICATION WITH THE CALIFORNIA NATURAL RESOURCES AGENCY FOR THE URBAN GREENING PROGRAM FUNDING

Recommend that the City Council:

- a. Adopt Resolution No. 8207 authorizing the filing of a grant application to the California Natural Resources Agency for Urban Greening Program funding for the development of a green alley project along Carlisle Street;
- b. Authorize the City Manager to accept any grant funds from CNRA, upon award;
- c. 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
- d. Upon full execution of all grant-related documents, authorize the City Manager to amend the revenue and expenditure budgets to appropriate the grant funds.

PUBLIC HEARING

6) A CONTINUED PUBLIC HEARING TO CONSIDER AN URGENCY ORDINANCE MAKING CERTAIN FINDINGS AND EXTENDING FOR A PERIOD OF UP TO ONE YEAR INTERIM STANDARDS FOR URBAN LOT SPLITS AND TWO-UNIT RESIDENTIAL DEVELOPMENT PROJECTS IN SINGLE-FAMILY RESIDENTIAL (R-1) ZONE PURSUANT TO SENATE BILL 9 (SB 9) AND CONSIDERATION TO ADOPT A PROPOSED ORDINANCE APPROVING AMENDMENTS REGULATING SB 9 PROJECTS

Recommend that the City Council:

- a. Conduct a Public Hearing;

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- b. Pending public testimony, adopt Urgency Ordinance No. U-1713 extending the temporary regulations in Interim Urgency Ordinance No. U-1707 for one additional year; and
- c. Approve introduction and first reading, in title only, and waive further reading of Ordinance No. 1714 “ An Ordinance of the City Council of the City of San Fernando, California, repealing Interim Urgency Ordinance U-1706 and approving amendments to the San Fernando Municipal Code to add Chapter 78, Article II, Division 6 “urban lot split” and to add Chapter 106, Article III, Division 2, Section 359 “Two-unit Urban Residential Development” to establish regulations and standards for urban lot splits and two-unit residential development projects in single-family residential (R-1) zone, pursuant to Senate Bill 9”;

OR-

- d. Adopt Urgency Ordinance No. U-1713 extending the temporary regulations in Interim Urgency Ordinance No. U-1707 for one additional year to allow additional time for staff to present a revised proposed Ordinance as directed by the City Council.

ADMINISTRATIVE REPORTS

7) CONSIDERATION AND DISCUSSION REGARDING MEETING TIME FOR SPECIAL MEETING CLOSED SESSION AGENDA ITEMS

This item was agendized by Councilmember Joel Fajardo.

8) CONSIDERATION AND DISCUSSION REGARDING REVISED 2021-2026 CITYWIDE STRATEGIC GOALS AND UPDATES TO THE AD HOC COMMITTEE ASSIGNMENTS

This item was agendized by Mayor Celeste T. Rodriguez.

9) CONSIDERATION TO APPOINT REPRESENTATIVES TO SERVE AS COMMISSIONERS TO THE EDUCATION, TRANSPORTATION AND PUBLIC SAFETY, PARKS, WELLNESS AND RECREATION, AND PLANNING AND PRESERVATION COMMISSIONS

This item was agendized by Councilmember Mary Solorio.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

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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.

Julia Fritz, CMC

City Clerk

Signed and Posted: January 13, 2023 (3:00 p.m.)

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 will be identified as (SA) following the item, and, from time to time, such other bodies of the City composed exclusive of the Members of the City Council.

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

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

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

CALL TO ORDER/ROLL CALL

Mayor Sylvia Ballin called the meeting to order at 6:04 p.m.

Present:

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

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

Absent: None

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF AGENDA

Motion by Vice Mayor Mendoza, seconded by Councilmember Rodriguez to approve the agenda. The motion carried unanimously.

PRESENTATIONS

The City Council presented a Certificate of Recognition to Police Chief Anthony Vairo for his years of service to the community and the City; and wished him well on his retirement.

The City Council recessed the meeting at 6:24 p.m. and reconvened at 6:37 p.m., with all Councilmembers present.

PUBLIC STATEMENTS

Cindy Villegas spoke about the upcoming TreePeople event on Saturday at Rudy Ortega Park.

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

Lilia Monterrosa, Field Representative from the Office of the United States Congressman Tony Cárdenas, provided an update on various legislative issues.

Liana Stepanyan, San Fernando Library Manager, submitted a written comment to provide information on library programs and mentioned the San Fernando Library was nominated by Congressman Cárdenas to receive the 2022 National Medal for Museum and Library Service Award.

CONSENT CALENDAR

City Manager Kimball stated Consent Item No. 4 would be pulled and agendized for a future meeting date uncertain.

Councilmember Montañez requested Consent Item Nos. 6 and 7 be pulled for discussion.

Motion by Councilmember Rodriguez, seconded by Vice Mayor Mendoza to approve:

- 1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES FOR NOVEMBER 15, 2021 SPECIAL MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO APPROVE CALENDAR YEAR 2022 BUSINESS PERMITS FOR CERTAIN BUSINESS ACTIVITIES AS REQUIRED BY THE CITY CODE
- 5) CONSIDERATION TO APPROVE THE DISPOSITION OF SURPLUS CITY-OWNED VEHICLES AND EQUIPMENT
- 8) CONSIDERATION TO AUTHORIZE THE PURCHASE OF A NICE LOGGING RECORDER FROM MOTOROLA SOLUTIONS, INC.
- 9) CONSIDERATION TO AWARD A PROFESSIONAL SERVICES AGREEMENT FOR CITY-WIDE RADIO SYSTEM AND WIRELESS BROADBAND VIDEO NETWORK MAINTENANCE SERVICES
- 10) CONSIDERATION TO ADOPT RESOLUTIONS TO ACCEPT GRANT FUNDS FROM THE STATE OF CALIFORNIA DEPARTMENT OF JUSTICE TOBACCO GRANT PROGRAM
- 11) CONSIDERATION TO APPROVE AN EXECUTIVE ORDER EXTENDING THE COVID-19 OUTDOOR SERVICES PERMIT PROGRAM THROUGH JUNE 30, 2022
- 12) RECEIVE AND FILE AN UPDATE REGARDING COVID-19 RESPONSE EFFORTS

The motion carried, unanimously.

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Items Pulled for Discussion

- 6) CONSIDERATION TO AUTHORIZE THE FORMAL SOLICITATION OF BIDS FOR SWEEPING AND PRESSURE WASHING OF CITY-OWNED PARKING LOTS, ALLEYS, SIDEWALKS, AND TRASH ENCLOSURES IN THE DOWNTOWN MALL AREA

Motion by Councilmember Rodriguez, seconded by Mayor Ballin to authorize the formal solicitation of bids for sweeping and pressure washing services to be advertised and publicly noticed for no less than 14 days prior to the opening of bids, as amended, to include services on Truman Street to the City Limit and an option to provide services for certain major events. The motion carried, unanimously.

Councilmember Montañez stated she would recuse herself from consideration on Agenda Item No. 7 due to a potential conflict of interest, and left the dais at 6:55 p.m.

- 7) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION TO THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION FOR THE DEVELOPMENT OF AN URBAN FOREST MANAGEMENT PLAN

Motion by Councilmember Rodriguez, seconded by Councilmember Pacheco to adopt Resolution No. 8109 authorizing the filing of a grant application to California Department of Forestry and Fire Protection for the development of an Urban Forest Management Plan; authorize the City Manager to accept the grant funds, if awarded; 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.

The motion carried by the following vote:

ROLL CALL

AYES: Rodriguez, Pacheco, Mendoza, Ballin - 4

NOES: None

ABSTAIN: None

ABSENT: Montañez – 1

Councilmember Montañez returned to the dais at 7:02 p.m.

- 4) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE EXECUTION OF SETTLEMENT AGREEMENTS WITH CERTAIN MANUFACTURERS, DISTRIBUTORS, AND RETAILERS OF OPIOID PHARMACEUTICALS ***(PULLED FROM CONSIDERATION AND CONTINUED TO A DATE UNCERTAIN)***

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ADMINISTRATIVE REPORTS

- 13) CONSIDERATION TO AUTHORIZE THE PURCHASE OF BODY-WORN CAMERA SYSTEMS AND DIGITAL IN-VEHICLE CAMERA/VIDEO SYSTEMS WITH INTEGRATED AUTOMATED LICENSE PLATE READER SYSTEMS FROM AXON, INC.

Police Chief Valdez and Lt. Rosenberg presented the staff report and responded to Councilmember questions.

Motion by Councilmember Pacheco, seconded by Vice Mayor Mendoza to waive formal bidding and authorize the purchase of Body-Worn Camera Systems and Digital In-Vehicle Camera/Video System, along with integrated Automated License Plate Readers from Axon Inc.; and authorize the City Manager to execute a Purchase Order with Axon, Inc. in an amount not-to-exceed \$495,000. The motion carried unanimously.

Councilmember Montañez stated she would recuse herself from consideration on Agenda Item No. 14 due to a potential conflict of interest, and left the dais at 7:17 p.m.

- 14) CONSIDERATION TO AWARD A CONTRACT FOR SAN FERNANDO REGIONAL PARK INFILTRATION PROJECT, JOB NO. 7601, PLAN NO. P-732

Director of Public Works Baumgardner presented the staff report and responded to Councilmember questions.

Motion by Mayor Ballin, seconded by Councilmember Rodriguez to accept the lowest responsive bid from Ortiz Enterprises, Inc. for construction of the improvements related to the San Fernando Regional Infiltration Project; authorize the City Manager to execute a Construction Contract, and all related documents, with Ortiz Enterprises, Inc., (Contract No. 2042) for an amount not-to-exceed \$11,189,930; and authorize the City Manager to approve change orders not-to-exceed 10% contingency (\$1,118,993).

The motion carried by the following vote:

ROLL CALL

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

Councilmember Montañez returned to the dais at 7:29 p.m.

- 15) CONSIDERATION TO APPROVE PROFESSIONAL SERVICES AGREEMENTS FOR CITY ENGINEERING, NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM, WATER AND WASTEWATER, AND PAVEMENT ENGINEERING SERVICES

Director of Public Works Baumgardner presented the staff report and responded to Councilmember questions.

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Motion by Councilmember Rodriguez, seconded by Vice Mayor Mendoza to approve A) a Professional Services Agreement (Contract No. 2043) with Willdan Engineering, in an amount not to exceed the annual City Council approved budgeted expenditure for City Engineering Services for a three-year term, with a City option to renew for two additional years; B) a Professional Services Agreement (Contract No. 2044) with CWE, in an amount not to exceed the annual City Council approved budgeted expenditure for Water and Wastewater Engineering Services for a three-year term, with a City option to renew for two additional years; C) a Professional Services Agreement (Contract No. 2045) with Willdan Engineering, in an amount not to exceed the annual City Council approved budgeted expenditure for National Pollutant Discharge Elimination System (NPDES) Consulting Services for a three-year term, with a City option to renew for two additional years; D) a Professional Services Agreement (Contract No. 2046) with GMU Pavement Engineering Services, in an amount not to exceed the annual City Council approved budgeted expenditure for Pavement Engineering Services for a three-year term, with a City option to renew for two additional years; and authorize the City Manager to execute all proposed agreements and related documents. The motion carried unanimously.

16) ANNUAL REORGANIZATION OF THE CITY COUNCIL – SELECTION OF MAYOR AND VICE MAYOR

City Clerk Fritz presented the staff report and opened nominations for Mayor.

Mayor Sylvia Ballin nominated Vice Mayor Mary Mendoza for Mayor and the motion was seconded by Councilmember Montañez.

There were no other nominations for Mayor.

Motion by Councilmember Rodriguez, seconded by Mayor Ballin to close nominations. By consensus, the motion carried.

By roll call, each Councilmember named Mary Mendoza as Mayor, the motion carried with the following vote:

ROLL CALL

AYES:	Rodriguez, Montañez, Mendoza, Ballin, Pacheco - 5
NOES:	None
ABSENT:	None
ABSTAIN:	None

City Clerk Fritz announced Mary Mendoza as Mayor.

City Clerk Fritz opened nominations for Vice Mayor.

Mayor Mendoza nominated Councilmember Pacheco for Vice Mayor and the motion was seconded by Councilmember Ballin.

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MINUTES – December 6, 2021

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Councilmember Rodriguez nominated herself for Vice Mayor and the motion was seconded by Councilmember Montañez.

There were no other nominations for Vice Mayor. Motion by Councilmember Ballin, seconded by Mayor Mendoza to close nominations.

The nomination for Celeste Rodriguez for Vice Mayor failed and the nomination for Hector A. Pacheco for Vice Mayor passed by the following vote:

ROLL CALL

AYES: Mendoza, Ballin, Pacheco - 3

NOES: Rodriguez, Montañez - 2

City Clerk Fritz announced Hector A. Pacheco as Vice Mayor.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

City Clerk Fritz announced installation would begin tomorrow regarding the Council Chamber audio and video broadcasting equipment upgrades.

Director of Public Works Baumgardner announced a \$50,000 grant was received to fund the Climate Adaptation and Resiliency Plan.

Acting Finance Director Garcia reported an audit was conducted on the City's five special MTA funds, and reported the City is in compliance with MTA guidelines and staff submitted a grant application for Drinking Water and Wastewater payment program to assist residents and businesses with unpaid water bills.

Director of Recreation and Community Services Venegas announced the Senior Dance will occur December 11, 2021, at 7:00 p.m.; stated registration opened for Winter Day Camp, Youth Baseball, Basketball, and Tennis; noted the Parks, Wellness, and Recreation Commission will meet December 14, 2021 and the Education Commission will meet December 28, 2021.

City Manager Kimball thanked Former Mayor Ballin and Vice Mayor Mendoza for their leadership during the last year and look forward to working with Mayor Mendoza and Vice Mayor Pacheco.

Police Chief Vairo congratulated Mayor Mendoza and Vice Mayor Pacheco; thanked staff for their support during his career and requested donations are needed for the annual Christmas basket program.

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

Councilmember Rodriguez congratulated Mayor Mendoza and Vice Mayor Pacheco and Chief Vairo on his retirement; provided an update on ARPA funds and the Community Survey.

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Councilmember Montañez shared an NBC clip of a San Fernando Elementary teacher that provided blankets to all the students; attended the Tree Lighting event and the Outdoor Market; invited Council to participate in the TreePeople event at Rudy Ortega Park; spoke about the bike path cleanup; congratulated Public Works on the grant; and mentioned she would be attending the Valley Economic Alliance Board of Directors meeting.

Councilmember Ballin asked to receive a video of Councilmember Montañez's presentation; wished everyone a Merry Christmas and Happy New Year; suggested City Manager Kimball to draft a letter to District Attorney Gascon regarding "no bail"; thanked Police Chief Anthony Vairo for his time with the City.

Vice Mayor Pacheco announced he is humbled with the opportunity to serve as Vice Mayor and encouraged residents to stay engaged regarding ARPA funds and the Community Survey.

Mayor Mendoza reported she attended the San Fernando Valley Council on Government meeting, the Library Commission meeting and discussed contributions towards the library foundation; noted she attended the Tree Lighting event; thanked the ARPA Ad Hoc for their work on the Community Survey; congratulated Vice Mayor Pacheco and looks forward to working together.

ADJOURNMENT (8:34 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 December 6, 2021, meeting as approved by the San Fernando City Council.

Julia Fritz, CMC
City Clerk

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

**NOVEMBER 15, 2021 – 6:00 P.M.
REGULAR MEETING**

**CITY HALL COUNCIL CHAMBER
117 MACNEIL STREET
SAN FERNANDO, CALIFORNIA 91340
Teleconference Per Governor Executive Order N-29-20**

CALL TO ORDER/ROLL CALL

Mayor Sylvia Ballin called the meeting to order at 6:18 p.m.

Present:

Council: Mayor Sylvia Ballin, Vice Mayor Mary Mendoza and Councilmembers Hector A. Pacheco (arrived at 6:19 pm) Cindy Montañez and Celeste Rodriguez

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

Absent: None

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF AGENDA

City Manager Kimball requested Agenda Item 13 be pulled to a date uncertain.

Motion by Councilmember Rodriguez, seconded by Councilmember Montañez to approve the agenda, as amended. By consensus, the motion carried unanimously.

It was noted that Councilmember Pacheco arrived at 6:19 pm.

PRESENTATIONS

- A. EDUCATION COMMISSION CERTIFICATE OF RECOGNITION FOR NOVEMBER STUDENT OF THE MONTH TO JOSSELYN RAMIREZ RODRIGUEZ (SOCIAL JUSTICE HUMANITAS ACADEMY)

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MINUTES – November 15, 2021

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- B. A PRESENTATION FROM THE CALIFORNIA CITIZENS REDISTRICTING COMMISSION ON REDISTRICTING OF JURISDICTIONS THROUGH OUT THE STATE OF CALIFORNIA

PUBLIC STATEMENTS

Victoria Garcia provided comments regarding revitalization Pioneer Park and expressed concerns about the increase of graffiti in the City.

Christina Bernal submitted a comment via email regarding Agenda Item No. 3 expressing opposition for the adoption of Ordinance No. 1704.

CONSENT CALENDAR

City Manager Kimball requested Agenda Item No. 13 be pulled to a date uncertain.

Vice Mayor Mendoza requested to pull Agenda Item No. 9 for discussion. Councilmember Montañez requested to pull Agenda Item Nos. 1 and 3 for discussion.

Motion by Councilmember Rodriguez, seconded by Councilmember Pacheco to approve:

- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 4) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL BAKER INTERNATIONAL TO PROVIDE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM ADMINISTRATION SERVICES
- 5) CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE SAN FERNANDO POLICE CIVILIANS' ASSOCIATION AND ADOPT A RESOLUTION AMENDING THE FISCAL YEAR 2021-2022 SALARY PLAN
- 6) CONSIDERATION TO ACCEPT FUNDS FROM THE U.S. DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY ORIENTED POLICING SERVICES FOR 2021 COMMUNITY POLICING DEVELOPMENT DE-ESCALATION TRAINING SOLICITATION AND ADOPT A RESOLUTION AMENDING FISCAL YEAR 2021-2022 BUDGET
- 7) CONSIDERATION TO ACCEPT THE STATE OF CALIFORNIA OFFICE OF TRAFFIC SAFETY SELECTIVE TRAFFIC ENFORCEMENT PROGRAM GRANT PT22070 AND ADOPT A RESOLUTION AMENDING FISCAL YEAR 2021-2022 BUDGET
- 8) CONSIDERATION TO ACCEPT FUNDS FROM THE STATE OF CALIFORNIA FOR THE CITY-WIDE RADIO SYSTEM, 9-1-1 COMMUNICATION CENTER, BODY-WORN CAMERAS, IN-VEHICLE CAMERAS AND ADOPT A RESOLUTION AMENDING FISCAL YEAR 2021-2022 BUDGET

The motion carried, unanimously.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – November 15, 2021

Page 3 of 6

Items Pulled for Discussion

Motion by Councilmember Pacheco, seconded by Vice Mayor Mendoza to approve:

- 1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES FOR:
 - a. January 28, 2008 – Special Meeting
 - b. February 4, 2008 – Regular Meeting
 - c. June 15, 2020 – Regular Meeting
 - d. November 1, 2021 – Special Meeting

The motion carried by the following vote:

ROLL CALL

AYES: Rodriguez, Pacheco, Mendoza, Ballin - 4

NOES: None

ABSTAIN: Montañez - 1

ABSENT: None

- 3) SECOND READING AND ADOPTION OF ORDINANCE NO. 1704 APPROVING A GENERAL PLAN AMENDMENT 2018-001 AND ZONE CHANGE 2018-001 AND THE CONDITIONS OF APPROVAL TO CHANGE THE CURRENT R-1 (SINGLE FAMILY RESIDENTIAL) ZONE TO M-1 (LIMITED INDUSTRIAL) ZONE FOR THE DEVELOPMENT OF A 12,300 SQ. FT. INDUSTRIAL BUILDING LOCATED AT 649 AND 655 FOURTH STREET

Acting Senior Planner Marquez responded to Councilmember questions.

Motion by Vice Mayor Mendoza, seconded by Mayor Ballin to adopt “Ordinance No. 1704 approving a General Plan Amendment 2018-001 and Zone Change 2018-001 and the Conditions of Approval to change the current R-1 (Single Family Residential) zone to M-1 (Limited Industrial) zone for the development of a 12,300 sq. ft. industrial building located at 649 and 655 Fourth Street.”

The motion carried by the following vote:

ROLL CALL

AYES: Rodriguez, Mendoza, Ballin - 3

NOES: Montañez - 1

ABSTAIN: Pacheco - 1

ABSENT: None

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

City Manager Kimball responded to Councilmember questions. Motion by Mayor Ballin, seconded by Vice Mayor Mendoza to receive and file the report. The motion carried, unanimously.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – November 15, 2021

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ADMINISTRATIVE REPORTS

- 10) CONSIDERATION TO ADOPT A RESOLUTION DECLARING A MULTI-YEAR DROUGHT EMERGENCY AND IMPLEMENTATION OF VOLUNTARY CONSERVATION MEASURES IN THE CITY OF SAN FERNANDO

Director of Public Works Baumgardner and Adan Ortega presented the staff and responded to Councilmember questions.

Motion by Councilmember Pacheco, seconded by Councilmember Montañez to adopt Resolution No. 8105 declaring a multi-year drought emergency for the City of San Fernando; and authorize the City Manager to implement programs to support voluntary water conservation efforts to reduce water usage by 10% from 2020 water usage levels. The motion carried, unanimously.

- 11) PRESENTATION AND DISCUSSION REGARDING ILLEGAL DUMPING ACTIVITIES IN THE CITY

Director of Public Works Baumgardner presented the staff report and responded to Councilmember questions.

Motion by Councilmember Rodriguez, seconded by Councilmember Montañez to return to City Council at a later date with fee/fine structure and signage. The motion carried, unanimously.

- 12) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION TO THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR MEASURE A FUNDING FOR THE PIONEER PARK PLAYGROUND RENOVATION PROJECT

Director of Recreation and Community Services Venegas presented the staff report and responded to Councilmember questions.

Motion by Councilmember Rodriguez, seconded by Vice Mayor Mendoza to adopt Resolution No. 8103 authorizing the filing of a grant application to Los Angeles County Regional Park and Open Space District for Measure A funding to fund the Pioneer Park Playground Renovation Project; authorize the City Manager to accept the grant funds, 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. The motion carried, unanimously.

- 13) CONSIDERATION AND DISCUSSION REGARDING SUSTAINABLE SAN FERNANDO: A CALIFORNIA NATIVE TREES AND PLANTS POLICY DIRECTION *(Item pulled to a date uncertain)*

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – November 15, 2021

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- 14) DISCUSSION AND CONSIDERATION TO USE THE CITY'S LOW AND MODERATE INCOME HOUSING FUNDS TO RE-ESTABLISH LOW INCOME HOUSING LOAN AND GRANT ASSISTANCE PROGRAMS

Motion by Councilmember Rodriguez, seconded by Councilmember Montañez to bring back low and moderate income housing grants and loan assistance programs. The motion carried, unanimously.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

City Clerk Fritz had no updates to report.

Police Chief Vairo announced that tomorrow, the Police Department will be having the Tip-a-Cop event at Heavenly Pancakes; mentioned updates on the Christmas Basket Program; commented that the Business Watch and Neighborhood Watch meeting will be held on Wednesday; and noted the City-Wide radio system transition occurring on Wednesday.

Acting Finance Director Garcia had no updates to report.

Director of Public Work Baumgardner announced staff is working on submitting grant applications for multiple upcoming projects.

Director of Recreation and Community Services Venegas announced the Family Hike program was held last weekend; the Education Commission will meet on November 30, 2021; and the Tree Lighting event will be held on December 4, 2021.

Acting Senior Planner Marquez provided an update from the Planning and Preservation Commission regarding the Study Session for the Housing Element.

City Manager Kimball encouraged the community to attend the Tree Lighting Event and thanked City Council for their support.

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

Councilmember Rodriguez thanked staff for all their hard work.

Councilmember Montañez thanked Director of Public Works Baumgardner for his leadership during the Safe, Clean, Water Program interview; spoke about the Family Hike event; announced on December 11, 2021, volunteers will be planting trees at Rudy Ortega Sr. Park and encouraged participation; and spoke about the presentation regarding the redistricting of jurisdictions in the State of California.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – November 15, 2021

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Councilmember Pacheco spoke about the Infrastructure Bill that passed at the Federal level; thanked colleagues and staff for the discussion and progress of tonight's meeting; and announced he will be donating funds towards the Education Commission Annual Student Scholarship Program aimed towards students pursuing health care careers.

Vice Mayor Mendoza requested to agendaize for January a discussion regarding adopting a resolution reversing Senate Bill 9 and Senate Bill 10.

Mayor Ballin spoke about the need to prioritize the parking plan program.

ADJOURNMENT (9:00 p.m.)

Mayor Ballin adjourned the meeting in memory of Helen Cadena, to the next regular meeting.

I do hereby certify that the foregoing is a true and correct copy of the minutes of November 15, 2021, meeting as approved by the San Fernando City Council.

Julia Fritz, CMC
City Clerk

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

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

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

CALL TO ORDER/ROLL CALL

Mayor Sylvia Ballin called the meeting to order at 6:04 p.m.

Present:

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

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

Absent: None

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF AGENDA

Motion by Vice Mayor Mendoza, seconded by Councilmember Rodriguez to approve the agenda. The motion carried unanimously.

PRESENTATIONS

The City Council presented a Certificate of Recognition to Police Chief Anthony Vairo for his years of service to the community and the City; and wished him well on his retirement.

The City Council recessed the meeting at 6:24 p.m. and reconvened at 6:37 p.m., with all Councilmembers present.

PUBLIC STATEMENTS

Cindy Villegas spoke about the upcoming TreePeople event on Saturday at Rudy Ortega Park.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – December 6, 2021

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

Lilia Monterrosa, Field Representative from the Office of the United States Congressman Tony Cárdenas, provided an update on various legislative issues.

Liana Stepanyan, San Fernando Library Manager, submitted a written comment to provide information on library programs and mentioned the San Fernando Library was nominated by Congressman Cárdenas to receive the 2022 National Medal for Museum and Library Service Award.

CONSENT CALENDAR

City Manager Kimball stated Consent Item No. 4 would be pulled and agendized for a future meeting date uncertain.

Councilmember Montañez requested Consent Item Nos. 6 and 7 be pulled for discussion.

Motion by Councilmember Rodriguez, seconded by Vice Mayor Mendoza to approve:

- 1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES FOR NOVEMBER 15, 2021 SPECIAL MEETING
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO APPROVE CALENDAR YEAR 2022 BUSINESS PERMITS FOR CERTAIN BUSINESS ACTIVITIES AS REQUIRED BY THE CITY CODE
- 5) CONSIDERATION TO APPROVE THE DISPOSITION OF SURPLUS CITY-OWNED VEHICLES AND EQUIPMENT
- 8) CONSIDERATION TO AUTHORIZE THE PURCHASE OF A NICE LOGGING RECORDER FROM MOTOROLA SOLUTIONS, INC.
- 9) CONSIDERATION TO AWARD A PROFESSIONAL SERVICES AGREEMENT FOR CITY-WIDE RADIO SYSTEM AND WIRELESS BROADBAND VIDEO NETWORK MAINTENANCE SERVICES
- 10) CONSIDERATION TO ADOPT RESOLUTIONS TO ACCEPT GRANT FUNDS FROM THE STATE OF CALIFORNIA DEPARTMENT OF JUSTICE TOBACCO GRANT PROGRAM
- 11) CONSIDERATION TO APPROVE AN EXECUTIVE ORDER EXTENDING THE COVID-19 OUTDOOR SERVICES PERMIT PROGRAM THROUGH JUNE 30, 2022
- 12) RECEIVE AND FILE AN UPDATE REGARDING COVID-19 RESPONSE EFFORTS

The motion carried, unanimously.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – December 6, 2021

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Items Pulled for Discussion

- 6) CONSIDERATION TO AUTHORIZE THE FORMAL SOLICITATION OF BIDS FOR SWEEPING AND PRESSURE WASHING OF CITY-OWNED PARKING LOTS, ALLEYS, SIDEWALKS, AND TRASH ENCLOSURES IN THE DOWNTOWN MALL AREA

Motion by Councilmember Rodriguez, seconded by Mayor Ballin to authorize the formal solicitation of bids for sweeping and pressure washing services to be advertised and publicly noticed for no less than 14 days prior to the opening of bids, as amended, to include services on Truman Street to the City Limit and an option to provide services for certain major events. The motion carried, unanimously.

Councilmember Montañez stated she would recuse herself from consideration on Agenda Item No. 7 due to a potential conflict of interest, and left the dais at 6:55 p.m.

- 7) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION TO THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION FOR THE DEVELOPMENT OF AN URBAN FOREST MANAGEMENT PLAN

Motion by Councilmember Rodriguez, seconded by Councilmember Pacheco to adopt Resolution No. 8109 authorizing the filing of a grant application to California Department of Forestry and Fire Protection for the development of an Urban Forest Management Plan; authorize the City Manager to accept the grant funds, if awarded; 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.

The motion carried by the following vote:

ROLL CALL

AYES: Rodriguez, Pacheco, Mendoza, Ballin - 4

NOES: None

ABSTAIN: None

ABSENT: Montañez – 1

Councilmember Montañez returned to the dais at 7:02 p.m.

- 4) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE EXECUTION OF SETTLEMENT AGREEMENTS WITH CERTAIN MANUFACTURERS, DISTRIBUTORS, AND RETAILERS OF OPIOID PHARMACEUTICALS ***(PULLED FROM CONSIDERATION AND CONTINUED TO A DATE UNCERTAIN)***

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – December 6, 2021

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ADMINISTRATIVE REPORTS

- 13) CONSIDERATION TO AUTHORIZE THE PURCHASE OF BODY-WORN CAMERA SYSTEMS AND DIGITAL IN-VEHICLE CAMERA/VIDEO SYSTEMS WITH INTEGRATED AUTOMATED LICENSE PLATE READER SYSTEMS FROM AXON, INC.

Police Chief Valdez and Lt. Rosenberg presented the staff report and responded to Councilmember questions.

Motion by Councilmember Pacheco, seconded by Vice Mayor Mendoza to waive formal bidding and authorize the purchase of Body-Worn Camera Systems and Digital In-Vehicle Camera/Video System, along with integrated Automated License Plate Readers from Axon Inc.; and authorize the City Manager to execute a Purchase Order with Axon, Inc. in an amount not-to-exceed \$495,000. The motion carried unanimously.

Councilmember Montañez stated she would recuse herself from consideration on Agenda Item No. 14 due to a potential conflict of interest, and left the dais at 7:17 p.m.

- 14) CONSIDERATION TO AWARD A CONTRACT FOR SAN FERNANDO REGIONAL PARK INFILTRATION PROJECT, JOB NO. 7601, PLAN NO. P-732

Director of Public Works Baumgardner presented the staff report and responded to Councilmember questions.

Motion by Mayor Ballin, seconded by Councilmember Rodriguez to accept the lowest responsive bid from Ortiz Enterprises, Inc. for construction of the improvements related to the San Fernando Regional Infiltration Project; authorize the City Manager to execute a Construction Contract, and all related documents, with Ortiz Enterprises, Inc., (Contract No. 2042) for an amount not-to-exceed \$11,189,930; and authorize the City Manager to approve change orders not-to-exceed 10% contingency (\$1,118,993).

The motion carried by the following vote:

ROLL CALL

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

Councilmember Montañez returned to the dais at 7:29 p.m.

- 15) CONSIDERATION TO APPROVE PROFESSIONAL SERVICES AGREEMENTS FOR CITY ENGINEERING, NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM, WATER AND WASTEWATER, AND PAVEMENT ENGINEERING SERVICES

Director of Public Works Baumgardner presented the staff report and responded to Councilmember questions.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – December 6, 2021

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Motion by Councilmember Rodriguez, seconded by Vice Mayor Mendoza to approve A) a Professional Services Agreement (Contract No. 2043) with Willdan Engineering, in an amount not to exceed the annual City Council approved budgeted expenditure for City Engineering Services for a three-year term, with a City option to renew for two additional years; B) a Professional Services Agreement (Contract No. 2044) with CWE, in an amount not to exceed the annual City Council approved budgeted expenditure for Water and Wastewater Engineering Services for a three-year term, with a City option to renew for two additional years; C) a Professional Services Agreement (Contract No. 2045) with Willdan Engineering, in an amount not to exceed the annual City Council approved budgeted expenditure for National Pollutant Discharge Elimination System (NPDES) Consulting Services for a three-year term, with a City option to renew for two additional years; D) a Professional Services Agreement (Contract No. 2046) with GMU Pavement Engineering Services, in an amount not to exceed the annual City Council approved budgeted expenditure for Pavement Engineering Services for a three-year term, with a City option to renew for two additional years; and authorize the City Manager to execute all proposed agreements and related documents. The motion carried unanimously.

16) ANNUAL REORGANIZATION OF THE CITY COUNCIL – SELECTION OF MAYOR AND VICE MAYOR

City Clerk Fritz presented the staff report and opened nominations for Mayor.

Mayor Sylvia Ballin nominated Vice Mayor Mary Mendoza for Mayor and the motion was seconded by Councilmember Montañez.

There were no other nominations for Mayor.

Motion by Councilmember Rodriguez, seconded by Mayor Ballin to close nominations. By consensus, the motion carried.

By roll call, each Councilmember named Mary Mendoza as Mayor, the motion carried with the following vote:

ROLL CALL

AYES:	Rodriguez, Montañez, Mendoza, Ballin, Pacheco - 5
NOES:	None
ABSENT:	None
ABSTAIN:	None

City Clerk Fritz announced Mary Mendoza as Mayor.

City Clerk Fritz opened nominations for Vice Mayor.

Mayor Mendoza nominated Councilmember Pacheco for Vice Mayor and the motion was seconded by Councilmember Ballin.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – December 6, 2021

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Councilmember Rodriguez nominated herself for Vice Mayor and the motion was seconded by Councilmember Montañez.

There were no other nominations for Vice Mayor. Motion by Councilmember Ballin, seconded by Mayor Mendoza to close nominations.

The nomination for Celeste Rodriguez for Vice Mayor failed and the nomination for Hector A. Pacheco for Vice Mayor passed by the following vote:

ROLL CALL

AYES: Mendoza, Ballin, Pacheco - 3

NOES: Rodriguez, Montañez - 2

City Clerk Fritz announced Hector A. Pacheco as Vice Mayor.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

City Clerk Fritz announced installation would begin tomorrow regarding the Council Chamber audio and video broadcasting equipment upgrades.

Director of Public Works Baumgardner announced a \$50,000 grant was received to fund the Climate Adaptation and Resiliency Plan.

Acting Finance Director Garcia reported an audit was conducted on the City's five special MTA funds, and reported the City is in compliance with MTA guidelines and staff submitted a grant application for Drinking Water and Wastewater payment program to assist residents and businesses with unpaid water bills.

Director of Recreation and Community Services Venegas announced the Senior Dance will occur December 11, 2021, at 7:00 p.m.; stated registration opened for Winter Day Camp, Youth Baseball, Basketball, and Tennis; noted the Parks, Wellness, and Recreation Commission will meet December 14, 2021 and the Education Commission will meet December 28, 2021.

City Manager Kimball thanked Former Mayor Ballin and Vice Mayor Mendoza for their leadership during the last year and look forward to working with Mayor Mendoza and Vice Mayor Pacheco.

Police Chief Vairo congratulated Mayor Mendoza and Vice Mayor Pacheco; thanked staff for their support during his career and requested donations are needed for the annual Christmas basket program.

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

Councilmember Rodriguez congratulated Mayor Mendoza and Vice Mayor Pacheco and Chief Vairo on his retirement; provided an update on ARPA funds and the Community Survey.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

MINUTES – December 6, 2021

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Councilmember Montañez shared an NBC clip of a San Fernando Elementary teacher that provided blankets to all the students; attended the Tree Lighting event and the Outdoor Market; invited Council to participate in the TreePeople event at Rudy Ortega Park; spoke about the bike path cleanup; congratulated Public Works on the grant; and mentioned she would be attending the Valley Economic Alliance Board of Directors meeting.

Councilmember Ballin asked to receive a video of Councilmember Montañez's presentation; wished everyone a Merry Christmas and Happy New Year; suggested City Manager Kimball to draft a letter to District Attorney Gascon regarding "no bail"; thanked Police Chief Anthony Vairo for his time with the City.

Vice Mayor Pacheco announced he is humbled with the opportunity to serve as Vice Mayor and encouraged residents to stay engaged regarding ARPA funds and the Community Survey.

