



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, FEBRUARY 21, 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

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

PUBLIC PARTICIPATION OPTIONS

WATCH THE MEETING

Live stream with audio and video, via YouTube Live, at:

<https://www.youtube.com/c/CityOfSanFernando>

Note: Comments submitted via YouTube will not be read into the record.

SUBMIT PUBLIC COMMENT IN PERSON

Members of the public may provide comments in 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

Regular Meeting Notice and Agenda – February 21, 2023

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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 EDUCATION COMMISSION CERTIFICATES OF RECOGNITION FOR FEBRUARY STUDENTS OF THE MONTH
 - Brianna Herrejon (PUC Nueva Esperanza Charter Academy)
 - Nathan Garcia (Social Justice Humanitas Academy)Education Commissioner Vice Chair David Govea
- B. PRESENTATION OF CERTIFICATES OF APPRECIATION TO OUTGOING LAS PALMAS SENIOR CLUB BOARDMEMBERS
- C. PRESENTATION OF A CERTIFICATE OF RECOGNITION TO MR. ERASMO AGUILAR CELEBRATING HIS CENTENNIAL (100TH YEAR) BIRTHDAY

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

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DECORUM AND ORDER

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

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. January 17, 2023 – Special Meeting
- b. February 6, 2023 – Special Meeting

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 23-022 approving the Warrant Register.

3) CONSIDERATION TO ADOPT A RESOLUTION INITIATING PROCEEDINGS FOR FISCAL YEAR 2023-2024 LEVY OF ANNUAL ASSESSMENTS FOR THE LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT AND ORDERING THE ENGINEER'S REPORT

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

Regular Meeting Notice and Agenda – February 21, 2023

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Recommend that the City Council:

- a. Adopt Resolution No. 8214 initiating the proceedings for the Fiscal Year 2023-2024 Levy of Annual Assessments for the Landscaping and Lighting Assessment District; and
- b. Order the preparation of the Engineer's Report by Willdan Financial Services in an amount not to exceed \$6,000.

ADMINISTRATIVE REPORTS

4) CONSIDERATION TO ADOPT A RESOLUTION ESTABLISHING A LEGISLATIVE ADVOCACY POLICY AND ADOPTING THE 2023 LEGISLATIVE PLATFORM

Recommend that the City Council:

- a. Review the Legislative Advocacy Policy and 2023 Legislative Platform;
- b. Adopt Resolution No. 8213 establishing the City's Legislative Advocacy Policy;
- c. Approve the 2023 Legislative Platform; and
- d. Authorize the City Manager to take certain related actions to execute and implement the procedures in the Legislative Advocacy Policy.

5) PRESENTATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2022

Recommend that the City Council receive and file a presentation of the Annual Comprehensive Financial Report for the fiscal year ending June 30, 2022.

6) PRESENTATION AND DISCUSSION OF THE MID-YEAR BUDGET REVIEW FOR FISCAL YEAR 2022-2023, CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE MID-YEAR PROPOSED BUDGET ADJUSTMENTS, AND REVIEW FISCAL YEAR 2023-2024 BUDGET CALENDAR

Recommend that the City Council:

- a. Review and discuss the FY 2022-2023 Mid-Year Budget Review;
- b. Adopt Resolution No. 8216 amending the City's FY 2022-2023 Budget to include the proposed mid-year adjustments; and
- c. Review the FY 2023-2024 Budget Calendar.

SAN FERNANDO CITY COUNCIL/SUCCESSOR AGENCY

Regular Meeting Notice and Agenda – February 21, 2023

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7) CONSIDERATION AND DISCUSSION TO ADOPT A RESOLUTION IMPLEMENTING PROCEDURES REGARDING REQUESTS FOR REMOTE TELECONFERENCE MEETING PARTICIPATION MADE BY MEMBERS OF THE CITY'S LEGISLATIVE BODIES AS PERMITTED UNDER ASSEMBLY BILL 2449

Recommend that the City Council:

- a. Adopt Resolution No. 8215 authorizing and implementing procedures "Assembly Bill 2449 Teleconference Request Form" regarding receiving and processing requests made by Members of the City's legislative bodies seeking remote teleconference meeting participation, as permitted under Assembly Bill 2449; and
- b. Authorize the City Manager to make such modifications to City agenda templates addressing Teleconference Requests/Disclosures, Americans with Disabilities Act disclosures/policies, and any other disclosure/policy requirements under AB 2449; and
- c. Provide staff with direction, as applicable.

8) CONSIDERATION TO APPOINT A TRANSPORTATION AND PUBLIC SAFETY COMMISSIONER

This item was agendized by Vice Mayor Mary Mendoza.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

ADJOURNMENT The meeting will adjourn to its next regular meeting.

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

Julia Fritz, CMC

City Clerk

Signed and Posted: February 16, 2023 (5:30 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.

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 or cityclerk@sfcity.org at least 48 hours prior to the meeting.



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

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**SAN FERNANDO CITY COUNCIL
MINUTES**

**JANUARY 17, 2023 – 5:00 P.M.
SPECIAL MEETING**

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

CALL TO ORDER/ROLL CALL

Mayor Rodriguez called the special meeting to order at 5:32 p.m.

Present:

Council: Mayor Celeste T. Rodriguez, Vice Mayor Mary Mendoza, and Councilmembers Cindy Montañez (via teleconference, joined at 5:37 p.m.) Joel Fajardo (via teleconference), and Mary Solorio

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

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS - WRITTEN/ORAL

None

RECESS TO CLOSED SESSION (5:33 P.M.)

By consensus, Councilmembers recessed to Closed Session.

Councilmember Montañez via teleconference joined Closed Session for consideration of Item A of the special meeting agenda.

**SAN FERNANDO CITY COUNCIL
SPECIAL MEETING MINUTES – JANUARY 17, 2023**

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

Designated City Negotiators: City Manager Nick Kimball

Employees and Employee Bargaining Units:

San Fernando Management Group (SEIU, Local 721)

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

San Fernando Police Officers Association

San Fernando Police Officers Association Police Management Unit

San Fernando Police Civilian Association

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

All Unrepresented Employees

RECONVENE/REPORT OUT FROM CLOSED SESSION

Assistant City Attorney Padilla stated there was no reportable action as a result of the Closed Session meeting held on January 17, 2023, at 5:30 p.m.

ADJOURNMENT

The City Council adjourned the special meeting to the regular meeting of January 17, 2023, at 6:00 p.m.

I do hereby certify that the foregoing is a true and correct copy of the minutes of January 17, 2023, Special Meeting, as approved by the San Fernando City Council.

Julia Fritz, CMC
City Clerk

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**SAN FERNANDO CITY COUNCIL
MINUTES**

**FEBRUARY 6, 2023 – 5:15 P.M.
SPECIAL MEETING**

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

CALL TO ORDER/ROLL CALL

Mayor Rodriguez called the special meeting to order at 5:16 p.m.

Present:

Council: Mayor Celeste T. Rodriguez, Vice Mayor Mary Mendoza, and Councilmembers Cindy Montañez Joel Fajardo, and Mary Solorio (via teleconference)

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

APPROVAL OF AGENDA

Motion by Councilmember Fajardo, seconded by Councilmember Montañez to approve the agenda. Motion carried, unanimously.

PUBLIC STATEMENTS - WRITTEN/ORAL

None

RECESS TO CLOSED SESSION (5:17 P.M.)

By consensus, Councilmembers recessed 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 CITY COUNCIL
SPECIAL MEETING MINUTES – FEBRUARY 6, 2023**

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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

Assistant City Attorney Padilla stated there was no reportable action as a result of the Closed Session meeting held on February 6, 2023, at 5:15 p.m.

ADJOURNMENT

The City Council adjourned the special meeting to the regular meeting of February 6, 2023, at 6:00 p.m.

I do hereby certify that the foregoing is a true and correct copy of the minutes of February 6, 2023, Special 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: February 21, 2023

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 23-022 (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. 23-022, including:
Exhibit A: Payment Demands/Voucher List

ATTACHMENT "A"

RESOLUTION NO. 23-022

**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. 23-022**

**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 21st day of February 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. 23-022, 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 21st day of February, 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 February, 2023.

Julia Fritz, City Clerk

EXHIBIT "A"

RES. NO. 23-022

vchlist
02/15/2023 12:15:36PM

Voucher List CITY OF SAN FERNANDO

Page: 1

Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230062	2/21/2023	891587 ABLE MAILING INC.	37201		MAILING AND FULFILLMENT SERVICES	
				12682	072-360-0000-4300	90.20
				12682	070-382-0000-4300	90.20
			37202		WATER ENVELOPE STOAGE-JAN 2023	
					072-360-0000-4300	12.50
					070-382-0000-4300	12.50
					Total :	205.40
230063	2/21/2023	888356 ADVANCED AUTO REPAIR	1605		VEH. MAINT., REPAIRS & MINOR BODY	
				12802	041-320-0390-4400	874.04
					Total :	874.04
230064	2/21/2023	100143 ALONSO, SERGIO	JAN 2023		MARIACHI MASTER APPRENTICE INST	
				12730	109-424-3637-4260	840.00
					Total :	840.00
230065	2/21/2023	100222 ARROYO BUILDING MATERIALS, INC	279369		MISC. HARDWARE SUPPLIES & U-CAR	
				12806	070-384-0000-4330	167.58
			279592		MISC. HARDWARE SUPPLIES & U-CAR	
				12806	070-384-0000-4330	199.55
					Total :	367.13
230066	2/21/2023	888707 ASCAP	500623477		ANNUAL MUSIC LICENSE	
					001-424-0000-4260	431.56
					Total :	431.56
230067	2/21/2023	889037 AT&T MOBILITY	287297930559X0110202		MDT MODEMS-PD UNITS-DEC 2022	
					001-222-0000-4220	928.07
					Total :	928.07
230068	2/21/2023	893176 AUTOZONE STORE 5681	5681636067		VEHCILE MAINT-PD6106	
					041-320-0224-4400	30.56
			5681638114		VEHICLE MAINT-PD6106	
					041-320-0224-4400	95.75
			5681643216		VEHICLE MAINT-PK4626	
					041-320-0390-4400	64.15

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Voucher List CITY OF SAN FERNANDO

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230068	2/21/2023	893176 893176 AUTOZONE STORE 5681	(Continued)		Total :	190.46
230069	2/21/2023	890743 BADGE BEHAVIOR	Y126713		RGSTR-JTO COURSE	
					001-225-3688-4360	125.00
					Total :	125.00
230070	2/21/2023	100311 BARR ELECTRIC CO.	23023		NETWORK WIRING IN REPORT WRITIN	
					010-225-3698-4500	1,308.38
					Total :	1,308.38
230071	2/21/2023	891301 BERNARDEZ, RENATE Z.	661		INTERPRETATION SERVICES	
				12700	001-101-0000-4270	300.00
					Total :	300.00
230072	2/21/2023	893591 BIOMEDICAL WASTE DISPOSAL	121537		BIOMEDICAL WASTE PICK UP & DISPO	
					001-222-0000-4260	100.00
					Total :	100.00
230073	2/21/2023	888800 BUSINESS CARD	012023		LODGING-SUPERVISORY LEADERSHIP	
					001-225-0000-4360	422.70
			012323		LUNCH-ORAL BOARD MANAGEMENT A	
					001-222-0000-4270	111.07
			012423		LODGING-POST SUPERVISORY COURSE	
					001-225-0000-4360	575.45
			012523		BREAK ROOM SUPPLIES	
					001-222-0000-4300	625.91
			012623		LODGING-PORAC ASSOC LEADERSHIP	
					001-225-0000-4360	109.44
			013123		LODGING-POST SUPERVISORY COURSE	
					001-225-0000-4360	632.92
			020723		LODGING-ICA WINTER SEMINAR	
					001-222-0000-4370	670.56
					Total :	3,148.05
230074	2/21/2023	100464 C.A.P.E.	11792		MEMBERSHIP DUES	
					001-222-0000-4380	50.00
					Total :	50.00

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02/15/2023 12:15:36PMVoucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230075	2/21/2023	894291 CABRERA, JACOB	832044		FACILITY RENTAL DEP REFUND 001-2220	150.00
					Total :	150.00
230076	2/21/2023	893095 CAL NENA	122022-0761-0746 122022-0762-0747		RGSTR-2023 CALNENA CONF IN SAN C 001-225-0000-4360 RGSTR-2023 CALNENA CONF IN SAN C 001-225-0000-4360	475.00 475.00
					Total :	950.00
230077	2/21/2023	103797 CALIFORNIA ASSOCIATION OF	200020120		RGSTR-WEBINAR-INDOOR AIR QUALIT 001-152-0000-4360	25.00
					Total :	25.00
230078	2/21/2023	100559 CALIFORNIA PEACE OFFICERS'	383870		RGSTR-CPOA LEGISLATIVE SUMMIT IN 001-222-0000-4360	220.00
					Total :	220.00
230079	2/21/2023	889056 CALLEROS, MARIA	REIMB.		OFFICE SUPPLIES 001-420-0000-4300 001-115-0000-4450 001-420-0000-4390	105.17 101.78 5.50
					Total :	212.45
230080	2/21/2023	892465 CANON SOLUTIONS AMERICA, INC.	6002715792 6003065512	12850 12850	COPIER MAINTENANCE & COPIES-11/1 001-135-0000-4260 COPIER MAINTENANCE & COPIES-12/1 001-135-0000-4260	973.45 1,010.26
					Total :	1,983.71
230081	2/21/2023	894010 CHARTER COMMUNICATIONS	10369011823 10518012923 196309012323 222204012923		PD CABLE SERVICE - 01/18/23-02/17/23 001-222-0000-4260 REC PARK CABLE-1/29/23-2/28/23 001-420-0000-4260 INTERNET SERVICES-01/23/23-02/22/23 001-190-0000-4220 PW OPS CTR CABLE - 01/29/23-02/28/23	229.42 260.01 1,399.00