Mayor Mendoza reported she attended the San Fernando Valley Council on Government meeting, the Library Commission meeting and discussed contributions towards the library foundation; noted she attended the Tree Lighting event; thanked the ARPA Ad Hoc for their work on the Community Survey; congratulated Vice Mayor Pacheco and looks forward to working together.

ADJOURNMENT (8:34 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 December 6, 2021, meeting as approved by the San Fernando City Council.

Julia Fritz, CMC
City Clerk

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Nick Kimball, City Manager
By: Erica D. Melton, Director of Finance/City Treasurer

Date: January 17, 2023

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 23-012 (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. 23-012, including:
Exhibit A: Payment Demands/Voucher List

RESOLUTION NO. 23-012

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, ALLOWING AND APPROVING FOR PAYMENT DEMANDS
PRESENTED ON DEMAND/ WARRANT REGISTER NO. 23-012**

**THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE
AND ORDER AS FOLLOWS:**

1. That the Payment Demand/Voucher List (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 17th day of January 2023.

Celeste T. Rodriguez, 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. 23-012, which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 17th day of January, 2023, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have here unto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of January, 2023.

Julia Fritz, City Clerk

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01/10/2023 12:50:25PMVoucher List
CITY OF SAN FERNANDO

Page: 1

Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229717	1/17/2023	889043 ALADIN JUMPERS	9691-2	12826	CITY EVENT PARTY RENTAL SUPPLIES 001-424-0000-4260	602.00 602.00
229718	1/17/2023	893813 ALMANZA, LAURAMARIE C	REIMB.		SENIOR BINGO PRIZES 004-2346	100.02 100.02
229719	1/17/2023	100143 ALONSO, SERGIO	DEC 2022	12730	MARIACHI MASTER APPRENTICE INS1 109-424-3637-4260	700.00 700.00
229720	1/17/2023	894078 AMERICAN BUSINESS BANK	P9		5% RETENTION HELD-SF PARK INFILT 010-2037	50,757.95 50,757.95
229721	1/17/2023	894078 AMERICAN BUSINESS BANK	002		5% RETENTION HELD UPPER RESERV 010-2037	9,065.00 9,065.00
229722	1/17/2023	100188 ANDY GUMP INC.	INV988138	12762	PORTABLE RESTROOM SERVICE FOR 043-390-0000-4260	336.49
			INV988139	12762	PORTABLE RESTROOM SERVICE FOR 043-390-0000-4260	217.28
			INV988140	12762	PORTABLE RESTROOM SERVICE FOR 070-384-0000-4260	336.34 890.11
229723	1/17/2023	894045 ARROYO BACKGROUND	2920	12815	INVESTIGATIVE SERVICES 001-222-0000-4270	1,500.00 1,500.00
229724	1/17/2023	891209 AUTONATION SSC	517277	12790	"FORD" GENUINE PARTS 041-1215	2,114.27
			517278	12790	"FORD" GENUINE PARTS 041-1215	552.98

Page: 1

vchlist
01/10/2023 12:50:25PMVoucher List
CITY OF SAN FERNANDO

Page: 2

Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229724	1/17/2023	891209 891209 AUTONATION SSC	(Continued)			2,667.25
229725	1/17/2023	892014 BERNAL, DAVID	DEC 2022		COMMISSOINER'S STIPEND 001-150-0000-4111	75.00 75.00
229726	1/17/2023	893591 BIOMEDICAL WASTE DISPOSAL	120678		BIOMEDICAL WASTE PICKUP 001-222-0000-4260	100.00 100.00
229727	1/17/2023	890254 BMI	46057326		ANNUAL MUSIC LICENSE 001-424-0000-4260	402.93 402.93
229728	1/17/2023	888800 BUSINESS CARD	120522-1		ANNUAL SUBSCRIPTION 001-224-0000-4370	257.78
			120822		RGSTR-TASER INSTRUCTOR COURSE 001-225-0000-4360	375.00
			120822		RAIN COAT 001-222-0000-4300	106.87
			121922		LODGING-SBSLI COURSE 001-225-0000-4360	422.70
			122022		ANNUAL SUBSCRIPTION 001-224-0000-4370	154.79
			122122		DIGITAL CLOCK 001-222-0000-4300	124.22
			123022		CHALK MARKING STICK 001-222-0000-4300	66.86 1,508.22
229729	1/17/2023	888800 BUSINESS CARD	121222-1		SUPPLIES-SENIOR CLUB 004-2382	63.91
			121222-2		004-2380 SUPPLIES-SENIOR CLUB 004-2380	178.47 135.00
			121222-3		SUPPLIES-SENIOR CLUB 004-2380	16.53

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vchlist

01/10/2023 12:50:25PM

Voucher List
CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229729	1/17/2023	888800 BUSINESS CARD	(Continued) 121322		GOLD SEALS 001-101-0000-4300	31.60
			121522		PORTABLE SSD DRIVE 001-135-0000-4300	286.64
			121922		DESK CALENDAR 001-105-0000-4300	15.10
			122222		PENS 001-105-0000-4300	15.27
					Total :	742.52
229730	1/17/2023	887810 CALGROVE RENTALS, INC.	163458-1	12708	GENERATOR & LIGHT TOWER RENTAL 070-384-0000-4330	777.05
					Total :	777.05
229731	1/17/2023	892464 CANON FINANCIAL SERVICES, INC	29672826	12701	COPIER MAINTENANCE SERVICE-DEC 001-135-0000-4260	651.40
					Total :	651.40
229732	1/17/2023	894010 CHARTER COMMUNICATIONS	0010369121822 196309122322		PD CABLE-12/18/22-01/17/23 001-222-0000-4260 INTERNET SERVICES 12/23/22-01/22/23 001-190-0000-4220	229.79 1,399.00
					Total :	1,628.79
229733	1/17/2023	100727 CITY OF LOS ANGELES TREASURER	UP230000271	12839	PERMITS - UPPER RESERVOIR REPLA 070-385-0716-4600	30,950.61
					Total :	30,950.61
229734	1/17/2023	103029 CITY OF SAN FERNANDO	5033-5060		REIMB. TO WORKER'S COMP ACCT 006-1038	11,625.30
					Total :	11,625.30
229735	1/17/2023	890893 CITY OF SAN FERNANDO	JAN 2023		CITY PROPERTY UTILITY BILLS 043-390-0000-4210	4,836.23
					Total :	4,836.23
229736	1/17/2023	894313 CONCIERGE AUTOWORKS INC	1003555		VEHICLE MAINT-PW2116	

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229736	1/17/2023	894313 CONCIERGE AUTOWORKS INC	(Continued)		041-320-0311-4400	505.00
					Total :	505.00
229737	1/17/2023	100805 COOPER HARDWARE INC.	132496	12799	MISC. SUPPLIES FOR P.W. OPERATION 043-390-0000-4300	34.24
					Total :	34.24
229738	1/17/2023	102003 COUNTY OF LOS ANGELES	RE-PW-22121202543	12747	INDUSTRIAL WASTE CHARGES 072-360-0000-4450	3,863.22
					Total :	3,863.22
229739	1/17/2023	889792 COUNTY OF ORANGE SHERIFF'S DEP	TRAVEL		RGSTR-POST SUPERVISOR COURSE (C 001-225-0000-4360	465.00
					Total :	465.00
229740	1/17/2023	887475 DATA BUSINESS SYSTEMS, INC	6538		2022-W2'S, 1099'S & 1098'S FORMS 001-130-0000-4300	423.01
					Total :	423.01
229741	1/17/2023	889121 EDGESOFT, INC.	3333	12728	AIMS SYSTEM MAINTENANCE 055-135-0000-4260	2,080.00
					Total :	2,080.00
229742	1/17/2023	103851 EVERSOF, INC.	R2320775		WATER SOFTENER RENTAL-WELL 2A 070-384-0000-4260	53.14
					Total :	53.14
229743	1/17/2023	892198 FRONTIER COMMUNICATIONS	209-150-5251-040172 209-151-4939-102990 209-188-4362-031792 209-188-4363-031892		MWD METER 070-384-0000-4220 MUSIC CHANNEL 001-190-0000-4220 POLICE PHONE LINES 001-222-0000-4220 VARIOUS PHONE LINES 001-190-0000-4220 070-384-0000-4220 001-420-0000-4220	60.58 56.39 723.00 100.42 319.79 256.41

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229743	1/17/2023	892198 FRONTIER COMMUNICATIONS	(Continued) 818-361-6728-080105		ENGINEERING FAX LINE 001-310-0000-4220	43.65
			818-365-5097-120298		POLICE NARCOTICS VAULT 001-222-0000-4220	43.40
			818-837-1509-032207		PW PHONE LINE 001-190-0000-4220	43.65
			818-837-2296-031315		VARIOUS CITY HALL LINES 001-190-0000-4220	351.14
			818-838-4969-021803		PD ALARM PANEL 001-222-0000-4220	130.78
					Total :	2,129.21
229744	1/17/2023	888728 GALLEGOS, ROBERT	REIMB.		LUNCH-FIREARMS TRAINING IN CAST# 001-225-0000-4360	13.00
					Total :	13.00
229745	1/17/2023	887249 GALLS, LLC	022929057		CSO JACKET 001-222-0000-4300	100.00
					Total :	100.00
229746	1/17/2023	894008 GMU PAVEMENT ENGINEERING	52991	12811	ON CALL PAVEMENT DESIGN SERVICE 012-311-0560-4600	21,885.00
				12811	024-311-0560-4600	21,885.00
			62983	12811	ON CALL PAVEMENT DESIGN SERVICE 025-311-0560-4600	6,146.47
				12811	012-311-0560-4600	7,472.28
					Total :	57,388.75
229747	1/17/2023	893622 GOVERNMENT TRAINING AGENCY	64164		RSCTR.-TRAFFIC COLLISION INVESTIC 001-225-0000-4360	549.00
					Total :	549.00
229748	1/17/2023	101376 GRAINGER, INC.	9548211672	12761	MISC. SUPPLIES FOR FACILITIES & TR 001-370-0000-4300	185.55
					Total :	185.55

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229749	1/17/2023	101434 GUZMAN, JESUS ALBERTO	DEC 2022	12732	MARIACHI MASTER APPRENTICE INST 109-424-3637-4260	600.00
					Total :	600.00
229750	1/17/2023	101428 H & H WHOLESALE PARTS	1CR0078907		CREDIT-ITEM RETURNED 041-1215	-111.29
			1IN0543249	12757	FULL SERVICE BATTERIES FOR CITY F 041-1215	419.97
					Total :	308.68
229751	1/17/2023	101672 HANCHETT, NICHOLE	REIMB.		LUNCH-SB2 TRAINING IN PASADENA C 001-225-0000-4360	15.00
					Total :	15.00
229752	1/17/2023	890594 HEALTH AND HUMAN RESOURCE	E0283371		EAP-JAN 2023 001-106-0000-4260	250.90
					Total :	250.90
229753	1/17/2023	893817 HERNANDEZ MOLINA, MARIO ALBERTO	DEC 2022	12733	MARIACHI MASTER APPRENTICE INST 109-424-3637-4260	360.00
					Total :	360.00
229754	1/17/2023	888309 HI 2 LO VOLTAGE WIRING CO, INC	20451		MONITORING 01/01/23-03/31/23 001-222-0000-4260	75.00
					Total :	75.00
229755	1/17/2023	101511 HINDERLITER DE LLAMAS & ASSOC.	SIN023773	12792	CONTRACT SERVICES SALES & TRAN 001-130-0000-4270	651.25
					Total :	651.25
229756	1/17/2023	893994 HOLMES MIDDLE SCHOOL	111		DIA DE LOS MUERTOS ENTERTAINME 001-424-0000-4260	150.00
					Total :	150.00
229757	1/17/2023	894042 INLAND EMPIRE STAGES, LTD	58309	12777	CHARTER BUS SERVICE FOR SENIOR 007-440-0443-4260	881.78
					Total :	881.78

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229758	1/17/2023	893032 IPROMOTEU	2069840DR2		RECOGNITION PLAQUES 001-222-0000-4300	160.39
					Total :	160.39
229759	1/17/2023	892682 IPS GROUP, INC.	INV79843	12759	DEC'22-WEB BASED DATA MGMT FEE 029-335-0000-4260	767.21
					Total :	767.21
229760	1/17/2023	887952 J. Z. LAWNMOWER SHOP	26544	12800	SMALL EQUIPMENT REPAIR 043-390-0000-4300	23.14
			26547	12800	SMALL EQUIPMENT REPAIR 043-390-0000-4300	553.72
			26548	12800	SMALL EQUIPMENT REPAIR 043-390-0000-4300	960.00
					Total :	1,536.86
229761	1/17/2023	894145 JENSEN, GRAZIELLA	REIMB.		MILEAGE REIMB. VARIOUS LOCATIONS 004-2382	9.56
					Total :	9.56
229762	1/17/2023	894007 KARINA SWEEPING COMPANY	0010	12739	MALL SWEEPING SERVICES 023-311-0000-4260	7,440.00
					Total :	7,440.00
229763	1/17/2023	892833 KIM TURNER, LLC	2300		RGSTR-DE-ESCALATION FOR DISPATCH 001-222-0000-4360	175.00
					Total :	175.00
229764	1/17/2023	888138 KOPPL PIPELINE SERVICES, INC.	25386		HOT TAP-510 PARK 070-383-0000-4260	590.00
					Total :	590.00
229765	1/17/2023	102007 L.A. COUNTY SHERIFFS DEPT.	231360BL	12771	INMATE MEALS-NOV 2022 001-225-0000-4350	618.05
					Total :	618.05
229766	1/17/2023	101971 L.A. MUNICIPAL SERVICES	694-750-1000		ELECTRIC & WATER-13180 DRONFIELD 070-384-0000-4210	2,940.17

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229766	1/17/2023	101971 L.A. MUNICIPAL SERVICES	(Continued)			Total : 2,940.17
229767	1/17/2023	101852 LARRY & JOE'S PLUMBING	2247766-0001-02		REPAIRS AND HAND TOOLS 043-390-0000-4300	236.93
					Total :	236.93
229768	1/17/2023	893218 LAZARO, ERNESTO	DEC 2022	12734	MARIACHI MASTER APPRENTICE INST 109-424-3637-4260	360.00
					Total :	360.00
229769	1/17/2023	892477 LOWES	9747-02890		MISC ITEMS FOR REPAIRS 043-390-0000-4300	133.57
			9747-1613		MISC SUPPLIES & SMALL TOOLS 041-320-0000-4320	675.99
			9747-1948		IMPACT SET TOOL 041-320-0000-4320	207.01
			9747-61848		MISC ITEMS 043-390-0000-4300	18.64
					Total :	1,035.21
229770	1/17/2023	102075 MAG-TROL ASSOCIATES, INC.	1238513		VEHICLE MAINT-WA0172 070-383-0000-4400	48.51
					Total :	48.51
229771	1/17/2023	888468 MAJOR METROPOLITAN SECURITY	1109115	12710	ALARM MONITORING AT ALL CITY FACILITIES 043-390-0000-4260	15.00
			1109116	12710	ALARM MONITORING AT ALL CITY FACILITIES 043-390-0000-4260	15.00
			1109117	12710	ALARM MONITORING AT ALL CITY FACILITIES 043-390-0000-4260	15.00
			1109118	12710	ALARM MONITORING AT ALL CITY FACILITIES 043-390-0000-4260	15.00
			1109119	12710	ALARM MONITORING AT ALL CITY FACILITIES 043-390-0000-4260	15.00
			1109120	12710	ALARM MONITORING AT ALL CITY FACILITIES 043-390-0000-4260	25.00
			1109121	12710	ALARM MONITORING AT ALL CITY FACILITIES	

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229771	1/17/2023	888468 MAJOR METROPOLITAN SECURITY	(Continued)			
			1109122	12710	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00
			1109123	12710	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	15.00
			1109124	12710	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	25.00
			1109125	12710	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	25.00
			1109126	12710	043-390-0000-4260 ALARM MONITORING AT ALL CITY FACI	25.00
			1109127	12710	070-384-0000-4260 ALARM MONITORING AT ALL CITY FACI	23.00
			1109128	12710	070-384-0000-4260 ALARM MONITORING AT ALL CITY FACI	23.00
			1109129	12710	070-384-0000-4260 ALARM MONITORING AT ALL CITY FACI	28.00
				12710	070-384-0000-4260	28.00
					Total :	307.00
229772	1/17/2023	894025 MATSUOKA, TODD	TRAVEL		PER DIEM-EDU CODE INT'L CONF ON	
					001-140-0000-4360	245.00
					Total :	245.00
229773	1/17/2023	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE	
					007-440-0441-4220	36.54
					Total :	36.54
229774	1/17/2023	891054 MEJIA PENA, YVONNE	DEC 2022		COMMISSOINER'S STIPEND	
					001-150-0000-4111	75.00
					Total :	75.00
229775	1/17/2023	894220 MELTON, ERICA D.	159-160		L P SENIOR PETTY CASH REIMB.	
					004-2383	57.89
					Total :	57.89
229776	1/17/2023	102148 METROPOLITAN WATER DISTRICT	10978		WATER DELIVERED-NOV 2022	

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229776	1/17/2023	102148 METROPOLITAN WATER DISTRICT	(Continued)			
					070-384-0000-4450	116,817.51
					121-385-3689-4600	113,309.49
					Total :	230,127.00
229777	1/17/2023	102226 MISSION LINEN SUPPLY	518425881		LAUNDRY SERVICE FOR PD	
			518461240	12685	001-225-0000-4350	248.66
				12685	LAUNDRY SERVICE FOR PD	
					001-225-0000-4350	214.57
					Total :	463.23
229778	1/17/2023	893803 MORAN, IVAN	TRAVEL-26		PER DIEM-POLICE ACADEMY TRAINING	
					001-225-0000-4360	155.00
					Total :	155.00
229779	1/17/2023	894004 MURILLO, NICHOLAS	REIMB.		K9 FOOD/SUPPLIES	
					001-225-0000-4270	200.93
					Total :	200.93
229780	1/17/2023	893405 NEW HORIZON	2093489		LP PHONE SERVICES-JAN 2023	
					001-420-0000-4220	321.31
					Total :	321.31
229781	1/17/2023	894100 ODP BUSINESS SOLUTIONS , LLC	278257877001		RETURN	
			278294659001		001-222-0000-4300	-34.19
			278824694001		RETURN	
					001-222-0000-4300	-16.78
			282945002001		OFFICE SUPPLIES	81.41
			282965257001		070-381-0000-4300	67.56
			282965258001		OFFICE SUPPLIES	648.26
			282965259001		070-384-0000-4300	876.85
					OFFICE SUPPLIES	220.93

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229781	1/17/2023	894100 ODP BUSINESS SOLUTIONS , LLC	(Continued) 282979324001		OFFICE SUPPLIES 001-130-0000-4300	219.07
			282991990001		OFFICE SUPPLIES 001-130-0000-4300	6.27
			283202974001		OFFICE SUPPLIES 001-130-0000-4300	93.73
			283615956001		OFFICE SUPPLIES 070-384-0000-4300	613.19
			283840912001		OFFICE SUPPLIES 001-140-0000-4300	74.58
			283913891001		OFFICE SUPPLIES 001-222-0000-4300	20.99
			283915446001		OFFICE SUPPLIES 001-222-0000-4300	24.91
			283959790001		OFFICE SUPPLIES 001-310-0000-4300	35.56
			283961724001		OFFICE SUPPLIES 001-310-0000-4300	250.48
			284787292001		OFFICE SUPPLIES 001-222-0000-4300	65.24
			284787294001		OFFICE SUPPLIES 001-222-0000-4300	13.65
			284787296001		OFFICE SUPPLIES 001-222-0000-4300	24.68
			284849798001		OFFICE SUPPLIES 072-360-0000-4300	62.09
			285589436001		OFFICE SUPPLIES 001-130-0000-4300	106.63
					Total :	3,455.11
229782	1/17/2023	890095 O'REILLY AUTOMOTIVE STORES INC	4605-495931	12754	VEHICLE SERV., MAINT. & REPAIR PAR 070-383-0000-4400	42.99
			4605-496548	12754	VEHICLE SERV., MAINT. & REPAIR PAR 070-383-0000-4400	46.97
					Total :	89.96

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229783	1/17/2023	894024 ORTIZ ENTERPRISES, INC.	P9	12650	SF REGIONAL PARK INFILTRATION PR 010-310-0764-4600	48,642.84
				12650	010-310-0645-4600	21,550.00
				12650	010-310-0620-4600	944,966.12
					010-2037	-50,757.95
					Total :	964,401.01
229784	1/17/2023	893115 P.E.R.S. CITY RETIREMENT	100000017034155		REPLACEMENT BENEFIT PLAN-R GOD 018-101-0000-4450	1,242.36
					Total :	1,242.36
229785	1/17/2023	894056 PACIFIC HYDROTECH CORPORATION	002	12642	UPPER RESERVOIR REPLACEMENT PI 010-385-0716-4600	181,300.00
					010-2037	-9,065.00
					Total :	172,235.00
229786	1/17/2023	892850 PADILLA, ALBINA	REIMB.		RAFFLE PRIZES-VIEJAS CASINO SR TF 004-2383	32.62
					Total :	32.62
229787	1/17/2023	889385 PAK, JEFFREY	TRAVEL		PER DIEM-TRAFFIC COLLISION 001-225-0000-4360	225.00
					Total :	225.00
229788	1/17/2023	892360 PARKING COMPANY OF AMERICA	INVM0017281	12783	PUBLIC TRANSPORTATION SERVICES- 007-440-0442-4260	47,141.70
				12783	007-313-3630-4402	4,879.50
					Total :	52,021.20
229789	1/17/2023	889545 PEREZ, MARIBEL	REIMB.		SUPPLIES-OFFICE REMODEL 043-390-0000-4300	49.69
					Total :	49.69
229790	1/17/2023	891527 PEREZ, MARVIN	DEC 2022		COMMISSOINER'S STIPEND 001-150-0000-4111	75.00
					Total :	75.00
229791	1/17/2023	892957 PIONEER FIRE PROFESSIONALS INC	381383		FIRE EXTINGUISHER REFILL-PD4444	

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229791	1/17/2023	892957 PIONEER FIRE PROFESSIONALS INC	(Continued)		041-320-0225-4400	255.48
					Total :	255.48
229792	1/17/2023	102688 PROFESSIONAL PRINTING CENTERS	1282	12721	PRINTING SERVICES	1,018.71
			20814	12721	001-310-0000-4300 PRINTING SERVICES	248.45
					Total :	1,267.16
229793	1/17/2023	892131 PROHEALTH-VALLEY OCCUPATIONAL	00517167-00		DOT DRIVER PHYSICAL	80.00
					001-106-0000-4270	80.00
					Total :	80.00
229794	1/17/2023	894306 QUENCH USA, INC.	INV04858053		DRINKING WATER	98.55
			INV04973118		001-222-0000-4300 DRINKING WATER	99.23
					Total :	197.78
229795	1/17/2023	894312 RUIZ, EDWARD	REIMB.		D2 CERTIFICATION FEE	60.00
					070-381-0000-4360	60.00
					Total :	60.00
229796	1/17/2023	103057 SAN FERNANDO VALLEY SUN	11770		PUBLIC HEARING PUBLICAITON-SB9	138.38
					001-150-0000-4230	138.38
					Total :	138.38
229797	1/17/2023	894314 SECURE MEASURES	1258		RGSTR-VETERAN & LAW ENFORCEME	125.00
					001-225-0000-4360	125.00
					Total :	125.00
229798	1/17/2023	891331 SESAC	10616099		ANNUAL MUSIC LICENSE	553.00
					001-424-0000-4260	553.00
					Total :	553.00
229799	1/17/2023	103184 SMART & FINAL	0047		WINTER CAMP SUPPLIES	81.02
					017-420-1399-4300	81.02

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229799	1/17/2023	103184 SMART & FINAL	(Continued)		DRINKS-SENIOR CLUB DANCE	134.20
			0235		004-2380	33.05
			0380		SUPPLIES-EMPLOYEE LUNCHEON	33.05
					001-222-0000-4300	248.27
					Total :	248.27
229800	1/17/2023	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9776		NATURAL GAS FOR CNG STATION	19,796.82
					074-320-0000-4402	19,796.82
					Total :	19,796.82
229801	1/17/2023	894311 SPECTRUMVOIP	IN631729		ANNUAL FCC MANDATED E911 REG FE	50.30
					001-190-0000-4260	50.30
					Total :	50.30
229802	1/17/2023	894275 STAPLES, INC.	3518634024		ELECTRIC LETTER OPENER	66.14
					070-382-0000-4300	66.15
					072-360-0000-4300	132.29
					Total :	132.29
229803	1/17/2023	102978 SWRCB	OP 30066		TREATMENT OPERATOR T-2 RENEWAL	60.00
					070-381-0000-4380	60.00
					Total :	60.00
229804	1/17/2023	888621 SWRCB	WD-0213948		ANNUAL WATER SYSTEM PERMIT FEE	3,453.00
			WD-0214248		070-381-0000-4450 ANNUAL WATER SYSTEM PERMIT FEE	3,453.00
					Total :	6,906.00
229805	1/17/2023	893955 TALLEY, BRIDGET LAINE	121622		SENIOR YOGA DEMO	35.00
					017-420-1321-4260	35.00
					Total :	35.00
229806	1/17/2023	888821 THE GOODYEAR TIRE & RUBBER CO	34807	12810	TIRES FOR CITY FLEET	2,066.40
					041-1215	2,066.40
					Total :	2,066.40

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Voucher List
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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229807	1/17/2023	101528 THE HOME DEPOT CRC, ACCT#603532202490	11958		ITEMS FOR TRUCK	
			1271316		001-311-0000-4300	191.42
			1542044		BASEBALL FIELD TOPSOIL	
			1542045		043-390-0000-4300	92.04
			2022139		PARTS-ISO CONTAINER	
			3015390		001-311-0000-4300	203.86
			3282586		COVER FOR PRESSURE WASHER	
			3533308		001-311-0000-4300	52.90
			5115076		SMALL TOOLS	
			533750		001-311-0000-4300	255.44
			5370769		MAT'L'S FOR ROOF REPAIRS	
			5971584		043-390-0000-4300	117.20
			6112745		WEED CONTROL & SUPPLIES	
			6193802		043-390-0000-4300	837.16
			6544651		MISC SMALL TOOLS	
			7024607		041-320-0000-4320	475.05
			NOV 2022		MISC SUPPLIES	
					070-383-0000-4310	418.50
					SMALL TOOLS & MISC ITEMS	
					041-320-0000-4320	595.90
					MAINT. SUPPLIES	
					043-390-0000-4300	207.02
					MISC SUPPLIES	
					001-311-0000-4300	150.62
					REPLACEMENT DRILL	
					001-370-0000-4300	219.40
					REFUND-DAMAGED DRILL	
					001-370-0000-4300	-119.04
					SUPPLIES-OFFICE REMODEL	
					043-390-0000-4500	222.15
					MAT'L'S FOR REPAIRS	
					070-384-0000-4330	787.44
					FINANCE CHARGES	
					070-381-0000-4300	116.64
					Total :	4,823.70
229808	1/17/2023	892525 T-MOBILE	958769818		HOTSPOT & TABLET CONNECTIONS	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229808	1/17/2023	892525 T-MOBILE	(Continued)		001-420-0000-4220	29.40
					001-152-0000-4220	19.74
					Total :	49.14
229809	1/17/2023	888399 TORO ENTERPRISES INC.	16233	12820	PHASE 1 OF ANNUAL STREET RESURF	
					025-311-0560-4600	369,224.90
					025-2037	-18,461.25
					Total :	350,763.65
229810	1/17/2023	887458 TORRES, HECTOR	TRAVEL		PER DIEM-ADV ICI SEXUAL ASSAULT C	
					001-224-0000-4360	155.00
					Total :	155.00
229811	1/17/2023	103445 UNDERGROUND SERVICE ALERT	1220220684		(69) NEW TICKET CHARGES	
			22-2302392		070-381-0000-4260	130.75
					CA STATE FEE FOR REGULATORY COE	
					070-381-0000-4260	32.42
					Total :	163.17
229812	1/17/2023	893740 UTILITY SYSTEMS SCIENCE &	COSF_10/1-12/30	12753	WASTEWATER FLOW MONITORING & S	1,200.00
			COSF_12/1-12/31	12753	072-360-0000-4260	
					WASTEWATER FLOW MONITORING & S	
					072-360-0000-4260	540.00
					Total :	1,740.00
229813	1/17/2023	893606 VALADEZ, XAVIER	833506		SENIOR TRIP REFUND (DODGERS)	
					004-2383	100.00
					Total :	100.00
229814	1/17/2023	892490 VALLEY LINE-X	20387		VEHICLE MAINT-PW8142	
					072-360-0000-4400	1,688.50
					Total :	1,688.50
229815	1/17/2023	103557 VASQUEZ & COMPANY LLP	2221160-IN	12813	ANNUAL AUDIT SERVICES	
				12813	001-130-0000-4270	12,500.00
				12813	070-381-0000-4270	6,250.00
				12813	072-360-0000-4270	6,250.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229815	1/17/2023	103557 103557 VASQUEZ & COMPANY LLP	(Continued)			Total : 25,000.00
229816	1/17/2023	892081 VERIZON BUSINESS SERVICES	72433750		MPLS PORT ACCESS & ROUTER FOR F 001-222-0000-4220	1,040.89
					Total :	1,040.89
229817	1/17/2023	100101 VERIZON WIRELESS-LA	9923141948		MDT MODEMSA-PD UNITS 001-222-0000-4220	523.52
			9923538870		PD CELL PHONE PLANS 001-222-0000-4220	288.77
					001-152-0000-4220	111.49
			9923831517		VARIOUS CELL PHONE PLANS 001-222-0000-4220	516.51
					070-384-0000-4220	40.72
			9923843156		CITY YARD CELL PHONE PLANS 070-384-0000-4220	152.55
					072-360-0000-4220	356.93
					041-320-0000-4220	25.43
					043-390-0000-4220	25.43
			9923854769		VARIOUS CELL PHONE PLANS 001-106-0000-4220	52.97
					070-384-0000-4220	51.27
					Total :	2,145.59
229818	1/17/2023	890970 WEX BANK	86265566		FUEL FOR FLEET 041-320-0152-4402	212.71
					041-320-0221-4402	558.31
					041-320-0222-4402	153.55
					041-320-0224-4402	1,537.81
					041-320-0225-4402	3,871.54
					041-320-0228-4402	839.13
					041-320-0311-4402	1,253.90
					041-320-0320-4402	130.10
					041-320-0370-4402	554.97
					041-320-0390-4402	1,620.39
					007-313-3630-4402	230.37
					029-335-0000-4402	108.29

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229818	1/17/2023	890970 WEX BANK	(Continued)			
					070-381-0000-4402	55.19
					070-382-0000-4402	545.49
					070-383-0000-4402	1,216.54
					070-384-0000-4402	508.93
					072-360-0000-4402	562.73
					Total :	13,959.95
229819	1/17/2023	891531 WILL DAN ENGINEERING	00337048		ON-CALL ENGINEERING SERVICES	
				12814	001-310-0000-4270	9,792.75
				12814	024-371-0562-4600	65.00
				12814	025-311-0565-4600	1,691.75
				12814	024-311-0551-4600	65.00
				12814	012-311-0553-4600	65.00
				12814	032-311-0866-4600	5,028.00
			00337130		NPDES CONSULTING SERVICES	
				12724	023-311-0000-4270	2,536.75
					Total :	19,244.25
229820	1/17/2023	893933 WITHERSPOON INDUSTRIES INC	383791		STORAGE ROOM RENTAL 017-420-1330-4260	82.00
					Total :	82.00
229821	1/17/2023	891837 YOO, KEVIN	TRAVEL-1		PER DIEM--POST SUPERVISOR COURSE 001-225-0000-4360	225.00
			TRAVEL-2		PER DIEM--POST SUPERVISOR COURSE 001-225-0000-4360	225.00
					Total :	450.00
105 Vouchers for bank code :		bank3			Bank total :	2,085,773.57
105 Vouchers in this report					Total vouchers :	2,085,773.57

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Voucher List
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Bank code :	bank3					
<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>

Voucher Registers are not final until approved by Council.

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229521	1/1/2023	100286 BAKER, BEVERLY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	148.68
					Total :	148.68
229522	1/1/2023	100916 DEIBEL, PAUL	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229523	1/1/2023	101781 KISHITA, ROBERT	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25
					Total :	132.25
229524	1/1/2023	101926 LILES, RICHARD	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229525	1/1/2023	102126 MARTINEZ, MIGUEL	23-Jan		CALPERS HEALTH REIMB 070-180-0000-4127	603.64
					Total :	603.64
229526	1/1/2023	891031 ORTEGA, JIMMIE	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229527	1/1/2023	891032 OTREMBA, EUGENE	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04
229528	1/1/2023	891354 RAMIREZ, ROSALINDA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25
					Total :	132.25
229529	1/1/2023	102940 RUIZ, RONALD	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	587.29
					Total :	587.29
229530	1/1/2023	892782 TIGHE, DONNA	23-Jan		CALPERS HEALTH REIMB	

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229530	1/1/2023	892782 TIGHE, DONNA	(Continued)		001-180-0000-4127	132.25
					Total :	132.25
10 Vouchers for bank code : bank3						Bank total : 3,232.46
10 Vouchers in this report						Total vouchers : 3,232.46

Voucher Registers are not final until approved by Council.