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02/15/2023 12:15:36PMVoucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230081	2/21/2023	894010 CHARTER COMMUNICATIONS	(Continued)		043-390-0000-4260	136.83
					Total :	2,025.26
230082	2/21/2023	894331 CHINN, MISTY	834539		SOFTBALL REFUND 017-3770-1330	130.00
					Total :	130.00
230083	2/21/2023	100731 CITY OF LOS ANGELES	WP230000028	12745	WASTEWATER OPERATION & MAINTEN 072-360-0629-4260	1,724.70
					Total :	1,724.70
230084	2/21/2023	103029 CITY OF SAN FERNANDO	5073-5108		REIMB. TO WORKERS COMP ACCT 006-1038	15,381.33
					Total :	15,381.33
230085	2/21/2023	890893 CITY OF SAN FERNANDO	FEB 2023		CITY PROPERTY UTILITY BILLS 043-390-0000-4210	12,583.64
					Total :	12,583.64
230086	2/21/2023	100747 COASTLINE EQUIPMENT	983024 984327		VEHICLE MAINT-PW5213 041-320-0311-4400 VEHICLE MAINT-PW5213 041-320-0311-4400	905.91 -787.83
					Total :	118.08
230087	2/21/2023	893824 COMPLETE OFFICE	4019997-0		COPY PAPER 001-222-0000-4300	429.42
					Total :	429.42
230088	2/21/2023	100805 COOPER HARDWARE INC.	132914 132936 132969	12799 12799 12799	MISC. SUPPLIES FOR P.W. OPERATION 070-384-0000-4310 MISC. SUPPLIES FOR P.W. OPERATION 070-384-0000-4310 MISC. SUPPLIES FOR P.W. OPERATION 043-390-0000-4300	50.35 19.69 160.67
					Total :	230.71

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EXHIBIT "A"

RES. NO. 23-022

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02/15/2023 12:15:36PM

Voucher List

CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230089	2/21/2023	102003 COUNTY OF LOS ANGELES	RE-PW-23011703005		FCDP-SF REGIONAL PARK INFILTRATION 010-310-0620-4600	58.18
			RE-PW-23011703198	12747	INDUSTRIAL WASTE CHARGES 072-360-0000-4450	849.68
			RE-PW-23011703218	12747	INDUSTRIAL WASTE CHARGES 072-360-0000-4450	8,092.96
					Total :	9,000.82
230090	2/21/2023	100499 CPCA	24897-1		RGSTR-2023 CPCA ANNUAL TRAINING 001-222-0000-4360	825.00
					Total :	825.00
230091	2/21/2023	100499 CPCA	24897-2		RGSTR-2023 CPCA ANNUAL TRAINING 001-225-0000-4360	825.00
					Total :	825.00
230092	2/21/2023	100562 CPRS	ID: 030523		MEMBERSHIP RENEWAL 001-420-0000-4380	170.00
					Total :	170.00
230093	2/21/2023	887121 DELL MARKETING L.P.	10641710359	12837	LAPTOP REPLACEMENT- CD DIRECTOR 001-150-0000-4300	1,601.63
			10646878789	12718	TOUGHBOOK FOR FIELD WORK FOR II 001-140-0000-4300	2,319.18
					Total :	3,920.81
230094	2/21/2023	892448 DPREP	TRAVEL		RGSTR-PAS CALIBRATION COURSE OF 001-225-0000-4360	125.00
					Total :	125.00
230095	2/21/2023	892448 DPREP	TRAVEL-2		RGSTR-PAS CALIBRATION COURSE OF 001-222-0000-4360	125.00
					Total :	125.00
230096	2/21/2023	892290 E.H. WACHS WATER	INV209898		VEHICLE MAINT-WA4573 070-383-0000-4400	1,013.19
					Total :	1,013.19

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230097	2/21/2023	889121 EDGESOFT, INC.	3345		AIMS SYSTEM MAINTENANCE-JAN 202 055-135-0000-4260	2,080.00
			3348	12728	AIMS SYSTEM MAINTENANCE-FEB 202 055-135-0000-4260	2,080.00
					Total :	4,160.00
230098	2/21/2023	101063 EMPLOYMENT DEVELOPMENT	944-0936-4		UNEMPLOYMENT INS-PERIOD ENDING 001-190-0390-4132	840.00
					Total :	840.00
230099	2/21/2023	890879 EUROFINS EATON ANALYTICAL, INC	3800015747	12731	ENVIRONMENTAL DRINKING WTR LAB 070-384-0000-4260	2,942.00
			3800017016	12731	ENVIRONMENTAL DRINKING WTR LAB 070-384-0000-4260	999.00
					Total :	3,941.00
230100	2/21/2023	103851 EVERSOF, INC.	R2329539		WATER SOFTNER RENTAL-WELL 2A 070-384-0000-4260	53.14
					Total :	53.14
230101	2/21/2023	893841 EVIDENCE MANAGEMENT OF	0552		RGSTR-BASIC & SUPERVISORY EVIDE 001-222-0000-4360	355.00
					Total :	355.00
230102	2/21/2023	893800 FAJARDO, JOANNE	JAN 2023		SENIOR ZUMBA INSTRUCTOR 017-420-1322-4260	200.00
					Total :	200.00
230103	2/21/2023	101144 FANTASY FLOWERS & BALLOONS	012523		PLANT FOR SENIOR CLUB MMBR 004-2380	53.60
					Total :	53.60
230104	2/21/2023	893029 FERGUSON WATERWORKS #1083	0004974	12770	FIRE HYDRANT/FIRE SERVICE SUPPLI 070-385-0701-4600	70.09
				12770	070-385-0716-4600	463.69
					Total :	533.78
230105	2/21/2023	893983 FRITZ, JULIA	REIMB.		FOOD-HOMELESS COUNT EVENT	

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230105	2/21/2023	893983 FRITZ, JULIA	(Continued)		001-150-0000-4300	69.69
					Total :	69.69
230106	2/21/2023	892198 FRONTIER COMMUNICATIONS	209-150-5145-010598		PAC 50 TO SHERIFFS	
			209-150-5251-040172		001-222-0000-4220	582.91
			209-151-4939-102990		MWD METER	60.72
			209-151-4941-102990		070-384-0000-4220	56.52
			209-188-4361-031792		MUSIC CHANNEL	56.52
			209-188-4362-031792		001-190-0000-4220	56.52
			818-361-2385-012309		POLICE PAGING	138.41
					001-222-0000-4220	736.24
			818-361-62728-080105		RCS PHONE LINES	61.50
			818-361-7825-120512		001-420-0000-4220	123.00
			818-365-5097-120298		POLICE PHONE LINES	44.25
			818-837-1509-032207		001-222-0000-4220	72.00
			818-838-4969-021803		MTA & CREDIT CARD PHONE LINES	44.00
			818-898-7385-033105		007-440-0441-4220	44.25
					001-190-0000-4220	132.04
					ENGINEERING FAX LINE	48.18
					001-310-0000-4220	2,200.54
230107	2/21/2023	888728 GALLEGOS, ROBERT	REIMB.		RGSTR-ASSOCIATE LEADERSHIP COU	
					001-225-0000-4360	200.00
					Total :	200.00

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230108	2/21/2023	889352 GOMEZ, ADRIANA B.	FEB 2023		COMMISSIONER'S STIPEND	
					001-310-0000-4111	75.00
					Total :	75.00
230109	2/21/2023	893025 GONZALEZ, IVAN	FEB 2023		COMMISSIONER'S STIPEND	
					001-310-0000-4111	75.00
					Total :	75.00
230110	2/21/2023	101376 GRAINGER, INC.	9571438911		MISC. SUPPLIES FOR FACILITIES & TR	
			9573435840	12761	070-384-0000-4300	11.98
			9582375276	12761	MISC. SUPPLIES FOR FACILITIES & TR	148.17
			9585340350	12761	043-390-0000-4300	967.07
			9586026297	12761	MISC. SUPPLIES FOR FACILITIES & TR	21.44
			95882375284	12761	043-390-0000-4300	207.44
			9589104257	12761	MISC. SUPPLIES FOR FACILITIES & TR	967.07
			9589104265	12761	043-390-0000-4300	100.01
			9589104273	12761	MISC. SUPPLIES FOR FACILITIES & TR	305.62
			9589184671	12761	001-311-0000-4300	44.33
					001-311-0000-4300	115.10
					027-344-0000-4300	2,888.23
230111	2/21/2023	101434 GUZMAN, JESUS ALBERTO	JAN 2023		MARIACHI MASTER APPRENTICE INST	
				12732	109-424-3637-4260	1,700.00
					Total :	1,700.00
230112	2/21/2023	888647 HDL SOFTWARE, LLC	SIN025134		BUSINESS LICENSE ADMINISTRATION	
				12748	001-130-0000-4260	3,970.08

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230112	2/21/2023	888647 888647 HDL SOFTWARE, LLC	(Continued)			Total : 3,970.08
230113	2/21/2023	101512 HDL, COREN & CONE	SIN024965	12758	CONTRACT SERVICES-PROPERTY TAX 001-130-0000-4270	1,695.18
					Total :	1,695.18
230114	2/21/2023	890594 HEALTH AND HUMAN RESOURCE	E0286094		EAP-MAR 2023 001-106-0000-4260	250.90
					Total :	250.90
230115	2/21/2023	893817 HERNANDEZ MOLINA, MARIO ALBERTO	JAN 2023	12733	MARIACHI MASTER APPRENTICE INSURANCE 109-424-3637-4260	720.00
					Total :	720.00
230116	2/21/2023	894332 HERNANDEZ, ANA	832060		FACILITY RENTAL DEPOSIT REFUND 001-2220	150.00
					Total :	150.00
230117	2/21/2023	101556 HYATT REGENCY	TRAVEL-1		LODGING-2023 CALNENA CONF IN SAN ANTONIO 001-225-0000-4360	679.79
					Total :	679.79
230118	2/21/2023	101556 HYATT REGENCY	TRAVEL-2		LODGING-2023 CALNENA CONF IN SAN ANTONIO 001-225-0000-4360	679.79
					Total :	679.79
230119	2/21/2023	893804 INDUSTRIAL SHOEWORKE	1100-1354718		METER READING SHOES-R LOPEZ 070-384-0000-4310	142.22
					Total :	142.22
230120	2/21/2023	101640 INTERNATIONAL INSTITUTE OF	ID 32122		ANNUAL MEMBERSHIP 001-115-0000-4380	225.00
					Total :	225.00
230121	2/21/2023	893275 INTERWEST CONSULTING GROUP	84718	12634	CONTRACTED PLANNING SERVICES 001-150-0000-4270	27,155.00
					Total :	27,155.00
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230122	2/21/2023	891777 IRRIGATION EXPRESS	15265901-00	12809	IRRIGATION SUPPLIES FOR REPAIRS & 070-384-0000-4300	22.75
					Total :	22.75
230123	2/21/2023	894268 JOE MAR POLYGRAPH &	2003-01-026 SFPD		POLYGRAPH SERVICES 001-222-0000-4260	225.00
					Total :	225.00
230124	2/21/2023	893885 JOHNNY ALLEN TENNIS ACADEMY	JAN & FEB 2023	12703	SERVICES FOR TENNIS PROGRAM 017-420-1327-4260	504.00
					Total :	504.00
230125	2/21/2023	894007 KARINA SWEEPING COMPANY	0011	12739	MALL SWEEPING SERVICES-JAN 2023 023-311-0000-4260	840.00
				12739	029-335-0000-4260	6,600.00
					Total :	7,440.00
230126	2/21/2023	892833 KIM TURNER, LLC	2510		RGSTR-COMMUNICATIONS TRAINING 001-225-0000-4360	699.00
					Total :	699.00
230127	2/21/2023	101990 L.A. COUNTY METROPOLITAN	6018010		TAP CARDS-NOV 2022 007-440-0441-4260	280.00
			6018411		TAP CARDS-DEC 2022 007-440-0441-4260	280.00
					Total :	560.00
230128	2/21/2023	101971 L.A. MUNICIPAL SERVICES	004-750-1000		ELECTRIC-13003 BORDEN 070-384-0000-4210	141.12
			494-750-1000		WATER-12900 DRONFIELD 070-384-0000-4210	15.51
			594-750-1000		ELECTRIC-12900 DRONFIELD 070-384-0000-4210	2,292.37
			657-750-1000		ELECTRIC-14060 SAYRE 070-384-0000-4210	1,796.65
					Total :	4,245.65
230129	2/21/2023	101852 LARRY & JOE'S PLUMBING	2251050-0001-02		MATL'S FOR REPAIRS	
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230129	2/21/2023	101852 LARRY & JOE'S PLUMBING	(Continued)		043-390-0000-4300	68.30
					Total :	68.30
230130	2/21/2023	893218 LAZARO, ERNESTO	JAN 2023	12734	MARIACHI MASTER APPRENTICE INST 109-424-3637-4260	720.00
					Total :	720.00
230131	2/21/2023	893063 LEON, MIGUEL	02052023		FOOD-SENIOR CLUB MNTHLY MEETING 004-2380	57.18
					Total :	57.18
230132	2/21/2023	101920 LIEBERT CASSIDY WHITMORE	230309		LEGAL SERVICES	
			231060		001-112-0000-4270 LEGAL SERVICES	5,344.50
			231130		001-112-0000-4270 LEGAL SERVICES	763.00
			231170		001-112-0000-4270 LEGAL SERVICES	62.00
			231172		001-112-0000-4270 LEGAL SERVICES	1,093.50
			231176		001-112-0000-4270 LEGAL SERVICES	1,890.00
			231188		001-112-0000-4270 LEGAL SERVICES	1,844.50
			232288		001-112-0000-4270 LEGAL SERVICES	1,386.00
			233086		001-112-0000-4270 LEGAL SERVICES	33.50
			233166		001-112-0000-4270 LEGAL SERVICES	100.50
			233213		001-112-0000-4270 LEGAL SERVICES	5,664.00
			233214		001-112-0000-4270 LEGAL SERVICES	170.00
			233215		001-112-0000-4270 LEGAL SERVICES	6,377.50

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230132	2/21/2023	101920 LIEBERT CASSIDY WHITMORE	(Continued)		001-112-0000-4270 LEGAL SERVICES	5,902.00
			233226		001-112-0000-4270 LEGAL SERVICES	1,284.50
			233227		001-112-0000-4270 LEGAL SERVICES	3,441.00
					Total :	35,356.50
230133	2/21/2023	101974 LOS ANGELES COUNTY	DEC 2022	12817	ANIMAL CARE & CONTROL SERVICES 001-190-0000-4260	6,570.50
					Total :	6,570.50
230134	2/21/2023	888468 MAJOR METROPOLITAN SECURITY	1109466	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1109467	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1109468	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1109469	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1109470	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	25.00
			1109471	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1109472	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	25.00
			1109473	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	25.00
			1109474	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	25.00
			1109475	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1109476	12710	ALARM MONITORING AT ALL CITY FACI 043-390-0000-4260	15.00
			1109477	12710	ALARM MONITORING AT ALL CITY FACI 070-384-0000-4260	23.00
			1109478		ALARM MONITORING AT ALL CITY FACI	

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230134	2/21/2023	888468 MAJOR METROPOLITAN SECURITY	(Continued)			
			1109479	12710	070-384-0000-4260	23.00
				12710	ALARM MONITORING AT ALL CITY FACI	
			1109480	12710	070-384-0000-4260	28.00
				12710	ALARM MONITORING AT ALL CITY FACI	
					070-384-0000-4260	28.00
					Total :	307.00
230135	2/21/2023	887918 MARISCAL JR, MARIO	TRAVEL		PER DIEM-2023 CALNENA CONF IN SAI	
					001-225-0000-4360	195.00
					Total :	195.00
230136	2/21/2023	102125 MARTINEZ, MARLENE	TRAVEL		PER DIEM-2023 CALNENA CONF IN SAI	
					001-225-0000-4360	195.00
					Total :	195.00
230137	2/21/2023	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINES	
					007-440-0441-4220	37.59
			7DL39365		ALARM LINES-1100 PICO	
					001-420-0000-4220	36.93
					Total :	74.52
230138	2/21/2023	893200 MCKESSON MEDICAL-SURGICAL	20241774		MEDICAL SUPPLIES FOR INMATES	
					001-225-0000-4350	51.02
					Total :	51.02
230139	2/21/2023	894220 MELTON, ERICA D.	163-165		L P SENIOR PETTY CASH REIMB.	
					004-2383	83.52
					Total :	83.52
230140	2/21/2023	102148 METROPOLITAN WATER DISTRICT	11007		WATER DELIVERED-DEC 2022	
					070-384-0000-4450	214,722.00
					Total :	214,722.00
230141	2/21/2023	102214 MIRANDA, FERNANDO	REIMB.		WORKBOOTS	
					001-152-0000-4325	75.06
					Total :	75.06

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230142	2/21/2023	102226 MISSION LINEN SUPPLY	518591042		LAUNDRY SERVICE FOR PD	
				12685	001-225-0000-4350	267.14
			518634944	12685	LAUNDRY SERVICE FOR PD	
				12685	001-225-0000-4350	281.12
			518677454	12685	LAUNDRY SERVICE FOR PD	
					001-225-0000-4350	281.12
					Total :	829.38
230143	2/21/2023	893343 MOHR, NICOLE	FEB 2023		COMMISSIONER'S STIPEND	
					001-310-0000-4111	75.00
					Total :	75.00
230144	2/21/2023	892353 MOORE IACOFANO, GOLTSMAN, INC.	0079164		DESIGN FOR LAYNE PARK REVITALIZA	
				12400	010-420-3669-4600	2,222.50
					Total :	2,222.50
230145	2/21/2023	893934 MORA, JUAN LUIS	MCB-0123		MISSION CITY BASEBALL PROGRAM	
				12751	017-420-1330-4260	650.00
					Total :	650.00
230146	2/21/2023	894330 MORALES, ELIZABETH	834577		SENIOR TRIP REFUND (CHUMASH CA\$	
					004-2383	30.00
					Total :	30.00
230147	2/21/2023	894004 MURILLO, NICHOLAS	REIMB.		K9 SUPPLIES	
					001-225-0000-4270	144.02
					Total :	144.02
230148	2/21/2023	102351 NATIONAL PEN CO. LLC	0NBV9VA-68R54-9Z4		RCS DEPARTMENT PENS	
					110-422-3747-4300	735.26
					Total :	735.26
230149	2/21/2023	893978 NATIONAL TESTING NETWORK	11769		ANNUAL MEMBERSHIP RENEWAL	
					001-222-0000-4260	500.00
					Total :	500.00
230150	2/21/2023	893348 NCSI	29786		BACKGROUND CHECKS	
					001-420-0000-4260	37.00

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230150	2/21/2023	893348 NCSI	(Continued)		017-420-1330-4260	18.50
					Total :	55.50
230151	2/21/2023	893405 NEW HORIZON	2122358		LP PHONE SERVICES-FEB 2023 001-420-0000-4220	321.34
					Total :	321.34
230152	2/21/2023	887422 NORTHERN SAFETY CO., INC.	905180682		GAS SHUT OFF WRENCHES	
			905184070		043-390-0000-4340 SAFETY SUPPLIES	114.55
			905185328		043-390-0000-4300 SAFETY SUPPLIES	165.15
					043-390-0000-4300	74.60
					Total :	354.30
230153	2/21/2023	894300 OCEAN BLUE ENVIRONMENTAL	37544	12860	EMERGENCY HAZMAT CLEAN UP AT JE 001-311-0000-4260	16,026.20
					Total :	16,026.20
230154	2/21/2023	894100 ODP BUSINESS SOLUTIONS , LLC	282380015001		OFFICE SUPPLIES	
			283248226001		001-106-0000-4300 CREDIT - ITEM RETURNED	388.72
			283248363001		001-310-0000-4300	-2.09
			284960865001		OFFICE SUPPLIES	
			285773832001		001-310-0000-4300 OFFICE SUPPLIES	2.09
			286086285001		001-222-0000-4300 OFFICE SUPPLIES	186.30
			286103081001		001-222-0000-4300 OFFICE SUPPLIES	129.93
			286103255001		001-222-0000-4300 OFFICE SUPPLIES	218.22
			286691810001		001-150-0000-4300 OFFICE SUPPLIES	10.11
					001-150-0000-4300	58.28

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230154	2/21/2023	894100 ODP BUSINESS SOLUTIONS , LLC	(Continued)		001-310-0000-4300	9.83
			286693557001		OFFICE SUPPLIES	
			287001756001		001-310-0000-4300	65.53
			288073982001		OFFICE SUPPLIES	
			288075780001		001-222-0000-4300 OFFICE SUPPLIES	9.02
			288075796001		001-222-0000-4300 OFFICE SUPPLIES	96.46
			288493415001		001-222-0000-4300 OFFICE SUPPLIES	82.19
			288661750001		001-222-0000-4300 OFFICE SUPPLIES	29.41
			288662622001		001-222-0000-4300 OFFICE SUPPLIES	88.93
			289144656001		001-222-0000-4300 OFFICE SUPPLIES	88.93
			289270938001		001-222-0000-4300 OFFICE SUPPLIES	17.72
			289272226001		001-222-0000-4300 OFFICE SUPPLIES	183.57
			289272230001		001-222-0000-4300 OFFICE SUPPLIES	19.79
			289382898001		001-222-0000-4300 OFFICE SUPPLIES	24.11
			289384281001		001-222-0000-4300 OFFICE SUPPLIES	35.15
			289448789001		001-222-0000-4300 OFFICE SUPPLIES	-96.46
			289607751001		001-222-0000-4300 OFFICE SUPPLIES	-52.39
			290089384001		001-222-0000-4300 OFFICE SUPPLIES	19.94
			290091159001		001-222-0000-4300 OFFICE SUPPLIES	81.60
					001-222-0000-4300	8.47

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230154	2/21/2023	894100 ODP BUSINESS SOLUTIONS , LLC	(Continued)			
			290637222001		001-222-0000-4300 OFFICE SUPPLIES	58.20
			290791456001		001-222-0000-4300 OFFICE SUPPLIES	173.91
			290791850001		070-383-0000-4300 OFFICE SUPPLIES	368.98
			290893152001		072-360-0000-4300 BREAK ROOM SUPPLIES	251.25
			290903713001		070-381-0000-4300 OFFICE SUPPLIES	139.00
			291176005001		070-381-0000-4300 OFFICE SUPPLIES	9.99
			291177358001		001-222-0000-4300 OFFICE SUPPLIES	9.14
			291177360001		001-222-0000-4300 OFFICE SUPPLIES	92.74
			291177362001		001-222-0000-4300 OFFICE SUPPLIES	48.50
			291262531001		001-222-0000-4300 OFFICE SUPPLIES	14.54
			291543148001		001-422-0000-4300 OFFICE SUPPLIES	44.83
			291543490001		001-150-0000-4300 OFFICE SUPPLIES	13.87
			291543492001		001-152-0000-4300 001-140-0000-4300 001-150-0000-4300 OFFICE SUPPLIES	122.32 26.81 146.25
					001-150-0000-4300	24.08
					Total :	3,247.77
230155	2/21/2023	102443 OKAFOR, MICHAEL	REIMB.		PROTECTIVE CASE-CITY ISSUED PHO	
					001-106-0000-4220	65.69
					Total :	65.69
230156	2/21/2023	890095 O'REILLY AUTOMOTIVE STORES INC	4605-101278		VEHICLE SERV., MAINT. & REPAIR PAR	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230156	2/21/2023	890095 O'REILLY AUTOMOTIVE STORES INC	(Continued)			
			4605-101282	12754	041-320-0370-4400 VEHICLE SERV., MAINT. & REPAIR PAR	6.55
			4605-101521	12754	041-320-0370-4400 VEHICLE SERV., MAINT. & REPAIR PAR	16.52
			4605-101963	12754	041-320-0320-4400 VEHICLE SERV., MAINT. & REPAIR PAR	156.59
			4605-101983	12754	070-384-0000-4300 VEHICLE SERV., MAINT. & REPAIR PAR	16.53
			4605-102544	12754	070-384-0000-4300 VEHICLE SERV., MAINT. & REPAIR PAR	34.93
			4605-103035	12754	041-320-0370-4400 VEHICLE SERV., MAINT. & REPAIR PAR	4.01
				12754	029-335-0000-4400	27.53
					Total :	262.66
230157	2/21/2023	892958 PADILLA'S AUTO CENTER	202		VEHICLE MAINT-PK4572	
					041-320-0390-4400	60.00
					Total :	60.00
230158	2/21/2023	893918 PD PROTECT INC	2023-JAN-SFPD		TRANSLATION SERVICES	
					001-222-0000-4270	178.18
					Total :	178.18
230159	2/21/2023	893933 PORTA-STOR	386119		MCB STORAGE BIN RENTAL	
					017-420-1330-4260	82.00
					Total :	82.00
230160	2/21/2023	892456 PORTOLA HOTEL AND SPA	TRAVEL-1		LODGING-2023 CPCA ANNUAL TRAININ	
					001-222-0000-4360	1,027.20
					Total :	1,027.20
230161	2/21/2023	892456 PORTOLA HOTEL AND SPA	TRAVEL-2		LODGING-2023 CPCA ANNUAL TRAININ	
					001-225-0000-4360	1,027.20
					Total :	1,027.20
230162	2/21/2023	102688 PROFESSIONAL PRINTING CENTERS	20924		PRINTING SERVICES	