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229531	1/1/2023	100042 ABDALLAH, ALBERT	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,418.49
					Total :	1,418.49
229532	1/1/2023	100091 AGORICHAS, JOHN	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229533	1/1/2023	891039 AGUILAR, JESUS	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	415.50
					Total :	415.50
229534	1/1/2023	100104 ALBA, ANTHONY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04
229535	1/1/2023	891011 APODACA-GRASS, ROBERTA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229536	1/1/2023	100260 AVILA, FRANK	23-Jan		CALPERS HEALTH REIMB 041-180-0000-4127	1,358.28
					Total :	1,358.28
229537	1/1/2023	100306 BARNARD, LARRY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	879.00
					Total :	879.00
229538	1/1/2023	100346 BELDEN, KENNETH M.	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,342.00
					Total :	1,342.00
229539	1/1/2023	892233 BUZZELL, CAROL	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	148.68
					Total :	148.68
229540	1/1/2023	891350 CALZADA, FRANK	23-Jan		CALPERS HEALTH REIMB	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229540	1/1/2023	891350 CALZADA, FRANK	(Continued)		001-180-0000-4127	448.36
					Total :	448.36
229541	1/1/2023	100642 CASTRO, RICO	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,834.18
					Total :	1,834.18
229542	1/1/2023	103816 CHAVEZ, ELENA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	587.29
					Total :	587.29
229543	1/1/2023	100752 COLELLI, CHRISTIAN	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,811.06
					Total :	1,811.06
229544	1/1/2023	891014 CREEKMORE, CASIMIRA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229545	1/1/2023	893711 DAVIS, JAMES	23-Jan		CALPERS HEALTH REIMB 072-180-0000-4127	1,534.22
					Total :	1,534.22
229546	1/1/2023	100913 DECKER, CATHERINE	23-Jan		CALPERS HEALTH REIMB 070-180-0000-4127	269.02
					Total :	269.02
229547	1/1/2023	100925 DELGADO, RALPH	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	448.36
					Total :	448.36
229548	1/1/2023	100960 DIEDIKER, VIRGINIA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229549	1/1/2023	100996 DRAKE, JOYCE	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229549	1/1/2023	100996 100996 DRAKE, JOYCE	(Continued)			Total : 269.02
229550	1/1/2023	100995 DRAKE, MICHAEL	23-Jan		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	134.51 134.51 Total : 269.02
229551	1/1/2023	100997 DRAPER, CHRISTOPHER	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,811.06 Total : 1,811.06
229552	1/1/2023	101044 ELEY, JEFFREY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,949.00 Total : 1,949.00
229553	1/1/2023	891040 FISHKIN, RIVIAN	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25 Total : 132.25
229554	1/1/2023	101178 FLORES, ADRIAN	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,325.58 Total : 1,325.58
229555	1/1/2023	101182 FLORES, MIGUEL	23-Jan		CALPERS HEALTH REIMB 043-180-0000-4127	1,325.58 Total : 1,325.58
229556	1/1/2023	892103 GAJDOS, BETTY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25 Total : 132.25
229557	1/1/2023	891351 GARCIA, DEBRA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,856.80 Total : 1,856.80
229558	1/1/2023	891067 GARCIA, NICOLAS	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	886.89

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229558	1/1/2023	891067 891067 GARCIA, NICOLAS	(Continued)			Total : 886.89
229559	1/1/2023	101281 GARIBAY, SAUL	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	2,280.31 Total : 2,280.31
229560	1/1/2023	101318 GLASGOW, KEVIN	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,811.06 Total : 1,811.06
229561	1/1/2023	891020 GLASGOW, ROBERT	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	314.00 Total : 314.00
229562	1/1/2023	101333 GODINEZ, FRAZIER C.	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,768.55 Total : 1,768.55
229563	1/1/2023	101409 GUERRA, LAUREN E	23-Jan		CALPERS HEALTH REIMB 072-180-0000-4127	587.29 Total : 587.29
229564	1/1/2023	891021 GUIZA, JENNIE	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02 Total : 269.02
229565	1/1/2023	101415 GUTIERREZ, OSCAR	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25 Total : 132.25
229566	1/1/2023	102896 GUZMAN, ROSA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	587.29 Total : 587.29
229567	1/1/2023	891352 HADEN, SUSANNA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	603.64 Total : 603.64

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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
229568	1/1/2023	101440 HALCON, ERNEST	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,342.00	
					Total :	1,342.00	
229569	1/1/2023	891918 HARTWELL, BRUCE	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	689.04	
					Total :	689.04	
229570	1/1/2023	101465 HARVEY, DAVID	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25	
					Total :	132.25	
229571	1/1/2023	101466 HARVEY, DEVERY MICHAEL	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,217.00	
					Total :	1,217.00	
229572	1/1/2023	101471 HASBUN, NAZRI A.	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	587.29	
					Total :	587.29	
229573	1/1/2023	891023 HATFIELD, JAMES	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	689.04	
					Total :	689.04	
229574	1/1/2023	892104 HERNANDEZ, ALFONSO	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,272.92	
					Total :	1,272.92	
229575	1/1/2023	891024 HOOKER, RAYMOND	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
229576	1/1/2023	893616 HOUGH, LOIS	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	148.68	
					Total :	148.68	
229577	1/1/2023	101597 IBRAHIM, SAMIR	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	415.50	
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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
229577	1/1/2023	101597 101597 IBRAHIM, SAMIR	(Continued)				
					Total :	415.50	
229578	1/1/2023	101694 JACOBS, ROBERT	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	879.00	
					Total :	879.00	
229579	1/1/2023	892105 KAHMANN, ERIC	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	415.50	
					Total :	415.50	
229580	1/1/2023	101786 KLOTZSCHE, STEVEN	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	448.36	
					Total :	448.36	
229581	1/1/2023	891866 KNIGHT, DONNA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	123.03	
					Total :	123.03	
229582	1/1/2023	892929 LEWIS, WANDA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
229583	1/1/2023	891043 LIEBERMAN, LEONARD	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25	
					Total :	132.25	
229584	1/1/2023	101933 LITTLEFIELD, LESLEY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
229585	1/1/2023	102045 LLAMAS-RIVERA, MARCOS	23-Jan		CALPERS HEALTH REIMB 070-180-0000-4127	1,361.42	
					Total :	1,361.42	
229586	1/1/2023	102059 MACK, MARSHALL	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	587.29	
					Total :	587.29	
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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
229587	1/1/2023	891010 MAERTZ, ALVIN	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	397.06	
							Total : 397.06
229588	1/1/2023	888037 MARTINEZ, ALVARO	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,676.48	
							Total : 1,676.48
229589	1/1/2023	102206 MILLER, WILMA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
							Total : 269.02
229590	1/1/2023	102212 MIRAMONTES, MONICA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,325.58	
							Total : 1,325.58
229591	1/1/2023	102232 MIURA, HOWARD	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
							Total : 269.02
229592	1/1/2023	892106 MONTAN, EDWARD	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	148.68	
							Total : 148.68
229593	1/1/2023	102365 NAVARRO, RICARDO A	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	448.36	
							Total : 448.36
229594	1/1/2023	102473 ORDELHEIDE, ROBERT	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,878.60	
							Total : 1,878.60
229595	1/1/2023	102483 OROZCO, ELVIRA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	148.68	
							Total : 148.68
229596	1/1/2023	102486 ORSINI, TODD	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	2,039.79	
							Total : 2,039.79
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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
229596	1/1/2023	102486 102486 ORSINI, TODD	(Continued)				Total : 2,039.79
229597	1/1/2023	102569 PARKS, ROBERT	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,949.00	
							Total : 1,949.00
229598	1/1/2023	102580 PATINO, ARMANDO	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,949.00	
							Total : 1,949.00
229599	1/1/2023	102527 PISCITELLI, ANTHONY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	448.36	
							Total : 448.36
229600	1/1/2023	891033 POLLOCK, CHRISTINE	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	314.00	
							Total : 314.00
229601	1/1/2023	102735 QUINONEZ, MARIA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,358.28	
							Total : 1,358.28
229602	1/1/2023	891034 RAMSEY, JAMES	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	852.90	
							Total : 852.90
229603	1/1/2023	102864 RIVETTI, DOMINICK	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	879.00	
							Total : 879.00
229604	1/1/2023	102936 RUELAS, MARCO	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,856.80	
							Total : 1,856.80
229605	1/1/2023	891044 RUSSUM, LINDA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25	
							Total : 132.25
							Page: 8

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229606	1/1/2023	103005 SALAZAR, TONY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,325.58 1,325.58
229607	1/1/2023	103118 SENDA, OCTAVIO	23-Jan		CALPERS HEALTH REIMB 043-180-0000-4127	1,768.55 1,768.55
229608	1/1/2023	892107 SHANAHAN, MARK	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	415.50 415.50
229609	1/1/2023	891035 SHERWOOD, NINA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02 269.02
229610	1/1/2023	103175 SKOBIN, ROMELIA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,272.92 1,272.92
229611	1/1/2023	893677 SOLIS, MARGARITA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,171.98 1,171.98
229612	1/1/2023	103220 SOMERVILLE, MICHAEL	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,449.00 1,449.00
229613	1/1/2023	103394 TORRES, RACHEL	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02 269.02
229614	1/1/2023	889588 UFANO, VIRGINIA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	132.25 132.25
229615	1/1/2023	103516 VAIRO, ANTHONY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,449.00

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229615	1/1/2023	103516 VAIRO, ANTHONY	(Continued)			1,449.00
229616	1/1/2023	888417 VALDIVIA, LAURA	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02 269.02
229617	1/1/2023	103550 VANICEK, JAMES	23-Jan		CALPERS HEALTH REIMB 070-180-0000-4127	1,358.28 1,358.28
229618	1/1/2023	103562 VASQUEZ, JOEL	23-Jan		CALPERS HEALTH REIMB 070-180-0000-4127	1,949.00 1,949.00
229619	1/1/2023	888562 VILLALPANDO, SEBASTIAN FRANK	23-Jan		CALPERS HEALTH REIMB 070-180-0000-4127	415.50 415.50
229620	1/1/2023	103692 VILLALVA, FRANCISCO	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	1,768.55 1,768.55
229621	1/1/2023	891038 WAITE, CURTIS	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	689.04 689.04
229622	1/1/2023	103612 WALKER, MICHAEL	23-Jan		CALPERS HEALTH REIMB 027-180-0000-4127	210.90 210.90
229623	1/1/2023	103620 WARREN, DALE	23-Jan		CALPERS HEALTH REIMB 072-180-0000-4127	132.25 132.25
229624	1/1/2023	891036 WATT, DAVID	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	689.04 689.04

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229625	1/1/2023	893690 WATTS, STEVE M.	23-Jan		CALPERS HEALTH REIMB 072-180-0000-4127	886.89
					Total :	886.89
229626	1/1/2023	891037 WEBB, NANCY	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229627	1/1/2023	103643 WEDDING, JEROME	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04
229628	1/1/2023	103727 WYSBEEK, DOUDE	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229629	1/1/2023	103737 YNIGUEZ, LEONARD	23-Jan		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04
99 Vouchers for bank code : bank3						Bank total : 81,966.32
99 Vouchers in this report						Total vouchers : 81,966.32

Voucher Registers are not final until approved by Council.

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3:45:21PM

Voucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229630	12/29/2022	890970 WEX BANK	85400815		FUEL FOR FLEET	
					041-320-0152-4402	247.95
					041-320-0221-4402	712.00
					041-320-0222-4402	314.31
					041-320-0224-4402	1,410.36
					041-320-0225-4402	4,314.08
					041-320-0228-4402	819.80
					041-320-0311-4402	1,631.53
					041-320-0320-4402	124.02
					041-320-0370-4402	999.67
					041-320-0390-4402	2,540.86
					007-313-3630-4402	278.77
					029-335-0000-4402	145.71
					070-381-0000-4402	68.83
					070-382-0000-4402	325.17
					070-383-0000-4402	1,381.92
					070-384-0000-4402	432.07
					072-360-0000-4402	644.63
					Total :	16,391.68
1	Vouchers for bank code :	bank3			Bank total :	16,391.68
1	Vouchers in this report				Total vouchers :	16,391.68

Voucher Registers are not final until approved by Council.

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SPECIAL CHECK

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01/03/2023

3:52:21PM

Voucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229713	12/29/2022	893115 P.E.R.S. CITY RETIREMENT	100000016992720		EMPL CONTRIB VARIANCE-11/19-12/09	
					018-222-0000-4124	234.94
					018-224-0000-4124	176.20
					018-225-0000-4124	2,525.57
					Total :	2,936.71
1 Vouchers for bank code :		bank3			Bank total :	2,936.71
1 Vouchers in this report					Total vouchers :	2,936.71

Voucher Registers are not final until approved by Council.

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01/05/2023

9:25:41AM

Voucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229714	1/5/2023	103648 CITY OF SAN FERNANDO	PR 1-6-23		REIMB FOR PAYROLL W/E 12/30/22	
					001-1003	506,553.24
					007-1003	2,085.55
					017-1003	5,743.25
					027-1003	2,093.55
					029-1003	2,864.47
					030-1003	1,830.57
					041-1003	6,841.71
					043-1003	21,947.78
					070-1003	57,030.83
					072-1003	13,542.94
					074-1003	376.03
					094-1003	1,058.05
					110-1003	2,084.15
					Total :	624,052.12
1	Vouchers for bank code :		bank3		Bank total :	624,052.12
1	Vouchers in this report				Total vouchers :	624,052.12

Voucher Registers are not final until approved by Council.

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SPECIAL CHECK

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01/09/2023

9:00:19AM

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229715	1/9/2023	102519 P.E.R.S.	JAN 2023		HEALTH INS. BENEFITS-JAN 2023 001-1160	161,619.84
Total :						161,619.84
1 Vouchers for bank code : bank3						Bank total : 161,619.84
1 Vouchers in this report						Total vouchers : 161,619.84

Voucher Registers are not final until approved by Council.

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01/10/2023 10:06:56AMVoucher List
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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229716	1/10/2023	891860 CARL WARREN & COMPANY	PREFUND		PREFUND REQUEST- REIMB ITF ACCT 006-1037	175,000.00
Total :						175,000.00
1 Vouchers for bank code : bank3						Bank total : 175,000.00
1 Vouchers in this report						Total vouchers : 175,000.00

Voucher Registers are not final until approved by Council.

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Nick Kimball, City Manager
By: Michael E. Okafor, Personnel Manager

Date: January 17, 2023

Subject: Consideration to Adopt a Resolution Amending the Fiscal Year 2022-2023 Salary Plan to Implement Changes in Minimum Wage for Certain Part-time Employees

RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8206 (Attachment "A") amending the Fiscal Year (FY) 2022-2023 Salary Plan to implement changes in minimum wage for certain part-time employees; and
- b. Authorize the City Manager to make non-substantive corrections and execute all related documents.

BACKGROUND:

1. On April 4, 2016, Governor Jerry Brown approved Senate Bill (SB) 3, which mandated new minimum wage rates for all employees in California from 2017 through 2023, ranging from \$10.50 per hour in 2017 to \$15.50 per hour in 2023, for employers in California.
2. On November 21, 2016, the City Council approved a Memorandum of Understanding (MOU) (Contract No. 1838) with the San Fernando Part-time Employees Bargaining Unit (SFPEBU) that includes certain provisions in employee wages for FY 2016-2017 through FY 2021-2022.
3. On January 1, 2017, November 20, 2017, December 3, 2018, February 3, 2020, and January 19, 2021, the City Council approved amendments to the City Salary Plan to implement the following minimum wage increases: \$10.50 per hour in 2017, \$11 per hour in 2018, \$12 per hour in 2019, \$13 per hour in 2020, and \$15 per hour in 2021.

Consideration to Adopt a Resolution Amending the FY 2022-2023 Salary Plan to Implement Changes in Minimum Wage for Certain Part-time Employees

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ANALYSIS:

Most employers in California are subject to both the Federal and State minimum wage laws, and must follow the stricter standard; that is, the one that is most beneficial to the employee. Thus, since California's current law requires a higher minimum wage rate than does the Federal law (which is \$7.25 per hour), all employers in California who are subject to both laws must pay the State minimum wage rate unless their employees are exempt under California law. Similarly, if a City or County has adopted a higher minimum wage, employees must be paid the local wage where it is higher than the State or Federal minimum wage rates.

Due to the enactment of SB 3, California minimum wage increased incrementally as follows since January 2017:

- a. January 1, 2017: \$10.50 per hour
- b. January 1, 2018: \$11.00 per hour
- c. January 1, 2019: \$12.00 per hour
- d. January 1, 2020: \$13.00 per hour
- e. January 1, 2021: \$14.00 per hour
- f. January 1, 2022: \$15.00 per hour
- g. January 1, 2023: \$15.50 per hour

The City is up to date on the implementation of the minimum wage provisions. However, it is necessary to amend the FY 2022-2023 Salary Plan to reflect the latest minimum wage, which is \$15.50 per hour, effective January 1, 2023. Thirteen part-time job classifications are impacted by this increase, which are reflected in Resolution No. 8206 (Attachment "A").

BUDGET IMPACT:

The total additional cost of the State mandated minimum wage increase for FY 2022-2023 is approximately \$18,000, which is about 3.3% increase for each applicable part-time employee. Sufficient funds are included in the FY 2022-2023 Adopted Budget to cover the cost of this increase.

CONCLUSION:

Approval of the amended Salary Plan is necessary to comply with the State Minimum Wage Law (SB 3).

ATTACHMENT:

- A. Resolution No. 8206

RESOLUTION NO. 8206

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, AMENDING PORTIONS OF SECTIONS 1, 2 AND 3 OF
RESOLUTION NO. 8162, ADOPTED JUNE 21, 2022**

THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1: That portion of Section 1, Schedule "H" of Resolution No. 8162, adopted June 21, 2022, as amended, be further amended by deleting "Schedule H for Part-time Hourly Employees" on page 5, and replacing it with the following, effective January 1, 2023:

SCHEDULE H FOR PART-TIME HOURLY EMPLOYEES (SFPEBU)					
SALARY RANGE NUMBER	STEP A	STEP B	STEP C	STEP D	STEP E
44	15.50	16.16	16.84	17.56	18.32
45	15.77	16.46	17.21	17.99	18.80
47	16.25	16.95	17.70	18.47	19.27
48	16.47	17.23	17.99	18.80	19.74
52	17.02	17.76	18.52	19.33	20.18
62	17.20	18.03	19.02	20.07	21.15
71	20.42	21.38	22.43	23.49	24.60
72	20.59	21.55	22.61	23.65	24.77

SECTION 2: That that portion of subsection (B) of Section 2 of Resolution No. 8162, adopted June 21, 2022, as amended, be further amended by deleting the following, effective January 1, 2023:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
City Maintenance Helper	62H	16.65	17.45	18.41	19.42	20.47
Crossing Guard	44H	15.00	15.64	16.30	16.99	17.73

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Day Camp Counselor	44H	15.00	15.64	16.30	16.99	17.73
Junior Cadet	45H	15.26	15.93	16.66	17.41	18.19
Management Intern	71H	19.76	20.69	21.71	22.73	23.81
Office Clerk	48H	15.94	16.67	17.41	18.19	19.10
Personnel Office Clerk	48H	15.94	16.67	17.41	18.19	19.10
Pool Attendant/Cashier	44H	15.00	15.64	16.30	16.99	17.73
Public Works Maintenance Helper	62H	16.65	17.45	18.41	19.42	20.47
Recreation Leader I	44H	15.00	15.64	16.30	16.99	17.73
Recreation Leader II	47H	15.73	16.40	17.13	17.87	18.65
Recreation Leader III	71H	19.76	20.69	21.71	22.73	23.81
Senior Day Camp Counselor	52H	16.47	17.19	17.92	18.71	19.53

SECTION 3: That that portion of subsection (B) of Section 2 of Resolution No. 8162, adopted June 21, 2022, as amended, be further amended by adding the following, effective January 1, 2023:

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
City Maintenance Helper	62H	17.20	18.03	19.02	20.07	21.15
Crossing Guard	44H	15.50	16.16	16.84	17.56	18.32
Day Camp Counselor	44H	15.50	16.16	16.84	17.56	18.32
Junior Cadet	45H	15.77	16.46	17.21	17.99	18.80
Management Intern	71H	20.42	21.38	22.43	23.49	24.60
Office Clerk	48H	16.47	17.23	17.99	18.80	19.74

CLASSIFICATION	SALARY RANGE NUMBER/ SCHEDULE	STEP A	STEP B	STEP C	STEP D	STEP E
Personnel Office Clerk	48H	16.47	17.23	17.99	18.80	19.74
Pool Attendant/Cashier	44H	15.50	16.16	16.84	17.56	18.32
Public Works Maintenance Helper	62H	17.20	18.03	19.02	20.07	21.15
Recreation Leader I	44H	15.50	16.16	16.84	17.56	18.32
Recreation Leader II	47H	16.25	16.95	17.70	18.47	19.27
Recreation Leader III	71H	20.42	21.38	22.43	23.49	24.60
Senior Day Camp Counselor	52H	17.02	17.76	18.52	19.33	20.18

SECTION 4: Except as amended herein, all other provisions of Resolution No. 8162, adopted June 21, 2022, remains unchanged and in full force and effect.

SECTION 5: The City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and her certification to be filed in the office of the City Clerk.

PASSED, APPROVED, AND ADOPTED THIS 17th day of January, 2023.

Celeste T. Rodriguez, 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. 8206 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 17th day of January, 2023, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of January, 2023.

Julia Fritz, City Clerk

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

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

Date: January 17, 2023

Subject: Consideration to Adopt a Resolution to Appoint City Representatives to Serve on the Independent Cities Finance Authority Board of Directors

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 8205 (Attachment “A”) appointing Councilmember Joel Fajardo as the primary representative, and Vice Mayor Mary Mendoza as the alternate representative to the Independent Cities Finance Authority (ICFA) Board of Directors.

BACKGROUND:

1. Since 1988, the City has been a member of ICFA and, as such, is required to have both a primary representative (elected official) and an alternate representative to serve on the Board of Directors. The alternate representative shall have the authority to attend, participate, and vote at any meeting of the Board of Directors when the primary representative is absent.
2. On January 3, 2023, as part of an update to the City Council Liaison Assignment List (Attachment “B”), the City Council appointed Councilmember Joel Fajardo as the primary representative and Vice Mayor Mary Mendoza as the alternate representative to the ICFA Board of Directors (a new resolution must be submitted to ICFA to reflect these changes).

ANALYSIS:

ICFA is an unaffiliated joint powers authority that provides programs (Attachment “C”) that help address California’s housing crisis to local governments, nonprofits, and other agencies. ICFA also helps fund a variety of capital improvements for municipalities, schools, special districts, and Mello-Roos facilities, as well as projects that affect the economic development of a community.

Since its inception in 1988, ICFA has assisted in funding over \$500 million in critical community projects. Yet, member cities pay no enrollments fees to join or ongoing dues to participate. All underwriting and operational costs are borne by the beneficiary of the funds.

Consideration to Adopt a Resolution to Appoint City's Representatives to the Independent Cities Finance Authority Board of Directors

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Through bond funding, they help create homebuyer assistance programs, generate funds for capital improvements and aid communities in economic development.

ICFA has seven member cities (i.e., Baldwin Park, Compton, Huntington Park, Lynwood, South Gate, Vernon, and San Fernando) and 71 associate member cities. ICFA has functioned for 35 years without levying dues or assessment on members or associate members. Program recipients pay all ICFA fees, including operational costs.

ICFA generally meets about four times per year at alternate locations amongst the seven cities. They are lunch meetings and last approximately one hour. Copies of all agendas and minutes provided (three to four weeks in advance) to both primary and secondary board members so that both can review the action taken by the Board. Sometime ago, the Joint Power Agreement and Bylaws were amended to provide for a second alternate board member and compensation for elected officials (\$150 per meeting with a \$600 cap) in the hopes that participation would be enhanced.

ICFA requires that each governmental agency adopt a resolution authorizing the appointment of representatives of each city to serve on the ICFA Board of Directors. If representative changes occur, ICFA requires that the governmental agency adopt a new resolution reflecting the organization changes to submit to ICFA.

BUDGET IMPACT:

There is no budget impact associated with adopting a resolution appointing the City's representatives to the ICFA Board of Directors.

CONCLUSION:

It is recommended that the City Council adopt Resolution No. 8205 (Attachment "A") appointing Councilmember Joel Fajardo as the primary representative, and Vice Mayor Mary Mendoza as the alternate representative to the Independent Cities Finance Authority Board of Directors.

ATTACHMENTS:

- A. Resolution No. 8205
- B. City Council Liaison Assignments List
- C. ICFA General Flyer Program Description

RESOLUTION NO. 8205

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, APPOINTING A REPRESENTATIVE AND ALTERNATE
REPRESENTATIVE TO THE BOARD OF DIRECTORS OF THE INDEPENDENT
CITIES FINANCE AUTHORITY (ICFA)**

WHEREAS, the City of San Fernando is a member of the Independent Cities Finance Authority; and

WHEREAS, the Joint Powers Agreement creating the Independent Cities Finance Authority require that the City Council of each member city appoint a member of such City Council as a director to represent such member city on the Board of Directors, and further that the City Council of each member city also appoint an alternate director who shall have the authority to attend, participate and vote at any meeting of the Board of Directors when the director is absent.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. That the City of San Fernando appoints Joel Fajardo (an elected official) to serve as the City's director to represent the City on the Board of Directors of the Independent Cities Finance Authority.

SECTION 2. That the City of San Fernando appoint Mary Mendoza (elected official) to serve as the alternate director to represent the City on the Board of Directors of the Independent Cities Finance Authority in the absence of the director designated in Section 1 above.

SECTION 3. That the individuals designated in Sections 1 and 2 by this City Council as the City's director and alternate director to the Independent Cities Finance Authority are hereby empowered to represent the City's interest, exercise the authority of the City, and vote on behalf of the City on all matters that come before the Board of Directors of the Independent Cities Finance Authority.

SECTION 4. 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 and that a certified copy of this Resolution shall be provided to the General Manager of the Independent Cities Finance Authority.

PASSED, APPROVED, AND ADOPTED THIS 17th day of January, 2023.

Celeste T. Rodriguez, 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. 8205 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 17th day of January, 2023, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of January, 2023.

Julia Fritz, City Clerk



ATTACHMENT "B"

City Council Liaison Assignments

Revised by City Council: January 3, 2023

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AGENCY/COMMITTEE		MEETING DAY	APPOINTEE(S)	COMMENTS
1	San Fernando Downtown Mall Merchants Association	Mornings (as needed)	Cindy Montañez	<i>Pending Finalization -Memorandum of Understanding with SF Mall Merchants Association</i>
2	City Selection Committee (L.A. County)	Night	Delegate: Celeste Rodriguez Alternate: Mary Mendoza	<i>Mayor serves as Delegate</i>
2.a	City Selection Committee (L.A. County) - Library Commission - Third District	Night	Mary Mendoza	<i>LA County City Selection Committee appoints representative to serve on applicable area district for a 2-year term. Mary Mendoza appointed to the Third District to the Library Commission from 5/1/2022 and expires 4/30/2024.</i>
3	Valley Economic Alliance	Day	Cindy Montañez	
4	Independent Cities Association (ICA)	Night	Delegate: Mary Solorio Alternate: Celeste Rodriguez	
5	Contract Cities Association (CCA)	Night Quarterly	Delegate: Celeste Rodriguez Alternate: Mary Solorio	
6	Independent Cities Risk Management Authority (ICRMA)	Day	Delegate: Nick Kimball Alternative: Michael Okafor Sub Alternate: Vacant	<i>Adoption of a new Resolution is required when representatives are changed</i>
7	Independent Cities Finance Authority (ICFA)	Day	Delegate: Joel Fajardo Alternate: Mary Mendoza	<i>Adoption of a new Resolution is required when representatives are changed</i>
8	League of California Cities	1st Thursday Night	Delegate: Mary Mendoza Alternate: Celeste Rodriguez	
9	San Fernando Valley Council of Governments (SFVCOG)	TBD	Delegate: Mary Solorio Alternate: Joel Fajardo	



City Council Liaison Assignments

Revised by City Council: January 3, 2023

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AGENCY/COMMITTEE		MEETING DAY	APPOINTEE(S)	COMMENTS
10	Southern California Association of Governments (SCAG)	1st Thursday Morning	Delegate: Celeste Rodriguez Alternate: Cindy Montañez	SCAG requests appointments annually for: 1) Regional Councilmember Representative (San Fernando alternates with Santa Clarita by vote of SCAG)- Santa Clarita Expires: 3/2023; and 2) A Voting Delegate & Alt. to represent at General Assembly is a Separate Designation by Council action.
11	Metropolitan Water District of Southern California (MWD)	Day	Adan Ortega	Appointment - Adopted by Resolution No. 2021
12	Los Angeles County Metropolitan Transportation Authority (MTA) San Fernando Valley Service Council	1st Wednesday Evening	Robert C. Gonzales	Current term expires 2023, seat is shared among San Fernando, Burbank and Glendale. Elected Official is not a requirement to serve
13	Greater Los Angeles County Vector Control District	2nd Thursday Evening	Sylvia Ballin	Term of Office Option: a. 2-year: 1/4/23 to 1/4/25 b. 4-year: 1/4/23 to 1/4/27 Elected official not required to serve
14	Upper Los Angeles River and Tributaries Working Group (Mountains Recreation and Conservation Authority) (ULAR)	Day Monthly	Delegate: Celeste Rodriguez Alternate: Matthew Baumgardner Sub. Alternate: Julian Venegas	Upon Annual CC Reorganization the appointed Mayor automatically serves on board, per ULAR and Tributaries Policy

ICFA

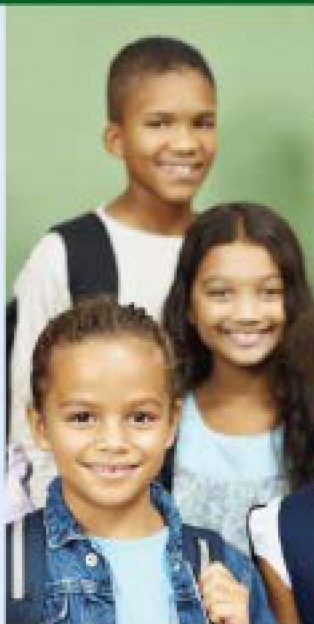
INDEPENDENT CITIES FINANCE AUTHORITY

Since its inception in 1988, ICFA has assisted in funding over \$500 million in critical community projects, from hospitals to charter schools, municipal utilities to housing for low and moderate-income families and seniors.

ICFA is well positioned outside of laborious bureaucracies. Our bonds are issued quickly, often providing essential financing projects that would falter without it.

ICFA helps cities to achieve their finance requirements efficiently:

- ICFA has no set application schedule. We process requests for financing as the need develops.
- ICFA is not bound by the process of public polling, as special districts are. Our projects are swiftly approved by a seven-member board of city-elected officials.
- With ICFA, there are no long waiting periods. Through our extensive network of personal relationships, applications move forward without delay.
- ICFA is proud to say that member cities pay no enrollment fees to join or ongoing dues to participate in our programs. All underwriting and operational costs are borne by the beneficiaries of the funds.



ICFA is overseen by elected city officials who share an interest in cost-effectively financing projects that make a difference in our communities.



Mike McCormick

President, ICFA
Mayor
City of Vernon

Board Members

Mike McCormick - City of Vernon

Marlo Gomez - City of Huntington Park

Willie Jones - Compton

Ricardo Pacheco - Baldwin Park

Edwin Hernandez - Lynwood

Sylvia Ballin - San Fernando

Gil Hurtado - South Gate

Working with nonprofits we are able to maximize the benefits to citizens across a spectrum of services.

Health Care

In early 2012, the ninety-year-old, nonprofit Downey Regional Medical Center emerged from bankruptcy with its ownership intact as a direct result of \$21.6 million of new taxable bonds issued through ICFA. It was only the third time in California history that a hospital has emerged from Chapter 11 protection without changing ownership.



Affordable Housing for Families

Member cities throughout California collaborate with ICFA to provide new, more affordable housing alternatives for their citizens, financing the purchase of single-family and multi-family residential properties, as well as manufactured home communities. Ownership and operation of these alternative housing solutions are vested in local nonprofit organizations.



Education

In 2011, the Alliance for College-Ready Public Schools broke ground on a new charter school in Los Angeles. The school will serve over a thousand students in grades six through twelve. Qualified School Construction Bonds (QSCBs) were issued by ICFA to fund construction. Payment of these bonds will be made, in part, by Federal subsidies, thereby lessening the lease payments made by the school, and freeing up funds for education.



More

In addition to its work in health care, education and housing, ICFA also funds a variety of capital improvements for municipalities throughout California, impacting the economic development of our communities. In the past few years, ICFA issued tax-exempt bonds to build much-needed infrastructure (including bridges and waste-water processing plants), and to buy essential, life and property-saving equipment such as fire-fighting helicopters.



For more information on how ICFA can tailor a financing package to meet the needs of your unique project, contact us today.

☎ (877) 906-0941

✉ Debbie@ICFAuthority.org

📦 PO Box 6740, Lancaster, CA 93539-6740

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Nick Kimball, City Manager
By: Carlos Hernandez, Assistant to the City Manager

Date: January 17, 2023

Subject: Consideration to Adopt a Resolution to Authorize Filing a Grant Application with the California Natural Resources Agency for the Urban Greening Program Funding

RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8207 (Attachment "A") authorizing the filing of a grant application to the California Natural Resources Agency (CNRA) for Urban Greening Program funding for the development of a green alley project along Carlisle Street;
- b. Authorize the City Manager to accept any grant funds from CNRA, upon award;
- c. 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
- d. Upon full execution of all grant-related documents, authorize the City Manager to amend the revenue and expenditure budgets to appropriate the grant funds.

BACKGROUND:

1. Signed into law on September 14, 2016, SB 859 created the California Natural Resources Agency's ("Agency") Urban Greening Program, funded by the Greenhouse Gas Reduction Fund. In 2021, SB 170 allocated \$50 million from the State General Fund to the Agency for its Urban Greening Program, specifically for urban greening projects that reduce GHG emissions and provide multiple benefits such as enhancing parks and open space, using natural solutions to improve air and water quality, and creating more walkable and bike-able trails.
2. On January 25, 2018, the City Council adopted the Safe and Active Streets Plan (SASP) to develop a comprehensive vision for active transportation, improvements to the walking and biking network, and identification of greening alleys and parkways in San Fernando, including Carlisle Street as a potential green alley.

Consideration to Adopt a Resolution to Authorize Filing a Grant Application with the California Natural Resources Agency for the Urban Greening Program Funding

Page 2 of 3

3. On March 7, 2022, the City Council adopted the Safe and Active Streets Implementation Plan (SASIP) to further develop projects from the 2018 SASP based on a current, robust community engagement effort and the development of conceptual plans used for grant applications, including Carlisle Street.
4. On March 28, 2022, through the *Calles Verdes* grant, the City partnered with TreePeople, a non-profit organization that specializes in urban forestry, parks and trails, policy and research, education, and community outreach, to submit a grant proposal to the Urban Greening Program to significantly expand the green alley project on Carlisle Street already contemplated through the *Calles Verdes* project. The City of San Fernando submitted as the lead applicant, with TreePeople as the supporting applicant.
5. On October 6, 2022, the City organized a site visit as part of the Urban Greening Program's requirements when advancing to the second stage of evaluation. The site visit included City staff, TreePeople staff, community members, and the evaluation panel from the CNRA.
6. On January 5, 2023, the CNRA notified the City of its successful advancement to stage 3 (the final stage) of the grant application process and the need to adopt a resolution to complete the grant application filing.

ANALYSIS:

The Urban Greening Program focuses on projects that provide multiple benefits such as enhancing parks and open space, using natural solutions to improve air and water quality, and creating more walkable and bike-able trails. It emphasizes, and gives priority to, projects that are located within and benefit disadvantaged communities, and communities facing the most significant threat from extreme heat. Given the City's environmental burdens and high-heat occurrences, San Fernando remains competitive for project funding like the Urban Greening Program.

The City submitted an initial application to support the development of the *Carlisle Green Alley* project, which transforms an underutilized alley (Carlisle Street – from Pico Street to O'Melveny Avenue) into a new linear greenspace that provides multiple benefits to residents and fulfills the City's goals for resiliency, climate adaptation, and active transportation. This project includes permeable surfaces for groundwater infiltration, trees and native landscaping, a clear bikeway, bioswales, a dedicated pedestrian pathway, and intersection improvements that encourage more walking and biking trips through San Fernando. The transformation of the alley will also address long-standing issues of blight and neglect often associated with alleys, and provide key connections to activity centers such as parks, churches, schools, and the Downtown San Fernando Mall. The project also delivers on a citywide planning effort to green adjacent public parking lots by installing trees and vegetated bioswales in City Parking Lot 9 at Carlisle and Pico Streets. The total funding request to CNRA for this project is \$3,482,535.

Consideration to Adopt a Resolution to Authorize Filing a Grant Application with the California Natural Resources Agency for the Urban Greening Program Funding

Page 3 of 3

Carlisle Street as a potential green alley was initially identified through the *Calles Verdes* project, which, in addition to planting over 750 trees along parkways to improve shade and address extreme heat, includes permeable surfaces to sections of Carlisle Street that address pooling water and support infiltration during rainy days. Moreover, Carlisle Street as a green alley was identified in the Safe and Active Streets Plan (adopted 2018). Through the community engagement process of the Safe and Active Streets Implementation Plan (adopted 2022), residents participated in a series of walking and biking audits, some of which focused on Carlisle Street to re-envision its potential to provide multiple benefits.

As part of this highly competitive state grant, the City hosted an in-person site visit with CNRA evaluators, City staff, TreePeople, and several community members and business owners who are aware of the issues with Carlisle Street. CNRA staff were able to ask technical questions about the project's feasibility and multi-benefit approach. The success of the site visit and application package has placed the City in the final stage of this competitive process. The proposed Resolution is requirement by the CNRA to award funding.

If awarded the grant, the City will be able to develop a more in-depth community engagement process to further define elements along the *Carlisle Green Alley* project and assess potential issues that the community might highlight in accordance with a submitted community engagement plan.

BUDGET IMPACT:

There is no budget impact associated with approving a resolution authorizing staff to apply for the Urban Greening Program grant. Acquiring this grant is pursuant to City Council *Strategic Goal IV, c: Move forward with Green Streets and other stormwater capture projects, such as the Carlisle Green Street project and stormwater capture improvements at South Maclay and Parking Lot 4 (Truman and Brand Blvd)*. The current fund allocation for the Carlisle Street segment of the *Calles Verdes* project is \$130,000 for construction. An additional \$3,482,535 is being requested to amplify the scope of this project, otherwise known as the *Carlisle Green Alley* project. There is no match requirement by the City for this grant.

Should the City be awarded the grant, staff is requesting authorization for the City Manager to appropriate revenue and expenditures equal to the grant award in the Capital Grants Funds (Fund 010).

CONCLUSION:

It is recommended that the City Council adopt the proposed Resolution authorizing the submittal of a grant application to the California Natural Resources Agency for the Urban Greening Program and, if grant funds are awarded, authorize the City Manager to take all related actions to execute the grant.

ATTACHMENT:

A. Resolution No. 8207

RESOLUTION NO. 8207

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, APPROVING THE FILING OF AN APPLICATION FOR GRANT FUNDS FOR THE URBAN GREENING PROGRAM

WHEREAS, the Legislature and Governor of the State of California have provided funds for the program shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require a resolution certifying the approval of application(s) by the Applicants governing board before submission of said application(s) to the State; and

WHEREAS, the applicant, if selected, will enter into an agreement with the State of California to carry out the Project.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. Approves the filing of an application for the Carlisle Green Alley project; and

SECTION 2. Certifies that the City of San Fernando understands the assurances and certification in the application; and

SECTION 3. Certifies that applicant or title holder will have sufficient funds to operate and maintain the project consistent with the land tenure requirements; or will secure the resources to do so; and

SECTION 4. Certifies that it will comply with the provisions of Section 1771.5 of the State Labor Code; and

SECTION 5. If applicable, certifies that the project will comply with any laws and regulations including, but not limited to, legal requirements for building codes, health and safety codes, disabled access laws, environmental laws and, that prior to commencement of construction, all applicable permits will have been obtained; and

SECTION 6. Certifies that applicant will work towards the Governor’s State Planning Priorities intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety as included in Government Code Section 65041.1; and

SECTION 7. Appoints the City Manager, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project; and

SECTION 8. 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 17th day of January, 2023.