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230162	2/21/2023	102688 PROFESSIONAL PRINTING CENTERS	(Continued)			
				12721	070-382-0000-4300	109.70
				12721	072-360-0000-4300	109.70
			20970		PRINTING SERVICES	
				12721	001-310-0000-4300	53.75
					Total :	273.15
230163	2/21/2023	890536 PRUDENTIAL OVERALL SUPPLY	11005537		PW UNIFORM PURCHASE	
				12688	001-310-0000-4310	1,600.00
				12688	001-311-0000-4310	730.00
				12688	030-341-0000-4310	150.00
				12688	001-370-0000-4300	768.00
				12688	041-320-0000-4310	750.00
				12688	043-390-0000-4300	2,893.00
				12688	070-384-0000-4300	1,158.58
				12688	001-152-0000-4325	400.00
				12688	001-346-0000-4300	353.00
			11006211		PW UNIFORM PURCHASE	
				12688	070-383-0000-4300	1,263.50
					Total :	10,066.08
230164	2/21/2023	892297 PUKUU CULTURAL COMMUNITY	4		OCT'22-PROF SERV AGREEMENT YO	
				12135	110-422-3649-4270	33,709.36
			5		NOV'22-PROF SERV AGREEMENT YO	
				12135	110-422-3649-4270	14,587.26
			6		DEC'22-PROF SERV AGREEMENT YO	
				12135	110-422-3649-4270	23,073.78
					Total :	71,370.40
230165	2/21/2023	894306 QUENCH USA, INC.	INV05310309		DRINKING WATER	
					001-222-0000-4300	99.24
					Total :	99.24
230166	2/21/2023	894333 RAMOS, MARIO	21-2606		RELEASE OF HELD EVIDENCE	
					001-2264	56.00
					Total :	56.00

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230167	2/21/2023	888921 REGISTRAR-RECORDER/COUNTY CLER	23-3049		CANDIDATE STATEMENT PRINTING CC	
					001-3920-0000	3,139.70
					Total :	3,139.70
230168	2/21/2023	102855 RIO HONDO COLLEGE	F22-440-ZSFN		PHYSICAL FITNESS TRAINING	
					001-222-0000-4360	125.00
					Total :	125.00
230169	2/21/2023	892071 ROBLES, J.	REIMB.		PER DIEM-PAS CALIBRATION COURSE	
					001-225-0000-4360	45.00
					Total :	45.00
230170	2/21/2023	887872 ROSENBERG, IRWIN	TRAVEL		PER DIEM-CPOA LEGISLATIVE SUMMIT	
					001-222-0000-4360	90.00
			TRAVEL-2		PER DIEM-2023 CPCA ANNUAL TRAINING	
					001-225-0000-4360	215.00
					Total :	305.00
230171	2/21/2023	894312 RUIZ, EDWARD	REIMB.		DISTRIBUTION EXAM PREP.	
					070-381-0000-4360	199.99
					Total :	199.99
230172	2/21/2023	892856 SALAS, JUAN	REIMB.		FOOD-SENIOR CLUB MEETING	
					004-2380	343.60
					Total :	343.60
230173	2/21/2023	894329 SALLEE, CLINT	PW2300201		ENCROACHMENT PERMIT REFUND	
					001-3730-0000	99.96
					Total :	99.96
230174	2/21/2023	103050 SAN FERNANDO PET HOSPITAL	176561		K9 VET BILL	
					001-225-0000-4270	327.31
			176784		K9 VET BILL	
					001-225-0000-4270	75.00
			179468		K9 VET BILL	
					001-225-0000-4270	30.00
			186972		K9 VET BILL	
					001-225-0000-4270	240.00

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230174	2/21/2023	103050 103050 SAN FERNANDO PET HOSPITAL	(Continued)		Total :	672.31
230175	2/21/2023	103057 SAN FERNANDO VALLEY SUN	11810		PH NOTICE FINANCING OF ENERGY SI 001-115-0000-4230	84.38
			11814		PUBLICATION-1ST READING ORD NO.1 001-115-0000-4230	84.38
			11815		2ND READING-ORD NO. U-173 EXTENC 001-115-0000-4230	91.13
			11817		NIB-PIONEER PARK PLAYGROUND 001-115-0000-4230	74.25
			11818		PH NOTICE-PURCHASING & CONTRAC 001-115-0000-4230	94.50
					Total :	428.64
230176	2/21/2023	894326 SOLIS, CRYSTAL	REIMB.		PARKING FEE, PER DIEM & MILEAGE-T 001-115-0000-4370	163.13
					Total :	163.13
230177	2/21/2023	103196 SOUTH COAST AIR QUALITY	4116818		PD GENERATOR PERMIT RENEWAL FE 041-320-0000-4260	468.76
			4119586		PD GENERATOR EMISSIONS FEES FY2 041-320-0000-4260	151.85
					Total :	620.61
230178	2/21/2023	103202 SOUTHERN CALIFORNIA EDISON CO.	600000512389		ELECTRIC-VARIOUS LOCATIONS 027-344-0000-4210	10,584.35
					029-335-0000-4210	2,397.42
					070-384-0000-4210	19,322.89
					074-320-0000-4210	5,618.15
					043-390-0000-4210	5,166.09
			700136176526		ELECTRIC-METER FOR MALL-MACLAY, 030-341-0000-4210	94.89
			700224888278		ELECTRIC-801 8TH 043-390-0000-4210	15.12
			700301226571		ELECTRIC-1117 2ND 043-390-0000-4210	39.34
			700360580265		ELECTRIC-910 FIRST	

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230178	2/21/2023	103202 SOUTHERN CALIFORNIA EDISON CO.	(Continued)		043-390-0000-4210	5,986.85
			700363532503		ELECTRIC-117 MACNEIL 043-390-0000-4210	5,070.13
			700577150347		ELECTRIC-190 PARK 027-344-0000-4210	958.47
					Total :	55,253.70
230179	2/21/2023	103206 SOUTHERN CALIFORNIA GAS CO.	176-827-9776		CNG STATION NATURAL GAS 074-320-0000-4402	154,592.27
					Total :	154,592.27
230180	2/21/2023	103251 STANLEY PEST CONTROL	130537	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	200.00
			397756	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	475.00
			525344	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	94.00
			525347	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	62.00
			525349	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	135.00
			525350	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	55.00
			525351	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	95.00
			525352	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	85.00
			525353	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	85.00
			537570	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	94.00
			537575	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	62.00
			537576	12773	PEST EXTERMINATION FOR ALL CITY F 043-390-0000-4330	135.00
			537577		PEST EXTERMINATION FOR ALL CITY F	

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EXHIBIT "A"

RES. NO. 23-022

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230180	2/21/2023	103251 STANLEY PEST CONTROL	(Continued)			
			537579	12773	043-390-0000-4330 PEST EXTERMINATION FOR ALL CITY F	55.00
			537580	12773	043-390-0000-4330 PEST EXTERMINATION FOR ALL CITY F	95.00
			537581	12773	043-390-0000-4330 PEST EXTERMINATION FOR ALL CITY F	85.00
				12773	043-390-0000-4330	85.00
					Total :	1,897.00
230181	2/21/2023	894275 STAPLES, INC.	8068986837		BREAK ROOM SUPPLIES 001-190-0000-4300	304.79
					Total :	304.79
230182	2/21/2023	100532 STATE OF CALIFORNIA, DEPARTMENT OF JUSTICE	626651		DOJ LIVESCAN FINGERPRINTING-DEC 004-2386	1,439.00
				12714	001-222-0000-4270	264.00
					Total :	1,703.00
230183	2/21/2023	103205 THE GAS COMPANY	042-320-6900-7		GAS-910 FIRST 043-390-0000-4210	787.13
			088-520-6400-8		GAS-117 MACNEIL 043-390-0000-4210	1,192.53
			090-620-6400-2		GAS-120 MACNEIL 070-381-0000-4210	243.45
					072-360-0000-4210	243.45
					043-390-0000-4210	486.90
			143-287-8131-6		GAS-208 PARK 043-390-0000-4210	1,634.02
			162-020-7432-0		GAS-828 HARDING 043-390-0000-4210	4.60
					Total :	4,592.08
230184	2/21/2023	101528 THE HOME DEPOT CRC, ACCT#603532202490	1113769		MISC SUPPLIES 043-390-0000-4300	50.71
			1283032		MAINT SUPPLIES 043-390-0000-4300	417.88

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230184	2/21/2023	101528 THE HOME DEPOT CRC, ACCT#603532202490	(Continued)			
			2023515		PD MAINT SUPPLIES 043-390-0000-4300	122.74
			2104446		HAND TOOLS 001-370-0000-4300	198.42
			2104447		SMALL TOOLS 001-311-0000-4300	328.50
			21753		MISC SUPPLIES 070-383-0000-4310	50.11
			4271740		REC PARK-NEW LIGHT FIXTURES 043-390-0000-4300	215.34
			4371421		MISC SUPPLIES 043-390-0000-4300	111.97
			6531772		GRAFFITI SUPPLIES 001-312-0000-4300	210.36
			7100057		SMALL TOOLS 001-140-0000-4300	320.61
			8022877		SEWER TRUCK 072-360-0000-4300	139.77
			8022883		MISC SUPPLIES 070-383-0000-4310	269.77
			9013436		MISC SUPPLIES 070-383-0000-4310	26.70
			9021826		MATL'S FOR SIDEWALK REPAIRS 070-383-0000-4260	51.30
			9022703		MISC SUPPLIES 070-383-0000-4310	174.07
					Total :	2,688.25
230185	2/21/2023	892525 T-MOBILE	958769818		HOTSPOT & TABLET CONNECTIONS 001-420-0000-4220	29.40
					001-152-0000-4220	19.74
					Total :	49.14
230186	2/21/2023	887591 TOM BROHARD & ASSOCIATES	2023-05		TRAFFIC ENGINEERING SERVICES 001-310-0000-4270	885.00
				12752		

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230186	2/21/2023	887591 887591 TOM BROHARD & ASSOCIATES	(Continued)			Total : 885.00
230187	2/21/2023	893504 TOWN HALL STREAMS, LLC	14588		STREAMING SERVICES-FEB 2023 001-115-0000-4260	175.00 Total : 175.00
230188	2/21/2023	103503 U.S. POSTAL SERVICE, NEOPOST POSTAGE (15122187			POSTAGE MACHINE REIMB. 001-190-0000-4280	1,500.00 Total : 1,500.00
230189	2/21/2023	103463 U.S. POSTMASTER	FEB 2023		POSTAGE - FEB UTILITY BILLS 072-360-0000-4300 070-382-0000-4300	602.01 602.01 Total : 1,204.02
230190	2/21/2023	103445 UNDERGROUND SERVICE ALERT	120230698 22-2302785		(42) NEW TICKET CHARGES 070-381-0000-4260 CA STATE FEE-REGULATORY COSTS 070-381-0000-4260	83.50 32.42 Total : 115.92
230191	2/21/2023	893167 UNITED MAINTENANCE SYSTEMS	15418	12794	JANITORIAL SERVICES CONTRACT#19 043-390-0000-4260	17,850.00 Total : 17,850.00
230192	2/21/2023	893863 URIBE, KALLISTA	TRAVEL		PER DIEM-PAS CALIBRATION COURSE 001-222-0000-4360	45.00 Total : 45.00
230193	2/21/2023	103449 USA BLUE BOOK	225605 225932	12836 12836	FOR MISC. MAINT. SUPPLIES, LAB SUP 070-384-0000-4300 FOR MISC. MAINT. SUPPLIES, LAB SUP 070-384-0000-4300	1,830.91 359.95 Total : 2,190.86
230194	2/21/2023	893740 UTILITY SYSTEMS SCIENCE &	COSF_01/09-02/08/23 COSF_01/1-01/31	12753	WASTEWATER FLOW MONITORING & § 072-360-0000-4260 WASTEWATER FLOW MONITORING & §	770.00

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230194	2/21/2023	893740 UTILITY SYSTEMS SCIENCE &	(Continued)			
			COSF_SWERE LINE MNT	12753 12753	072-360-0000-4260 WASTEWATER FLOW MONITORING & § 072-360-0000-4260	540.00 2,380.00 Total : 3,690.00
230195	2/21/2023	894328 VALDEZ, FABIAN	TRAVEL-1		PER DIEM-2023 CPCA ANNUAL TRAININ 001-222-0000-4360	215.00 Total : 215.00
230196	2/21/2023	893647 VALEO NETWORKS	21306 21307 21450 21451 21646 21785 21786	12864 12864 12760 12760 12862 12760 12760	INVOICE NO. 21306 - SWITCH INSTALL 121-135-3689-4500 INVOICE NO. 21306 - SWITCH INSTALL 121-135-3689-4500 IT MANAGEMENT & VEEAM CLOUD CO 001-135-0000-4270 IT MANAGEMENT & VEEAM CLOUD CO 001-135-0000-4270 COMPUTER ROOM SERVER DOWN TR 001-135-0000-4260 IT MANAGEMENT & VEEAM CLOUD CO 001-135-0000-4270 IT MANAGEMENT & VEEAM CLOUD CO 001-135-0000-4270	2,045.25 3,078.00 10,330.33 523.70 587.25 10,330.33 607.70 Total : 27,502.56
230197	2/21/2023	103534 VALLEY LOCKSMITH	719	12787	LOCKSMITH SERVICES FOR ALL FACIL 070-384-0000-4320	733.95 Total : 733.95
230198	2/21/2023	103557 VASQUEZ & COMPANY LLP	2230064-IN	12813	IMPLEMENTATION OF GASB 87 001-130-0000-4270	4,000.00 Total : 4,000.00
230199	2/21/2023	892081 VERIZON BUSINESS SERVICES	72462419		MPLS PORT ACCESS & ROUTER-PD 001-222-0000-4220	1,051.38 Total : 1,051.38