Celeste Rodriguez, 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. 8207 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 17th day of January, 2023, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of January, 2023.

Julia Fritz, City Clerk

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Nick Kimball, City Manager
By: Kanika Kith, Director of Community Development

Date: January 17, 2023

Subject: A Continued Public Hearing to Consider an Urgency Ordinance Making Certain Findings and Extending for a Period of Up to One Year Interim Standards for Urban Lot Splits and Two-unit Residential Development Projects in Single-Family Residential (R-1) Zone Pursuant to Senate Bill 9 (SB 9) and Consideration to Adopt a Proposed Ordinance Approving Amendments Regulating SB 9 Projects

RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing;
- b. Pending public testimony, adopt Urgency Ordinance No. U-1713 (Attachment "A") extending the temporary regulations in Interim Urgency Ordinance No. U-1707 for one additional year; and
- c. Approve introduction and first reading, in title only, and waive further reading of Ordinance No. 1714 (Attachment "B") " An Ordinance of the City Council of the City of San Fernando, California, repealing Interim Urgency Ordinance U-1706 and approving amendments to the San Fernando Municipal Code to add Chapter 78, Article II, Division 6 "urban lot split" and to add Chapter 106, Article III, Division 2, Section 359 "Two-unit Urban Residential Development" to establish regulations and standards for urban lot splits and two-unit residential development projects in single-family residential (R-1) zone, pursuant to Senate Bill 9";

OR-

- d. Adopt Urgency Ordinance No. U-1713 (Attachment "A") extending the temporary regulations in Interim Urgency Ordinance No. U-1707 for one additional year to allow additional time for staff to present a revised proposed Ordinance as directed by the City Council.

A Continued Public Hearing to Consider Extending an Urgency Ordinance Making Certain Findings and Extending for a Period of Up to One Year Interim Standards for Urban Lot Splits and Two-unit Residential Development Projects in Single-Family Residential (R-1) Zone Pursuant to Senate Bill 9 (SB 9) and Consideration to Approve Introduction of a Proposed Ordinance Regulating SB 9 Projects

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BACKGROUND:

1. On September 16, 2021, Governor Newsom signed Senate Bill (SB 9) into law that requires all local land use agencies to ministerially approve urban lot splits and allow development of two residential units per single-family residential lot. SB 9 became effective on January 1, 2022.
2. On January 18, 2022, the City Council adopted Interim Urgency Ordinance No. U-1706 to establish interim regulations and procedures for urban lot splits and two-unit residential development projects pursuant to SB 9.
3. On February 14, 2022, the regulations established in Interim Urgency Ordinance No. U-1706 were presented to the Planning and Preservation Commission (the "Commission") and the Commission discussed options for initiating permanent regulations. The Commission continued the discussion to their next regular meeting of March 14, 2022.
4. On March 1, 2022, the City Council adopted Urgency Ordinance No. U-1707 extending the temporary regulations to January 19, 2023, to allow time for staff to develop permanent regulations that balance the requirements of SB 9 with the City's objective to ensure that residential development in the City is properly managed in the best interests of the public health, safety, and welfare.
5. On March 14, 2022, the Commission continued discussion to their April 11, 2022, meeting.
6. On April 11, 2022, the Commission was provided an overview of proposed provisions for urban lot splits and two unit housing developments pursuant to SB 9 for discussion and consideration. The Commission directed staff to further evaluate permanent regulations and prepare a draft ordinance.
7. On November 14, 2022, the Commission was presented with draft regulations for urban lot splits and two unit housing developments in single-family residential zones to amend the San Fernando Municipal Code to implement SB 9. The Commission discussed the proposed regulations and directed staff to research the inclusion of the affordable housing provision and further amend the draft regulations.
8. On December 19, 2022, the Commission considered the proposed regulations for urban lot split and two-unit residential development. The Commission voted 3-0 recommending the City Council adopt Ordinance No. 1712 to approve the proposed San Fernando Municipal Code amendment to impose the proposed regulations and to replace the current Interim Urgency Ordinance for SB 9.

A Continued Public Hearing to Consider Extending an Urgency Ordinance Making Certain Findings and Extending for a Period of Up to One Year Interim Standards for Urban Lot Splits and Two-unit Residential Development Projects in Single-Family Residential (R-1) Zone Pursuant to Senate Bill 9 (SB 9) and Consideration to Approve Introduction of a Proposed Ordinance Regulating SB 9 Projects

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9. On January 3, 2023, the City Council reviewed the proposed Ordinance as recommended by the Commission. The City Council voted 3-2 to continue the public hearing to the January 17, 2023 meeting to consider approval to extend the interim Urgency Ordinance U-1707 prior to the expiration date of January 19, 2023; and directed staff to present a revised proposed ordinance to City Council, and prepare summary of issues and standards that were previously discussed by the Commission.

ANALYSIS:

Interim Urgency Ordinance

Interim Urgency Ordinance No. U-1707 was adopted on March 1, 2022, extending the temporary regulations (first adopted by Urgency Ordinance No. U-1706), and is effective until January 19, 2023. Pursuant to Government Code Section 65858, the City Council may approve a second extension for the interim regulations for up to one year (new expiration date would be January 17, 2024). No further extensions are permitted under Government Code Section 65858. As such, if the City Council wishes to extend the Interim Urgency Ordinance, staff recommends that the City Council extend the interim regulations to the maximum period of time allowed by law. Proposed final regulations may be presented to City Council prior to the expiration date, if warranted.

Since the adoption of urgency regulations, staff presented the matter of long-term regulations to the Commission at its meeting of February 14, 2022, March 14, 2022, and April 11, 2022. Feedback and input was received from the Commission and evaluated for feasibility and consistency with the restrictions imposed upon municipalities under SB 9. Proposed regulations incorporating input from the Commission were presented to the Commission on November 14, 2022 and December 19, 2022. On December 19, 2022, the Commission voted 3-0 recommending approval of the proposed regulations for implementing SB 9.

On January 3, 2023, the proposed regulations, as recommended by the Commission, were presented to the City Council (Attachment "D") to establish new regulations and standards for SB 9 projects. The City Council voted 3-2 to continue consideration of the proposed Ordinance to January 17, 2023 and directed staff to publish a notice of public hearing for consideration of an extension of the Interim Urgency Ordinance.

Extension of Urgency Ordinance

If extended for one additional year, feedback and input received from the City Council will be evaluated for feasibility and consistency with the restrictions imposed upon municipalities under SB 9. Staff will study other standards to balance the limitations and restrictions of SB 9 with the City's objectives for ensuring that residential development in the City is properly managed in the best interests of the public health, safety and welfare.

Staff anticipates presenting a permanent ordinance to the City Council before January 2024, in which case, the extended interim regulations will be rescinded when the City Council adopts the permanent regulations.

A Continued Public Hearing to Consider Extending an Urgency Ordinance Making Certain Findings and Extending for a Period of Up to One Year Interim Standards for Urban Lot Splits and Two-unit Residential Development Projects in Single-Family Residential (R-1) Zone Pursuant to Senate Bill 9 (SB 9) and Consideration to Approve Introduction of a Proposed Ordinance Regulating SB 9 Projects

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Notice of this public hearing was published in the *San Fernando Sun* within the time limits set forth pursuant to Government Code Section 65858(a): *“Pursuant to Government Code Section 65858(d), ten days prior to the extension of an urgency ordinance, the City Council must issue a written report describing the measures taken to alleviate the condition which led to the adoption of the Urgency Ordinance. On January 3, 2023, pursuant to California Government Code Section 65858 (d), City staff provided the City Council an agenda report indicating measures undertaken since the adoption of the urgency ordinance (Attachment B). The report satisfies the requirements of Government Code Section 65858(d).”*

Proposed Ordinance

At the January 3, 2023 City Council meeting, the City Council directed staff to prepare a summary of issues and standards that were previously discussed by the Commission at their February 14, 2022, March 14, 2022, and April 11, 2022 meetings, and address comments from the City Council. A summary of issues/standards and responses from the City Council meeting are provided in the table below.

Issues/Standards	Response
Dedicated area for trash cans.	SFMC Section 70-103 requires trash containers in a storage location that is not visible from any public right-of-way, excluding alleys. SFMC Section 106-896 provides standards for size and location of trash containers storage.
Require landscape plans be prepared by a licensed Landscape Architect.	SFMC Section 94-307(c) requires landscape plans be prepared and signed by a landscape architect, landscape designer or irrigation designer, as appropriate. Staff is currently developing a temporary landscape standards for R-1 zone and anticipate presenting the regulations to the City Council early this year.
Robust Code Enforcement to ensure compliance with City rules.	The City is currently in the hiring process for another full-time and part-time Code Enforcement Officers. Each Officer will be required to be well-versed with the City’s Municipal Code.
Paving standards for access to a rear (flag) lot to ensure that it does not crack or deteriorate.	SFMC Section 106-791 has standards for paving and drainage of vehicular areas including minimum pavement thickness, material used, service, and appearance.
Require a longer residency requirement (more than 3 years) than SB 9.	SB 9 prohibits a local agency from imposing any additional owner-occupancy requirements on an urban lot split. (GC 66411.7(f))
Require more than 4-foot side and rear yard setbacks	SB 9 prohibits a local agency from requiring more than 4 feet for side and rear setbacks.

A Continued Public Hearing to Consider Extending an Urgency Ordinance Making Certain Findings and Extending for a Period of Up to One Year Interim Standards for Urban Lot Splits and Two-unit Residential Development Projects in Single-Family Residential (R-1) Zone Pursuant to Senate Bill 9 (SB 9) and Consideration to Approve Introduction of a Proposed Ordinance Regulating SB 9 Projects

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After deliberation, the City Council continued consideration of the proposed Ordinance to January 17, 2023, and requested staff to explore the following:

1. A complete list of all regulations discussed by the Commission (Attachment “D”).
2. Require more stringent standards for enforcing owner-occupancy requirement.
3. Comprehensive design standards for dwelling units.
4. Comprehensive landscape standards for the lot.

There was insufficient time for staff to include more stringent owner-occupancy requirements, comprehensive design standards, and comprehensive landscape standards with a revised draft Ordinance in the current proposed Ordinance. However, staff will continue to explore addressing these items and incorporate them into future amendments to the regulations.

Overview of Regulations discussed with Planning and Preservation Commission

Regulations in the Interim Urgency Ordinance and from other cities were presented to the Commission on February 14, 2022, March 14, 2022, and April 11, 2022. At these meetings, the Commission directed staff to research 33 regulations and incorporate those regulations that are feasible and consistent with the restrictions imposed under SB 9. Of those 33 regulations, 23 are addressed in the current San Fernando Municipal Code (SFMC) or incorporated into the proposed Ordinance.

Remaining 10 regulations that are not included for the following reasons:

- One (1) relates to affordability requirement. Staff will continue to research the ability to include an affordability requirement.
- Seven (7) relate to design of the dwelling units, lot, and landscape. Design and landscape standards are proposed to be addressed as part of a comprehensive approach to develop and apply objective design and landscape standards to all residential properties rather than just apply to SB 9 lot splits.
- Two (2) relate to selling individual units. SB 9 allows for an individual unit to be sold separately, and they would have to follow the airspace condominium process. Therefore, these comments could not be included in the proposed Ordinance.

A detailed list of all 33 regulations discussed by the Commission and how they were addressed are included as Attachment “D.”

Environmental Review

The adoption of the proposed Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) (the “common sense exemption”) and Section 15378 (“not a project”) since it can be seen with certainty that adopting an ordinance to comply with the state law provisions of SB 9 will not have a significant effect on the environment.

A Continued Public Hearing to Consider Extending an Urgency Ordinance Making Certain Findings and Extending for a Period of Up to One Year Interim Standards for Urban Lot Splits and Two-unit Residential Development Projects in Single-Family Residential (R-1) Zone Pursuant to Senate Bill 9 (SB 9) and Consideration to Approve Introduction of a Proposed Ordinance Regulating SB 9 Projects

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Adopting the Urgency Ordinance is also exempt under Government Code Section 66411.7, subd. (n) which exempts cities' adoption of ordinances implementing that section of SB 9 from CEQA.

BUDGET IMPACT:

Preparation of zoning related ordinances and legislative advocacy programs are included in the annual work program for the Community Development Department and City Manager's Office, respectively. Therefore, funding for both efforts is included in the Fiscal Year 2022-2023 Adopted Budget.

CONCLUSION:

Staff recommends that the City Council conduct a public hearing and, pending public testimony, adopt Urgency Ordinance No. U-1713 extending the temporary regulations in Interim Urgency Ordinance No. U-1707 for one additional year, and approve the introduction of the proposed Ordinance No. 1714 adopting new SB 9 regulations;

OR-

Adopt Urgency Ordinance U-1713 extending the temporary regulations in Interim Urgency Ordinance No. U-1707 for one year to provide additional time for staff to revise the proposed Ordinance as directed by the City Council.

ATTACHMENTS:

- A. Urgency Ordinance No. U-1713
- B. Proposed Ordinance No. 1714
- C. January 3, 2023 Staff Report, per Government Code Section 65858(d).
- D. List of Planning and Preservation Commission recommendations

INTERIM URGENCY ORDINANCE NO. 1713

**AN INTERIM URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO, CALIFORNIA, MAKING FINDINGS AND EXTENDING FOR
A PERIOD OF ONE YEAR INTERIM URGENCY ORDINANCE NO. U-1707
THAT IMPOSES INTERIM STANDARDS FOR URBAN LOT SPLITS AND
TWO-UNIT RESIDENTIAL DEVELOPMENT PROJECTS IN SINGLE-FAMILY
RESIDENTIAL (R-1) ZONE PURSUANT TO SENATE BILL 9**

WHEREAS, California Constitution Article XI, Section 7, enables the City of San Fernando (the "City") to enact local planning and land use regulations; and

WHEREAS, the authority to adopt and enforce zoning regulations is an exercise of the City's police power to protect the public health, safety, and welfare; and

WHEREAS, the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

WHEREAS, on September 16, 2021, California Governor Gavin Newsom signed Senate Bill 9 (SB 9) into law as part of an effort to address the State's housing crisis by streamlining housing production; and

WHEREAS, the new legislation took effective on January 1, 2022, and requires local agencies to ministerially approve a parcel map for qualified urban lot splits and/or development of two residential units per single family residential lots provided the proposed project meet certain criteria; and

WHEREAS, SB 9 authorizes local agencies to impose objective zoning, subdivision, and design standards so long as such provisions do not conflict with the statute and would not physically preclude a unit size of at least 800 square feet; and

WHEREAS, the City wishes to balance compliance with State law with the rights preserved under the legislation authorizing the City to establish objective zoning, subdivision and design review standards consistent with SB 9 required to approve urban lot splits and two-unit residential development; and

WHEREAS, Government Code section 65858 authorizes the City Council to adopt as an urgency measure an interim ordinance by a four-fifths vote for the immediate preservation of the public health, safety, or welfare, and to prohibit a land use that may be in conflict with a contemplated general plan, specific plan, or zoning proposal that the City Council, Planning and Preservation Commission, or the Community Development Department is considering or studying or intends to study within a reasonable time; and

WHEREAS, on January 18, 2022, the City Council adopted Interim Urgency Ordinance No. U-1706 to establish interim regulations and procedures related to urban lot splits and two-unit residential development projects pursuant to SB 9. Urgency Ordinance U-1706 was effective for an initial term of 45 days, until March 4, 2022; and

WHEREAS, on March 1, 2022, the City Council adopted Interim Urgency Ordinance No. U-1707 extending the temporary regulations by a period of 10 months and 15 days to allow time for the City to study and develop permanent regulations for the implementation of SB 9 that balance the requirements of SB 9 with the City's objectives to ensure orderly residential development in the City that is properly managed in the best interests of the public health and safety; and

WHEREAS, the City studied and formulated proposed permanent regulations for the implementation of SB 9 and the Planning and Preservation Commission reviewed, discussed, and provided recommendations on the proposed regulations at meetings held on March 14, 2022, April 11, 2022, and November 14, 2022; and

WHEREAS, on December 19, 2022, the Planning and Preservation Commission voted 3-0 recommending that City Council adopt an ordinance and approve proposed amendments to the San Fernando Municipal Code to establish regulations and standards for implementation of SB 9; and

WHEREAS, on January 3, 2023, the City Council conducted a duly noticed public hearing to consider and adopt an ordinance and approve proposed Code amendments to establish SB 9 regulations and standards, all testimony was received and made a part of the public record, and the City Council voted 3-2 to continue discussion to January 17, 2023; and

WHEREAS, Interim Urgency Ordinance U-1707 expires on January 19, 2023, unless extended by City Council. Pursuant to Government Code Section 65858, the City Council may further extend the interim ordinance by a four-fifths (4/5ths) vote by a period of one year; and

WHEREAS, in accordance with California Government Code Section 65858 (d), a written report was issued at the City Council meeting held on January 3, 2023, describing the measures taken to alleviate the conditions which led to the adoption of the urgency ordinance and steps taken to establish regulations and standards to implement SB 9. Said report satisfies the requirements of Government Code Section 65858(d); and

WHEREAS, the City Council desires to further extend the interim ordinance by one year from the date of expiration of Interim Urgency Ordinance No. U-1707 to allow staff time to continue studying and formulating permanent regulations for the implementation of SB 9 projects in the City; and

WHEREAS, on January 5, 2023, the City published a notice of a public hearing to consider the extension of Interim Urgency Ordinance No. U-1707 in the *San Fernando Sun* as required by Government Code Section 65858(a); and

WHEREAS, on January 17, 2023, the City Council conducted a public hearing to consider the extension of Interim Urgency Ordinance No. U-1707 per California Government Code Section 65858, at which time all interested parties were heard.

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

SECTION 1. Legislative Findings

- A. The Recitals above are true and correct.
- B. All of the findings cited in Urgency Ordinance No. U-1707 concerning the existence of an immediate and current threat to the public peace, health, safety, and welfare, based on the passage of SB 9 continue to be valid and are incorporated herein by reference.
- C. In accordance with Government Code Sections 65858(a) and (c), and pursuant to the findings stated herein, the City Council hereby finds and declares: (i) that the findings and determinations above are true and correct; (ii) that there exists a current and immediate threat to the public health, safety, and welfare requiring this Urgency Ordinance further extending the interim standards originally established by Interim Urgency Ordinance No. U-1706 as extended by Interim Urgency Ordinance No. U-1707; and (iii) that this Urgency Ordinance is necessary for the immediate preservation of the public peace, health, and safety as set forth above and the following findings. The San Fernando Municipal Code does not currently have provisions to adequately address SB 9 projects and, if the City does not adopt appropriate objective standards for urban lot splits and two-unit residential development, SB 9 projects would have the potential to significantly impact the character of the City's well established single family residential neighborhoods and well-thought out community planning and housing strategy.

SECTION 2. Extension of Interim Urgency Ordinance No. U-1707.

Interim Urgency Ordinance No. U-1707 is hereby extended in full force and effect by one year, effective through and concluding on January 19, 2024.

SECTION 3. CEQA Finding.

The City Council hereby finds that this Urgency Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) (the "common sense exemption") and Section 15378 ("not a project") since it can be seen with certainty that adopting an ordinance to comply with the state law provisions of SB 9 will not have a significant effect on the environment. Adopting this Urgency Ordinance is also exempt under Government Code Section 66411.7, subd. (n) which exempts cities' adoption of ordinances implementing that section of SB 9 from CEQA.

SECTION 4. Penalty.

Violation of any provision of this Urgency Ordinance shall constitute a misdemeanor and a civil violation subject to the penalties provided for under Article II (General Penalties) and Article III (Administrative Penalties – Citations) of Chapter 1 (General Provisions and Penalties of the San Fernando City Code. Each and every day such a violation exists shall constitute a separate and distinct violation of this Urgency Ordinance. In addition to the foregoing, any violation of this Urgency Ordinance shall constitute a public nuisance and shall be subject to abatement as provided by all applicable provisions of law.

SECTION 5. Severability.

If any section, subsection, sentence, clause, or phrase of this Urgency Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Urgency Ordinance. The City Council hereby declares that it would have passed this Urgency Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 6. Savings Clause.

Neither the adoption of this Urgency Ordinance nor the repeal or amendment by this Urgency Ordinance of any ordinance or part or portion of any ordinance previously in effect in the City, or within the territory comprising the City, shall in any manner affect the prosecution for the violation of any ordinance, which violation was committed prior to the effective date of this Urgency Ordinance, nor be construed as a waiver of any license, fee or penalty or the penal provisions applicable to any violation of such ordinances.

SECTION 7. Effective Date.

If adopted by at least four-fifths vote of the City Council, this Urgency Ordinance shall be effective immediately upon the expiration of Urgency Ordinance No. U-1707 (the “Effective Date”). This Urgency Ordinance shall, in turn, expire, and its standards and requirements shall terminate, one (1) year from the Effective Date, pursuant to Government Code Section 65858.

PASSED, APPROVED AND ADOPTED by the City Council of the City of San Fernando at a regular meeting held on this 17th day of January, 2023.

Celeste T. Rodriguez, Mayor of the City of
San Fernando, California

ATTEST:

Julia Fritz, City Clerk

APPROVED AS TO FORM:

Richard Padilla, Assistant City Attorney

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing Interim Urgency Ordinance No. _____ was adopted at a regular meeting of the City Council of the City of San Fernando, California held on the 17th day of January, 2023 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 17th day of January, 2023.

Julia Fritz, City Clerk

ORDINANCE NO. 1714

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, REPEALING INTERIM URGENCY ORDINANCE U-1706 AND APPROVAL OF AMENDMENTS TO THE SAN FERNANDO MUNICIPAL CODE TO ADD CHAPTER 78, ARTICLE II, DIVISION 6 "URBAN LOT SPLIT" AND TO ADD SECTION 359 OF CHAPTER 106, ARTICLE III, DIVISION 2 "TWO-UNIT URBAN RESIDENTIAL DEVELOPMENT" TO ESTABLISH REGULATIONS AND STANDARDS FOR URBAN LOT SPLITS AND TWO-UNIT RESIDENTIAL DEVELOPMENT PROJECTS IN SINGLE-FAMILY RESIDENTIAL (R-1) ZONE PURSUANT TO SENATE BILL 9

WHEREAS, California Constitution Article XI, Section 7, enables the City of San Fernando (the "City") to enact local planning and land use regulations; and

WHEREAS, the authority to adopt and enforce zoning regulations is an exercise of the City's police power to protect the public health, safety, and welfare; and

WHEREAS, the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

WHEREAS, on September 16, 2021, California Governor Gavin Newsom signed Senate Bill 9 (SB 9) into law as part of an effort to address the State's housing crisis by streamlining housing production; and

WHEREAS, the new legislation became effective on January 1, 2022, and requires local agencies to ministerially approve urban lot splits and development of two residential units per single family residential lot provided the projects meet certain criteria; and

WHEREAS, the City wishes to balance compliance with State law with the rights still preserved under the new legislation authorizing the City to establish objective zoning, subdivision and design review standards consistent with SB 9 required to approve urban lot splits and two-unit residential development; and

WHEREAS, on January 18, 2022, the City Council adopted Interim Urgency Ordinance No. U-1706 to establish interim regulations and procedures for urban lot splits and two-unit residential development projects pursuant to SB 9; and

WHEREAS, on March 1, 2022, the City Council approved the extension of Urgency Ordinance No. U-1706 to January 19, 2023, to allow time for City staff to develop permanent regulations that balance the requirements of SB 9 with the City's objectives for ensuring that residential development in the City is properly managed in the best interests of the public health and safety; and

WHEREAS, the Planning and Preservation Commission at their March 14th, April 11th, and November 14, 2022, meetings were presented with proposed regulations from the Planning Division and discussed, considered, and gave staff input on the proposed regulations; and

WHEREAS, on December 8, 2022, the Planning Division published a notice of a public hearing to be held on December 19, 2022, for the Planning and Preservation Commission to consider and recommend approval to the City Council of a proposed amendment to the San Fernando Municipal Code to establish regulations for implementation of SB 9 in the *San Fernando Sun* as required by Government Code Section 65858(a); and

WHEREAS, the Planning and Preservation Commission, as part of its special meeting of December 19, 2022, conducted a duly noticed public hearing on the proposed code amendment, and all testimony was received and made a part of the public record, and

WHEREAS, on December 23, 2022, the City Clerk published a notice of a public hearing to be held on January 3, 2023, for the City Council to consider and approve a proposed Ordinance to establish regulations for implementation of SB 9 in the *San Fernando Sun* as required by Government Code Section 65858(a); and

WHEREAS, on January 3, 2023, the City Council conducted a duly noticed public hearing on the Ordinance, all testimony was received and made a part of the public record, and the City Council continued the item to January 17, 2023 for further discussion; and

WHEREAS, on January 17, 2023, the City Council conducted a duly noticed public hearing on the Ordinance, and all testimony was received and made a part of the public record; and

WHEREAS, the City Council has duly considered all information presented to it, including the Planning and Preservation Commission findings, P.C. Resolution No. 2022-003, written staff reports, and any testimony provided at the public hearing; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have been met.

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

SECTION 1. **The City Council of San Fernando hereby makes the following findings:**

- A. The above recitals are true and correct and incorporated fully in reference.
- B. It is the intent and purpose of this Ordinance to amend Chapter 78 (Subdivisions) and Chapter 106 (Zoning) of the San Fernando Municipal Code regarding urban lot splits and the creation of two unit developments.

SECTION 2. Zoning Code Amendment Findings

Pursuant to San Fernando City Code Section 106-19, the Planning and Preservation Commission recommends that the City Council makes the following findings for adoption of the proposed amendment to the San Fernando Zoning Code:

- a. The proposed amendment is consistent with the objectives, policies, general land uses and programs of the City's general plans.

The proposed amendment to the Zoning Code will establish development standards and regulations for Housing Development in Single-Family Residential (R-1) Zone for implementation of Senate Bill 9. The proposed amendment will satisfy Policy 1.2 of the San Fernando General Plan Housing Element. Policy 1.2 calls for the preservation of character, scale, and quality of established residential neighborhoods. The proposed zone code amendment will provide objective development standards such as: building height, square footage minimums, setbacks, open space and architectural design standards. The proposed amendment meets state law requirements while allowing the City to impose local regulations to ensure consistency with objectives, policies, general land uses and programs of the City's general plans.

- b. The adoption of the proposed amendment would not be detrimental to the public interest, health safety, convenience, or welfare.

The proposed zoning code amendment establishes development standards and regulations that addresses any adverse impacts that may come from the implementation of SB 9. The amendment includes language that gives the City Building Official the authority to deny construction of units pursuant to the regulations of SB 9 based upon the preponderance of evidence that the proposed housing development project would have a specific, adverse impact (as defined in paragraph (2) of subdivision (d) of Government Code Section 65589.5) upon the public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. Additionally, the amendment satisfies Policy 2.8 of the San Fernando General Plan Housing Element. Policy 2.8 promotes the creation of second-dwelling units within residential neighborhoods as a means of providing additional rental housing and addressing household overcrowding. The proposed amendment complies with state objectives of creating additional housing and would not be detrimental to the public interest, health, safety, convenience or welfare.

SECTION 3. Subdivision Code Amendment Findings

Pursuant to the California Subdivision Map Act, the Planning and Preservation Commission recommends that the City Council makes the following findings for adoption of the proposed amendment to the San Fernando Subdivision Code:

- c. The proposed amendment is in compliance with Section 66411 of the California Subdivision Map Act for local agency to regulate and control design of subdivisions.

The proposed amendment to the Subdivision Code complies with Government Code Section 65913.2 as it will establish subdivision standards to promote the orderly subdivision of parcels and development of housing under SB 9. Subdivision and design standards are included the proposed amendment as allowed by state law governing SB 9.

SECTION 4. Article II of Chapter 78 (Subdivisions) of the San Fernando Municipal Code is hereby amended to add Division 6 (Urban Lot Split) as follows:

Chapter 78, Article II, Division 6 – Urban Lot Split

Section 78-180. Purpose

- (a) This division is adopted in accordance with California Government Code Sections 65852.21 and 66411.7, also known as Senate Bill 9 (SB 9). The purpose of this chapter is to establish a ministerial objective approval process and special lot design standards for the subdivision of single lots in the R-1 zoning district.

Section 78-181. Term of Effect

- (a) This division is applicable only while California Government Code Section 66411.7 created by SB 9 remains in effect.

Section 78-182. Definitions

“Acting in Concert With” A person "acting in concert with the owner" means a person that has common ownership or control of the subject parcel with the owner of the adjacent parcel, a person acting on behalf of, acting for the predominant benefit of, acting on the instructions of, or actively cooperating with, the owner of the parcel being subdivided.

“Car Share” A service through which vehicles are made available for hourly or daily use. Vehicles are typically picked up and dropped off at designated parking locations within the community and are made available to provide flexible access to a vehicle.

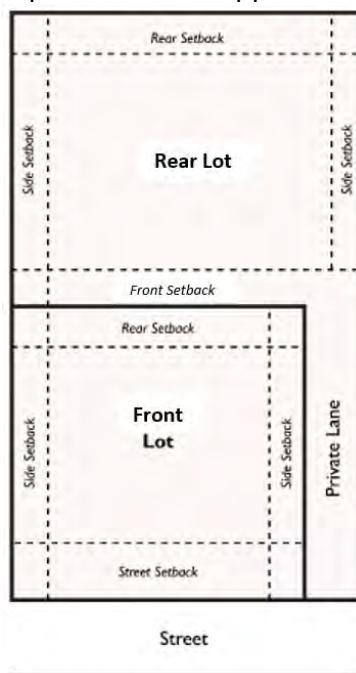
“Dwelling Unit” As used in this division, “dwelling unit” refers to any primary residential unit which is not an Accessory Dwelling Unit as defined in section 106-6 of this Code or a Junior Accessory Dwelling Unit (“Junior ADU”) as defined in Government Code Section 56852.22.

“Flag-Lot” Lots that have less than the minimum required frontage on a public or private street, have access to a public or private street by a narrow strip of land, and the largest portion of the lot is situated behind adjoining lots which front on a public or private street. The front yard of the flag lot starts from the back of the front lot.

“Residential Unit” or “Unit” As used in this division, “residential unit” or “unit” refers to a dwelling unit, Accessory Dwelling Unit and Junior ADU.

"Tenant" A person who occupies land or property rented from a landlord.

“Urban Lot Split” An urban lot split is the subdivision of a single-family residential lot into two parcels that meets the requirements of this chapter. An Urban Lot Split differs from other subdivisions only in the standards which apply to the lots created, the criteria which must be met, and the ministerial approval process which applies to this type of subdivision.



Section 78-183. Ministerial Approval and Findings

- (a) An application for a parcel map for an Urban Lot Split shall be approved in accordance with the following requirements:
 - (1) An Urban Lot Split is subject to staff review and ministerial approval only, without discretionary review or hearing, and
 - (2) The Urban Lot Split shall be subject to the objective criteria and standards of Chapter 78 – Subdivisions and conform to all applicable objective requirements of the Subdivision Map Act, except as expressly provided in this division.
- (b) Notwithstanding subsection (a) of this section, the City shall not require dedication of right-of-way, offsite improvements or the correction of nonconforming zoning conditions as a condition of issuing a parcel map for an Urban Lot Split pursuant to this division.

- (c) An Urban Lot Split that meets all the criteria listed below shall be approved unless the building official makes a written finding, based upon a preponderance of the evidence, that:
- (1) The proposed Urban Lot Split would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5, upon public health and safety or the physical environment and that there are no feasible methods to satisfactorily mitigate or avoid the impact; or
 - (2) The proposed Urban Lot Split would not comply with all the criteria for approval per this division.

Section 78-184. Covenant and Affidavits Required

- (a) A property owner seeking to complete an Urban Lot Split shall be subject to the following general requirements, which shall be accepted and acknowledged by the property owner by signing and recording a covenant against the property. The covenant shall be supplied by the City and provide as follows:
 - (1) Any subsequent Urban Lot Split of land that was previously subdivided with an Urban Lot Split shall be prohibited;
 - (2) The owner of the property for which an Urban Lot Split is proposed shall sign an affidavit stating that the owner intends to occupy one of the dwelling units on one of the lots created by the Urban Lot Split as their principal residence for at least three years from the date of the approval of the Urban Lot Split.
- (b) The owner of the property for which an Urban Lot Split is proposed shall sign an affidavit stating that neither the owner nor any person acting in concert with the owner of the parcel being subdivided has previously subdivided an adjacent parcel using an Urban Lot Split as provided for in this division.
- (c) Each owner of the property on which an Urban Lot Split is proposed shall provide a signed affidavit stating that the owner intends to occupy one of the dwelling units on one of the lots created by the Urban Lot Split as their principal residence for a minimum of three years from the date of the approval of the Urban Lot Split, unless the applicant is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code, or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.

Section 78-185. Criteria for Approval

- (a) Proposed Urban Lot Splits shall comply with all the following:

- (1) The parcel proposed for an Urban Lot Split is located within the R-1 (Low Density Residential) zone.
- (2) The Urban Lot Split would not require the demolition or alteration of housing that:
 - i. Is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income; or that is subject to any form of rent or price control through a public entity's valid exercise of its police power;
 - ii. Has been occupied by a tenant in the last three years.
- (3) If any existing residential unit is proposed to be demolished, the proposal would comply with the replacement housing provisions of Government Code Section 66300(d).
- (4) The parcel proposed for an Urban Lot Split is not a parcel on which an owner of residential real property exercised rights under California Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within 15 years before the date the application is submitted.
- (5) The parcel proposed for an Urban Lot Split was not previously created through a prior Urban Lot Split pursuant to this division.
- (6) The parcel proposed for an Urban Lot Split is not located:
 - i. Within a historic district, is not included on the State Historic Resources Inventory, and is not within a site that is designated or listed as a city landmark or historic property or district pursuant to a city ordinance.
 - ii. On prime farmland or farmland of statewide importance as further defined in Government Code Section 65913.4(a)(6)(B).
 - iii. On wetlands as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993).
 - iv. On a hazardous waste site that is listed pursuant to Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic pursuant to Section 25356 of the Health and Safety Code, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.
 - v. In a special flood hazard area subject to induction by the 1 percent annual chance flood (100-year flood) or regulatory floodway as determined by FEMA. This criteria shall not apply if either of the following are met:

- a. The site has been subject to a Letter of Map Revision prepared by FEMA and issued to the City; or
 - b. The site meets FEMA requirements necessary to meet minimum flood plain management criteria of the Nation Flood Insurance Program as further spelled out in Government Code Section 65913.4 (a)(6)(G)(ii).
- (7) The Urban Lot Split would not create a nonconforming condition related to the placement of buildings or to any other development standard of Chapter 106 - Zoning of this Code, except as specified in this division.
- (8) A signed affidavit has been provided in accordance with Section 78-184 of this Code.
- (9) Neither the owner of the parcel being subdivided nor any person acting in concert with the owner has previously subdivided an adjacent parcel using the Urban Lot Split process.
- (10) The application complies with all provisions of Government Code Sections 66411.7 and 65852.21, if the proposed Urban Lot Split includes a concurrent application for a Two Unit Urban Residential Development, as defined in section 106-359 of this Code.

Section 78-186. Urban Lot Split Lot Requirements

- (a) The following requirements apply to all lots created using the Urban Lot Split process pursuant to this division and Government Code Section 66411.7, except to the extent that they would preclude the creation of no more than two new parcels that comply with the lot requirements of this section. Any modifications of these requirements shall be the minimum modification necessary to avoid physically precluding the creation of no more than two new parcels that comply with the lot requirements of this section.
- (b) Lot Requirements:
- (1) Number: The parcel map subdividing an existing parcel pursuant to this division shall create no more than two (2) parcels. Both parcels shall be considered new parcels.
 - (2) Street frontage: Each lot shall have street frontage on or access to a public right of way as required by the Public Works Department. The lot split line shall be parallel to the street property line. If the street property line curves, the lot split line may have the same or similar curve radius or may be straight.
 - (3) Width Lot width shall be per the R-1 zoning district. The width of any lot resulting from an Urban Lot Split shall not be less than 75% of the original lot width. Flag lot width shall be measured across the large portion of the lot, not the narrow portion connected to the street.