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230200	2/21/2023	100101 VERIZON WIRELESS-LA	9924933645		VARIOUS CELL PHONE PLANS	
					072-360-0000-4220	50.25
					001-101-0102-4220	50.25
					001-101-0108-4220	50.96
					001-105-0000-4220	54.72
			9925519843		MDT MODEMS-PD UNITS	
					001-222-0000-4220	278.16
			9925914718		PD CELL PHONE PLANS	
					001-222-0000-4220	167.13
					001-152-0000-4220	114.03
			9926205936		VARIOUS PHONE PLANS	
					001-222-0000-4220	509.66
					070-384-0000-4220	40.82
			9926217561		CITY YARD CELL PHONE PLANS	
					070-384-0000-4220	152.88
					043-390-0000-4220	25.48
					041-320-0000-4220	25.48
					072-360-0000-4220	34.98
			9926229117		VARIOUS CELL PHONE PLANS	
					001-106-0000-4220	53.09
					070-384-0000-4220	58.00
					Total :	1,665.89
230201	2/21/2023	894327 VISTA PAINT	2023-859671-00		CURB PAINT	
					001-311-0000-4300	107.86
					Total :	107.86
230202	2/21/2023	103603 VULCAN MATERIALS COMPANY	73531035	12779	BASE & COLD MIX FOR UTILITY TRENC	
					070-383-0000-4310	1,034.62
					Total :	1,034.62
230203	2/21/2023	888390 WEST COAST ARBORISTS, INC.	195149	12788	ANNUAL CITY TREE TRIMMING SERVIC	
					110-346-0838-4270	10,983.00
					Total :	10,983.00
230204	2/21/2023	890970 WEX BANK	86751918		FUEL FOR FLEET	
					041-320-0152-4402	243.98

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230204	2/21/2023	890970 WEX BANK	(Continued)			
					041-320-0221-4402	665.50
					041-320-0222-4402	240.19
					041-320-0224-4402	1,115.47
					041-320-0225-4402	4,381.04
					041-320-0228-4402	558.74
					041-320-0311-4402	1,185.73
					041-320-0320-4402	125.04
					041-320-0370-4402	828.46
					041-320-0390-4402	1,732.90
					007-313-3630-4402	353.71
					029-335-0000-4402	160.50
					070-381-0000-4402	61.83
					070-382-0000-4402	447.67
					070-383-0000-4402	1,244.20
					070-384-0000-4402	416.29
					072-360-0000-4402	430.73
					Total :	14,191.98
230205	2/21/2023	891531 WILLDAN ENGINEERING	00336839	12724	NPDES CONSULTING SERVICES	
					023-311-0000-4270	6,058.50
					Total :	6,058.50
144 Vouchers for bank code :		bank3			Bank total :	818,404.93
144 Vouchers in this report					Total vouchers :	818,404.93

Voucher Registers are not final until approved by Council.

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SPECIAL CHECKS

EXHIBIT "A"
RES. NO. 23-022vchlist
01/31/2023 11:40:10AMVoucher List
CITY OF SAN FERNANDO

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229946	2/1/2023	100286 BAKER, BEVERLY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	148.68
					Total :	148.68
229947	2/1/2023	100916 DEIBEL, PAUL	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229948	2/1/2023	101781 KISHITA, ROBERT	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25
					Total :	132.25
229949	2/1/2023	101926 LILES, RICHARD	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229950	2/1/2023	102126 MARTINEZ, MIGUEL	23-Feb		CALPERS HEALTH REIMB 070-180-0000-4127	603.64
					Total :	603.64
229951	2/1/2023	891031 ORTEGA, JIMMIE	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
229952	2/1/2023	891032 OTREMBA, EUGENE	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04
229953	2/1/2023	891354 RAMIREZ, ROSALINDA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25
					Total :	132.25
229954	2/1/2023	102940 RUIZ, RONALD	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	587.29
					Total :	587.29
229955	2/1/2023	892782 TIGHE, DONNA	23-Feb		CALPERS HEALTH REIMB	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229955	2/1/2023	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	
229956	2/1/2023	100042 ABDALLAH, ALBERT	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,418.49	
					Total :	1,418.49	
229957	2/1/2023	100091 AGORICHAS, JOHN	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
229958	2/1/2023	891039 AGUILAR, JESUS	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	415.50	
					Total :	415.50	
229959	2/1/2023	100104 ALBA, ANTHONY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	689.04	
					Total :	689.04	
229960	2/1/2023	891011 APODACA-GRASS, ROBERTA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
229961	2/1/2023	100260 AVILA, FRANK	23-Feb		CALPERS HEALTH REIMB 041-180-0000-4127	1,358.28	
					Total :	1,358.28	
229962	2/1/2023	100306 BARNARD, LARRY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	879.00	
					Total :	879.00	
229963	2/1/2023	100346 BELDEN, KENNETH M.	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,342.00	
					Total :	1,342.00	
229964	2/1/2023	892233 BUZZELL, CAROL	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	148.68	
					Total :	148.68	
229965	2/1/2023	891350 CALZADA, FRANK	23-Feb		CALPERS HEALTH REIMB		
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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
229965	2/1/2023	891350 CALZADA, FRANK	(Continued)		001-180-0000-4127	448.36	
					Total :	448.36	
229966	2/1/2023	100642 CASTRO, RICO	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,834.18	
					Total :	1,834.18	
229967	2/1/2023	103816 CHAVEZ, ELENA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	587.29	
					Total :	587.29	
229968	2/1/2023	100752 COLELLI, CHRISTIAN	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,811.06	
					Total :	1,811.06	
229969	2/1/2023	891014 CREEKMORE, CASIMIRA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
229970	2/1/2023	893711 DAVIS, JAMES	23-Feb		CALPERS HEALTH REIMB 072-180-0000-4127	1,534.22	
					Total :	1,534.22	
229971	2/1/2023	100913 DECKER, CATHERINE	23-Feb		CALPERS HEALTH REIMB 070-180-0000-4127	269.02	
					Total :	269.02	
229972	2/1/2023	100925 DELGADO, RALPH	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	448.36	
					Total :	448.36	
229973	2/1/2023	100960 DIEDIKER, VIRGINIA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
229974	2/1/2023	100996 DRAKE, JOYCE	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229974	2/1/2023	100996 100996 DRAKE, JOYCE	(Continued)			Total : 269.02
229975	2/1/2023	100995 DRAKE, MICHAEL	23-Feb		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	134.51 134.51 Total : 269.02
229976	2/1/2023	100997 DRAPER, CHRISTOPHER	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,811.06 Total : 1,811.06
229977	2/1/2023	101044 ELEY, JEFFREY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,949.00 Total : 1,949.00
229978	2/1/2023	891040 FISHKIN, RIVIAN	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25 Total : 132.25
229979	2/1/2023	101178 FLORES, ADRIAN	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,325.58 Total : 1,325.58
229980	2/1/2023	101182 FLORES, MIGUEL	23-Feb		CALPERS HEALTH REIMB 043-180-0000-4127	1,325.58 Total : 1,325.58
229981	2/1/2023	892103 GAJDOS, BETTY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25 Total : 132.25
229982	2/1/2023	891351 GARCIA, DEBRA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,856.80 Total : 1,856.80
229983	2/1/2023	891067 GARCIA, NICOLAS	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	886.89

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
229983	2/1/2023	891067 891067 GARCIA, NICOLAS	(Continued)			Total : 886.89
229984	2/1/2023	101281 GARIBAY, SAUL	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	2,280.31 Total : 2,280.31
229985	2/1/2023	101318 GLASGOW, KEVIN	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,811.06 Total : 1,811.06
229986	2/1/2023	891020 GLASGOW, ROBERT	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	314.00 Total : 314.00
229987	2/1/2023	101333 GODINEZ, FRAZIER C.	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,768.55 Total : 1,768.55
229988	2/1/2023	101409 GUERRA, LAUREN E	23-Feb		CALPERS HEALTH REIMB 072-180-0000-4127	587.29 Total : 587.29
229989	2/1/2023	891021 GUIZA, JENNIE	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02 Total : 269.02
229990	2/1/2023	101415 GUTIERREZ, OSCAR	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25 Total : 132.25
229991	2/1/2023	102896 GUZMAN, ROSA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	587.29 Total : 587.29
229992	2/1/2023	891352 HADEN, SUSANNA	23-Feb		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	
229993	2/1/2023	101440 HALCON, ERNEST	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,342.00	
					Total :	1,342.00	
229994	2/1/2023	891918 HARTWELL, BRUCE	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	689.04	
					Total :	689.04	
229995	2/1/2023	101465 HARVEY, DAVID	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25	
					Total :	132.25	
229996	2/1/2023	101466 HARVEY, DEVERY MICHAEL	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,217.00	
					Total :	1,217.00	
229997	2/1/2023	101471 HASBUN, NAZRI A.	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	587.29	
					Total :	587.29	
229998	2/1/2023	891023 HATFIELD, JAMES	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	689.04	
					Total :	689.04	
229999	2/1/2023	892104 HERNANDEZ, ALFONSO	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,272.92	
					Total :	1,272.92	
230000	2/1/2023	891024 HOOKER, RAYMOND	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
230001	2/1/2023	893616 HOUGH, LOIS	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	148.68	
					Total :	148.68	
230002	2/1/2023	101597 IBRAHIM, SAMIR	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	415.50	
					Total :	415.50	
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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
230002	2/1/2023	101597 101597 IBRAHIM, SAMIR	(Continued)				
					Total :	415.50	
230003	2/1/2023	101694 JACOBS, ROBERT	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	879.00	
					Total :	879.00	
230004	2/1/2023	892105 KAHMANN, ERIC	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	415.50	
					Total :	415.50	
230005	2/1/2023	101786 KLOTZSCHE, STEVEN	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	448.36	
					Total :	448.36	
230006	2/1/2023	891866 KNIGHT, DONNA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	123.03	
					Total :	123.03	
230007	2/1/2023	892929 LEWIS, WANDA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
230008	2/1/2023	891043 LIEBERMAN, LEONARD	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25	
					Total :	132.25	
230009	2/1/2023	101933 LITTLEFIELD, LESLEY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02	
					Total :	269.02	
230010	2/1/2023	102045 LLAMAS-RIVERA, MARCOS	23-Feb		CALPERS HEALTH REIMB 070-180-0000-4127	1,361.42	
					Total :	1,361.42	
230011	2/1/2023	102059 MACK, MARSHALL	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	587.29	
					Total :	587.29	
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230012	2/1/2023	891010 MAERTZ, ALVIN	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	397.06
					Total :	397.06
230013	2/1/2023	888037 MARTINEZ, ALVARO	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,676.48
					Total :	1,676.48
230014	2/1/2023	102206 MILLER, WILMA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
230015	2/1/2023	102212 MIRAMONTES, MONICA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	555.22
					Total :	555.22
230016	2/1/2023	102232 MIURA, HOWARD	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
230017	2/1/2023	892106 MONTAN, EDWARD	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	148.68
					Total :	148.68
230018	2/1/2023	102365 NAVARRO, RICARDO A	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	448.36
					Total :	448.36
230019	2/1/2023	102473 ORDELHEIDE, ROBERT	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,878.60
					Total :	1,878.60
230020	2/1/2023	102483 OROZCO, ELVIRA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	148.68
					Total :	148.68
230021	2/1/2023	102486 ORSINI, TODD	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	2,039.79
					Total :	2,039.79

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230021	2/1/2023	102486 102486 ORSINI, TODD	(Continued)			Total : 2,039.79
230022	2/1/2023	102569 PARKS, ROBERT	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,949.00 Total : 1,949.00
230023	2/1/2023	102580 PATINO, ARMANDO	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,949.00 Total : 1,949.00
230024	2/1/2023	102527 PISCITELLI, ANTHONY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	448.36 Total : 448.36
230025	2/1/2023	891033 POLLOCK, CHRISTINE	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	314.00 Total : 314.00
230026	2/1/2023	102735 QUINONEZ, MARIA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,358.28 Total : 1,358.28
230027	2/1/2023	891034 RAMSEY, JAMES	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	852.90 Total : 852.90
230028	2/1/2023	102864 RIVETTI, DOMINICK	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	879.00 Total : 879.00
230029	2/1/2023	102936 RUELAS, MARCO	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,856.80 Total : 1,856.80
230030	2/1/2023	891044 RUSSUM, LINDA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25 Total : 132.25