- (4) Depth: Lots created per this division are not required to have a minimum depth, provided that the minimum lot size stated in subsection (b)(5) below is maintained.
- (5) Lot size:
 - a. No lot resulting from an Urban Lot Split shall be smaller than 1,200 square feet.
 - b. The two resulting lots shall be of approximately equal lot area, and not smaller than 48% or larger than 52% of the lot area of the original parcel.
- (6) Parcel Configuration: Flag Lots are permitted, provided that the narrow portion of the lot connected to the public right of way has sufficient width for a driveway and for emergency pedestrian access. An access easement shall be recorded providing street access for the rear parcel.
- (7) Utilities:
 - a. Each parcel created by an Urban Lot Split shall have water, sewer, storm drain, gas and electric utility service that comply with City standards.
 - b. The subdivider shall be responsible to install connections to City facilities in accordance with City standards.
 - c. All required utility connections shall be placed on the same parcel as the unit or units the utilities are serving, or shall be located within a utility easement.
 - d. Unused connections shall be abandoned per City standard.

Section 78-187. Additional Requirements for Urban Lot Split

- (a) In addition to any requirements of this division, the following shall apply for any Urban Lot Split:
 - (1) Easements shall be provided for the provision of public services and facilities.
 - (2) All parcels shall have access to, provide access to, or adjoin the public right-of-way.

Section 78-188. Required Contents for Recorded Title

- (a) The recorded title for any lot or parcel created pursuant to this division shall include the following:
 - (1) That the Urban Lot Split provisions of this division were used to approve the subdivision and may not be used to further subdivide the lot or parcel.
 - (2) The signed affidavit required per Section 78-184.

(3) A rental of any unit created on the lot or parcel shall be for a minimum term of 31 consecutive days, and the unit shall not be used for short-term rentals.

(4) Uses on the lot or parcel shall be limited to residential uses.

Section 78-189. Pre-Existing Nonconforming Zoning Conditions

(a) Approval of an application for the Urban Lot Split shall not be contingent upon the correction of a non-conforming zoning condition which existed at the time the application was filed.

Section 78-190. Expiration of Urban Lot Split Subdivisions

(a) The expiration of tentative maps created per this chapter shall be the same as for a standard tentative map as specified in Section 78-71 of this Code.

Section 78-191. Application Requirements

(a) Applications for Urban Lot Splits shall include all information required by the Public Works Department, as shown on official City application forms.

SECTION 5. Division 2 (R-1 Single-Family Residential Zone) of Article III of Chapter 106 (Zoning) of the San Fernando Municipal Code is hereby amended to add Section 359 (Two-Unit Urban Residential Development) as follows:

Section 359, Chapter 106, Article III, Division 2 – Two Unit Urban Residential Development

106-359. Two Unit Urban Residential Development

(a) *Purpose.* This section is adopted in accordance with California Government Code Sections 65852.21 and 66411.7, also known as Senate Bill 9 (SB 9). The purpose of this section is to establish development standards for two unit residential development pursuant to SB 9.

(b) *Term of Effect.* This section is applicable only while California Government Code section 65852.21 created by SB 9 remains in effect.

(c) *Definitions*

“Car Share” A service through which vehicles are made available for hourly or daily use. Vehicles are typically picked up and dropped off at designated parking locations within the community and are made available to provide flexible access to a vehicle.

“Dwelling Unit” As used in this section, “dwelling unit” refers to any primary residential unit which is not an Accessory Dwelling Unit as defined in section 106-6 of this Code or a Junior Accessory Dwelling Unit (“Junior ADU”) as defined in Government Code section 56852.22.

“Residential Unit” or “Unit” As used in this section, “residential unit” or “unit” refers to a dwelling unit, Accessory Dwelling Unit and Junior ADU.

"Tenant" A person who occupies land or property rented from a landlord.

“Two Unit Urban Residential Development” Development of no more than two primary dwelling units pursuant to this section.

“Urban Lot Split” As used in this section, refers to an Urban Lot Split as defined in section 78-182 of the Code.

(d) *Applicable Zones and Projects.* The provisions of this section apply to all lots in the R-1 (Single Family Residential) zoning district.

(e) *Ministerial Approval and Findings.* The following apply to Two Unit Urban Residential Development as defined in this section:

(1) Two Unit Urban Residential Development is subject to staff review and approval only, subject to the objective criteria and standards of this section.

(2) Two Unit Urban Residential Development which meets all the criteria listed in Section 106-359(f) of this Division shall be approved unless the building official makes a written finding, based upon a preponderance of the evidence, that:

(i) The proposed Two Unit Urban Residential Development would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5, upon public health and safety or the physical environment and that there no feasible method to satisfactorily mitigate or avoid the impact; or

(ii) The proposed development would not comply with all the criteria for approval per this section.

(f) *Criteria for Approval.* A proposed Two Unit Urban Residential Development shall be approved if it meets all the following criteria:

(1) The parcel proposed for Two Unit Urban Residential Development is located in the R-1 (Single Family Residential) zone.

(2) The Two Unit Urban Residential Development would not require the demolition or alteration of housing that:

- i. Is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income; or that is subject to any form of rent or price control; or
 - ii. Has been occupied by a tenant in the last three years.
- (3) If any existing Dwelling Unit(s) is proposed to be demolished, the proposed Two Unit Urban Residential Development would comply with the replacement housing provisions of Government Code Section 66300(d).
- (4) The parcel proposed for the Two Unit Urban Residential Development is not a parcel on which an owner of residential real property exercised rights under California Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within 15 years before the date the application is submitted.
- (5) The parcel proposed for the Two Unit Urban Residential Development is not located:
- i. Within a historic district, is not included on the State Historic Resources Inventory, and is not within a site that is designated or listed as a city landmark or historic property or district pursuant to a City ordinance;
 - ii. On prime farmland or farmland of statewide importance as further defined in Government Code Section 65913.4(a)(6)(B);
 - iii. On wetlands as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993); or
 - iv. On a hazardous waste site that is listed pursuant to Section 65962.5 or a hazardous waste site designated by the Department of Toxic pursuant to Section 25356 of the Health and Safety Code, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses; or
 - v. In a special flood hazard area subject to induction by the 1 percent annual chance flood (100-year flood) or regulatory floodway as determined by FEMA. This criteria shall not apply if either of the following are met:
 - a. The site has been subject to a Letter of Map Revision prepared by FEMA and issued to the city; or
 - b. The site meets FEMA requirements necessary to meet minimum flood plain management criteria of the Nation Flood Insurance Program as further spelled out in Government Code Section 65913.4 (a)(6)(G)(ii).

- (6) The proposed Two Unit Urban Residential Development would not create a nonconforming condition related to the placement of buildings or to any other development standard of this Zoning Code, except as specified in this Section.
- (7) A signed affidavit has been provided in accordance with Section 106-359(g).
- (8) The application complies with all provisions of Government Code Section 65852.21 and Section 66411.7, if the proposed development includes a concurrent application for an Urban Lot Split.
- (g) *Covenant and Affidavits Required.* A property owner seeking to develop a Two Unit Urban Residential Development on a parcel located in the R-1 zone pursuant to the regulations set forth in Government Code Section 65852.21 and the standards in this section, shall be subject to the following general requirements, which shall be accepted and acknowledged by the property owner by signing and recording a covenant against the property. The covenant shall be supplied by the City and provide as follows:
 - (1) The short term rental defined as rentals of any duration less than 31 consecutive calendar days of any dwelling unit(s) on the site created pursuant to Government Code Section 65852.21 shall be prohibited.

An affidavit shall be filed to verify information regarding the rental or ownership history of any pre-existing dwelling units, Accessory Dwelling Units and Junior ADUs.

(h) *Development Standards.*

- (1) The following development standards shall apply to all Two Unit Urban Residential Developments, except to the extent that the development standards would preclude the construction of two (2) dwelling units of at least 800 square feet each. Any modifications of development standards shall be the minimum modification necessary to avoid physically precluding the construction of two (2) dwelling units of 800 square feet each on the parcel proposed for the Two Unit Urban Residential Development.
- (2) Except as otherwise prescribed in this section, the standards for residential development set forth in Chapter 106, Article III, Division 2 of this Code shall apply.
- (3) Except as otherwise prescribed in this section, the standards for Accessory Dwelling Units set forth in Section 106-358 of this Code shall apply to any Accessory Dwelling Units.
- (4) Number of Residential Units Allowed
 - i. Lot Split. A maximum of two residential units, including units which existed at the time of the lot split, may be built on each lot created using the Urban Lot Split provisions set forth in Chapter 78, Article II, Division 6 of this Code. Dwelling units, Accessory

Dwelling Units and Junior ADUs count toward the maximum number of residential units on lots subdivided using the Urban Lot Split provisions set forth in Chapter 78, Article II, Division 6 of this Code.

- ii. No Lot Split. A maximum of four dwelling units may be built on a single lot which is not subdivided using the Urban Lot Split provisions set forth in Chapter 78, Article II, Division 6 of this Code. Any combination of dwelling units, Accessory Dwelling Units and Junior ADUs count toward the four residential unit maximum.

(5) Number of Accessory Dwelling Units Allowed

- i. Accessory Dwelling Units and Junior ADUs may be built pursuant to Section 106-358 of this Code and applicable State law and in conformance with the maximum number of residential units specified in this section.

(6) Maximum Floor Area

- i. No maximum floor area is specified by this section.

(7) Height

- i. Maximum height shall be 14 feet and one story, except that the height limit for dwellings units in the R-1 zoning district shall apply if there are no windows oriented toward any adjacent rear yards.

(8) Setbacks and Separations Between Buildings

- i. Front yard setback: Per the zoning district setback requirements for a primary dwelling unit, except for flag lot.
 - a. Flag lot front yard setback shall be a minimum of 10 feet as measured from the shared property line with the front lot as illustrated in Section 78-182.
- ii. Side and rear yard: Four (4) feet, except for an existing structure or structure constructed at the same location and to the same dimensions as an existing structure.
- iii. Building separation: No detached dwelling unit shall be closer than six feet to any other accessory building or dwelling unit, Accessory Dwelling Unit or Junior ADU, on the same lot or parcel. The six-foot distance shall be measured from the closet points of the building walls or structure walls. A minimum of four feet shall be maintained between eave overhangs, chimneys, bay windows or any other architectural feature.

(9) Site Coverage

- i. Site coverage and maximum coverage in a front yard area shall be per the standards for the R-1 zoning district. Coverage calculations shall include all structures, including

all dwelling units, Accessory Dwelling Units, and Junior ADUs and all non-habitable accessory structures.

(10) Open Space

- i. Common Open Space: Ten percent (10%) of the lot or a minimum of 400 square feet, whichever is greater, shall be dedicated for common open space and shall provide amenities such as but not limited to gardening, outdoor seating or furniture, playground equipment, patio, and/or outdoor grill appliance.
- ii. Private Open Space: An adjoining private open space of 150 square feet minimum shall be provided for each unit. No dimension shall be less than eight feet. The required setback area may not be used to meet this requirement.

(11) Landscaping

- i. Landscaping shall be provided as required by the R-1 zoning district.

(12) Design

- i. Additions or new dwelling units added to a parcel or lot where an existing structure will be retained must match the architectural style of the existing dwelling unit including but not limited to the roof pitch, window size, window type, exterior building materials, lighting fixtures, and paint colors.
- ii. All dwelling units built on a vacant parcel shall use the same architectural style, materials, and colors.
- iii. Accessory Dwelling Units and Junior ADUs shall be designed in conformance with the requirements in Section 106-358 of this Code.
- iv. Each dwelling unit built shall have a separate exterior entrance.
- v. To preserve the single-family appearance of the neighborhood, any dwelling unit other than the front most dwelling unit, or the front most dwelling unit on the front lot, shall be completely screened by other dwelling unit(s) on the lot, landscaping, fencing, or a combination of these.

(13) Parking

- i. A minimum of one off-street parking space shall be provided for each dwelling unit, unless the following apply, in which case no off-street parking is required:
 - a. The parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public

Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code.

- b. There is a car share vehicle facility located within one block of the parcel.

ii. Parking location restrictions

- a. Parking shall be in a covered garage or carport, or in a driveway located within a front setback. A driveway is the paved area that is equal to the width of the garage or carport opening plus up to one (1) foot on either side and extending from the garage or carport to the street.
- b. Rear lot parking shall be accessed via an alley if the site has legal access to an alley.

(14) Non-Habitable Accessory Structures

- i. Development of non-habitable accessory structures as dwelling units shall be per the standards for accessory structures in the R-1 zoning district.
- (i) *Short Term Rentals Prohibited.* Any dwelling unit constructed per this section, if offered for rental, shall be rented for a minimum term of 31 consecutive days and shall not be used for short-term rentals.
- (j) *Owner-Occupancy Requirement.* Each applicant for a Two Unit Residential Development shall provide a signed affidavit stating that they intend to occupy one of the dwelling units as their principal residence for a minimum of three years from the date of the approval of the Two Unit Residential Development, unless the applicant is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code, or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.
- (k) *Adverse Impact Findings for Denial of Application.*
 - (1) The City may deny the construction of dwelling units per this section if the Building Official makes a written finding, based upon a preponderance of the evidence, that the proposed dwelling unit(s) would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5, upon public health and safety or the physical environment and that there is no feasible method to satisfactorily mitigate or avoid the impact.
 - (2) An application for a Two Unit Urban Residential Development shall not be rejected solely because it proposes adjacent or connected structures, provided that the structures meet applicable building code standards and are sufficient to allow separate conveyance.
- (l) *Utility Connections.* Utility connections shall be provided per City standards.

(m) *Application Requirements.* Applications for Two Unit Residential Development shall include all information required by the Planning Department, as shown on official City application forms.

SECTION 6. This Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) (the “common sense exemption”) and Section 15378 (“not a project”) since it can be seen with certainty that adopting an ordinance to comply with the state law provisions of SB 9 will not have a significant effect on the environment. Adopting the ordinance is also exempt under Government Code Section 66411.7, subd. (n) which exempts cities’ adoption of ordinances implementing that section of SB 9 from CEQA.

SECTION 7. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each and every section, subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 8. The City Clerk shall certify to the passage and adoption of this ordinance, and shall make a minute of the passage and adoption thereof in the records of and the proceedings of the City Council at which the same is passed and adopted. This Ordinance shall take effect immediately, pursuant to the authority conferred upon the City Council by Government Code Section 36937. The City Clerk shall further certify to the adoption and posting of this Ordinance, and shall cause this Ordinance and its certification, together with proof of posting, to be entered in the Book of Ordinances of the Council of this City of San Fernando.

SECTION 9. This Ordinance shall go into effect and be in full force effective at 12:01 a.m. on the thirty-first (31st) day after its passage.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of San Fernando this ____ day of _____, ____.

(SIGNATURE PAGE TO FOLLOW)

ATTEST:

Celeste T. Rodriguez, Mayor of the City of
San Fernando, California

Julia Fritz, City Clerk

APPROVED AS TO FORM:

Richard A. Padilla, Assistant
City Attorney

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Ordinance No. 1714 which was introduced on _____, ____ and adopted by the City Council of the City of San Fernando, California at a regular meeting thereof held on the ____ day of _____, ____, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of _____, ____.

Julia Fritz, City Clerk

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Nick Kimball, City Manager
By: Kanika Kith, Director of Community Development

Date: January 3, 2023

Subject: A Public Hearing to Consider Adopting an Ordinance Approving Amendments to the San Fernando Municipal Code to Implement the Urban Lot Splits and Two-Unit Residential Development Within the Single-Family Residential (R-1) Zone Imposed by Senate Bill 9 (SB 9)

RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, introduce for first reading, in title only, and waive further reading of Ordinance No. 1712 (Attachment "A") "An Ordinance of the City Council of the City of San Fernando, California, repealing Interim Urgency Ordinance No. U-1706 and approval of amendments to the San Fernando Municipal Code (Zoning Text Amendment No. 2022-001) to add Chapter 78, Article II, Division 6 "Urban Lot Split" and to add Section 359 of Chapter 106, Article III, Division 2 "Two-Unit Urban Residential Development" to establish regulations and standards for urban lot splits and two-unit residential development projects in Single-family Residential (R-1) Zone pursuant to Senate Bill 9."

OR

- c. Direct staff to schedule and notice a public hearing on January 17, 2023 to consider an additional one-year extension of the existing Interim Urgency Ordinance to allow additional time for staff to draft, identify other standards, and revise the Ordinance as directed by the City Council.

BACKGROUND:

- 1. On September 16, 2021, Governor Newsom signed Senate Bill 9 (SB 9) into law that requires local agencies to ministerially approve urban lot splits and development of two residential units in single-family residential zones. SB 9 became effective on January 1, 2022.

A Public Hearing to Consider Adopting an Ordinance Approving Amendments to the San Fernando Municipal Code (Zoning Text Amendment No. 2022-001) to Implement the Urban Lot Splits and Two-Unit Residential Development Within the Single-Family Residential (R-1) Zone Imposed by Senate Bill 9 (SB 9)
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2. On January 18, 2022, the City Council adopted Interim Urgency Ordinance No. U-1706 to establish interim regulations and procedures for urban lot splits and two-unit residential development projects pursuant to SB 9.
3. On February 14, 2022, the regulations established in Interim Urgency Ordinance No. U-1706 were presented to the Planning and Preservation Commission ("Commission") and the Commission discussed options for initiating permanent regulations. The Commission continued the discussion to their next regular meeting of March 14, 2022.
4. On March 1, 2022, the City Council adopted Urgency Ordinance No. U-1707 (Attachment "B") extending the temporary regulations to January 19, 2023, to allow time for staff to develop permanent regulations that balance the requirements of SB 9 with the City's objective to ensure that residential development in the City is properly managed in the best interests of the public health, safety, and welfare.
5. On March 14, 2022, the Planning and Preservation Commission continued discussion to their April 11, 2022, meeting.
6. On April 11, 2022, the Planning and Preservation Commission was provided an overview of proposed provisions for urban lot splits and two-unit housing developments pursuant to SB 9 for discussion and consideration. The Commission directed staff to further evaluate permanent regulations and prepare a draft ordinance.
7. On November 14, 2022, the Planning and Preservation Commission was presented with draft regulations for urban lot splits and two-unit housing developments in single family residential zones to amend the San Fernando Municipal Code to implement SB 9. The Commission discussed the proposed regulations and directed staff to research the inclusion of the affordable housing provision and further amend the draft regulations.
8. On December 19, 2022, the Planning and Preservation Commission reviewed the proposed regulations for Urban Lot Split and Two-Unit Residential Development requirements imposed by SB 9. The Commission voted 3-0 recommending the City Council approve the proposed Municipal Code amendment to include the proposed regulations and to replace the current Interim Urgency Ordinance for SB 9.

ANALYSIS:

Under SB 9, the City is mandated to ministerially approve the subdivision of a parcel in a single-family zone into two parcels, a housing development with no more than two primary units in a

A Public Hearing to Consider Adopting an Ordinance Approving Amendments to the San Fernando Municipal Code (Zoning Text Amendment No. 2022-001) to Implement the Urban Lot Splits and Two-Unit Residential Development Within the Single-Family Residential (R-1) Zone Imposed by Senate Bill 9 (SB 9)
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single-family zone, or both. SB 9 facilitates the creation of up to four housing units in the lot area that would otherwise be limited to one single-family home per the City's R-1 zoning district.

The purpose of the proposed Ordinance is to replace the Interim Urgency Ordinance and to establish objective zoning, subdivision, and design review standards as allowed by state law governing SB 9 projects and to promote the orderly subdivision of parcels and development of housing under SB 9.

Interim Urgency Ordinance.

Interim Urgency Ordinance No. U-1706, adopted on January 18, 2022, was extended by the City Council to January 19, 2023 (Ordinance No. U-1707). Below are regulations established in Interim Urgency Ordinance and presented to the Planning and Preservation Commission for discussion at their meetings on February 14, 2022, March 14, 2022, April 11, 2022, November 14, 2022, and December 19, 2022.

Urgency Ordinance Adopted Regulations
<p>Number of Units Allow:</p> <ul style="list-style-type: none"> For projects using SB 9 urban lot split, no more than two units. <ul style="list-style-type: none"> Existing and proposed ADUs and Junior ADUs shall be counted toward the maximum number of units permitted. For projects not using SB 9 urban lot split, no more than three units (including one ADU, and one Junior ADU) <p>Commission: Recommended keeping these regulations for the permanent regulations.</p>
<p>Unit Size Limitations:</p> <ul style="list-style-type: none"> 800 sq. ft. max 14 ft. or 1-story <p>Commission: Recommended keeping these regulations for the permanent regulations.</p>
<p>Design of Unit:</p> <ul style="list-style-type: none"> Front most unit on a front lot shall have a front door facing the street. Each unit shall have a separate entrance. Any unit other than the front most unit on the front lot shall be completely screened by either: 1) other unit(s) on the lot; or 2) landscaping. Additions or new second primary dwelling units added to sites where an existing structure will be retained must match the architectural style of the existing dwelling. <p>Commission: Recommended keeping these regulations for the permanent regulations.</p>

A Public Hearing to Consider Adopting an Ordinance Approving Amendments to the San Fernando Municipal Code (Zoning Text Amendment No. 2022-001) to Implement the Urban Lot Splits and Two-Unit Residential Development Within the Single-Family Residential (R-1) Zone Imposed by Senate Bill 9 (SB 9)
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Urgency Ordinance Adopted Regulations
<p>Setbacks:</p> <ul style="list-style-type: none">• Side and rear setbacks shall be four feet per State law.• Front setback for front lot shall be the setback established in the Zoning Code for R-1 zoned parcels.• Front setback for rear lot shall be 10 feet. Front lot line shall be the lot line closest to and parallel to primary street.• Existing structures shall not have to modify its setbacks. <p>Commission: Recommended keeping these regulations for the permanent regulations.</p>
<p>Width of Building:</p> <p>The front most unit constructed on a site with street frontage shall have a minimum unit width of 40 feet or 75% of lot width, whichever is less.</p> <p>Commission: Recommended keeping these regulations for the permanent regulations.</p>
<p>Open Space:</p> <p>Each unit must provide a minimum of 400 square feet of private open space. The open space must be directly accessible to the unit it serves.</p> <p>Commission: Recommended keeping these regulations for the permanent regulations and clarify that setback areas cannot be used to satisfy this requirement.</p>
<p>Building Separation:</p> <p>No detached second primary dwelling unit shall be closer than six feet to any other accessory building or primary dwelling unit, on the same lot or parcel.</p> <p>Commission: Recommended keeping these regulations for the permanent regulations.</p>
<p>Lot Configuration:</p> <ul style="list-style-type: none">• No flag lot.• Access to the rear lot will be provided via an access easement. <p>Commission: Recommended the following for the permanent regulations:</p> <ul style="list-style-type: none">• Allow flag lot.• Require a minimum of a 4-foot wide pedestrian access to the rear lot, in addition to any driveway requirement.• Identify the responsible party for maintaining the pavement on an easement if a flag lot is not created.

A Public Hearing to Consider Adopting an Ordinance Approving Amendments to the San Fernando Municipal Code (Zoning Text Amendment No. 2022-001) to Implement the Urban Lot Splits and Two-Unit Residential Development Within the Single-Family Residential (R-1) Zone Imposed by Senate Bill 9 (SB 9)
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Urgency Ordinance Adopted Regulations
<p>Affordability:</p> <p>One rental unit in a two unit development shall be rented at rates affordable to low-income families</p> <p>Commission: Recommended that the Council not include affordability requirements at this time, but that the City continue to investigate whether this requirement should be included in a future update of the permanent regulations.</p>

Proposed Ordinance for SB 9 Regulations.

The proposed Ordinance would maintain a majority of the regulations in the Interim Urgency Ordinance and propose additional regulations, such as those discussed below, which do not conflict with SB 9. These proposed permanent regulations incorporate the Planning and Preservation Commission's recommendations.

The proposed Ordinance would add two new code sections to the San Fernando Municipal Code as follows:

- Chapter 106, Article III, Division 2, Section 359 "Two Unit Urban Residential Development"; and
- Chapter 78, Article II, Division 6 "Urban Lot Split"

1. Two-Unit Residential Development Proposed Regulations:

This new section creates new development standards addressing:

- Flag lots may be created and the front setback for the back lot is measured from the back property line of the front lot.
- Revision of parking location restrictions.
- Would not require the demolition or alteration of housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income; or that is subject to any form of rent or price control.
- All units built on a vacant parcel shall use the same architectural style, materials, and colors.
- Landscaping shall be provided in compliance with the R-1 zoning district.

A Public Hearing to Consider Adopting an Ordinance Approving Amendments to the San Fernando Municipal Code (Zoning Text Amendment No. 2022-001) to Implement the Urban Lot Splits and Two-Unit Residential Development Within the Single-Family Residential (R-1) Zone Imposed by Senate Bill 9 (SB 9)
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The regulations do not prevent the City from implementing the Building Code or other object development standards, and allow the Building Official to deny an application to build new dwelling units if the proposed units would,

“... have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5, upon public health and safety or the physical environment and that there is no feasible method to satisfactorily mitigate or avoid the impact.”

2. Urban Lot Split Proposed Regulations:

The new regulations generally allow the new lots to be smaller than would be the case if the standards of the R-1 zoning district were used. Below are proposed standards:

- Each lot must be capable of accommodating two 800-square-foot dwelling units in conformance with the applicable setbacks and height limits.
- Flag lots may be created, and the front setback for the back lot is measured from the back property line of the front lot.
- Each lot must have water, sewer, storm drain, gas, and electric utility service.
- A deed restriction is required that prevents the use of dwelling units on lots created with the Urban Lot Split process to be used for short-term rentals.
- Several specific terms are used in the new Zoning Code sections that require definitions. These are, “Acting in Concert With,” “Car Share,” “Flag-lot,” “Tenant,” “Two-Unit Urban Residential Development.”

As with the Two-Unit Urban Development section, the Urban Lot Split regulations provide for the denial of a proposed lot split if the Building Official makes written findings of evidence that the proposed housing development project would have a specific, adverse impact (as defined in paragraph (2) of subdivision (d) of Government Code Section 65589.5) upon the public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact or if the proposed urban lot split would not comply with all the criteria for approval.

Affordable Housing.

As directed by the Commission at their November 14, 2022 meeting, staff researched the affordable housing provision to determine whether this requirement should be included in the proposed permanent regulations. SB 9 allows local cities discretionary authority to impose (or not

A Public Hearing to Consider Adopting an Ordinance Approving Amendments to the San Fernando Municipal Code (Zoning Text Amendment No. 2022-001) to Implement the Urban Lot Splits and Two-Unit Residential Development Within the Single-Family Residential (R-1) Zone Imposed by Senate Bill 9 (SB 9)
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impose) affordability requirements when it comes to new units built pursuant to SB 9. SB 9 does not prohibit or require that the new units be affordable.

At the Commission's December 19, 2022 meeting, staff recommend that permanent SB 9 regulations exclude affordability requirements for rental units. Such requirements would potentially trigger compliance with rental inclusionary housing regulations and Department of Housing and Community Development review. Additionally, conducting an economic feasibility study, establishing appropriate in-lieu fees, and monitoring and enforcing such affordability restrictions would require significant staff time and resources (covenants are typically recorded for 55 years). The Commission voted 3-0 to recommend approval of the proposed regulations without the affordability requirements, and suggested that staff continue to investigate this issue, and return at a future date with a proposed change to regulations if affordability requirements are found to be legal and desirable.

Environmental Review.

The adoption of this Urgency Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) (the "common sense exemption") and Section 15378 ("not a project") since it can be seen with certainty that adopting an ordinance to comply with the state law provisions of SB 9 will not have a significant effect on the environment. Adopting the Ordinance is also exempt under Government Code Section 66411.7, subd. (n) which exempts cities' adoption of ordinances implementing that section of SB 9 from CEQA.

BUDGET IMPACT:

Preparation of zoning related ordinances and legislative advocacy programs are included in the annual work program for the Community Development Department and City Manager's Office, respectively. Therefore, funding for both efforts is incorporated in the Fiscal Year 2022-2023 Adopted Budget.

CONCLUSION:

Staff recommends that the City Council adopt the proposed Ordinance No. 1712 (Attachment "A") "An Ordinance of the City Council of the City of San Fernando, California, repealing Interim Urgency Ordinance No. U-1706 and approval of amendments to the San Fernando Municipal Code to add Chapter 78, Article II, Division 6 "Urban Lot Split" and to add Chapter 106, Article III, Division 2, Section 359 "Two-Unit Urban Residential Development" to establish regulations and standards for urban lot splits and two-unit residential development projects in Single-family Residential (R-1) Zone pursuant to Senate Bill 9." amending the San Fernando Municipal Code to establish

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procedures and standards for urban lot splits and two unit developments in single-family residential zone as imposed by SB 9. “

Alternative Option.

If the City Council does not adopt the proposed Ordinance, the City Council has the option to further extend the Interim Urgency Ordinance for up to another year. This would allow staff and the Commission additional time to draft, identify other standards, and revise the Ordinance as directed by the City Council. Should the City Council wish to select this option, staff would need to schedule and notice a hearing for the extension for the Interim Urgency Ordinance for the next City Council meeting on January 17, 2023.

ATTACHMENTS:

- A. Ordinance No. 1712
- B. Interim Urgency Ordinance No. U-1707

ORDINANCE NO. 1712

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, REPEALING INTERIM URGENCY ORDINANCE U-1706 AND APPROVAL OF AMENDMENTS TO THE SAN FERNANDO MUNICIPAL CODE (ZONING TEXT AMENDMENT NO. 2022-001) TO ADD CHAPTER 78, ARTICLE II, DIVISION 6 "URBAN LOT SPLIT" AND TO ADD SECTION 359 OF CHAPTER 106, ARTICLE III, DIVISION 2 "TWO-UNIT URBAN RESIDENTIAL DEVELOPMENT" TO ESTABLISH REGULATIONS AND STANDARDS FOR URBAN LOT SPLITS AND TWO-UNIT RESIDENTIAL DEVELOPMENT PROJECTS IN SINGLE-FAMILY RESIDENTIAL (R-1) ZONE PURSUANT TO SENATE BILL 9

WHEREAS, California Constitution Article XI, Section 7, enables the City of San Fernando (the "City") to enact local planning and land use regulations; and

WHEREAS, the authority to adopt and enforce zoning regulations is an exercise of the City's police power to protect the public health, safety, and welfare; and

WHEREAS, the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

WHEREAS, on September 16, 2021, California Governor Gavin Newsom signed Senate Bill 9 (SB 9) into law as part of an effort to address the State's housing crisis by streamlining housing production; and

WHEREAS, the new legislation became effective on January 1, 2022, and requires local agencies to ministerially approve urban lot splits and development of two residential units per single family residential lot provided the projects meet certain criteria; and

WHEREAS, the City wishes to balance compliance with State law with the rights still preserved under the new legislation authorizing the City to establish objective zoning, subdivision and design review standards consistent with SB 9 required to approve urban lot splits and two-unit residential development; and

WHEREAS, on January 18, 2022, the City Council adopted Interim Urgency Ordinance No. U-1706 to establish interim regulations and procedures for urban lot splits and two-unit residential development projects pursuant to SB 9; and

WHEREAS, on March 1, 2022, the City Council approved the extension of Urgency Ordinance No. U-1706 to January 19, 2023, to allow time for City staff to develop permanent regulations that balance the requirements of SB 9 with the City's objectives for ensuring that

residential development in the City is properly managed in the best interests of the public health and safety; and

WHEREAS, the Planning and Preservation Commission at their March 14th, April 11th, and November 14, 2022, meetings were presented with proposed regulations from the Planning Division and discussed, considered, and gave staff input on the proposed regulations; and

WHEREAS, on December 8, 2022, the Planning Division published a notice of a public hearing to be held on December 19, 2022, for the Planning and Preservation Commission to consider and recommend approval to the City Council of a proposed amendment to the San Fernando Municipal Code (ZTA2022-001) to establish regulations for implementation of SB 9 in the *San Fernando Sun* as required by Government Code Section 65858(a); and

WHEREAS, the Planning and Preservation Commission, as part of its special meeting of December 19, 2022, conducted a duly noticed public hearing on the proposed code amendment, and all testimony was received and made a part of the public record, and

WHEREAS, on December 23, 2022, the City Clerk published a notice of a public hearing to be held on January 3, 2023, for the City Council to consider and approve a proposed Ordinance (ZTA2022-001) to establish regulations for implementation of SB 9 in the *San Fernando Sun* as required by Government Code Section 65858(a); and

WHEREAS, on January 3, 2023, the City Council conducted a duly noticed public hearing on the Ordinance, and all testimony was received and made a part of the public record; and

WHEREAS, the City Council has duly considered all information presented to it, including the Planning and Preservation Commission findings, P.C. Resolution No. 2022-003, written staff reports, and any testimony provided at the public hearing; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have been met.

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

SECTION 1. The City Council of San Fernando hereby makes the following findings:

- A. The above recitals are true and correct and incorporated fully in reference.
- B. It is the intent and purpose of this Ordinance to amend Chapter 78 (Subdivisions) and Chapter 106 (Zoning) of the San Fernando Municipal Code regarding urban lot splits and the creation of two unit developments.

SECTION 2. Zoning Code Amendment Findings

Pursuant to San Fernando City Code Section 106-19, the Planning and Preservation Commission recommends that the City Council makes the following findings for adoption of the proposed amendment to the San Fernando Zoning Code:

- a. The proposed amendment is consistent with the objectives, policies, general land uses and programs of the City's general plans.

The proposed amendment to the Zoning Code will establish development standards and regulations for Housing Development in Single-Family Residential (R-1) Zone for implementation of Senate Bill 9. The proposed amendment will satisfy Policy 1.2 of the San Fernando General Plan Housing Element. Policy 1.2 calls for the preservation of character, scale, and quality of established residential neighborhoods. The proposed zone code amendment will provide objective development standards such as: building height, square footage minimums, setbacks, open space and architectural design standards. The proposed amendment meets state law requirements while allowing the City to impose local regulations to ensure consistency with objectives, policies, general land uses and programs of the City's general plans.

- b. The adoption of the proposed amendment would not be detrimental to the public interest, health safety, convenience, or welfare.

The proposed zoning code amendment establishes development standards and regulations that addresses any adverse impacts that may come from the implementation of SB 9. The amendment includes language that gives the City Building Official the authority to deny construction of units pursuant to the regulations of SB 9 based upon the preponderance of evidence that the proposed housing development project would have a specific, adverse impact (as defined in paragraph (2) of subdivision (d) of Government Code Section 65589.5) upon the public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. Additionally, the amendment satisfies Policy 2.8 of the San Fernando General Plan Housing Element. Policy 2.8 promotes the creation of second-dwelling units within residential neighborhoods as a means of providing additional rental housing and addressing household overcrowding. The proposed amendment complies with state objectives of creating additional housing and would not be detrimental to the public interest, health, safety, convenience or welfare.

SECTION 3. Subdivision Code Amendment Findings

Pursuant to the California Subdivision Map Act, the Planning and Preservation Commission recommends that the City Council makes the following findings for adoption of the proposed amendment to the San Fernando Subdivision Code:

- c. The proposed amendment is in compliance with Section 66411 of the California Subdivision Map Act for local agency to regulate and control design of subdivisions.

The proposed amendment to the Subdivision Code complies with Government Code Section 65913.2 as it will establish subdivision standards to promote the orderly subdivision of parcels and development of housing under SB 9. Subdivision and design standards are included the proposed amendment as allowed by state law governing SB 9.

SECTION 4. Article II of Chapter 78 (Subdivisions) of the San Fernando Municipal Code is hereby amended to add Division 6 (Urban Lot Split) as follows:

Chapter 78, Article II, Division 6 – Urban Lot Split

Section 78-180. Purpose

- (a) This division is adopted in accordance with California Government Code Sections 65852.21 and 66411.7, also known as Senate Bill 9 (SB 9). The purpose of this chapter is to establish a ministerial objective approval process and special lot design standards for the subdivision of single lots in the R-1 zoning district.

Section 78-181. Term of Effect

- (a) This division is applicable only while California Government Code Section 66411.7 created by SB 9 remains in effect.

Section 78-182. Definitions

“Acting in Concert With” A person "acting in concert with the owner" means a person that has common ownership or control of the subject parcel with the owner of the adjacent parcel, a person acting on behalf of, acting for the predominant benefit of, acting on the instructions of, or actively cooperating with, the owner of the parcel being subdivided.

“Car Share” A service through which vehicles are made available for hourly or daily use. Vehicles are typically picked up and dropped off at designated parking locations within the community and are made available to provide flexible access to a vehicle.