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230031	2/1/2023	103005 SALAZAR, TONY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,325.58
					Total :	1,325.58
230032	2/1/2023	103118 SENDA, OCTAVIO	23-Feb		CALPERS HEALTH REIMB 043-180-0000-4127	1,768.55
					Total :	1,768.55
230033	2/1/2023	892107 SHANAHAN, MARK	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	415.50
					Total :	415.50
230034	2/1/2023	891035 SHERWOOD, NINA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
230035	2/1/2023	103175 SKOBIN, ROMELIA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,272.92
					Total :	1,272.92
230036	2/1/2023	893677 SOLIS, MARGARITA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	517.13
					Total :	517.13
230037	2/1/2023	103220 SOMERVILLE, MICHAEL	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,449.00
					Total :	1,449.00
230038	2/1/2023	103394 TORRES, RACHEL	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
230039	2/1/2023	889588 UFANO, VIRGINIA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	132.25
					Total :	132.25
230040	2/1/2023	103516 VAIRO, ANTHONY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,449.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230040	2/1/2023	103516 103516 VAIRO, ANTHONY	(Continued)			Total : 1,449.00
230041	2/1/2023	888417 VALDIVIA, LAURA	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
230042	2/1/2023	103550 VANICEK, JAMES	23-Feb		CALPERS HEALTH REIMB 070-180-0000-4127	1,358.28
					Total :	1,358.28
230043	2/1/2023	103562 VASQUEZ, JOEL	23-Feb		CALPERS HEALTH REIMB 070-180-0000-4127	1,949.00
					Total :	1,949.00
230044	2/1/2023	888562 VILLALPANDO, SEBASTIAN FRANK	23-Feb		CALPERS HEALTH REIMB 070-180-0000-4127	415.50
					Total :	415.50
230045	2/1/2023	103692 VILLALVA, FRANCISCO	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	1,768.55
					Total :	1,768.55
230046	2/1/2023	891038 WAITE, CURTIS	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04
230047	2/1/2023	103612 WALKER, MICHAEL	23-Feb		CALPERS HEALTH REIMB 027-180-0000-4127	210.90
					Total :	210.90
230048	2/1/2023	103620 WARREN, DALE	23-Feb		CALPERS HEALTH REIMB 072-180-0000-4127	132.25
					Total :	132.25
230049	2/1/2023	891036 WATT, DAVID	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230050	2/1/2023	893690 WATTS, STEVE M.	23-Feb		CALPERS HEALTH REIMB 072-180-0000-4127	886.89
					Total :	886.89
230051	2/1/2023	891037 WEBB, NANCY	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
230052	2/1/2023	103643 WEDDING, JEROME	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04
230053	2/1/2023	103727 WYSBEEK, DOUDE	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	269.02
					Total :	269.02
230054	2/1/2023	103737 YNIGUEZ, LEONARD	23-Feb		CALPERS HEALTH REIMB 001-180-0000-4127	689.04
					Total :	689.04
99 Vouchers for bank code : bank3						Bank total : 80,541.11
99 Vouchers in this report						Total vouchers : 80,541.11

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230055	1/24/2023	103255 STATE BOARD OF EQUALIZATION	58-101099		VENDOR USE FUEL TAX RETURN-2022 074-320-0000-4457	8,147.00
Total :						8,147.00
1 Vouchers for bank code : bank3						Bank total : 8,147.00
1 Vouchers in this report						Total vouchers : 8,147.00

Voucher Registers are not final until approved by Council.

Page: 1

SPECIAL CHECK

EXHIBIT "A"
RES. NO. 23-022

vchlist

02/02/2023

9:38:52AM

Voucher List
CITY OF SAN FERNANDO

Page: 1

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230056	2/2/2023	103648 CITY OF SAN FERNANDO	PR 2-3-23		REIMB FOR PAYROLL W/E 1/27/23	
					001-1003	487,202.81
					007-1003	2,126.51
					017-1003	920.43
					027-1003	2,174.04
					029-1003	2,407.63
					030-1003	1,461.77
					041-1003	7,263.82
					043-1003	22,422.33
					070-1003	54,904.00
					072-1003	13,771.27
					074-1003	376.02
					094-1003	5,412.21
					110-1003	2,914.67
					Total :	603,357.51
1 Vouchers for bank code : bank3						Bank total : 603,357.51
1 Vouchers in this report						Total vouchers : 603,357.51

Voucher Registers are not final until approved by Council.

Page: 1

SPECIAL CHECK**EXHIBIT "A"**
RES. NO. 23-022vchlist
02/06/2023 11:13:56AMVoucher List
CITY OF SAN FERNANDO

Page: 1

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230057	2/6/2023	102519 P.E.R.S.	FEB 2023		HEALTH INS. BENEFITS-FEB 2023 001-1160	159,539.66
Total :						159,539.66
1 Vouchers for bank code : bank3						Bank total : 159,539.66
1 Vouchers in this report						Total vouchers : 159,539.66

Voucher Registers are not final until approved by Council.

Page: 1

SPECIAL CHECK**EXHIBIT "A"**
RES. NO. 23-022vchlist
02/06/2023 11:48:06AMVoucher List
CITY OF SAN FERNANDO

Page: 1

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230058	2/6/2023	894208 MYSAFE:LA	INV-15072		ANTI-FIREWORK BANNER 001-250-0000-4300	1,128.00
Total :						1,128.00
1 Vouchers for bank code : bank3						Bank total : 1,128.00
1 Vouchers in this report						Total vouchers : 1,128.00

Voucher Registers are not final until approved by Council.

Page: 1

SPECIAL CHECKS**EXHIBIT "A"**
RES. NO. 23-022

vchlist

Voucher List

Page: 1

02/06/2023 12:57:00PM

CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230059	1/17/2023	893115 P.E.R.S. CITY RETIREMENT	100000016992740		EMPL CONTRIB VARIANCE-12/03-12/16	
					018-222-0000-4124	190.88
					018-224-0000-4124	143.16
					018-225-0000-4124	2,051.97
					Total :	2,386.01
230060	1/30/2023	893115 P.E.R.S. CITY RETIREMENT	100000016992753		EMPL CONTRIB VARIANCE-12/17-12/30	
					018-222-0000-4124	163.21
					018-224-0000-4124	122.41
					018-225-0000-4124	1,754.49
					Total :	2,040.11
2 Vouchers for bank code : bank3					Bank total :	4,426.12
2 Vouchers in this report					Total vouchers :	4,426.12

Voucher Registers are not final until approved by Council.

Page: 1

SPECIAL CHECK**EXHIBIT "A"**
RES. NO. 23-022

vchlist

02/06/2023 2:03:21PM

Voucher List
CITY OF SAN FERNANDO

Page: 1

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
230061	2/6/2023	103648 CITY OF SAN FERNANDO	SPR 2/6/23		REIMB FOR SPECIAL PAYROLL W/E 2/6 001-1003	1,486.26
Total :						1,486.26
1 Vouchers for bank code : bank3						Bank total : 1,486.26
1 Vouchers in this report						Total vouchers : 1,486.26

Voucher Registers are not final until approved by Council.

Page: 1

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Nick Kimball, City Manager
By: Matthew Baumgardner, Director of Public Works
Patsy Orozco, Civil Engineering Assistant II

Date: February 21, 2023

Subject: Consideration to Adopt a Resolution Initiating Proceedings for Fiscal Year 2023-2024 Levy of Annual Assessments for the Landscaping and Lighting Assessment District and Ordering the Engineer's Report

RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8214 (Attachment "A") initiating the proceedings for the Fiscal Year 2023-2024 Levy of Annual Assessments for the Landscaping and Lighting Assessment District; and
- b. Order the preparation of the Engineer's Report by Willdan Financial Services in an amount not to exceed \$6,000.

BACKGROUND:

1. In Fiscal Year (FY) 1981-1982, the City Council established a citywide Landscaping and Lighting Assessment District (LLAD) pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, to cover street lighting maintenance and operational costs. The LLAD is comprised of 5,178 parcels and the assessment, based on benefit, has been levied each year since that time.
2. In April 1995, the City Council accepted staff's recommendations to continue using the current assessment methodology with the exception of those assessments for single family corner lots, which would be based on front footage only (side yards not included). The change in assessing corner lots began in FY 1995-1996 and has continued through the present year.
3. In FY 2002-2003, the City conducted property owner protest ballot proceedings for a proposed assessment increase. The proposed increase was not approved.

Consideration to Adopt a Resolution Initiating Proceedings for Fiscal Year 2023-2024 Levy of Annual Assessments for the Landscaping and Lighting Assessment District and Ordering the Engineer's Report
Page 2 of 3

4. In FY 2003-2004, the City again submitted a proposed assessment increase to the property owners based on the LLAD's estimated expenses and revenues. The property owners approved the proposed assessment increase and established new maximum assessment rates for the various land use classifications within the LLAD.
5. For FY 2022-2023, the LLAD Engineer's Report determined that estimated operating and personnel costs would be \$331,181. The total assessment levy of \$331,181 was submitted to the Los Angeles County Assessor's Office for processing.

ANALYSIS:

The purpose of the LLAD is to equitably assess properties in accordance with special benefits received from improvements and to cover the cost of maintenance and operation of the lighting system within the City's streets. The City Council has previously approved the methodology for assessments (which excluded costs for City parking lot lighting), and staff will continue with the same methodology this year.

The City has used Willdan Financial Services to prepare the required LLAD Engineer's Report in previous years. The firm is currently under an as-needed engineering services agreement with the City and are experienced and very familiar with the City's LLAD. Staff recommends that the City continue using Willdan Financial Services, Inc. to prepare the LLAD Engineer's Report for Fiscal Year 2023-2024. The work timeline is shown in Attachment "B," and the proposed scope of services to prepare the Report is consistent with last year's LLAD proceedings. The proceedings will be conducted in accordance with the State of California Landscaping and Lighting Act of 1972.

The costs outlined in the Engineer's Report for FY 2023-2024 will be included in the proposed City's Budget and will be assessed in FY 2023-2024 after City Council consideration and approval. City staff recommends using the same assessment methodology. The exact amounts and the assessment rate comparison will be shown in the Engineer's Report.

BUDGET IMPACT:

Funds have been allocated to the current FY 2022-2023 Budget within Account No. 027-344-0000-4260 (Street Lighting Fund – Operating Expenses) to cover the cost of ordering the Engineer's Report.

Consideration to Adopt a Resolution Initiating Proceedings for Fiscal Year 2023-2024 Levy of Annual Assessments for the Landscaping and Lighting Assessment District and Ordering the Engineer's Report
Page 3 of 3

CONCLUSION:

City staff recommends that the City Council direct staff to proceed with the FY 2023-2024 LLAD by adopting the Resolution to initiate procedures and ordering the Engineer's Report.

ATTACHMENTS:

- A. Resolution No. 8214
- B. Work Schedule

RESOLUTION NO. 8214

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, INITIATING PROCEEDINGS FOR THE 2023-2024 LEVY OF ANNUAL ASSESSMENT FOR THE CITY OF SAN FERNANDO LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT, AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT PURSUANT TO THE PROVISIONS OF DIVISIONS 15, PART 2, OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA

WHEREAS, the City Council of the City of San Fernando proposes to levy the annual assessment for the Landscaping and Lighting Assessment District (hereinafter referred to as the "District") pursuant to the provisions of Division 15, Part 2, of the Streets and Highways Code of the State of California, being the "Landscaping and Lighting Act of 1972"; and

WHEREAS, the City Council of the City of San Fernando proposes that the net annual cost for improvement, maintenance and/or service of certain public facilities shall be fairly distributed among all assessable lots and parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements within the District; and

WHEREAS, the provisions of said Division 15, Part 2, require a written Engineer's Report in accordance with Chapter 3 (commencing with Section 22620).

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

SECTION 1. The above recitals are all true and correct.

SECTION 2. WILLDAN FINANCIAL SERVICES, is hereby ordered to prepare and file with the City Council a "Engineer's Report" relating to the 2023-2024 levy of annual assessment for said District in accordance with the provisions of Chapter 3 (commencing with Section 22620) of Part 2 of Division 15 of the Streets and Highways Code of the State of California.

SECTION 3. Upon completion, said "Engineer's Report" shall be filed with the City Clerk who shall then submit the same to this City Council for its consideration pursuant to Section 22623 of said Street and Highways Code.

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.

PASSED, APPROVED, AND ADOPTED this 21st day of February 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 is a full, true, and correct copy of Resolution No. 8214 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 21st day of February, 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 February 2023.

Julia Fritz, City Clerk

Fiscal Year (FY) 2023-2024 Landscaping and Lighting Assessment District

All dates are in calendar year 2023.

February 21	City Council adopts a Resolution initiating proceeding and ordering the preparation of an Engineer's Report.
February 22	City Engineer authorizes Willdan Financial Services to begin work using same methodology (as used in FY 2022-2023) for the Engineer's Report.
February 23–April 29	Prepare cost estimate and include/reference in the FY 2023-2024 street lighting budget, considering the FY 2023-2024 expenditures.
February 23-April 29	Compile parcel and zone changes for FY 2023-2024.
April 30	Willdan Financial Services submits the Engineer's Report to the City.
May 15	Resolution approving the Engineer's Report, declaring the intention to order the annual lighting assessment and setting a date for the Public Hearing (June 20, 2023).
May 26	Send notice of Public Hearing with a copy of the Resolution for June 20, 2023 publication (10+ days prior to Hearing).
June 20	Public Hearing - Resolution declaring the continued maintenance of City street lights and confirming the annual assessment; Resolution is authorizing the addition of special assessment to the tax bill.
August 10	Submission of direct assessment via magnetic tape to Los Angeles County Auditor-Controller; City of San Fernando 2023-2024 Landscaping and Lighting District Account No. 240.52 (signed by the City Manager).
August 10	Submit parcel exception checklist to Los Angeles County Assessor's Office by City and Willdan Financial Services.

Note: Street lighting assessment proceedings are performed in advance so that assessments may appear in the Los Angeles County Tax Rolls the same year lighting costs are incurred, FY 2023-2024.

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Nick Kimball, City Manager
By: Nathan Shapiro, Coro Fellow Intern

Date: February 21, 2023

Subject: Consideration to Adopt a Resolution Establishing a Legislative Advocacy Policy and Adopting the 2023 Legislative Platform

RECOMMENDATION:

It is recommended that the City Council:

- a. Review the Legislative Advocacy Policy and 2023 Legislative Platform;
- b. Adopt Resolution No. 8213 (Attachment "A") establishing the City's Legislative Advocacy Policy (Exhibit "A" of Attachment "A");
- c. Approve the 2023 Legislative Platform (Exhibit "B" of Attachment "A"); and
- d. Authorize the City Manager to take certain related actions to execute and implement the procedures in the Legislative Advocacy Policy.

BACKGROUND:

1. The City of San Fernando often engages in legislative advocacy and takes positions on proposed State and Federal legislation to inform legislators on how the proposed bills will impact San Fernando residents and businesses.
2. Currently, legislative advocacy is on a case-by-case basis and, often times, requires support/opposition letters be presented to City Council at a regular Council meeting as the City does not have a written policy outlining the procedures for engaging in legislative advocacy. Consequently, the City is sometimes in a position that staff and Councilmembers cannot react quickly to legislation that may need immediate action.
3. Development of a Legislative Advocacy Policy is part of the work plan for the City Manager's Office. Through a partnership with the Coro Fellows program, the City was able to host a Coro Fellow Intern to research and draft a Legislative Advocacy Policy and related platform based on best practices.

Consideration to Adopt a Resolution Establishing a Legislative Advocacy Policy and Adopting the 2023 Legislative Platform

Page 2 of 3

ANALYSIS:

A Legislative Advocacy Policy establishes guidelines and standards for utilizing resources to provide the an organization's position on proposed legislation to Federal, State, and Local elected officials. An accompanying Legislative Platform identifies an organization's broad advocacy positions on contemporary issues and legislation. A Legislative Platform is short-term in nature, typically speak to current issues, and is supported by a majority of the governing body.

In 2022, the California State Legislature introduced 2,020 bills.¹ Although the City does not take a position on every policy, the speed and frequency (particularly at the State level) in which legislation is proposed means that cities must be able to act quickly. Adopting the Legislative Advocacy Policy allows the City Council and City staff to efficiently respond to proposed local, state, and federal legislation. The proposed policy would formalize the procedure for engaging in legislative advocacy by permitting City staff to write letters in support or opposition to proposed legislation without presenting every item to City Council at a regular City Council meeting. Consequently, the City will be able to quickly respond to legislative developments impacting the City as long as the position aligns with an element of the City Council-approved Legislative Platform (Exhibit "B" of Attachment "A"). Furthermore, the policy leaves room for City Council intervention if the City Manager is unsure whether or not a proposed bill aligns with a previously established position on the Legislative Platform (Exhibit "B" of Attachment "A," Section III(A)(2)(b)).

The proposed Legislative Advocacy Policy includes the proposed 2023 Legislative Platform (Exhibit "B" of Attachment "A"). The positions included in the proposed 2023 Legislative Platform are aligned with the City's Strategic Goals and are informed by the League of California Cities legislative priorities, positions that the City has taken, positions that neighboring cities have taken in recent years, and legislative priorities of other local government advocacy organizations. The common theme for all positions focuses on the need to preserve local funding and local authority. By aligning legislative positions with strategic goals, the City Council and City staff will have a greater shared understanding as to why positions are taken and serves to mitigate potential disagreements in the future. Establishing clarity upfront shall enhance efficiency when numerous legislative bills impacting the City are introduced.

The proposed Legislative Advocacy Policy establishes clear processes for City Councilmembers and City staff to advocate on behalf of the City, while also providing the necessary opportunities for deliberation and analysis before taking a citywide position. The proposed 2023 Legislative Platform provides the substantive basis through which City Council and City staff can efficiently and effectively engage in legislative advocacy.

¹ California, State of. "Bills, Bills, Bills." California Governor, October 3, 2022.

<https://www.gov.ca.gov/2022/10/02/bills-bills-bills/#:~:text=SACRAMENTO%20%E2%80%93%20Governor%20Gavin%20Newsom%20just,signing%20997%20bills%20into%20law.>

Consideration to Adopt a Resolution Establishing a Legislative Advocacy Policy and Adopting the 2023 Legislative Platform

Page 3 of 3

BUDGET IMPACT:

There is no direct budget impact associated with adopting the Legislative Advocacy Policy or approval of the 2023 Legislative Platform. Development to a Legislative Advocacy Policy is included in the FY 2022-2023 City Manager's Office Work Plan.

CONCLUSION:

It is recommended that the City Council adopt the proposed Resolution establishing the Legislative Advocacy Policy and approving the 2023 Legislative Platform in order to streamline the process by which the San Fernando City Council and City staff take positions on proposed local, state, and federal legislation.

ATTACHMENT:

- A. Resolution No. 8213, including:
 - Exhibit A: Legislative Advocacy Policy
 - Exhibit B: 2023 Legislative Platform

RESOLUTION NO. 8213

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, AUTHORIZING THE ADOPTION OF THE CITY OF SAN
FERNANDO'S LEGISLATIVE ADVOCACY POLICY**

WHEREAS, in the California legislature, between 1,900 and 2,500 bills are introduced each year.¹ In 2022, 2,020 bills were introduced and, Governor Gavin Newsom signed 997 bills into law;² and

WHEREAS, the City of San Fernando ("City") seeks to effectively advocate on behalf of its residents through a formal, streamlined process to meet the speed and frequency of state and federal legislative action; and

WHEREAS, the San Fernando City Council ("City Council") instructs the City Staff ("Staff") on policy matters; and

WHEREAS, the City Council wishes to adopt the Legislative Advocacy Policy formalizing and streamlining the legislative advocacy procedures; and

WHEREAS, the Legislative Advocacy Policy will include an attachment exhibit of the San Fernando Legislative Platform; and

WHEREAS, the City Council wishes to authorize City Staff to engage in legislative advocacy in accordance with the San Fernando Legislative Platform without requiring affirmative City Council approval each time; and

WHEREAS, the Legislative Platform may be updated by City Staff and approved by the City Council on an annual basis; and

WHEREAS, an affirmative vote of a majority of City Council will be necessary to determine the City's official position if the City Council and/or Staff are unclear on the City's position in relation to the Legislative Platform.

¹ Micheli, Chris. "How Many Bills Historically Get Introduced in the California Legislature?" California Globe, September 29, 2022. <https://californiaglobe.com/articles/how-many-bills-historically-get-introduced-in-the-california-legislature/>.

² California, State of. "Bills, Bills, Bills." California Governor, October 3, 2022. <https://www.gov.ca.gov/2022/10/02/bills-bills-bills/#:~:text=SACRAMENTO%20%E2%80%93%20Governor%20Gavin%20Newsom%20just,signing%20997%20bills%20into%20law.>

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

SECTION 1. The City Council finds that all of the facts set forth in the Recitals of this Resolution are true and correct.

SECTION 2. Environmental Review. The City Council hereby finds that the adoption of the City of San Fernando Legislative Advocacy Policy is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15061(b)(3), "Common Sense Exemption," because it can be seen with certainty that there is no possibility that the adoption of this Plan, in and of itself, may have a significant effect on the environment.

SECTION 3. Findings. The City Council, as consideration of the Legislative Advocacy Policy, as recommended by City staff and reports thereof, makes the following findings:

- a. The proposed Legislative Advocacy Policy and Legislative Platform will help expedite the City of San Fernando's current process to support or oppose local, state, and federal legislation without requiring City Council review and approval each time.
- b. The Legislative Platform may be updated by City Staff and approved by the City Council on an annual basis.

SECTION 4. Adopt the Legislative Advocacy Policy (Exhibit "A").

SECTION 5. Approve the City of San Fernando 2023 Legislative Advocacy Platform (Exhibit "B").

SECTION 6. 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 7. 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 21st day of February, 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. 8213 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 21st day of February, 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 February, 2023.

Julia Fritz, City Clerk

POLICY/PROCEDURE

SUBJECT	ISSUANCE	
Legislative Advocacy Policy	ORIGINAL DATE 2/21/2023	EFFECTIVE
	CURRENT DATE	EFFECTIVE
CATEGORY	POLICY NO.	SUPERSEDES
City Council Policy	CC-02212023	

MANAGEMENT POLICY/PROCEDURES

SECTION I. PURPOSE

To establish guidelines and standards regarding utilizing City resources to provide the City's position on proposed legislation to Federal, State, and Local elected officials. The Legislative Platform identifies the City's broad advocacy positions on issues and legislation. They are short-term in nature, typically speak to current issues, and support the Council and staff on intergovernmental matters. They are a component of the City Council Policies, which provide guidelines for City action in all areas of City business. City business is defined as all matters directly related to service delivery, or otherwise contributing to the City's operational success.

SECTION II. STATEMENT OF POLICY

Each year the City Manager shall present a draft Legislative Platform to City Council. Once approved, these positions become the official City advocacy position on pending legislation.

The Legislative Platform is utilized by Councilmembers and staff throughout the year to determine City positions on legislation and intergovernmental issues and minimizes the need for staff to request direction from Council on legislation and issues as they arise. The Legislative Advocacy Policy should not duplicate policies already cited in other Council Policy documents, i.e. the Council Policy Manual, General Plan, Municipal Code, etc.

Throughout the year, staff monitors and researches pending legislation to identify bills that could significantly impact San Fernando. Research actions range from web site research to contacting legislative analysts in government offices and city associations. Staff may conduct advocacy should issues arise throughout the year that significantly impact the City, and if Council positions have previously been established by the Legislative Platform.

To consolidate documents, underscore important issues, and focus the City's limited advocacy resources, the Legislative Advocacy Policy includes the City's annual Legislative Platform. Following annual Council approval, the current year's Legislative Platform will provide the substantive basis through City Council and City staff engage in legislative advocacy.

The City Manager shall monitor the provisions of the Legislative Platform within the City Manager's responsibilities outlined in the Municipal Code. Disagreement in interpretation of how proposed legislation either aligns or does not align with the Legislative Platform shall be resolved by the City Council. The City Manager may institute administrative policy to implement this policy if necessary. At the time a new

Councilmember is seated, the City Manager should review this policy and the Legislative Platform with him/her. Annually, the City Manager shall review the resource requirements necessary to support the level of service specified in this policy, and recommend as a part of the proposed budget necessary changes of budget resources.

SECTION III. PROCEDURES

A. City Council to City Manager:

1. A City Council member notifies the City Manager that a state or federal bill, a rule proposed by a regulatory agency, or a proposed ordinance or resolution considered by a local governing body, conflicts or aligns with the Legislative Platform.
2. The City Manager and the relevant City Department Head(s) review the legislation to determine whether immediate action should be taken.
 - a. If yes, then the City Manager will engage in legislative advocacy in accordance with the position stated in the Legislative Platform.
 - i. The City Manager will electronically notify the City Council of the submission of a letter or intent to call the relevant representatives or agencies.
 - ii. All legislative advocacy will be documented in a Legislative Advocacy Quarterly Summary.
 - b. If no, or if the City's position is unclear, then the City Manager will recommend (via electronic notification) the Councilmember request to discuss the legislation, via the City Council agenda process, in order to adopt a position. If adopted, the vote will also include the next steps to perform legislative advocacy.

B. City Staff to City Manager:

1. A City Staff member(s) notifies the City Manager that a state or federal bill, a rule proposed by a regulatory agency, or a proposed ordinance or resolution considered by a local governing body, conflicts or aligns with the Legislative Platform.
2. The City Manager reviews the legislation to determine whether immediate action should be taken.
 - a. If yes, then the City Manager will engage in legislative advocacy in accordance with the position stated in the Legislative Platform.
 - i. The City Manager will electronically notify the City Council of the submission of a letter or intent to call the relevant representatives or agencies.
 - ii. All legislative advocacy will be documented in a Legislative Advocacy Quarterly Summary.

- b. If no, or if the City's position is unclear, the staff member will write a report to discuss during the next possible City Council meeting, and then the City Council will vote to adopt or deny the position. If adopted, the vote will also include the next steps to perform legislative advocacy.

C. City Partners to City Councilmember or City Manager:

The City of San Fernando is a member of a number of organizations that monitor legislation including, but not limited to, the League of California Cities, the Independent Cities Association, and the California Contract Cities Association. These organizations, as well as other coalitions aligned with the City's legislative priorities, inform Councilmembers and City Staff of opportunities to take formal positions on proposed legislation.

1. A City Partner notifies a City Council member or City Staff member of a state or federal bill, a rule proposed by a regulatory agency, or a proposed ordinance or resolution considered by a local governing body, that conflicts or aligns with the Legislative Platform.
2. If the City Council member is contacted by a City Partner, they notify the City Manager pursuant to the City Council to City Manager section above.
3. The City Manager and relevant Department Director(s) review the legislation to determine whether immediate action should be taken.
 - a. If yes, then the City Manager will engage in legislative advocacy in accordance with the position stated in the Legislative Platform.
 - i. The City Manager will electronically notify the City Council of the submission of a letter or intent to call the relevant representatives or agencies.
 - ii. All legislative advocacy will be documented in a Legislative Advocacy Quarterly Summary.
 - b. If no, or if the City's position is unclear, the staff member will write a report to discuss during the next possible City Council meeting, and then the City Council will vote to adopt or deny the position. If adopted, the vote will also include the next steps to perform legislative advocacy.