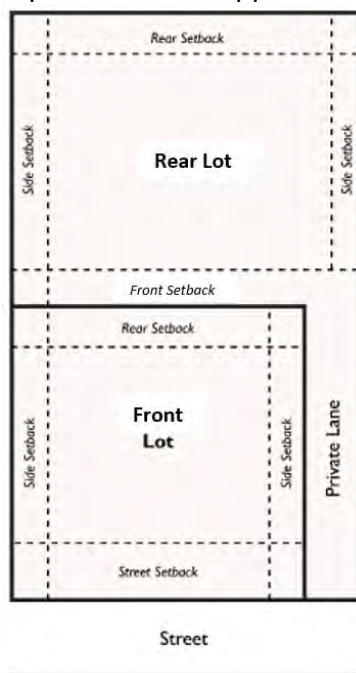
“Dwelling Unit” As used in this division, “dwelling unit” refers to any primary residential unit which is not an Accessory Dwelling Unit as defined in section 106-6 of this Code or a Junior Accessory Dwelling Unit (“Junior ADU”) as defined in Government Code Section 56852.22.

“Flag-Lot” Lots that have less than the minimum required frontage on a public or private street, have access to a public or private street by a narrow strip of land, and the largest portion of the lot is situated behind adjoining lots which front on a public or private street. The front yard of the flag lot starts from the back of the front lot.

“Residential Unit” or “Unit” As used in this division, “residential unit” or “unit” refers to a dwelling unit, Accessory Dwelling Unit and Junior ADU.

"Tenant" A person who occupies land or property rented from a landlord.

“Urban Lot Split” An urban lot split is the subdivision of a single-family residential lot into two parcels that meets the requirements of this chapter. An Urban Lot Split differs from other subdivisions only in the standards which apply to the lots created, the criteria which must be met, and the ministerial approval process which applies to this type of subdivision.



Section 78-183. Ministerial Approval and Findings

- (a) An application for a parcel map for an Urban Lot Split shall be approved in accordance with the following requirements:
 - (1) An Urban Lot Split is subject to staff review and ministerial approval only, without discretionary review or hearing, and
 - (2) The Urban Lot Split shall be subject to the objective criteria and standards of Chapter 78 – Subdivisions and conform to all applicable objective requirements of the Subdivision Map Act, except as expressly provided in this division.
- (b) Notwithstanding subsection (a) of this section, the City shall not require dedication of right-of-way, offsite improvements or the correction of nonconforming zoning conditions as a condition of issuing a parcel map for an Urban Lot Split pursuant to this division.

- (c) An Urban Lot Split that meets all the criteria listed below shall be approved unless the building official makes a written finding, based upon a preponderance of the evidence, that:
 - (1) The proposed Urban Lot Split would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5, upon public health and safety or the physical environment and that there are no feasible methods to satisfactorily mitigate or avoid the impact; or
 - (2) The proposed Urban Lot Split would not comply with all the criteria for approval per this division.

Section 78-184. Covenant and Affidavits Required

- (a) A property owner seeking to complete an Urban Lot Split shall be subject to the following general requirements, which shall be accepted and acknowledged by the property owner by signing and recording a covenant against the property. The covenant shall be supplied by the City and provide as follows:
 - (1) Any subsequent Urban Lot Split of land that was previously subdivided with an Urban Lot Split shall be prohibited;
 - (2) The owner of the property for which an Urban Lot Split is proposed shall sign an affidavit stating that the owner intends to occupy one of the dwelling units on one of the lots created by the Urban Lot Split as their principal residence for at least three years from the date of the approval of the Urban Lot Split.
- (b) The owner of the property for which an Urban Lot Split is proposed shall sign an affidavit stating that neither the owner nor any person acting in concert with the owner of the parcel being subdivided has previously subdivided an adjacent parcel using an Urban Lot Split as provided for in this division.
- (c) Each owner of the property on which an Urban Lot Split is proposed shall provide a signed affidavit stating that the owner intends to occupy one of the dwelling units on one of the lots created by the Urban Lot Split as their principal residence for a minimum of three years from the date of the approval of the Urban Lot Split, unless the applicant is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code, or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.

Section 78-185. Criteria for Approval

- (a) Proposed Urban Lot Splits shall comply with all the following:

- (1) The parcel proposed for an Urban Lot Split is located within the R-1 (Low Density Residential) zone.
- (2) The Urban Lot Split would not require the demolition or alteration of housing that:
 - i. Is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income; or that is subject to any form of rent or price control through a public entity's valid exercise of its police power;
 - ii. Has been occupied by a tenant in the last three years.
- (3) If any existing residential unit is proposed to be demolished, the proposal would comply with the replacement housing provisions of Government Code Section 66300(d).
- (4) The parcel proposed for an Urban Lot Split is not a parcel on which an owner of residential real property exercised rights under California Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within 15 years before the date the application is submitted.
- (5) The parcel proposed for an Urban Lot Split was not previously created through a prior Urban Lot Split pursuant to this division.
- (6) The parcel proposed for an Urban Lot Split is not located:
 - i. Within a historic district, is not included on the State Historic Resources Inventory, and is not within a site that is designated or listed as a city landmark or historic property or district pursuant to a city ordinance.
 - ii. On prime farmland or farmland of statewide importance as further defined in Government Code Section 65913.4(a)(6)(B).
 - iii. On wetlands as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993).
 - iv. On a hazardous waste site that is listed pursuant to Government Code Section 65962.5 or a hazardous waste site designated by the Department of Toxic pursuant to Section 25356 of the Health and Safety Code, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses.
 - v. In a special flood hazard area subject to induction by the 1 percent annual chance flood (100-year flood) or regulatory floodway as determined by FEMA. This criteria shall not apply if either of the following are met:

- a. The site has been subject to a Letter of Map Revision prepared by FEMA and issued to the City; or
 - b. The site meets FEMA requirements necessary to meet minimum flood plain management criteria of the Nation Flood Insurance Program as further spelled out in Government Code Section 65913.4 (a)(6)(G)(ii).
- (7) The Urban Lot Split would not create a nonconforming condition related to the placement of buildings or to any other development standard of Chapter 106 - Zoning of this Code, except as specified in this division.
- (8) A signed affidavit has been provided in accordance with Section 78-184 of this Code.
- (9) Neither the owner of the parcel being subdivided nor any person acting in concert with the owner has previously subdivided an adjacent parcel using the Urban Lot Split process.
- (10) The application complies with all provisions of Government Code Sections 66411.7 and 65852.21, if the proposed Urban Lot Split includes a concurrent application for a Two Unit Urban Residential Development, as defined in section 106-359 of this Code.

Section 78-186. Urban Lot Split Lot Requirements

- (a) The following requirements apply to all lots created using the Urban Lot Split process pursuant to this division and Government Code Section 66411.7, except to the extent that they would preclude the creation of no more than two new parcels that comply with the lot requirements of this section. Any modifications of these requirements shall be the minimum modification necessary to avoid physically precluding the creation of no more than two new parcels that comply with the lot requirements of this section.
- (b) Lot Requirements:
- (1) Number: The parcel map subdividing an existing parcel pursuant to this division shall create no more than two (2) parcels. Both parcels shall be considered new parcels.
 - (2) Street frontage: Each lot shall have street frontage on or access to a public right of way as required by the Public Works Department. The lot split line shall be parallel to the street property line. If the street property line curves, the lot split line may have the same or similar curve radius or may be straight.
 - (3) Width Lot width shall be per the R-1 zoning district. The width of any lot resulting from an Urban Lot Split shall not be less than 75% of the original lot width. Flag lot width shall be measured across the large portion of the lot, not the narrow portion connected to the street.

(4) Depth: Lots created per this division are not required to have a minimum depth, provided that the minimum lot size stated in subsection (b)(5) below is maintained.

(5) Lot size:

- a. No lot resulting from an Urban Lot Split shall be smaller than 1,200 square feet.
- b. The two resulting lots shall be of approximately equal lot area, and not smaller than 48% or larger than 52% of the lot area of the original parcel.

(6) Parcel Configuration: Flag Lots are permitted, provided that the narrow portion of the lot connected to the public right of way has sufficient width for a driveway and for emergency vehicle access. An access easement shall be recorded providing street access for the rear parcel.

(7) Utilities:

- a. Each parcel created by an Urban Lot Split shall have water, sewer, storm drain, gas and electric utility service that comply with City standards.
- b. The subdivider shall be responsible to install connections to City facilities in accordance with City standards.
- c. All required utility connections shall be placed on the same parcel as the unit or units the utilities are serving, or shall be located within a utility easement.
- d. Unused connections shall be abandoned per City standard.

Section 78-187. Additional Requirements for Urban Lot Split

(a) In addition to any requirements of this division, the following shall apply for any Urban Lot Split:

- (1) Easements shall be provided for the provision of public services and facilities.
- (2) All parcels shall have access to, provide access to, or adjoin the public right-of-way.

Section 78-188. Required Contents for Recorded Title

(a) The recorded title for any lot or parcel created pursuant to this division shall include the following:

- (1) That the Urban Lot Split provisions of this division were used to approve the subdivision and may not be used to further subdivide the lot or parcel.
- (2) The signed affidavit required per Section 78-184.

(3) A rental of any unit created on the lot or parcel shall be for a minimum term of 31 consecutive days, and the unit shall not be used for short-term rentals.

(4) Uses on the lot or parcel shall be limited to residential uses.

Section 78-189. Pre-Existing Nonconforming Zoning Conditions

(a) Approval of an application for the Urban Lot Split shall not be contingent upon the correction of a non-conforming zoning condition which existed at the time the application was filed.

Section 78-190. Expiration of Urban Lot Split Subdivisions

(a) The expiration of tentative maps created per this chapter shall be the same as for a standard tentative map as specified in Section 78-71 of this Code.

Section 78-191. Application Requirements

(a) Applications for Urban Lot Splits shall include all information required by the Public Works Department, as shown on official City application forms.

SECTION 5. Division 2 (R-1 Single-Family Residential Zone) of Article III of Chapter 106 (Zoning) of the San Fernando Municipal Code is hereby amended to add Section 359 (Two-Unit Urban Residential Development) as follows:

Section 359, Chapter 106, Article III, Division 2 – Two Unit Urban Residential Development

106-359. Two Unit Urban Residential Development

(a) *Purpose.* This section is adopted in accordance with California Government Code Sections 65852.21 and 66411.7, also known as Senate Bill 9 (SB 9). The purpose of this section is to establish development standards for two unit residential development pursuant to SB 9.

(b) *Term of Effect.* This section is applicable only while California Government Code section 65852.21 created by SB 9 remains in effect.

(c) *Definitions*

“Car Share” A service through which vehicles are made available for hourly or daily use. Vehicles are typically picked up and dropped off at designated parking locations within the community and are made available to provide flexible access to a vehicle.

“Dwelling Unit” As used in this section, “dwelling unit” refers to any primary residential unit which is not an Accessory Dwelling Unit as defined in section 106-6 of this Code or a Junior Accessory Dwelling Unit (“Junior ADU”) as defined in Government Code section 56852.22.

“Residential Unit” or “Unit” As used in this section, “residential unit” or “unit” refers to a dwelling unit, Accessory Dwelling Unit and Junior ADU.

"Tenant" A person who occupies land or property rented from a landlord.

“Two Unit Urban Residential Development” Development of no more than two primary dwelling units pursuant to this section.

“Urban Lot Split” As used in this section, refers to an Urban Lot Split as defined in section 78-182 of the Code.

(d) *Applicable Zones and Projects.* The provisions of this section apply to all lots in the R-1 (Single Family Residential) zoning district.

(e) *Ministerial Approval and Findings.* The following apply to Two Unit Urban Residential Development as defined in this section:

(1) Two Unit Urban Residential Development is subject to staff review and approval only, subject to the objective criteria and standards of this section.

(2) Two Unit Urban Residential Development which meets all the criteria listed in Section 106-359(f) of this Division shall be approved unless the building official makes a written finding, based upon a preponderance of the evidence, that:

(i) The proposed Two Unit Urban Residential Development would have a specific adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5, upon public health and safety or the physical environment and that there no feasible method to satisfactorily mitigate or avoid the impact; or

(ii) The proposed development would not comply with all the criteria for approval per this section.

(f) *Criteria for Approval.* A proposed Two Unit Urban Residential Development shall be approved if it meets all the following criteria:

(1) The parcel proposed for Two Unit Urban Residential Development is located in the R-1 (Single Family Residential) zone.

(2) The Two Unit Urban Residential Development would not require the demolition or alteration of housing that:

- i. Is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income; or that is subject to any form of rent or price control; or
 - ii. Has been occupied by a tenant in the last three years.
- (3) If any existing Dwelling Unit(s) is proposed to be demolished, the proposed Two Unit Urban Residential Development would comply with the replacement housing provisions of Government Code Section 66300(d).
- (4) The parcel proposed for the Two Unit Urban Residential Development is not a parcel on which an owner of residential real property exercised rights under California Government Code Section 7060 et seq. to withdraw accommodations from rent or lease within 15 years before the date the application is submitted.
- (5) The parcel proposed for the Two Unit Urban Residential Development is not located:
 - i. Within a historic district, is not included on the State Historic Resources Inventory, and is not within a site that is designated or listed as a city landmark or historic property or district pursuant to a City ordinance;
 - ii. On prime farmland or farmland of statewide importance as further defined in Government Code Section 65913.4(a)(6)(B);
 - iii. On wetlands as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993); or
 - iv. On a hazardous waste site that is listed pursuant to Section 65962.5 or a hazardous waste site designated by the Department of Toxic pursuant to Section 25356 of the Health and Safety Code, unless the State Department of Public Health, State Water Resources Control Board, or Department of Toxic Substances Control has cleared the site for residential use or residential mixed uses; or
 - v. In a special flood hazard area subject to induction by the 1 percent annual chance flood (100-year flood) or regulatory floodway as determined by FEMA. This criteria shall not apply if either of the following are met:
 - a. The site has been subject to a Letter of Map Revision prepared by FEMA and issued to the city; or
 - b. The site meets FEMA requirements necessary to meet minimum flood plain management criteria of the Nation Flood Insurance Program as further spelled out in Government Code Section 65913.4 (a)(6)(G)(ii).

- (6) The proposed Two Unit Urban Residential Development would not create a nonconforming condition related to the placement of buildings or to any other development standard of this Zoning Code, except as specified in this Section.
- (7) A signed affidavit has been provided in accordance with Section 106-359(g).
- (8) The application complies with all provisions of Government Code Section 65852.21 and Section 66411.7, if the proposed development includes a concurrent application for an Urban Lot Split.
- (g) *Covenant and Affidavits Required.* A property owner seeking to develop a Two Unit Urban Residential Development on a parcel located in the R-1 zone pursuant to the regulations set forth in Government Code Section 65852.21 and the standards in this section, shall be subject to the following general requirements, which shall be accepted and acknowledged by the property owner by signing and recording a covenant against the property. The covenant shall be supplied by the City and provide as follows:
 - (1) The short term rental defined as rentals of any duration less than 31 consecutive calendar days of any dwelling unit(s) on the site created pursuant to Government Code Section 65852.21 shall be prohibited.

An affidavit shall be filed to verify information regarding the rental or ownership history of any pre-existing dwelling units, Accessory Dwelling Units and Junior ADUs.

(h) *Development Standards.*

- (1) The following development standards shall apply to all Two Unit Urban Residential Developments, except to the extent that the development standards would preclude the construction of two (2) dwelling units of at least 800 square feet each. Any modifications of development standards shall be the minimum modification necessary to avoid physically precluding the construction of two (2) dwelling units of 800 square feet each on the parcel proposed for the Two Unit Urban Residential Development.
- (2) Except as otherwise prescribed in this section, the standards for residential development set forth in Chapter 106, Article III, Division 2 of this Code shall apply.
- (3) Except as otherwise prescribed in this section, the standards for Accessory Dwelling Units set forth in Section 106-358 of this Code shall apply to any Accessory Dwelling Units.
- (4) Number of Residential Units Allowed
 - i. Lot Split. A maximum of two residential units, including units which existed at the time of the lot split, may be built on each lot created using the Urban Lot Split provisions set forth in Chapter 78, Article II, Division 6 of this Code. Dwelling units, Accessory

Dwelling Units and Junior ADUs count toward the maximum number of residential units on lots subdivided using the Urban Lot Split provisions set forth in Chapter 78, Article II, Division 6 of this Code.

- ii. No Lot Split. A maximum of four dwelling units may be built on a single lot which is not subdivided using the Urban Lot Split provisions set forth in Chapter 78, Article II, Division 6 of this Code. Any combination of dwelling units, Accessory Dwelling Units and Junior ADUs count toward the four residential unit maximum.

(5) Number of Accessory Dwelling Units Allowed

- i. Accessory Dwelling Units and Junior ADUs may be built pursuant to Section 106-358 of this Code and applicable State law and in conformance with the maximum number of residential units specified in this section.

(6) Maximum Floor Area

- i. No maximum floor area is specified by this section.

(7) Height

- i. Maximum height shall be 14 feet and one story, except that the height limit for dwellings units in the R-1 zoning district shall apply if there are no windows oriented toward any adjacent rear yards.

(8) Setbacks and Separations Between Buildings

- i. Front yard setback: Per the zoning district setback requirements for a primary dwelling unit.
- ii. Side and rear yard: Four (4) feet, except for an existing structure or structure constructed at the same location and to the same dimensions as an existing structure.
- iii. Building separation: No detached dwelling unit shall be closer than six feet to any other accessory building or dwelling unit, Accessory Dwelling Unit or Junior ADU, on the same lot or parcel. The six-foot distance shall be measured from the closet points of the building walls or structure walls. A minimum of four feet shall be maintained between eave overhangs, chimneys, bay windows or any other architectural feature.

(9) Site Coverage

- i. Site coverage and maximum coverage in a front yard area shall be per the standards for the R-1 zoning district. Coverage calculations shall include all structures, including all dwelling units, Accessory Dwelling Units, and Junior ADUs and all non-habitable accessory structures.

(10) Open Space

- i. Ten percent (10%) of the lot or a minimum of 400 square feet, whichever is greater, shall be dedicated for common open space and shall provide amenities such as but not limited to gardening, outdoor seating or furniture, playground equipment, patio, and/or outdoor grill appliance.
- ii. Private open space requirement for each dwelling unit?

(11) Landscaping

- i. Landscaping shall be provided as required by the R-1 zoning district.

(12) Design

- i. Additions or new dwelling units added to a parcel or lot where an existing structure will be retained must match the architectural style of the existing dwelling unit including but not limited to the roof pitch, window size, window type, exterior building materials, lighting fixtures, and paint colors.
- ii. All dwelling units built on a vacant parcel shall use the same architectural style, materials, and colors.
- iii. Accessory Dwelling Units and Junior ADUs shall be designed in conformance with the requirements in Section 106-358 of this Code.
- iv. Each dwelling unit built shall have a separate exterior entrance.
- v. To preserve the single-family appearance of the neighborhood, any dwelling unit other than the front most dwelling unit, or the front most dwelling unit on the front lot, shall be completely screened by other dwelling unit(s) on the lot, landscaping, fencing, or a combination of these.

(13) Parking

- i. A minimum of one off-street parking space shall be provided for each dwelling unit, unless the following apply, in which case no off-street parking is required:
 - a. The parcel is located within one-half mile walking distance of either a high-quality transit corridor, as defined in subdivision (b) of Section 21155 of the Public Resources Code, or a major transit stop, as defined in Section 21064.3 of the Public Resources Code.
 - b. There is a car share vehicle facility located within one block of the parcel.
- ii. Parking location restrictions

- a. Parking shall be in a covered garage or carport, or in a driveway located within a front setback. A driveway is the paved area that is equal to the width of the garage or carport opening plus up to one (1) foot on either side and extending from the garage or carport to the street.
- b. Rear lot parking shall be accessed via an alley if the site has legal access to an alley.

(14) Non-Habitable Accessory Structures

- i. Development of non-habitable accessory structures as dwelling units shall be per the standards for accessory structures in the R-1 zoning district.
- (i) *Short Term Rentals Prohibited.* Any dwelling unit constructed per this section, if offered for rental, shall be rented for a minimum term of 31 consecutive days and shall not be used for short-term rentals.
- (j) *Owner-Occupancy Requirement.* Each applicant for a Two Unit Residential Development shall provide a signed affidavit stating that they intend to occupy one of the dwelling units as their principal residence for a minimum of three years from the date of the approval of the Two Unit Residential Development, unless the applicant is a "community land trust," as defined in clause (ii) of subparagraph (C) of paragraph (11) of subdivision (a) of Section 402.1 of the Revenue and Taxation Code, or is a "qualified nonprofit corporation" as described in Section 214.15 of the Revenue and Taxation Code.
- (k) *Adverse Impact Findings for Denial of Application.*
 - (1) The City may deny the construction of dwelling units per this section if the Building Official makes a written finding, based upon a preponderance of the evidence, that the proposed dwelling unit(s) would have a specific, adverse impact, as defined and determined in paragraph (2) of subdivision (d) of Government Code Section 65589.5, upon public health and safety or the physical environment and that there is no feasible method to satisfactorily mitigate or avoid the impact.
 - (2) An application for a Two Unit Urban Residential Development shall not be rejected solely because it proposes adjacent or connected structures, provided that the structures meet applicable building code standards and are sufficient to allow separate conveyance.
- (l) *Utility Connections.* Utility connections shall be provided per City standards.
- (m) *Application Requirements.* Applications for Two Unit Residential Development shall include all information required by the Planning Department, as shown on official City application forms.

SECTION 6. This Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) (the "common sense exemption") and Section 15378 ("not a project") since it can be seen with certainty that adopting an ordinance to comply with the state law provisions of SB 9 will not have a significant effect on the environment.

Adopting the ordinance is also exempt under Government Code Section 66411.7, subd. (n) which exempts cities' adoption of ordinances implementing that section of SB 9 from CEQA.

SECTION 7. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each and every section, subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 8. The City Clerk shall certify to the passage and adoption of this ordinance, and shall make a minute of the passage and adoption thereof in the records of and the proceedings of the City Council at which the same is passed and adopted. This Ordinance shall take effect immediately, pursuant to the authority conferred upon the City Council by Government Code Section 36937. The City Clerk shall further certify to the adoption and posting of this Ordinance, and shall cause this Ordinance and its certification, together with proof of posting, to be entered in the Book of Ordinances of the Council of this City of San Fernando.

SECTION 9. This ordinance shall go into effect and be in full force effective at 12:01 a.m. on the thirty-first (31st) day after its passage.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of San Fernando this ____ day of _____, ____.

ATTEST:

Celeste T. Rodriguez, Mayor of the City of
San Fernando, California

Julia Fritz, City Clerk

APPROVED AS TO FORM:

Richard A. Padilla, Assistant
City Attorney

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Ordinance No. 1712 which was introduced on _____, ____ and adopted by the City Council of the City of San Fernando, California at a regular meeting thereof held on the ____ day of _____, ____, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this ____ day of _____, ____.

Julia Fritz, City Clerk

URGENCY ORDINANCE NO. U-1707

**AN INTERIM URGENCY ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF SAN FERNANDO, CALIFORNIA, MAKING FINDINGS AND
EXTENDING FOR A PERIOD OF 10 MONTH AND 15 DAYS INTERIM
STANDARDS FOR URBAN LOT SPLITS AND TWO-UNIT RESIDENTIAL
DEVELOPMENT PROJECTS IN SINGLE-FAMILY RESIDENTIAL (R-1) ZONE
PURSUANT TO SENATE BILL 9**

WHEREAS, California Constitution Article XI, Section 7, enables the City of San Fernando (the "City") to enact local planning and land use regulations; and

WHEREAS, the authority to adopt and enforce zoning regulations is an exercise of the City's police power to protect the public health, safety, and welfare; and

WHEREAS, the City desires to ensure that residential development occurs in an orderly manner, in accordance with the goals and objectives of the General Plan and reasonable land use planning principles; and

WHEREAS, on September 16, 2021, California Governor Gavin Newsom signed Senate Bill 9 (SB 9) into law as part of an effort to address the State's housing crisis by streamlining housing production; and

WHEREAS, the new legislation is effective on January 1, 2022, and requires local agencies to ministerially approve urban lot splits and development of two residential units per single family residential lots provided the projects meet certain criteria; and

WHEREAS, the City wishes to balance compliance with State law with the rights still preserved under the new legislation authorizing the City to establish objective zoning, subdivision and design review standards consistent with SB 9 required to approve urban lot splits and two-unit residential development; and

WHEREAS, Government Code section 65858 authorizes the City Council to adopt an urgency ordinance by a four-fifths vote for the immediate preservation of the public health, safety, or welfare, and to prohibit a land use that may be in conflict with a contemplated general plan, specific plan, or zoning proposal that the City Council, Planning and Preservation Commission, or the Community Development Department is considering or studying or intends to study within a reasonable time; and

WHEREAS, State law provides the City with authority to extend an interim standards set forth under Urgency Ordinance No. U-1706 for ten (10) months and fifteen (15) days; and

WHEREAS, on February 10, 2022, the City Clerk published a notice of a public hearing to be held on February 22, 2022, to consider the extension of the interim standards in the *San Fernando Sun* as required by Government Code Section 65858(a); and

WHEREAS, on February 22, 2022, the City Council voted 3-0 to continue consideration of this ordinance to a special City Council meeting on March 1, 2022, to allow for consideration by the full City Council; and

WHEREAS, the City Council, as part of its regular meeting of February 22, 2022, conducted a public hearing to consider the extension of the interim regulations and provided the public with an opportunity to provide comment/testimony on the matter before taking action to approve this Urgency Ordinance.

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

SECTION 1. Urgency Findings

- A. The Recitals above are true and correct.
- B. On January 18, 2022, the City Council adopted Urgency Ordinance No. U-1706 to establish interim regulations and procedures for urban lot splits and two-unit residential development projects pursuant to Senate Bill (SB) 9 (2021); and
- C. Pursuant to California Government Code Section 65858, Urgency Ordinance No. U-1706 expires 45 days after January 18, 2022 (i.e., it expires on March 4, 2022); and
- D. All of the findings cited in Urgency Ordinance No. U-1706 concerning the existence of an immediate and current threat to the public peace, health, safety, and welfare, based on the passage of SB 9 continue to be valid and are incorporated herein by reference because, if the City did not adopt appropriate objective standards for SB 9, SB 9 projects have the potential to significantly impact the character of the City's well established single family neighborhoods and well-thought out community planning and housing strategy and requires further study.
- E. Government Code Section 65858(d) provides in relevant part: Ten days prior to the expiration of the interim ordinance or any extension, the legislative body shall issue a written report describing the measures taken to alleviate the condition which led to the adoption of the ordinance. Said written report is included with the staff report that accompanies this Urgency Ordinance and was published with said staff report on the City's internet homepage as part of the public agenda for the City Council's meeting of February 22, 2022. Said report describes the measures taken to alleviate the conditions which led to the adoption of Urgency Ordinance No. 1706 and the City Council hereby ratifies the written report; and
- F. On February 10, 2022, the City published notice of a public hearing to consider the extension of the interim standards originally established by Urgency Ordinance No. 1706 in the *San Fernando Sun*.

- G. In accordance with Government Code Section 65858(a), and pursuant to the findings stated herein, the City Council hereby finds and declares: (i) that the findings and determinations above are true and correct; (ii) that there exists a current and immediate threat to the public health, safety, and welfare requiring this Urgency Ordinance further extending the interim standards originally established by Urgency Ordinance No. 1706; and (iii) that this Urgency Ordinance is necessary for the immediate preservation of the public peace, health, and safety as set forth herein.

SECTION 2. Continuing Imposition of Interim Regulations. In recognition of the foregoing findings above, the following interim standings initially implement by way of Urgency Ordinance No. U-1706 shall continue to remain in effect for a period of ten (10) months and fifteen (15) following the 45-day expiration of Urgency Ordinance No. U-1706:

- A. Notwithstanding any other ordinance or provision of the San Fernando City Code, no application for a building permit or other land use entitlement shall be approved for a new “urban lot split” or “two-unit development” (whether the project is the construction of two new units or adding a second unit) unless it satisfies all the requirements in Section C of this Ordinance. These interim regulations shall remain in effect for so long as this Ordinance remains in place or until such time as the same are amended by new permanent regulations that comply with new State regulations.
- B. The City shall not approve an application for a new urban lot split and/or two-unit development unless the proposed subdivision and/or housing project satisfies all of the standards below. An application for a new urban lot split and/or two-unit development that satisfies each of the below standards shall be approved by the Community Development Director following a ministerial review for compliance. A proposal for development under this section shall be initiated by an application on a form prescribed by the City together with the required fee.
- C. Except as otherwise provided under this Ordinance or under Government Code Section 65852.21 and Section 66411.7 the following conditions and restrictions shall apply to any proposed urban lot split and two-unit development:

1. Purpose.

The provisions of this section establish interim standards and procedures for projects developed pursuant to the regulations included in state Senate Bill 9 (SB 9).

2. Definitions.

For the purposes of this section, certain words and phrases used in this section are defined as follows:

Front lot means when an urban lot split creates two lots where there was previously one lot, the lot with the most frontage on the primary street shall be considered the front lot.

Rear lot means when an urban lot split creates two lots where there was previously one lot, the lot with the least frontage on the primary street shall be considered the rear lot.

Rear lot front setback means the distance between the front lot line and closest element of a building or structure on the site area of a rear lot created by an urban lot split. The front lot line of such rear lot may also be the rear lot line of the front lot, and shall be the lot line closest to, and parallel to the primary street.

Second primary dwelling unit means a dwelling unit constructed on a lot zoned single-family residential as permitted pursuant to the requirements of this Ordinance and SB 9.

Senate Bill 9 or *SB 9* means the state law passed by the California state senate and approved by the Governor on September 16, 2021. The bill amends Government Code section 66452.6 and adds to sections 65852.21 and 66411.7 of Chapter 162, and takes effect on January 1, 2022.

Two-unit development means a housing development containing two dwelling units on a lot zoned single-family residential (R-1) pursuant to the requirements of this Ordinance and SB 9.

Urban lot split means a parcel map subdivision of a single family residential parcel as permitted pursuant to SB 9 that creates no more than two parcels of approximately equal lot area.

3. Applicability.

The provisions of this section shall apply to residential projects and urban lot splits with Single-Family Residential (R-1) zone that are proposed pursuant to the regulations in SB 9. Except as expressly provided in SB 9 or in this section, all other regulations of the underlying zone of a property developed pursuant to SB 9 shall apply, along with all other applicable regulations related to any urban lot split or two-unit development.

4. General Requirements; Covenant Required.

A property owner seeking to complete an urban lot split, or develop units on a single-family residential property pursuant to the regulations set forth in SB 9 and the standards in this section, shall be subject to the following general requirements, which shall be accepted and acknowledged by the property owner by signing and recording a covenant against the property. The covenant shall be supplied by the City and provide as follows:

- A. The short term rental defined as rentals of any duration less than 31 consecutive calendar days of any units on the site shall be prohibited;
- B. Non-residential uses on the site shall be prohibited;

- C. Any subsequent urban lot split of land that was previously subdivided with an urban lot split shall be prohibited;
- D. The owner of the property for which an urban lot split is proposed shall sign an affidavit stating that the owner intends to occupy one of the housing units as their principal residence for at least three years from the date of the approval of the urban lot split; and
- E. If, pursuant to SB 9, more than one unit is developed on a lot, one of such units shall be rented or leased at a rate affordable to low income tenants, if it is rented. Upon request from the City, the property owner shall furnish a copy of the rental or lease agreement of any unit created by SB 9 that is rented or leased; and
- F. The owner of the property for which an urban lot split is proposed shall sign an affidavit stating that neither the owner nor any person acting in concert with the owner of the parcel being subdivided has previously subdivided an adjacent parcel using an urban lot split as provided for in this section.

5. Urban Lot Split Regulations.

Approval of a tentative parcel map or parcel map for urban lot split shall not result in a subdivision of more than two lots for a single-family residential lot, pursuant to the regulations contained in SB 9 as follows:

- A. No lot resulting from an urban lot split shall be smaller than 1,200 square feet.
- B. The two resulting lots shall be of approximately equal lot area, and not smaller than 48% or larger than 52% of the lot area of the original parcel.
- C. No flag lots shall be created as a result of an urban lot split.
- D. The width of any lot resulting from an urban lot split shall not be less than 75% of the original lot width.
- E. No right-of-way dedications shall be imposed upon urban lot split projects.

6. Maximum Number of Units.

- A. For projects that include an urban lot split, no more than two units may be located on a lot that results from an urban lot split. The units must conform to the objective standards included in this section. Existing and proposed ADUs and Junior ADUs shall be counted toward the maximum number of units permitted.
- B. For projects that do not include an urban lot split, no more than three units (including one ADU, and one Junior ADU) may be located on a site. The units must conform to the objective standards included in this section and as otherwise regulated by ADU or Junior ADU regulations.

- C. No second primary dwelling units shall be permitted on a property already developed with an ADU and/or Junior ADU. No ADU or Junior ADU shall be permitted on a property developed with a second primary dwelling unit.

7. Maximum Unit Size.

No unit constructed pursuant to SB 9 regulations shall be more than 800 square feet in size. For the purposes of this section, basements shall count as floor area.

8. Maximum Unit Height.

No unit constructed pursuant to SB 9 regulations shall exceed 14 feet and one story in height.

9. Setbacks.

- A. Side and rear setbacks. Any units constructed pursuant to the provisions of SB 9 shall have a minimum four foot setback from all side and rear lot lines.
- B. Front setback for a front lot shall be the setback as established in the Zoning Code for R-1 Zone.
- C. Front setback for a rear lot created by the urban lot split shall be ten feet. The front lot line shall be the lot line closest to, and parallel to the primary street.
- D. Setbacks for existing structures. No setbacks shall be required if a unit is constructed within the footprint of an existing structure on a lot.

10. Minimum Width of Building.

The front most unit constructed on a site with street frontage shall have a minimum unit width of 40 feet or 75% of the lot width, whichever is less.

11. Design of Unit.

- A. The front most unit constructed on a front lot shall have a front door facing the street.
- B. Each unit on each lot created by an urban lot split shall have a separate entrance.
- C. Any unit other than front most unit, or the front most unit on the front lot, shall be completely screened by either: 1) other unit(s) on the lot; or 2) landscaping.
- D. Additions or new second primary dwelling units added to sites where an existing structure will be retained must match the architectural style of the existing dwelling including but not limited to the roof pitch, window size, window type, exterior building materials, lighting fixtures, and paint colors.

12. Parking.

- A. Parking required - One uncovered parking space is required for each unit created pursuant to SB 9, unless the parcel upon which the unit is created is within one-half mile of a high quality transit corridor or a major transit stop, or a car share vehicle facility located within one block of the project.
- B. Parking location restrictions
 - 1. Parking shall not be provided within a front setback.
 - 2. Rear lot parking shall be accessed via an alley, if there is an alley.

13. Affordable Rental Rate Required.

If more than one unit is developed on a single lot using SB 9, one of such units shall be available at a rental rate affordable to low income tenants if it is rented. Upon request by the City, a property owner shall furnish the rental or lease agreements for any units rented or leased on a parcel that was developed pursuant to the regulations outlined in this section.

14. Open Space.

Urban dwelling units must provide a minimum of 400 square feet of private open space. The open space must be directly accessible to the unit it serves.

15. Building Separation.

No detached second primary dwelling unit shall be closer than six feet to any other accessory building or primary dwelling unit, on the same lot or parcel. The six-foot distance shall be measured from the closet points of the building walls or structure walls. A minimum of four feet shall be maintained between eave overhangs, chimneys, bay windows or any other architectural feature.

16. Compliance with Standards Cannot Physically Preclude Minimum Unit Size Requirements.

The standards set forth in this Chapter shall not physically preclude the construction of up to two dwelling units per parcel and shall not preclude each unit from being at least 800 square feet in floor area, unless otherwise permitted by law. In such event, the housing development shall comply with the objective standards to the maximum extent necessary as determined by the Community Development Director that will not preclude the construction of up to two units per parcel with at least 800 square feet in floor area.

17. Adverse Impact Findings

The Building Official, or his or her designee, may make a written finding to deny an urban lot split or the construction of units pursuant to the regulations of SB 9. Such findings shall be based upon the preponderance of evidence that the proposed housing development project would have a specific, adverse impact (as defined in paragraph (2) of subdivision (d) of Government Code Section 65589.5) upon the public health and safety or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact.”

SECTION 3. Written Report Required by Government Code Section 65858(d).

The City Council hereby adopts as its written report required by Government Code Section 65858(d), the published staff report that accompanied this Urgency Ordinance for the Public Hearing held February 22, 2022. The staff report is included as part of the City’s online agenda archive and photocopies can also be made available to interested members of the public upon request.

SECTION 4. CEQA Finding.

The City Council hereby finds that this Ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) (the “common sense exemption”) and Section 15378 (“not a project”) since it can be seen with certainty that adopting an ordinance to comply with the state law provisions of SB 9 will not have a significant effect on the environment. Adopting the Urgency Ordinance is also exempt under Government Code Section 66411.7, subd. (n) which exempts cities’ adoption of ordinances implementing that section of SB 9 from CEQA.

SECTION 5. Penalty.

Violation of any provision of this Ordinance shall constitute a misdemeanor and a civil violation subject to the penalties provided for under Article II (General Penalties) and Article III (Administrative Penalties – Citations) of Chapter 1 (General Provisions and Penalties of the San Fernando City Code. Each and every day such a violation exists shall constitute a separate and distinct violation of this Ordinance. In addition to the foregoing, any violation of this Ordinance shall constitute a public nuisance and shall be subject to abatement as provided by all applicable provisions of law.

SECTION 6. Severability.

If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.


SECTION 7. Savings Clause.

Neither the adoption of this Ordinance nor the repeal or amendment by this Ordinance of any ordinance or part or portion of any ordinance previously in effect in the City, or within the territory comprising the City, shall in any manner affect the prosecution for the violation of any ordinance, which violation was committed prior to the effective date of this Ordinance, nor be construed as a waiver of any license, fee or penalty or the penal provisions applicable to any violation of such ordinances.

SECTION 8. Effective Date And Extension Of Urgency Ordinance

If adopted by at least four-fifths vote of the City Council, this Urgency Ordinance shall be effective commencing as the 45-day expiration date of Urgency Ordinance No. 1706 (the "Effective Date"). This Urgency Ordinance shall, in turn, expire, and its standards and requirements shall terminate, ten (10) months and fifteen (15) from the Effective Date, unless extended by the City Council at a noticed public hearing, pursuant to Government Code Section 65858.

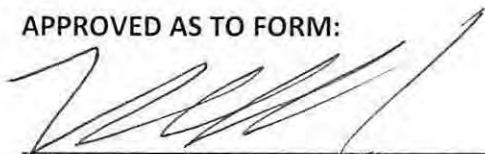
PASSED, APPROVED AND ADOPTED by the City Council of the City of San Fernando at a special meeting held on this 1st day of March, 2022.


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

ATTEST:


Julia Fritz, City Clerk

APPROVED AS TO FORM:


Richard Padilla, Assistant City Attorney

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing Interim Urgency Ordinance No. U-1707 was adopted at a special meeting of the City Council of the City of San Fernando, California held on the 1st day of March, 2022 by the following vote of the City Council:

AYES: Rodriguez, Montañez, Ballin, Pacheco, Mendoza - 5

NAYS: None

ABSENT: None

ABSTAINED: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this 7th day of March, 2022.



Julia Fritz, City Clerk

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ATTACHMENT "D"

Standards Planning and Preservation Commission Favored From Other Cities	Addressed in SFMC/ Draft SB 9 Ordinance/ Comprehensive design or landscaping standards	Code Section
<p>8. New dwellings are limited to 800 sq. ft.</p> <p>9. New dwelling units are restricted to 16 feet or height of existing structure (whichever is more restrictive).</p> <p>10. Each unit is required to provide space for three, 90-gallon trash carts (out of public view and not in the front yard setback).</p> <p>11. Each principal dwelling unit must have its own direct utility connection to all utility service providers.</p> <p>12. Mailboxes shall be co-located for all units in one location.</p> <p>13. Location of a properly permitted and vented (tankless or tank type) water heater for each dwelling shall be indicated on site plan of project.</p>	<p>to the roof pitch, window size, window type, exterior building materials, lighting fixtures, and paint colors. See 6 above.</p> <p>Proposed Ordinance restricts new units to be 800 sq. ft. maximum.</p> <p>Proposed Ordinance restricts the height limit to 14 feet and one-story.</p> <p>Current SFMC has standards for size and location of trash containers storage.</p> <p>Proposed Ordinance requires utility connection.</p> <p>Mailbox locations and size are regulated by the US Postal Service. Current SFMC requires City Council approval for mailboxes in the right-of-way.</p> <p>This is a standard requirement for Site Plan Review and Building permit review.</p>	<p>Section 106-359(h)(1)</p> <p>Section 106-359(h)(7)(i)</p> <p>Section 106-896</p> <p>Section 78-186(b)(7)</p> <p>Section 74-193</p>

ATTACHMENT "D"

Standards Planning and Preservation Commission Favored From Other Cities	Addressed in SFMC/ Draft SB 9 Ordinance/ Comprehensive design or landscaping standards	Code Section
<p>14. Air conditioner condensers shall be located a minimum of five feet from any adjacent property line; noise level shall not exceed 65 dB at any property line.</p> <p>15. More restrictions for roof-mounted mechanical equipment or such equipment in front yard setback.</p> <p>16. Dwelling units must satisfy LEED (Leadership in Energy and Environmental Design) at Platinum Level (allowing flexibility to owners/designers but still minimizing environmental impacts).</p> <p>17. No exposed plumbing or conduits allowed.</p> <p>18. No rooftop decks are permitted on new or remodeled structure(s).</p> <p>19. No window or door of a dwelling that is constructed on the lot after the urban lot split may have a direct line</p>	<p>Current SFMC limits noise in residential area to 55 dB(A). Provision for condensers location can be considered for all residential.</p> <p>Current SFMC has standards for solar energy system installations and satellite on roofs. Standards for equipment in the front yard setback can be incorporated as part of the comprehensive approach for objective design standards for all residential properties.</p> <p>Items 16 to 21 are proposed to be addressed in the comprehensive objective design standards that apply to all residential structures.</p>	<p>Section 34-27</p> <p>Section 106-1211(b)</p>

ATTACHMENT "D"

Standards Planning and Preservation Commission Favored From Other Cities	Addressed in SFMC/ Draft SB 9 Ordinance/ Comprehensive design or landscaping standards	Code Section
<p>of sight to an adjoining residential property.</p> <p>20. All exterior lighting limited to down-lights.</p> <p>21. A minimum 3-foot wide continuously paved flat surface pathway required from each public sidewalk to front door of each dwelling.</p>		
<p>Development Standards for Lot & Landscaping:</p> <p>22. Allow Flag Lot and require a minimum of 4-foot wide pedestrian access to the rear lot, in addition to any driveway requirement.</p> <p>23. Private open space to be a minimum of 200 sq. ft. required on ground level for all units (new or existing).</p> <p>24. At least one 15-gallon sized plant shall be provided for every five linear feet of exterior wall, OR at least one 24-inch box sized plant shall be provided for every 10 linear feet of exterior wall.</p> <p>25. Easement agreement shall be provided with each public service provider and recorded on the TPM, <i>for horizontally-split lots where the second lot does not abut</i></p>	<p>Proposed Ordinance allows a flag lot to be created and has requirement for driveway and pedestrian access.</p> <p>Proposed Ordinance requires 150 sq. ft. of private open space that is consistent with the requirements for residential zone.</p> <p>Current SFMC allows the City to require street tree(s) to be planted as part of the approval.</p> <p>Proposed Ordinance requires an easement for utilities.</p>	<p>Section 78-186(b)(6) & Section 106-359(h)(13)(ii)(a)</p> <p>Section 106-359(h)(10)</p> <p>Section 98-37 and Section 106-763</p> <p>Section 78-187</p>

ATTACHMENT "D"

Standards Planning and Preservation Commission Favored From Other Cities	Addressed in SFMC/ Draft SB 9 Ordinance/ Comprehensive design or landscaping standards	Code Section
<i>to a public right-of-way or alley.</i>		
26. All landscaping that was disturbed during construction shall be replaced and/or revitalized.	Current SFMC requires a landscape plan showing existing area, including landscape to be disturbed and proposed landscape showing how the disturbed area will be restored. This is also a standard condition of approval for any type of development.	Section 94-308
27. New landscaping shall be water efficient.	Current SFMC requires landscaped areas or altered landscaped areas be designed to ensure efficient use of water.	Section 94-307
28. A trash cart storage area required for each dwelling unit, including ADUs, not visible from the public street.	Current SFMC requires trash containers in a storage location not visible from any public right-of-way, excluding alleys.	Section 70-103 and Section 106-896
29. Landscape architect-stamped plans with drought-tolerant plants required.	Current SFMC has this requirement.	Section 94-307(c)
30. Landscape screening must be planted and maintained between each dwelling and adjacent lots (but not right-of-way).	Proposed Ordinance requires screening of the back units.	Section 106-359 (h)(12)(v)
31. Mature trees must not be removed; certain removal of other trees are allowed with replacement.	Proposed to be addressed in the comprehensive landscape standards that apply to all properties.	

ATTACHMENT "D"

Standards Planning and Preservation Commission Favored From Other Cities	Addressed in SFMC/ Draft SB 9 Ordinance/ Comprehensive design or landscaping standards	Code Section
32. Units on a lot resulting from an urban lot split may not be owned or conveyed separately from each other. 33. Condominium air space divisions and common interest developments are not permitted.	SB 9 allows separate conveyance. Will study further. SB 9 allows separate conveyance. Will study further.	

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Councilmember Joel Fajardo

Date: January 17, 2023

Subject: Consideration and Discussion Regarding Meeting Time for Special Meeting Closed Session Agenda Items

RECOMMENDATION:

I have placed this item on the agenda for City Council discussion to set a time for meetings with closed session agenda items.

BACKGROUND/ANALYSIS:

See Attachment "A" that was submitted to request to agendize this item for the January 3, 2023 City Council Meeting.

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 Joel Fajardo	TITLE Councilmember
----------------------	------------------------

ITEM INFORMATION

SUBJECT *Title of the item you are requesting to be agendized.*

Meeting Times for Closed-Session Agenda Items

PRIORITIES <i>Is this included in the current FY priorities?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	BUDGET <i>Is this a budgeted item?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	FISCAL IMPACT <i>Is there a fiscal impact? If yes, indicate amount.</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No \$
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BACKGROUND/ANALYSIS *Provide the reason you are requesting this item be agendized.*

This is to set a time for meetings with closed-session agenda items.

ATTACHMENTS *Do you have any attachments to include?*

☐ Yes ☒ No

RECOMMENDATION *Indicate the direction you are recommending.*

I recommend that the City Council set a time for meetings with closed-session agenda items.

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AGENDA REPORT

To: Vice Mayor Mary Mendoza and Councilmembers

From: Mayor Celeste T. Rodriguez

Date: January 17, 2023

Subject: Consideration and Discussion Regarding Revised 2021-2026 Citywide Strategic Goals and Updates to the Ad Hoc Committee Assignments

RECOMMENDATION:

I have placed this item on the agenda for the City Council to:

- a. Review and approve the revised 2021-2026 Citywide Strategic Goals; and
- b. Review and approve the recommended Ad Hoc Committee Assignments.

BACKGROUND:

1. On December 12, 2022, the City Council conducted the annual reorganization and selected Councilmember Celeste T. Rodriguez to serve as Mayor and Councilmember Mary Mendoza to serve as Vice Mayor. The terms of office of the Mayor and Vice Mayor shall be for one year, or until their successors have been chosen.
2. Pursuant to Section 11.2 of the City Council Procedural Manual, the annual City Council reorganization involves, in part, new (or re-appointed) liaison appointments.
3. On January 3, 2023, the City Council approved Liaison Assignments and discussed consideration to bring back an item at the January 17, 2023 meeting that aligns the Ad Hoc Committee appointments with the City's Strategic Goals.

ANALYSIS:

Strategic Goals

The City of San Fernando has adopted Strategic Goals, which serve as guiding principles to staff when developing the budget and recommending new projects and programs.

Consideration and Discussion Regarding Revised 2021-2026 Citywide Strategic Goals and Updates to the Ad Hoc Committee Assignments

Page 2 of 3

The current goals were first established in April 2021, and were approved for Fiscal Years 2021-22 through 2025-26. The Strategic Goals are meant to be reviewed annually and may be amended by City Council, as needed. The Strategic Goals Ad Hoc Committee (Rodriguez, Montanez) has met regularly over the last year to review the Strategic Goals and recommend revisions to ensure they remain clear and relevant. The recommended revised 2021 – 2026 Citywide Strategic Goals are included as Attachment “A.”

In order to ensure the Strategic Goals remain a living document with the ability to respond to emerging needs of the San Fernando community, the Ad Hoc has also worked with staff to develop a public survey to gather more information regarding progress and priorities. The survey is currently in beta testing and is set to be released on January 20, 2023.

Ad Hoc Committees

Ad Hoc Committees are a method of advancing city priorities. They typically consist of two Councilmembers, have a clear and definite scope, and dissolve upon completion of the scope, unless otherwise extended by the City Council with a revised scope. Ad Hoc committees are less formal than standing committees and are, therefore, not subject to the requirements of the Ralph M. Brown Act. Pursuant to Section 12.1 of the City Council Procedures Manual, the Mayor may, subject to concurrence of a majority of the City Council, designate standing and ad hoc committees and make appointments to all committees.

Mayor Rodriguez is recommending to align Ad Hocs and Ad Hoc Committee appointments (Attachment “B”) with the City’s Strategic Goals in order to proactively advance the city’s goals. She also recommends dissolving Ad Hoc committees that have completed their scope. All Councilmembers have been offered an opportunity to meet with the Mayor to share their strengths and interests in order to inform the Ad Hoc committee assignments. In addition to meeting regularly with staff to move projects, policies and priorities forward, each Ad Hoc is asked to develop metrics to set goals and measure progress, as well as host quarterly public meetings in order to provide updates to the public and gain feedback from the community.

BUDGET IMPACT:

The City Council annual updates to the Ad Hoc Committees are included in the City Clerk Department’s regular work plan and, therefore, are incorporated in the Fiscal Year 2022-2023 Adopted Budget.

Consideration and Discussion Regarding Revised 2021-2026 Citywide Strategic Goals and Updates to the Ad Hoc Committee Assignments

Page 3 of 3

CONCLUSION:

It is recommended to review each Ad Hoc Committee during the City Council reorganization each year to determine the necessity to extend.

ATTACHMENTS:

- A. Proposed 2021 – 2026 Citywide Strategic Goals
- B. Proposed Ad Hoc Committee Assignment List



STRATEGIC GOALS

HISTORIC AND VISIONARY **CITY-WIDE STRATEGIC GOALS** **5-YEAR OUTLOOK** **FISCAL YEARS 2021 through 2026**

INTRODUCTION

Strategic Goals serve as a road map to establish policies and programs that provide a safe and clean environment, maximize the quality of life in San Fernando, and enhance City services. These goals are achievable through allocating City resources as well as leveraging collaboration with federal, state and county governments and local non-profit organizations to secure resources and funding opportunities.

The *2021-2026 City-wide Strategic Goals* articulate goals and objectives that the City of San Fernando will work to achieve over a five-year period. The Strategic Goals provide context for budget development and revenue priorities to ensure the City Council, City Manager, Department Directors, City Commissions and all city employees are working to achieve the City's long-term vision, goals and objectives. The Strategic Goals are reviewed annually and will be amended by City Council as needed.

Adopted: April 19, 2021

Revised: January 2023 (TBD)

City-Wide Strategic Goals: Fiscal Years 2021-2026

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FOCUS ON COMMUNITY FIRST

Goal:

The City of San Fernando is committed to providing a high standard for service, safety, and quality of life for San Fernando taxpayers. The City works to increase opportunities and support for residents to secure their basic needs and connect residents to support services. These outcomes can be achieved by enhancing public safety, increasing access to City services and programs, and keeping the community informed through outreach and transparency initiatives.

Strategies:

- 1) Provide opportunities for community engagement to further develop strategic goals, ensure strategic goals are consistent with community needs, and create a public engagement policy and strategy to proactively seek community feedback on major City decisions.
- 2) Ensure San Fernando Police Department has adequate resources for personnel, equipment, training and community-based policing options.
- 3) Improve the City's use of technology to enhance customer service, work more efficiently and make it easier to conduct business with the City, improve transparency, and increase community access to broadband.
- 4) Explore opportunities to expand recreation and community service programs, senior programs, and healthy lifestyle initiatives.
- 5) Implement the Homeless Action Plan and related policies to support unsheltered and under housed individuals and families.
- 6) Expand collaboration with Public-Private Partnerships (PPP's) and local Community-Based Organizations (CBO's) to support San Fernando in achieving key strategic goals.

City-Wide Strategic Goals: Fiscal Years 2021-2026

Page 3 of 9

CULTIVATING A STRONGER LOCAL ECONOMY

Goal:

The City of San Fernando is committed to pursuing economic development opportunities to bolster the City's revenue, enhance the health of the business climate, and highlight the City's rich history, culture, music, arts, Native American, and Latin American roots. Enhancing the local economy provides the resources to fund top-notch City services, programs, and infrastructure.

Strategies:

- 1) Provide technical and financial assistance programs for small business retention, expansion and recruitment. Establish programs that support a "One-Stop Business Center."
- 2) Create a Downtown Master Plan to enhance the historic downtown business corridor through architectural design and signage standards, business development support and pedestrian focused improvements.
- 3) Attract and retain private investment in all of the City's business corridors and support place-making efforts. Attract well-paying jobs to the City's industrial and commercial corridors by focusing on growing industries including, but not limited to, climate resiliency research and development, clean energy, emerging technologies, cultural arts, culinary arts, and entertainment options.

City-Wide Strategic Goals: Fiscal Years 2021-2026

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PRESERVE BEAUTIFUL HOMES AND NEIGHBORHOODS

Goal:

The City of San Fernando is committed to facilitating common-sense housing policy to preserve the charm of San Fernando and provide natural, safe, neighborhood-centered spaces for residents to play and be active.

Strategies:

- 1) Promote home ownership and first time homeowner programs, particularly programs that provide home ownership opportunities for current San Fernando residents/renters.
- 2) Explore programs that provide technical assistance, architectural guidance, and financial support for the preservation and restoration of historic residential homes, and rehabilitation assistance for low- to moderate-income homeowners.
- 3) Support historic preservation programs, including Los Angeles Unified School District efforts to restore and rehabilitate the historic San Fernando Auditorium and Morningside Auditorium to be as a public theatre.
- 4) Educate property owners on property maintenance standards to protect the charm and character of the City's neighborhoods.
- 5) Invest in enhancing parks, park amenities, and accessibility at all of the City's recreational parks, natural parks and open spaces.

City-Wide Strategic Goals: Fiscal Years 2021-2026

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STRENGTHEN CLIMATE RESILIENCE AND ENVIRONMENTAL JUSTICE

Goal:

The City of San Fernando is committed to protecting public health, natural resources, and local water independence by being a leader in promoting conservation, energy efficiency, sustainability, reducing climate-related risks, and increasing climate resilience and adaptation.

Strategies:

- 1) Strengthen the City's urban forest by continuing to invest in tree planting and tree care efforts, which will improve air quality, expand native habitat and address extreme heat and heat island impacts.
- 2) Safeguard the City's water quality and local water supply through conservation programs, landscape regulations, water capture, smart-technology and equipment upgrades and other programs to reduce water usage with the goal of maintaining 100% water independence.
- 3) Reduce the City's carbon footprint through energy efficient facility improvements, aggressive waste and food reduction, recycling and reuse, and alternative energy vehicles and equipment.
- 4) Advocate for, and leverage funding opportunities through federal, state, and regional agencies to connect residents and businesses to sustainability and conservation financial resources.

City-Wide Strategic Goals: Fiscal Years 2021-2026

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ENHANCE PUBLIC TRANSPORTATION TO MOVE SAN FERNANDO

Goal:

The City of San Fernando is committed to enhancing regional and local public transportation options that benefit residents, employees, visitors, and customers of San Fernando businesses and cultural institutions.

Strategies:

- 1) Enhance public transit by providing affordable access to the Mission City Transit system (i.e. Trolley) and improve Trolley stops by making them more user friendly, attractive, clean and architecturally consistent.
- 2) Improve the City's pedestrian and bike trail network, services, and accessibility, including increased maintenance of the Mission City Bike Trail and completion of the Pacoima Wash Bike Path.
- 3) Support and prioritize deployment of electric and alternative fuel vehicles through the promotion of electric charging stations and other clean fuel options.
- 4) Ensure the East San Fernando Valley Regional Light Rail and Metrolink projects servicing San Fernando complement and enhance existing public transportation options without causing undue hardship to traffic, pedestrian and parking systems.
- 5) Pursue funding to construct projects identified in Metro's First/Last Mile Plan, the City's Safe and Active Streets Plan, and other planning efforts that support access to public transportation and pedestrian-focused improvements.

City-Wide Strategic Goals: Fiscal Years 2021-2026

Page 7 of 9

BUILD RELIABLE AND RESILIENT INFRASTRUCTURE

Goal:

The City of San Fernando is committed to increasing capital expenditures to address critical infrastructure needs, including, but not limited to, addressing deferred maintenance of City buildings, streets, water and sewer systems, and sidewalks.

Strategies:

- 1) Invest in water and sewer infrastructure through risk, resiliency and redundancy improvements, infiltration projects, treatment systems, and storage enhancements.
- 2) Maximize annual street paving and sidewalk repair by leveraging multiple sources of federal, state, county and private funding.
- 3) Beautify the Civic Center through investment in public buildings, landscaping and infrastructure, including modernizing the City's Police Station and City Hall.

City-Wide Strategic Goals: Fiscal Years 2021-2026

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FORGE FINANCIAL STRENGTH AND STABILITY

Goal:

The City of San Fernando is committed to managing taxpayer funds responsibly, growing the City's revenue streams and protecting minimum reserve balances in accordance with adopted Comprehensive Financial Policies.

Strategies:

- 1) Ensure transparency and engagement opportunities for stakeholders to provide input on management of City resources, including special tax measures and budget priorities.
- 2) Review and update the City's Comprehensive Financial Policies biannually.
- 3) Implement strategies to reduce long-term pension and other post-employment benefits (i.e. retiree health) liabilities.
- 4) Focus on grant funding to raise significant resources to implement strategic goals and priority projects.
- 5) Continue to submit and receive the Government Financial Officers Association (GFOA) Awards for Excellence in Financial Reporting and Budget Preparation.

City-Wide Strategic Goals: Fiscal Years 2021-2026

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EMERGENCY PREPAREDNESS: SUPPORTING THE COMMUNITY

Goal:

The City of San Fernando is committed to preparing City staff and community members to be safe before, during, and after an emergency or natural disaster, including but not limited to, earthquakes, wildfires, wind events, extreme heat, floods, and pandemics. Effective emergency management requires adequate training and preparation before an emergency, decisive action and coordination during the response, leveraging resources during the recovery, and providing timely information and clear communication throughout.

Strategies:

- 1) Continually review and update the Emergency Operations Plan, including providing Emergency Operations Center training to City staff and emergency response personnel to ensure effective inter-department and inter-agency coordination during an emergency response.
- 2) Foster relationships with regional agencies, local businesses, and community based organizations to improve the City's emergency response capacity through partnerships and mutual aid.
- 3) Increase capability to disseminate timely and relevant information to the community through effective communication channels and community partners.
 - a. Leverage community partnerships to maximize outreach during emergency response and recovery, including financial assistance and other resources available to residents and businesses.
 - b. Utilize emergency communication capability (ALERT San Fernando) appropriately to ensure important information is actively pushed out to the community.
- 4) Leverage federal, state, and regional resources through the Federal Emergency Management Agency (FEMA), California Office of Emergency Services (CalOES), mutual aid from Los Angeles County and surrounding cities to increase our capacity and ability to effectively prepare, respond, and recover from an emergency.

AD HOC NAME		CITY COUNCIL MEMBERS	SCOPE	STRATEGIC GOAL SUPPORTED	NOTES
1/4/21	Strategic Goals and Community Outreach Formerly: Strategic Goals <u>Responsible Staff:</u> Administration <u>Meeting Frequency:</u> At least one community meeting per quarter until dissolved	Rodriguez Montañez	Review information and develop recommendations to City Council to update the City Council's Strategic Goals each year to ensure they remain relevant, communicate related accomplishments to the community through updated goals and annual reports, and solicit community feedback related to City Council goals through community surveys and other forms of outreach; review information and develop recommendations to City Council on efforts toward increasing community engagement; and make related recommendations to City Council. Develop metrics related to the associated strategic goal to measure progress towards the goal.	All Strategic Goals	Revised title and scope to better reflect the Ad Hoc's responsibilities. Former scope will be used as basis for new Economic Development/Downtown Master Plan Ad Hoc.
02/16/21	Homeless Committee <u>Responsible Staff:</u> Community Development <u>Meeting Frequency:</u> At least one community meeting per quarter until dissolved	Montañez Rodriguez	Review information and develop recommendations to City Council related to addressing homelessness in San Fernando, including, but not limited to: Review of consultants to execute Homeless Action Plan; Provide guidance regarding community outreach as part of a Homeless Action Plan strategies; Review proposed ordinances, resolutions, and policies that impact the homeless population in San Fernando; Review the City's annual Point in Time (PIT) homeless count, and other homeless policy related items that require additional study; and make related recommendations to City Council.	Focus on Community First	Updated scope to acknowledge establishment of Homeless Action Plan.

AD HOC NAME		CITY COUNCIL MEMBERS	SCOPE	STRATEGIC GOAL SUPPORTED	NOTES
10/17/22	Diversity, Equity, & Inclusion <u>Responsible Staff:</u> Administration City Clerk <u>Meeting Frequency:</u> To Be Determined	Mendoza Rodriguez	Review information and develop recommendations to City Council related to preparation of a statement on City's position on diversity, equity and inclusion, review of the City's policies and practices, and assist with developing related policies and guidelines, as necessary; and make related recommendations to City Council. (Recommend review during City Council re-org each year to determine necessity to extend)	Focus on Community First	Recommend reviewing scope
1/3/2023	Economic Development/ Downtown Master Plan <u>Responsible Staff:</u> Community Development Administration <u>Meeting Frequency:</u> At least one community meeting per quarter until dissolved	Solorio Montañez	Review information and develop recommendations to City Council for selection of a consultant and an outreach plan for the Downtown Master Plan, including review of prior economic development studies, Specific Plans, and other planning/visioning documents and their related public outreach/engagement process; and make related recommendations to City Council. Additionally, Ad Hoc members would represent the City at Economic Development organizations and events (e.g. VEA, VICA, ICSC, etc.) Develop metrics related to the associated strategic goal to measure progress towards the goal.	Cultivating a Stronger Local Economy	New Ad Hoc.

AD HOC NAME		CITY COUNCIL MEMBERS	SCOPE	STRATEGIC GOAL SUPPORTED	NOTES
6/21/21	<p>San Fernando Beautification Program</p> <p><u>Responsible Staff:</u> Public Works Recreation & Community Services</p> <p><u>Meeting Frequency:</u> At least one community meeting per quarter until dissolved</p>	Montañez Rodriguez	Review information and develop recommendations to City Council related to the beautification program concepts, including, but not limited to, identifying community clean-up project events and available city resources to provide the community with clean streets, parks, trails, public parking facilities, etc. within the City, under the direction of the City Manager; develop policy recommendations for Mural guidelines on public property, including, but not limited to, City-owned buildings, parks, utility boxes, sidewalks, medians, and other publicly owned assets. Additionally, review artist concepts and renderings for all proposed murals on public land, including the <i>100-year Anniversary of Womens' Right to Vote Mural</i> and <i>Elias Rodriguez</i> murals; and make related recommendations to City Council. Develop metrics related to the associated strategic goal to measure progress towards the goal.	Preserve Beautiful Homes and Neighborhoods	

AD HOC NAME		CITY COUNCIL MEMBERS	SCOPE	STRATEGIC GOAL SUPPORTED	NOTES
03/01/21	Accessory Dwelling Unit (ADU) Committee <u>Responsible Staff:</u> Community Development <u>Meeting Frequency:</u> At least one community meeting per quarter until dissolved	Fajardo Mendoza	Review information and develop recommendations to City Council related to addressing updates to the Municipal Code to address ADU's; review proposed ordinances, resolutions and planning and development impacts in San Fernando.	Preserve Beautiful Homes and Neighborhoods	
2/19/19	Green City Formerly: Green City/Street and Parkway Tree (combined/renamed 9/8/20) <u>Responsible Staff:</u> Public Works <u>Meeting Frequency:</u> At least one community meeting per quarter until dissolved	Pacheco Solorio Montañez	Review information and develop policy recommendations to City Council related to the City's environmental related programs, including environmental programs available to City residents, public outreach efforts, City Hall programs to decrease carbon footprint, street and parkway trees, and other Green City items that require additional study; and make related recommendations to City Council. Develop metrics related to the associated strategic goal to measure progress towards the goal.	Strengthen Climate Resilience and Environmental Justice	

AD HOC NAME		CITY COUNCIL MEMBERS	SCOPE	STRATEGIC GOAL SUPPORTED	NOTES
4/2/13	Local Transit and Mobility Formerly: East San Fernando Valley Transit Corridor <u>Responsible Department:</u> Public Works <u>Meeting Frequency:</u> At least one community meeting per quarter until dissolved	Fajardo Mendoza	Review information and develop policy recommendations to City Council related to local transportation and mobility in San Fernando, including Metro Light Rail (ESFVTC) policy related items that require additional study, implementing the Safe and Active Streets Plan, support for vehicle electrification, efforts to increase use of the Mission City Bike Trail, and other transportation related efforts. Develop metrics related to the associated strategic goal to measure progress towards the goal.	Enhance Public Transportation to Move San Fernando	Recommend renaming Ad Hoc and adjusting scope to include all transit related efforts, including Safe and Active STreets.
4/19/21	COVID-19 Relief Program Effective 4/19/21 Formerly: "CDBG" <u>Responsible Staff:</u> Administration <u>Meeting Frequency:</u> At least one community meeting per quarter until dissolved	Solorio Rodriguez	Review information and develop recommendations to City Council for local COVID-19 economic relief programs and related funding, including, but not limited to, funding made available through the American Rescue Plan Act, additional CDBG-CV allocations, and any other funding sources available to provide local economic relief to businesses, residents, and the City. <i>(Recommend dissolving once City Council has established local COVID-19 Relief Programs funded through available funding source)</i>	COVID-19: Responding to a Pandemic	

AD HOC NAME		CITY COUNCIL MEMBERS	SCOPE	STRATEGIC GOAL SUPPORTED	NOTES
1/7/19	City General Plan Update (renamed 8/5/2019) <u>Responsible Staff:</u> Community Development <u>Meeting Frequency:</u> Quarterly until dissolved	Mendoza Pacheco	Review information and develop policy recommendations to City Council related to updating the City's General Plan, including evaluating potential funding sources, reviewing draft plan amendments with staff, provide feedback related to public outreach efforts, and other General Plan items that require additional study. (Recommend dissolving upon adoption of an updated General Plan)		The City is not working on a General Plan update and does not currently have funding to do so. Recommend sunseting Ad Hoc until such time the City is in a position to move forward with a General Plan Update.
2/18/20	100-Year Anniversary of Women's Right to Vote <u>Responsible Staff:</u> RCS <u>Meeting Frequency:</u> As necessary until dissolved	Ballin Mendoza	Review information and develop recommendations for commemorating the women's suffrage movement that culminated in the passage of the 19th Amendment to the United States Constitution. (Recommend dissolving upon completion of a proper recognition event)		This Ad Hoc has completed its established scope. Recommend sunseting and combining related duties with the Beautification (mural) Program Ad Hoc.
2/18/20	Mural Program <u>Responsible Staff:</u> RCS <u>Meeting Frequency:</u> As necessary until dissolved	Ballin Rodriguez	Review information and develop policy recommendations for Mural guidelines on public property, including, but not limited to, City-owned buildings, parks, utility boxes, sidewalks, medians, and other publicly owned assets. Additionally, review artist concepts and renderings for all proposed murals on public land, including the 100-year Anniversary of Womens' Right to Vote Mural and Elias Rodriguez murals; and make related recommendations to City Council. (Recommend dissolving upon adoption of Mural Program Policy)		Recommend sunseting and combining duties with Beautification Ad Hoc.

AD HOC NAME		CITY COUNCIL MEMBERS	SCOPE	STRATEGIC GOAL SUPPORTED	NOTES
6/15/20	Public Safety <u>Responsible Staff:</u> Police Department <u>Meeting Frequency:</u> As necessary until dissolved	Mendoza Pacheco	Review information and develop policy recommendations to a Public Safety Commission/Committee, including reviewing the Public Safety structures and other public safety commission/committee related items that require additional study. (Recommend review during City Council re-org each year to determine necessity to extend)		This Ad Hoc has completed its established scope. Recommend sunseting.
1/4/21	Safe and Active Streets <u>Responsible Staff:</u> Public Works <u>Meeting Frequency:</u> To be Determined	Rodriguez Montañez	Review information and develop policy recommendations related to the safe and active streets plan, including serving on the technical advisory committee and other related items that require additional study. (Recommend dissolving upon adoption of a Safe and Active Streets Implementation Plan)		This Ad Hoc has completed its established scope. Recommend sunseting.
10/18/21	Compana De Libertad (Liberty Bell) Committee <u>Responsible Staff:</u> Public Works <u>Meeting Frequency:</u> To Be Determined	Montañez Rodriguez	Review information and develop recommendations to City Council related to a dedication ceremony and identifying a permanent location to display the Liberty Bell; and make related recommendations to City Council. (Recommend dissolving upon installation of the Liberty Bell)		Multiple delays in dedication plan. Recommend sunseting Ad Hoc until organizers are able provide an update.

AD HOC NAME		CITY COUNCIL MEMBERS	SCOPE	STRATEGIC GOAL SUPPORTED	NOTES
04/04/22	Commissions/Commissioner Policy Committee <u>Responsible Staff:</u> Administration City Clerk <u>Meeting Frequency:</u> To Be Determined	Ballin Mendoza	Review information and develop recommendations to City Council related to policy and procedures addressing potential updates to the Municipal Code regarding Commissions, including but not limited to, extended unscheduled vacancy, re-organization of Chair and Vice Chair, developing a Commissioner Handbook. (Recommend review during City Council re-org each year to determine necessity to extend)		No updates from Ad Hoc. Recommend sunseting Ad Hoc.

STANDING COMMITTEES: None, as of this update.

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Councilmember Mary Solorio

Date: January 17, 2023

Subject: Consideration to Appoint Representatives to Serve as Commissioners to the Education, Transportation and Public Safety, Parks, Wellness and Recreation, and Planning and Preservation Commissions

RECOMMENDATION:

I have placed this on the agenda (Attachment "A") to recommend that City Council:

- a. Approve David Govea to be appointed as my representative to the Education Commission (Attachment "B");
- b. Approve Ivan Gonzalez to be appointed as my representative to the Transportation and Public Safety Commission (Attachment "C");
- c. Approve Erica Friend to be appointed as my representative to the Parks, Wellness and Recreation Commission (Attachment "D"); and
- d. Approve Francisco Solorio to be appointed as my representative to the Planning and Preservation Commission (Attachment "E").

BACKGROUND/ANALYSIS:

1. Due to the November 8, 2022 General Municipal Election, changes to the members of the City Council along with the annual City Council reorganization, prompts a review of City Council Liaison assignments, Ad Hoc Committee assignments and Committee/Commission appointments.
2. Per the City's Code (Attachment "F"), each Councilmember may appoint one Commissioner to each Commission (i.e., Planning and Preservation Commission; Parks, Wellness, and Recreation Commission; Transportation and Safety Commission; and Education Commission), with such appointment to be ratified by the full City Council. For appointment consideration, interested residents must submit an application to the nominating Councilmember, at which time the proposed appointment is brought back to the City Council to approve and ratify.

Consideration to Appoint Representatives to Serve as Commissioners to the Education, Transportation and Public Safety, Parks, Wellness and Recreation, and Planning and Preservation Commissions

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3. On January 9, 2023, David Govea submitted an application (Attachment "B") seeking consideration as my representative appointed to the Education Commission. The appointment would replace the Commissioner appointed by former Vice Mayor Hector A. Pacheco.
4. On January 9, 2023, Ivan Gonzalez submitted an application (Attachment "C") seeking consideration as my representative appointed to the Transportation and Public Safety Commission. The appointment would replace the Commissioner appointed by former Vice Mayor Hector A. Pacheco.
5. On January 9, 2023, Erica Friend submitted an application (Attachment "D") seeking consideration as my representative appointed to the Parks, Wellness and Recreation Commission. The appointment would replace the Commissioner appointed by former Vice Mayor Hector A. Pacheco.
6. On January 11, 2023, Francisco Solorio submitted an application (Attachment "E") seeking consideration as my representative appointed to the Planning and Preservation Commission. The appointment would replace Commissioner Hector Pacheco Sr. appointed by former Vice Mayor Hector A. Pacheco.

BUDGET IMPACT:

The City pays each Commissioner \$75 for attendance at up to one (1) meeting per month. A total of \$900 per commissioner is appropriated in each responsible Department's budget. Sufficient funds are included in the Fiscal Year 2022-2023 Adopted Budget.

CONCLUSION:

I recommend that the City Council:

- a. Approve David Govea be appointed as my representative to the Education Commission;
- b. Approve Ivan Gonzalez be appointed as my representative to the Transportation and Public Safety Commission;
- c. Approve Erica Friend be appointed as my representative to the Parks, Wellness and Recreation Commission; and
- d. Approve Francisco Solorio be appointed as my representative to the Planning and Preservation Commission.

Consideration to Appoint Representatives to Serve as Commissioners to the Education, Transportation and Public Safety, Parks, Wellness and Recreation, and Planning and Preservation Commissions

Page 3 of 3

ATTACHMENTS:

- A. Request to Agendize an Item for City Council Discussion/Consideration
- B. Application to Serve on a City Commission – David Govea
- C. Application to Serve on a City Commission – Ivan Gonzalez
- D. Application to Serve on a City Commission – Erica Friend
- E. Application to Serve on a City Commission – Francisco Solorio
- F. City Code Pertaining to Commissions

REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION

CITY COUNCILMEMBER INFORMATION

NAME Maria Solorio	TITLE COUNCILMEMBER
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ITEM INFORMATION

SUBJECT *Title of the item you are requesting to be agendized.*
 Consideration to Appoint Representatives to Serve as Commissioners to the Education, Parks, Wellness and Recreation, Transportation and Public Safety, and Planning and Preservation Commissions

PRIORITIES <i>Is this included in the current FY priorities?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	BUDGET <i>Is this a budgeted item?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	FISCAL IMPACT <i>Is there a fiscal impact? If yes, indicate amount.</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No \$
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BACKGROUND/ANALYSIS *Provide the reason you are requesting this item be agendized.*
 Due to the November 8, 2022 General Municipal Election, changes to the members of the City Council along with the annual City Council reorganization, prompts a review of City Council Liaison assignments, Ad Hoc Committee assignments and Committee/Commission appointments.

Per the City ' s Code (Attachment " B "), each Councilmember may appoint one Commissioner to each Commission (i.e. Planning and Preservation Commission; Parks, Wellness, and Recreation Commission; Transportation and Safety Commission; and Education Commission), with such appointment to be ratified by the full City Council. For appointment consideration, interested residents must submit an application to the nominating Councilmember, at which time the proposed appointment is brought back to the City Council to approve and ratify.

BUDGET IMPACT:
 The City pays each Commissioner \$75 for attendance at up to one (1) meeting per month. A total of \$900 per commissioner is appropriated in each responsible Department ' s budget. Sufficient funds are included in the Fiscal Year 2022-2023 adopted Budget.

ATTACHMENTS *Do you have any attachments to include?*

☒ Yes ☐ No

RECOMMENDATION *Indicate the direction you are recommending.*

Recommendation for below to be approved and appointed as commissioners:

- | | |
|----------------------|--|
| 1 Erica Friend | - PARKS, WELLNESS, AND RECREATION COMMISSION |
| 2. David Govea | - EDUCATION COMMISSION |
| 3. Francisco Solorio | - PLANNING AND PRESERVATION COMMISSION |
| 4. Ivan Gonzalez | - TRANSPORTATION AND SAFETY COMMISSION |

RECOMMENDED BY CITY COUNCIL MEMBER:
Mary Solorio

SAN FERNANDO

APPLICATION TO SERVE ON A CITY COMMISSION

This is a public document. To assist the City Council in evaluating each applicant in the selection of Commission Members, please provide as complete of a response as possible to all questions.

APPLICANT INFORMATION

NAME David Govea		PHONE NO.
RESIDENCE ADDRESS	CITY & STATE San Fernando	ZIP CODE 91340
MAILING ADDRESS <i>If different than above</i>	CITY & STATE	ZIP CODE
EMAIL ADDRESS <i>Business or personal to be used for Commission activity</i>		
EMPLOYER PUC Schools	POSITION Teacher	
BUSINESS ADDRESS 13361 Glenoaks Blvd	CITY & STATE Sylmar	ZIP CODE 91342
BUSINESS PHONE (818) 356-2795		
ARE YOU A REGISTERED VOTER OF THE CITY OF SAN FERNANDO? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
DO YOU OWN PROPERTY IN THE CITY OF SAN FERNANDO? <i>If yes, please list the address(es)</i> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO San Fernando, CA 91340		
DO YOU OWN OR OPERATE A BUSINESS IN SAN FERNANDO? <i>If yes, please state the name and nature of the business</i> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

MEMBER COMMITMENT

I am willing to fulfill all requirements of a City Commissioner, including but not limited to:

- As a City Commissioner, I am willing to file financial disclosure statements (Form 700), a public record, as required by the State and the City's Conflict of Interest Code.
- I understand that absence from three consecutive regular meetings shall be deemed to constitute my retirement.
- I am willing to attend/complete the required two hours of State mandated AB1234 Ethics Training every two years.

Please also attach and submit a brief biography/statement to this application.

I agree to all requirements mentioned above and have provided all correct and truthful information in this application.

APPLICANT SIGNATURE 	DATE 1-9-23
--	----------------

David Edward Govea

Education

BACHELORS OF ARTS | JUNE 2007 | UCLA

- Major: Sociology
- Minor: Political Science & Human Complex Systems

TEACHING CREDENTIAL | JUNE 2009 | CSUN

- Degree: Multiple Subjects Credential
- Authorization: Single Subject

Experience

TEACHER | PUC CHARTER SCHOOLS | 2007-PRESENT

- I have worked at PUC Community Charter Middle School & PUC Triumph Charter High School
- Have taught – (6th Grade World History, 9th Grade English, 10th Grade World History, 12th Grade Government/Economics)

COMPUTER TRAINER | COMPUTERS FOR YOUTH | 2009-2010

- Assisted families with computer support
- Designed lesson plans supportive of student and parent learning

STATSTICAL ASSISTANT| DEPARTMENT OF VETERANS AFFAIRS | 2004-2007

- Assisted families with computer support
- Worked alongside research scientist in geriatric research
- Coordinate logistics for a national, mail-out survey

Community Involvement

EDUCATION COMMISSIONER| CITY OF SAN FERNANDO| 2017 - PRESENT

- Worked along with city officials and commissioners in establishing relationships between school sites and city services
- Programmed scholarship award banquet and logistics on evaluating applications

APPLICATION TO SERVE ON A CITY COMMISSION

CLEAR FORM

This is a public document. To assist the City Council in evaluating each applicant in the selection of Commission Members, please provide as complete of a response as possible to all questions.

APPLICANT INFORMATION

NAME Ivan Gonzalez		PHONE NO.
RESIDENCE ADDRESS	CITY & STATE San Fernando, CA	ZIP CODE 91340
MAILING ADDRESS <i>If different than above</i>	CITY & STATE	ZIP CODE
EMAIL ADDRESS <i>Business or personal to be used for Commission activity</i>		
EMPLOYER Largo Concrete, Inc.	POSITION Superintendent	
BUSINESS ADDRESS 2741 Walnut Ave.	CITY & STATE Tustin, CA	ZIP CODE 92780
BUSINESS PHONE 714.731.3600		
ARE YOU A REGISTERED VOTER OF THE CITY OF SAN FERNANDO? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
DO YOU OWN PROPERTY IN THE CITY OF SAN FERNANDO? <i>If yes, please list the address(es)</i> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO San Fernando, CA 91340		
DO YOU OWN OR OPERATE A BUSINESS IN SAN FERNANDO? <i>If yes, please state the name and nature of the business</i> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		


MEMBER COMMITMENT

I am willing to fulfill all requirements of a City Commissioner, including but not limited to:

- As Planning and Preservation Commissioner, I am willing to file financial disclosure statements (Form 700), a public record, as required by the State and the City's Conflict of Interest Code.
- I understand that absence from three consecutive regular meetings shall be deemed to constitute my retirement.
- I am willing to attend/complete the required two hours of State mandated AB1234 Ethics Training every two years.

Please also attach and submit a brief bio statement to this application.

I agree to all requirements mentioned above and have provided all correct and truthful information in this application.

APPLICANT SIGNATURE 	DATE 1/7/2023
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APPLICATION TO SERVE ON A CITY COMMISSION

COMMISSION APPLICATION CHOICE(S) *Please indicate which Commission you are interested in*

☐ **EDUCATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Education Commission?

☐ **PARKS, WELLNESS, AND RECREATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Parks, Wellness, and Recreation Commission?

☒ **PLANNING AND PRESERVATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Planning and Preservation Commission?

To review and evaluate land use and development issues in both short term and long term use.

☐ **TRANSPORTATION AND SAFETY COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Transportation and Safety Commission?

PLEASE ATTACH AND SUBMIT A BRIEF BIO STATEMENT TO THIS APPLICATION

APPLICATION TO SERVE ON A CITY COMMISSION

CLEAR FORM

This is a public document. To assist the City Council in evaluating each applicant in the selection of Commission Members, please provide as complete of a response as possible to all questions.

APPLICANT INFORMATION

NAME Erica Friend		PHONE NO.
RESIDENCE ADDRESS	CITY & STATE San Fernando CA	ZIP CODE 91340
MAILING ADDRESS <i>If different than above</i>	CITY & STATE	ZIP CODE
EMAIL ADDRESS <i>Business or personal to be used for Commission activity</i>		
EMPLOYER Forte	POSITION Scenic Painter	
BUSINESS ADDRESS universal studios	CITY & STATE	ZIP CODE
BUSINESS PHONE		
ARE YOU A REGISTERED VOTER OF THE CITY OF SAN FERNANDO? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
DO YOU OWN PROPERTY IN THE CITY OF SAN FERNANDO? <i>If yes, please list the address(es)</i> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
DO YOU OWN OR OPERATE A BUSINESS IN SAN FERNANDO? <i>If yes, please state the name and nature of the business</i> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

MEMBER COMMITMENT

I am willing to fulfill all requirements of a City Commissioner, including but not limited to:

- As a City Commissioner, I am willing to file financial disclosure statements (Form 700), a public record, as required by the State and the City's Conflict of Interest Code.
- I understand that absence from three consecutive regular meetings shall be deemed to constitute my retirement.
- I am willing to attend/complete the required two hours of State mandated AB1234 Ethics Training every two years.

Please also attach and submit a brief biography/statement to this application.

I agree to all requirements mentioned above and have provided all correct and truthful information in this application.

APPLICANT SIGNATURE 	DATE 12/22/22
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APPLICATION TO SERVE ON A CITY COMMISSION

COMMISSION APPLICATION CHOICE(S) *Please indicate which Commission you are interested in*

☐ **EDUCATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Education Commission?

☒ **PARKS, WELLNESS, AND RECREATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Parks, Wellness, and Recreation Commission?

Assists the City Council with the long-range growth and development of the city through the review and recommendations to the City Council on general and specific plans approval, urban forestry programs and city's tree master plan development, proposed subdivisions, zone code amendments and the commission's review and approval of a variety of discretionary development proposals.

☐ **PLANNING AND PRESERVATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Planning and Preservation Commission?

☐ **TRANSPORTATION AND SAFETY COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Transportation and Safety Commission?

PLEASE ATTACH AND SUBMIT A BRIEF BIO STATEMENT TO THIS APPLICATION

From: [Maria Solorio](#)
To: [Julia Fritz](#)
Subject: Re: Education Commissioner Application + Resume
Date: Wednesday, January 11, 2023 2:27:55 PM
Attachments: [image003.png](#)
[image004.png](#)
[image001.png](#)
[image002.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Julia,

Please see below for Erica Friend's bio!

I am Erica Friend and I Currently reside in the San Fernando Valley with my parents and sisters.

Born and raised in the San Fernando for almost 38 years. Graduated from Sylmar high. Attended LA Mission college and LA Valley college for my degree in arts. I've worked in various areas. From store retail to artist/muralist to scenic painter for the entertainment industry. And over the span of 11 years I've been a avid member in the art community. Helping with community events and bringing murals to San Fernando Valley in hopes of beautifying our community spaces.

As commissioner for parks, wellness and recreation. I will exert my authentic commitment to the community of San Fernando. To help better our parks for families/nature to enjoy. And also listen to needs and wants from the community and our ecosystem. I look forward to working with the council in bettering our community even more.

Best,
Councilmember Solorio

On Wed, Jan 11, 2023 at 1:35 PM Julia Fritz <JFritz@sfcity.org> wrote:
Received, thank you.

Get [Outlook for iOS](#)

From: Mary Solorio <MSolorio@sfcity.org>
Sent: Wednesday, January 11, 2023 12:02:37 PM
To: Julia Fritz <JFritz@sfcity.org>; MariaSolorio <maria97solorio@gmail.com>
Cc: Nick Kimball <NKimball@sfcity.org>
Subject: Re: Education Commissioner Application + Resume

Hello Julia,
Please see the attached resumes for Ivan G. and Francisco S.

From: Julia Fritz <JFritz@sfcity.org>

APPLICATION TO SERVE ON A CITY COMMISSION

This is a public document. To assist the City Council in evaluating each applicant in the selection of Commission Members, please provide as complete of a response as possible to all questions.

APPLICANT INFORMATION

NAME Francisco J Solorio		PHONE NO.
RESIDENCE ADDRESS	CITY & STATE San Fernando Ca	ZIP CODE 91340
MAILING ADDRESS <i>If different than above</i>	CITY & STATE	ZIP CODE
EMAIL ADDRESS <i>Business or personal to be used for Commission activity</i>		
EMPLOYER The Boeing Company	POSITION Mechanical Engineer	
BUSINESS ADDRESS 12500 Gladstone Ave	CITY & STATE Sylmar	ZIP CODE 91342
BUSINESS PHONE		
ARE YOU A REGISTERED VOTER OF THE CITY OF SAN FERNANDO? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
DO YOU OWN PROPERTY IN THE CITY OF SAN FERNANDO? <i>If yes, please list the address(es)</i> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
DO YOU OWN OR OPERATE A BUSINESS IN SAN FERNANDO? <i>If yes, please state the name and nature of the business</i> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

MEMBER COMMITMENT

I am willing to fulfill all requirements of a City Commissioner, including but not limited to:

- As a City Commissioner, I am willing to file financial disclosure statements (Form 700), a public record, as required by the State and the City's Conflict of Interest Code.
- I understand that absence from three consecutive regular meetings shall be deemed to constitute my retirement.
- I am willing to attend/complete the required two hours of State mandated AB1234 Ethics Training every two years.

Please also attach and submit a brief biography/statement to this application.

I agree to all requirements mentioned above and have provided all correct and truthful information in this application.

APPLICANT SIGNATURE	DATE
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APPLICATION TO SERVE ON A CITY COMMISSION

COMMISSION APPLICATION CHOICE(S) *Please indicate which Commission you are interested in*

☐ **EDUCATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Education Commission?

☐ **PARKS, WELLNESS, AND RECREATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Parks, Wellness, and Recreation Commission?

☒ **PLANNING AND PRESERVATION COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Planning and Preservation Commission?

To "assist the City Council with the long-range growth and development of the city through the review and recommendations to the City Council on general and specific plans approval, urban forestry programs and city's tree master plan development, proposed subdivisions, zone code amendments and the commission's review and approval of a variety of discretionary development proposals."

☐ **TRANSPORTATION AND SAFETY COMMISSION** *Must be at least 18 years old and a registered voter of the City of San Fernando*

What is your understanding of the duties as a member of the Transportation and Safety Commission?

PLEASE ATTACH AND SUBMIT A BRIEF BIO STATEMENT TO THIS APPLICATION

- CODE
Chapter 2 - ADMINISTRATION
ARTICLE V. - BOARDS, COMMISSIONS, COMMITTEES, AGENCIES AND AUTHORITIES
DIVISION 1. GENERALLY

DIVISION 1. GENERALLY

Sec. 2-401. Appointment of city commissioners.

- (a) The city council shall have the authority to appoint individuals to city commissions.
- (b) Appointed members of boards and commissions serve at the pleasure of the city council, pursuant to Government Code Section 36506.
- (c) For purposes of this Division 1, "commissions" shall include, but not be limited to, city commissions, boards, committees, and other bodies comprised of members appointed by the city council.

(Ord. No. 1648, § 3, 12-7-2015)

Sec. 2-402. Method of appointment to commissions.

Unless otherwise specified in this code, each city councilmember will be assigned a position that will correlate to a position on each commission. That councilmember will have the authority to nominate an individual to serve in the assigned position on the commission. Each such nomination shall require ratification by a majority of the city council.

(Ord. No. 1648, § 3, 12-7-2015)

Sec. 2-403. Removal of commission members; vacancies.

- (a) All commissioners serve at the pleasure of the city council and any commissioner may be removed, with or without cause, either by a majority of the entire membership of the city council or by the councilmember who individually appointed such commissioner.
- (b) If vacancies in any commission occur, other than by expiration of the term, such vacancies shall be filled by appointment for the unexpired portion of the term. The city council member who nominated the vacating commission member shall nominate a replacement commissioner, subject to ratification by a majority of the city council.

(Ord. No. 1648, § 3, 12-7-2015)

Sec. 2-404. Term of commissioners.

The term of office for each commission member shall be one year; however, each member shall continue in the position beyond one year until replaced by the assigned city councilmember or until the member resigns.

(Ord. No. 1648, § 3, 12-7-2015)

Sec. 2-405. Rules of decorum for commissions.

- (a) *Decorum and order—Commissioners.*

- (1) Commissioners shall accord the utmost courtesy to each other, to city employees, and to the public appearing before the commission and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments, and statements as to motives and personalities.
 - (2) Every commissioner desiring to speak shall address the chair of the commission and, upon recognition by such chair, shall confine discussion to the question under debate.
 - (3) Every commissioner desiring to question administrative staff should address questions to the city manager who may answer the inquiry directly or designate the appropriate staff member to timely respond to such inquiry.
 - (4) A commissioner, once recognized, shall not be interrupted while speaking, unless called to order by the chair of the commission, or a point of order is raised by another commissioner, or the speaker chooses to yield to questions from another commissioner.
 - (5) Any commissioner may move to require the chair of the commission to enforce the rules. A majority of the commission shall require enforcement of the rules if the chair of the commission has refused.
- (b) *Decorum and order—Employees.* Members of administrative staff and city employees shall observe the same rules of procedure and decorum applicable to members of commissions. The city manager shall ensure that all city employees observe such decorum. Any staff member, including the city manager, desiring to address the commission or members of the public shall first be recognized by the chair of the commission. All remarks should be addressed to the chair of the commission and not to any one individual commissioner or member of the public.
- (c) *Decorum and order—Public.* Members of the public attending commission meetings shall observe the same rules of order and decorum applicable to the commission. Each person who addresses the commission shall not make personal, impertinent, slanderous or profane remarks to any member of the commission, staff or general public. Any person who makes such remarks, or who utters loud, threatening, personal or abusive language, or engages in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of the commission meeting shall, at the discretion of the chair of the commission or a majority of the commission, be barred from further audience before commission during that meeting.
- (d) *Personal interest.* No commissioner disqualified from participation under state or local law shall remain at the commission dais during the debate or vote on such matter. The commissioner shall publicly state the grounds for disqualification on the record and, upon acceptance by the chair of the commission, leave the dais during the debate or vote on the issue.
- (e) *Limitations on debate.* No commissioner shall be allowed to speak more than once upon any one subject until every commissioner choosing to speak has spoken. Merely asking a question, or making a suggestion, is not considered speaking.
- (f) *Dissents and protests.* Any commissioner shall have the right to express dissent from, or protest to, any action of the commission and request that the reason be entered into the minutes.
- (g) *Procedures in absence of rules.* In the absence of a rule to govern a point or procedure, Robert's Rules of Order shall govern.
- (Ord. No. 1648, § 3, 12-7-2015)

Secs. 2-406—2-425. Reserved.

- CODE
Chapter 2 - ADMINISTRATION
ARTICLE V. - BOARDS, COMMISSIONS, COMMITTEES, AGENCIES AND AUTHORITIES
DIVISION 8. EDUCATION COMMISSION

DIVISION 8. EDUCATION COMMISSION

Sec. 2-614. Created; composition; appointment; qualifications.

- (a) There is established an education commission in and for the city.
- (b) The education commission shall consist of five members.
- (c) Each member shall be appointed in accordance with section 2-34 of this Code.
- (d) Each member shall, at all times during their incumbencies, be a resident and registered voter of the city.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-615. Officers; compensation.

- (a) The members of the education commission shall annually in June elect one of its number as chair and one of its number as vice-chair, each to serve for a one-year term or until a successor is elected. The city clerk shall serve as secretary to the education commission. In the absence of the chair, the vice-chair, and/or the secretary, any other member shall call the meeting to order, whereupon a chair and/or a secretary shall be elected from the members present to preside for that meeting.
- (b) The city council shall fix the amount of compensation, if any, to be paid to the members of the education commission.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-616. Meetings; quorum.

- (a) The members of the education commission shall meet at least once a quarter at such time and place as it may fix by resolution. Special meetings may be called at any time by the chair of the commission or four members thereof by written notice served upon each member of the commission at least 48 hours before the time for the proposed meeting. Proper posting and Brown Act procedures will be followed.
- (b) Three members of the education commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum until a quorum can be obtained.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-617. Absence from meetings.

- (a) Absence from three consecutive regular meetings of the education commission by a member with or without consent of the commission shall be deemed to constitute a retirement of such member, and his office shall become vacant. The vacancy thus created shall thereafter be filled by a successor to fill the unexpired term of office pursuant to section 2-35 of this Code.
- (b) Absence from three regular meetings of the education commission in a 12-month period by a member without consent of the commission or absence from four regular meetings of the commission within a 12-

month period by a member with the consent of the commission shall be deemed to constitute a retirement of such member, and his office shall become vacant. The vacancy thus created shall thereafter be filled by a successor to fill the unexpired term of office pursuant to section 2-35 of this Code.

- (c) Any member whose absences from regular meetings of the commission are deemed to constitute a retirement of such member under this section shall have the right to appeal the deemed retirement. The city council may overturn the deemed retirement if it determines that the absences of the member were the result of unusual circumstances.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-618. Powers and duties; rules and regulations; reports and records.

- (a) The powers and duties of the education commission shall be as follows:
 - (1) Establish and act as a liaison between the city and local school administrations, the city's school board representative for the Los Angeles Unified School District and representatives from other public and private schools operated in the city.
 - (2) Initiate studies, investigations, surveys and make recommendations to the city council regarding local K-12 education and local higher learning, educational grant and educational scholarship opportunities.
 - (3) Coordinate with the city police chief on the implementation of the School Resource Officer Program in local Los Angeles Unified School District schools and the deployment of a school resource officer at those schools.
- (b) Subject to the approval of the city council, the education commission may make and alter such rules and regulations for its organization and procedure as are consistent with this chapter, other city ordinances and state law.
- (c) The education commission shall keep an accurate record of all its proceedings and activities and shall render annually, on a calendar basis, a full report of the commission's activities and recommendations to city council.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-619. Incurring financial liability.

Neither the education commission nor any person connected with the commission shall incur any financial liability in the name of the city.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-620. Reserved.

- CODE
Chapter 54 - PARKS AND RECREATION
ARTICLE II. PARKS, WELLNESS AND RECREATION COMMISSION

ARTICLE II. PARKS, WELLNESS AND RECREATION COMMISSION¹

Sec. 54-56. Created.

There is created and established a recreation and community services commission in and for the city, which shall be known as the "San Fernando Parks, Wellness and Recreation Commission." For purposes of this article, the capitalized word "commission" shall hereinafter refer to said San Fernando Parks, Wellness and Recreation Commission or the recreation and community services commission.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-57. Composition and appointment of members; cultural arts liaisons.

- (a) The commission shall consist of five members, with full participation and voting rights. Each member shall be appointed by a different appointing councilperson, with such appointment to be ratified by the city council in accordance with the provisions of Government Code § 54974. Such members of the parks, wellness and recreation commission shall be registered voters and city residents.
- (b) The commission may also appoint a maximum of two persons to serve as cultural arts liaisons. The cultural liaisons: (i) shall serve in advisory capacity to the commission only; (ii) shall serve at the pleasure of the commission and the city council and may be removed and replaced at any time with cause or without cause by majority of either the commission's or the city council's full membership; (iii) shall not be considered members of the commission and shall have no right to vote on commission business; (iv) shall attend such meetings of the commission as may requested by the commission; and (v) may include nonresidents of the city. The commission reserves the right to develop such additional criteria for the appointment of cultural liaisons provided that such additional criteria is not in conflict with federal or state law, this Code or such other policies of the city as may be established and from time-to-time amended by the city council.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-58. Officers.

The commission's members shall select from among themselves commissioners who will serve in the capacity of chair and vice chair for the commission. In the absence of the chair and vice, any other member shall call the commission to order, whereupon a chair shall be selected from the members present to preside for that meeting. Cultural arts liaisons may not serve as chair, vice chair or any other commission officer.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

¹Editor's note(s)—Ord. No. 1586, § 4, adopted Mar. 16, 2009, repealed the former Art. II, §§ 54-56—54-66, and enacted a new Art. II as set out herein. The former Art. II pertained to recreation and community services commission and derived from Code 1957, §§ 2.65, 2.66, §§ 2.69—2.74, §§ 2.76—2.78.

Cross reference(s)—Boards, commissions, committees, agencies and authorities, § 2-401 et seq.

Sec. 54-59. Compensation of members.

The council shall fix the amount of compensation, if any, to be paid to commission members. Commissioners may not be compensated for any meetings or gatherings of the commission other than regular meetings of the commission.

Cultural arts liaisons shall not receive any compensation for their service as cultural liaisons.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-60. Meetings generally.

By resolution of the commission, the commission may establish a regular meeting schedule, provided that the commission shall schedule no more than one regular meeting each month. No meeting may be convened if city support staff is unavailable to participate in such meeting. Any adjourned meeting or special meeting requested by the commission shall be subject to the approval of the city manager based on the availability of city support staff to participate in such additional meetings. All meetings shall be subject to the provisions of the Ralph M. Brown Act (Government Code § 54950 et seq.).

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-61. Quorum.

Three members of the commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum until a quorum can be obtained. Cultural arts liaisons shall not be counted to constitute a quorum.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-62. Absence from meetings.

- (a) Absence from three consecutive regular meetings of the commission by a member without the prior consent of the commission shall constitute an abandonment of the office and the absent commissioner's seat on the commission shall be deemed vacated. The vacancy thus created shall thereafter be filled by appointment by the city councilmember so assigned of a successor to fill the unexpired term of office.
- (b) Absence from three regular meetings of the commission in a 12-month period by a member without consent of the commission or absence from four regular meetings of the commission within a 12-month period by a member with the consent of the commission shall be deemed to constitute a retirement of such member, and the office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city councilmember so assigned of a successor to fill the unexpired term of office. The city council shall comply with the provisions of Government Code § 54974 before filing any vacancy.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-63. Powers and duties generally.

The powers and duties of the commission shall be:

- (1) Initiating studies, investigations and surveys and making recommendations to the city council relative to the creation, operation, maintenance, management and control of the community recreation programs of parks, playgrounds and indoor and outdoor recreational activities.
- (2) Subject to the prior approval of the city council, adopting by resolution, rules and regulations not inconsistent with this Code and city ordinances, for the maintenance, improvement, use and operation of the parks, playgrounds, bathing facilities, recreation centers and other similar facilities of the city. A complete file of such rules and regulations shall be maintained in both the city clerk's office and that of the director of recreation and community services, with resolutions in the customary form and numbered numerically.
- (3) Participate in the development of a master plan for all parks and playgrounds owned and operated by the city and, upon approval of the plans by the city council, working consistently toward the achievement of the plan and for the improvement of the plan as originally approved.
- (4) Initiating studies, investigations and surveys and making recommendations to the city council relative to health, wellness and fitness, including such activities and programs created and/or maintained for the same by the director of recreation and community services.
- (5) Upon request of the city council, making other investigations, reports and recommendations upon subjects or other matters referred to it by the city council.
- (6) Planning and implementing cultural special events and planning and commissioning art in public places (e.g., murals, sculptures, city monuments, etc.).
- (7) Developing a list of activities that would be presented for council approval. Such activities will address a diverse and broad approach to culture, not any one culture. The activities would introduce the community to all cultures in this city and beyond.
- (8) Identifying and, subject to city council approval, securing outside funds to implement its activities, thereby saving city resources.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-64. Powers and duties concerning city-owned historic resources.

The following sites and improvements are declared by the city council to be historic resources. The commission shall have responsibility for programming the maintenance, improvement, use and operation of these city-owned historic resources, subject to approval by the city council:

- (1) The Lopez Adobe site at the southwesterly corner of the intersection of South Maclay Avenue and Pico Street.
- (2) Such other historic resources as the council shall from time to time select and add to this section by amendment.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-65. Rules and regulations.

Subject to the approval of the city council, the commission may make and alter such rules and regulations for its organization and procedures as are consistent with this article and other sections of this Code and city ordinances and with state laws.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-66. Reports and records.

The commission shall keep an accurate record of all its proceedings and transactions and shall render annually, on a calendar basis, a full report of the commission's transactions and recommendations to the council.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Sec. 54-67. Incurring financial liability.

Neither the commission nor any person connected with the commission shall incur any financial liability in the name of the city.

(Ord. No. 1586, § 4, 3-16-2009; Ord. No. 1689, § 3, 11-18-2019)

Secs. 54-68—54-95. Reserved.

- CODE
Chapter 62 - PLANNING
ARTICLE II. PLANNING AND PRESERVATION COMMISSION

ARTICLE II. PLANNING AND PRESERVATION COMMISSION²

Sec. 62-26. Established.

A planning commission for the city is established pursuant to Government Code § 65101 and shall be known as the planning and preservation commission. All references in this Code to the "planning commission" or "city planning commission" shall be to the planning and preservation commission. All references in ch. 106, art. VI, div. 14, of this Code to the "commission" shall be to the planning and preservation commission.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-27. Composition and appointment of members.

The planning and preservation commission shall be composed of five members, each with full participation and voting rights. Such members shall be registered voters and city residents. Each member shall be appointed by a different appointing councilperson, with such appointment to be ratified by the city council.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-28. Compensation.

The council shall fix the amount of compensation, if any, to be paid to the members of the planning and preservation commission.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-29. Officers.

The members shall organize the planning and preservation commission and shall elect a chair and vice-chair. In the absence of the chair and vice-chair, any other member shall call the commission to order, whereupon a chair shall be elected from the members present to preside for that meeting. The community development director shall serve as secretary.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-30. Meetings generally.

- (a) The members of the planning and preservation commission shall meet once each month, at such time and place as may be fixed by resolution, and may hold such other meetings as from time to time may be called in the form and manner required by law.

²Editor's note(s)—Ord. No. 1702 , § 2, adopted Aug. 16, 2021, repealed the former Art. II, §§ 62-26—62-35, and enacted a new Art. II as set out herein. The former Art. II pertained to similar subject matter and derived from Ord. No. 1586, § 1, adopted March 16, 2009.

- (b) The planning and preservation commission shall discuss at least once a quarter matters pertaining to trees and the city's urban forest during regularly scheduled commission meetings.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-31. Absence from meetings.

- (a) Absence from three consecutive regular meetings of the planning and preservation commission by a member with or without consent of the commission shall be deemed to constitute a retirement of such member, and the office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city councilmember so assigned of a successor to fill the unexpired term of office.
- (b) Absence from three regular meetings of the commission in a 12-month period by a member without consent of the commission or absence from four regular meetings of the commission within a 12-month period by a member with the consent of the commission shall be deemed to constitute a retirement of such member, and the office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city councilmember so assigned of a successor to fill the unexpired term of office.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-32. Quorum.

Three members of the planning and preservation commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum and until a quorum can be obtained.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-33. Rules and regulations.

The planning and preservation commission may make and alter rules and regulations for its organization and procedure consistent with state laws and this article and other city ordinances.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-34. Records and reports.

The planning and preservation commission shall keep an accurate record of all its proceedings and transactions. The commission shall also, upon demand of the council, make other investigations and reports upon subjects within its jurisdiction.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-35. Powers and duties generally.

The planning and preservation commission shall have the powers and shall perform the duties prescribed by the city council and by state law for planning commissions established pursuant to Government Code § 65101.

In addition, for purposes of ch. 106, art. VI, div. 14, of this Code, the duties of the planning and preservation commission shall include the following:

- (1) Initiating studies, investigations and surveys and making recommendations to the city council relative to the designation, selection, establishment, maintenance, management, and control of historic resources and the preservation thereof.
- (2) Upon request of the city council, making other investigations, reports, and recommendations upon subjects related to the implementation of the historic preservation element of the general plan and ch. 106, art. VI, div. 14, of this Code, or other matters related to the city's historic preservation program referred to it by the city council.

(Ord. No. 1702 , § 3, 8-16-2021)

Sec. 62-36. Powers and duties, trees and city's urban forest.

In addition to the duties discussed in section 62-35, the planning and preservation commission shall have duties related to trees and the city's urban forest, including the following:

- (1) To act in an advisory capacity to the city council on matters pertaining to the improvement and beautification of the city's urban forest, and to provide an official entity through which the city may organize and implement plans.
- (2) To establish procedures and rules of operation, as it deems necessary to give effect to the intent and purpose of this article, subject to the approval of the city council, and to perform such other duties as may be prescribed by the city council.
- (3) To oversee the preparation of, the reviewing of, and the recommendation of a city-owned tree inventory, master plan, and work plan/budget to the city council for implementation.
- (4) To be instrumental in evaluating needs, setting goals, and establishing policies for the community forestry program.
- (5) To recommend legislation to the city council regarding the urban forest.
- (6) To provide information regarding the selection, planning and maintenance of trees on public property.

(Ord. No. 1702 , § 3, 8-16-2021)

Secs. 62-37—62-60. Reserved.

- CODE
Chapter 90 - TRAFFIC AND VEHICLES
ARTICLE II. - ADMINISTRATION AND ENFORCEMENT
DIVISION 2. TRANSPORTATION AND SAFETY COMMISSION

DIVISION 2. TRANSPORTATION AND SAFETY COMMISSION³

Sec. 90-71 Established; composition; appointment and compensation of members; officers.

- (a) There is established a transportation and safety commission of five members to be appointed by a different appointing councilperson, with such appointment to be ratified by the city council. Each member shall have full participation and voting rights. Each member shall also be a registered voter and city resident. Such members so appointed shall be persons who do not hold any office or position with the city. The terms of office of each member shall be one year.
- (b) The members shall organize the transportation and safety commission and shall elect a chair and vice-chair. In the absence of the chair and vice-chair, any other member shall call the commission to order, whereupon a chair shall be elected from the members present to preside for that meeting.

(Code 1957, § 13.25; Ord. No. 1586, § 6, 3-16-2009)

Sec. 90-72. Duties generally.

It shall be the duty of the transportation and safety commission to:

- (1) Suggest the most practicable means for coordinating the activities of all city officers and agencies having authority with respect to the administration or enforcement of traffic regulations;
- (2) Stimulate and assist in the preparation and publication of transportation safety and traffic reports;
- (3) Receive complaints having to do with traffic matters; and
- (4) Recommend to the city council, the chief of the traffic division and other city officials ways and means for improving traffic conditions and the administration and enforcement of transportation safety and traffic regulations.

(Code 1957, § 13.26)

Sec. 90-73. Meetings generally.

The members of the transportation and safety commission shall meet at such time and place as may be fixed by resolution and may hold such other meetings as from time to time may be called in the form and manner required by law.

(Code 1957, § 13.26.1)

Sec. 90-74. Absences from meetings.

- (a) Absence from three consecutive regular meetings of the transportation and safety commission by a member with or without consent of the commission shall be deemed to constitute a retirement of such member, and

³Cross reference(s)—Boards, commissions, committees, agencies and authorities, § 2-401 et seq.

the office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city councilmember so assigned of a successor to fill the unexpired term of office.

- (b) Absence from three regular meetings of the commission in a 12-month period by a member without consent of the commission or absence from four regular meetings of the commission within a 12-month period by a member with the consent of the commission shall be deemed to constitute a retirement of such member, and the office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city councilmember so assigned of a successor to fill the unexpired term of office.

(Code 1957, § 13.26.2)

Sec. 90-75. Compensation.

Each of the members of the transportation and safety commission shall receive compensation as the city council shall, from time to time, determine and fix by resolution.

(Code 1957, § 13.26.3)

Sec. 90-76. Removal of members.

Members of the transportation and safety commission shall be removed from office as provided in sections 2-35 and 90-74 of this Code.

(Code 1957, § 13.26.4)

Secs. 90-77—90-100. Reserved.