D. Councilmember Individual Advocacy:

City Councilmembers may individually advocate on behalf of themselves regarding legislation impacting the City. If a City Councilmember chooses to engage in legislative advocacy on behalf of themselves, then they shall electronically notify the City Manager.

E. Legislative Advocacy Quarterly Summary:

The City Manager shall send a "Legislative Advocacy Quarterly Summary" to the City Council at the end of each quarter. The "Legislative Advocacy Quarterly Summary" is a compilation of the legislative advocacy work in the prior 3 months, and may be included in regular quarterly reports by the City Manager. The Summary will include:

1. A brief description of the letters sent, which includes date and purpose of advocacy.
2. The dates of phone calls with elected representatives and regulatory agencies if applicable.
3. The specific legislation discussed.

SECTION IV. DEFINITIONS

A. Legislative Advocacy –

1. Writing letters or making phone calls to elected county, state, and federal representatives, or regulatory agencies, in support or opposition to a proposed legislation or rule.
2. Adopting resolutions with the City's position.

B. Legislative Advocacy Quarterly Summary – A compilation of the City's legislative advocacy work during the previous quarter.

C. City Partner – Organizations and coalitions that the City is a member of, or may or may not choose to join.

D. Legislative Platform – A document including the state and federal policy positions of the City, which is evaluated on an annual basis and must be approved by the City Council.

SECTION V. LEGISLATIVE PLATFORM

The City of San Fernando's Legislative Platform will be established annually by City Staff and reviewed by City Council.

The City Council reviews and adopts the Legislative Platform, which forms the basis for legislative advocacy activities engaged in by City Council Members and City Staff.

The Legislative Platform is informed by the City's Strategic Goals, City Partner advocacy priorities, and neighboring cities positions.

SECTION VI. AUTHORITY

Policy adopted by the City Council on February 21, 2023, by order of City Council Resolution No. 8213



City of San Fernando

2023 Legislative Platform

In accordance with City Council Legislative Advocacy Policy No. CC-02212023

Revised February 2023

Guiding Principles

1. Preserve Local Funding

The City supports the protection of existing state and local funding sources and the authorities that provide revenues to the City of San Fernando. Such areas include the protection of state-shared revenues, assets of the former redevelopment agency, development impact fees, and the ability to collect compensation for the use of the public right-of-way or City-owned facilities. The City opposes any new mandates that are unfunded and/or inadequately funded.

At the federal level, the City supports the preservation and enhancement of federal assistance to local governments. This includes increasing federal funding for domestic discretionary programs that support residents in San Fernando.

2. Preserve Local Authority

The City supports local decision-making authority and opposes preemption of local control. Cities are voluntarily created by the residents of a community to provide local self-government and to make decisions at a local level to best meet the needs of the community. Each community has unique needs and characteristics that are best met by policies set by its local governing body. The City supports efforts that help municipalities maintain local control for reasonable development standards of land use regulation for housing, including accessory dwelling units and single family-zoned properties.

At the Federal level, the City opposes efforts to limit the ability of local governments to address matters such as the imposition of taxes and fees, enforcement of zoning and land use regulations, or the ability to ensure the safety of our residents.

City Strategic Goals and Legislative Platform

The City of San Fernando's 2022- 2027 Strategic Goals help frame the City's Legislative Platform, as follows:.

- 1. Focus On Community First**
 - a. Public Safety*
 - b. Libraries, Parks, and Open Space*
 - c. Public Health*
- 2. Cultivating A Stronger Local Economy**
 - a. Economic Development*
- 3. Preserve Beautiful Homes And Neighborhoods**
 - a. Housing*
- 4. Strengthen Climate Resilience And Environmental Justice**
 - a. Climate Resilience and Environmental Justice*
- 5. Enhance Public Transportation To Move San Fernando**
 - a. Public Transportation*
- 6. Build Resilient And Reliable Infrastructure**
 - a. Infrastructure*
- 7. Forge Financial Strength And Stability**
 - a. Budget and Municipal Finance*
- 8. Emergency Preparedness: Supporting The Community**
 - a. Emergencies and Natural Disasters*

1. Focus On Community First

Public Safety

The safety of San Fernando residents is the City's highest priority. The City will track and take positions on federal and state legislation that impacts law enforcement, disaster preparedness training and safety.

The City Supports:

1. Legislation and funding to improve the safety, security, and quality of life for all San Fernando residents, businesses and visitors.
2. Reasonable criminal justice reform measures that are inclusive of concerns from prosecutors, victims' rights groups, and law enforcement agencies and do not hinder law enforcement's ability to protect the community.
3. Legislation that helps reduce recidivism, help rehabilitate recidivist offenders, and expand funding for these efforts.

4. Legislation that would take advantage of the latest technology to prevent and resolve crimes, such as the ability to use surveillance cameras, automatic license plate recognition, and DNA testing.
5. Legislation that provides local jurisdictions greater flexibility to set enforceable speed limits.
6. Legislation and funding to reduce and prevent gun violence, crimes, drug use, and gang violence, and to promote public outreach and intervention programs that specifically divert juveniles from the criminal justice system.
7. Legislation that would increase federal resources for law enforcement recruiting efforts, training particularly, as it relates to de-escalation and proportional use of force, and maintenance of body-worn camera programs.
8. Legislation that prevents and reduces crime by assisting and providing supportive services for individuals in need, and holding those accountable for crimes committed.
9. Legislation that ensures public safety through the assistance and rehabilitation of individuals challenged with mental illness and/or substance abuse, and resources for these efforts to increase awareness, public education, and training opportunities.

Libraries, Parks, and Open Space

The seven San Fernando park facilities and County-operated Public Library are crucial aspects of the community. They allow residents to learn, connect, and play, while strengthening the bonds among residents. The City will track and take positions on legislation in order to maintain and enhance the quality of parks, open spaces, and the public library.

The City Supports:

1. Legislation that provides funding for rehabilitation, development, and capital improvements of local parks, libraries, and community facilities.
2. Legislation that preserves and protects open space.
3. Legislation and funding that aim to support the development and maintenance of parks and green space.
4. Legislation and administrative actions that protect the ability for a local government to preserve open space in and around a local government's jurisdiction.
5. Full funding of the state's obligation to support local public libraries pursuant to existing formulas established in the state's education code.

Public Health

With the creation of the *Healthy San Fernando* initiative in 2014, the City revamped its efforts to support the health of its residents. The successful "100 Citizens Outdoor Adult & Senior Fitness Program" facilitated conversations about healthy eating, and offered spinning, yoga, and pilates classes, among other programming, for community members. Improving the health of residents through citywide programming, increased funding in public health institutions, and more equitable access to the health care system, will frame the positions the City takes on federal and state legislation throughout 2023.

The City Supports:

1. Legislation that creates options and opportunities for access to affordable healthcare.
2. Legislation that protects the rights of diverse populations, the LGBTQ+ community, and of women (including reproductive rights), to support improved health outcomes.
3. Legislation and local funding opportunities to increase access to subsidized meal programs for older adults and youth.
4. Legislation that helps foster independence, well-being, and access to resources for older adults.
5. Legislation which provides state and federal funding opportunities to increase access to childcare for the community.
6. Legislation to improve access to programs and services for mental and behavioral health.
7. Legislation that aims to identify and resolve the effects of institutional racism that drive health inequities in the population.
8. Legislation to improve health coverage in a comprehensive manner provided adequate funding and cost controls are in place.
9. Legislation and local funding opportunities to increase access to subsidized meal programs for older adults and youth.

2. Cultivating a Stronger Local Economy

Economic Development

San Fernando's downtown business corridor and rich cultural history provide a strong foundation for sustained economic development and prosperity. With nine new businesses including restaurants, auto shops, a shipping store opening in 2022, and a Target set to open in the summer of 2023, we must leverage this momentum to bring in more businesses, create more jobs, and strengthen our local economy. The City will track and take positions on federal and state legislation that impacts our workforce and business community.

The City Supports:

1. Legislation that would provide State or Federal aid and assistance in the development of local and regional economies.
2. Legislation that would provide local officials more discretion in the use of State and Federal funds.
3. Legislation that would eliminate the matching dollar requirements for economic development state grants.
4. Legislation that enacts and expands state tax incentives that assist City economic development and community revitalization efforts.
5. Legislation that would increase opportunities for environmentally beneficial jobs.
6. Legislation that authorizes a local agency the authority to regulate the delivery of cannabis or cannabis products within its jurisdictional boundaries.

The City Opposes:

1. Legislation or regulatory action that seeks to limit or eliminate municipal authority to regulate or ban commercial growing, processing, licensing, sale, or transport of cannabis or cannabis products for recreational or medical use.

3. Preserving Beautiful Homes and Neighborhoods

Housing

The City of San Fernando has taken measures to preserve the safety and beauty of our residential areas and create housing opportunities for low-income residents. As the City prepares to develop home rehabilitation programs, maintaining property standards, historic homes, and local control of planning and zoning will further strengthen San Fernando's charm and growth. The City will track and take positions on legislation that impacts local control of housing, planning, and zoning.

The City Supports:

1. Legislation and programs that provide funding and housing assistance programs at all income levels, including extremely-low and very-low income households.
2. Legislation and programs that assist the public and private sectors in funding workforce housing.
3. Legislation to streamline historic preservation regulations and procedures for the designation of properties as historic resources.
4. Legislation that protects property ownership and prioritizes small property owners over institutional investors.
5. Legislation that provides support services and housing services to seniors and disabled residents.
6. Legislation that changes the current State Density Bonus law to restore local control.
7. Legislation that provides additional resources for the development of affordable housing programs and/or expand code enforcement programs to protect existing housing stock.
8. Changes to state law that recognizes the production and protection of all housing types in the City for the State's RHNA purposes.
9. Legislation and grant opportunities that preserve or increase funding for the Community Development Block Grant (CDBG) program and HOME Investment Partnerships Program.
10. Legislation that authorizes funding to assist local agencies in the development of affordable housing.
11. Legislation, regulatory, or administrative efforts that provide additional authority or funding for municipalities to address homeless issues within their communities.
12. Legislation that ensures state and regional initiatives to address homelessness and mental health crisis care, as well as grant programs that provide direct funding to cities to implement local strategies.

The City Opposes:

1. Legislation and regulations that preempt local governments' land use authority.
2. Legislation that removes local control, allows for irresponsible housing development in San Fernando, and interferes with protection of residential neighborhoods.
3. Legislation that reduces administrative fees for housing assistance to non-income earning clients (seniors and the disabled).
4. Legislation that creates inefficient processes or other obstacles to the provision of homeless services, as well as any new legislation that would abridge or limit local regulatory mechanisms designed to increase affordable housing production (e.g., inclusionary housing programs).
5. Legislation that proposes to convert the Regional Housing Need Assessment (RHNA) from a planning process to a production standard.
6. Legislation that seeks to circumvent local control and local circumstances when addressing homelessness.

4. Strengthen Climate Resilience and Environmental Justice

Climate Resilience and Environmental Justice

With the development of the *San Fernando Park Infiltration Project*, the *Calles Verdes* storm water capture project, the Pacoima Wash Bike Path, and a Citywide goal to increase tree canopy coverage by 33% by 2027, San Fernando is actively engaged in ensuring the community is resilient in the face of climate change. These efforts are in conjunction with the City's installation of five electric vehicle charging stations and one compressed natural gas station. The City will track and take positions on federal and state proposed legislation that impacts these projects as well as those that affect their climate resilience and environmental justice goals.

The City Supports:

1. Legislation that prioritizes the environment and balances the needs of the community.
2. Legislative efforts to increase climate resilience and adaptation funding for impacted communities like San Fernando.
3. Legislation that provides funding for electrification initiatives (i.e. electric charging stations).
4. Initiatives that avoid duplicative climate policies and are designed to lower greenhouse gas emissions, while urging consideration of technical feasibility, costs to ratepayers, as well as the time that it will take utilities to come into compliance with proposed initiatives.
5. Initiatives to reduce greenhouse gas emissions from the transportation sector through increased incentives for electric vehicles and funding for associated infrastructure.
6. Financial incentives for renewable energy, such as the Clean Renewable Energy Bond (CREB) program.
7. Changes to the Water Infrastructure Finance and Innovation Act (WIFIA) program to provide assistance toward 100% of the cost of a project. In addition, the City is supportive

of the WIFIA program for local and regional water supply projects that help protect against drought related shortages or supply interruptions.

8. Legislation that would provide resources to address severe western drought conditions, including increased funding for non-potable water infrastructure and storage.
9. Legislation that would provide funding to improve California's headwaters, which provide flow to surface and groundwater supplies, and are critical to sustain local watersheds. Funding to implement local strategies will help create more resilient forests, improve wildfire mitigation, and help provide communities with clean, reliable water.
10. Legislation that improves air quality.
11. Legislation that ensures and conserves safe drinking water.
12. Legislation aimed at standardizing the resin code labeling on plastic packaging to make it easier to locate on the item and easier for the consumer to read.
13. Legislation aimed at reducing disposable products and packaging, including product and disposal bans for environmentally problematic materials. Legislation that does not overly burden municipalities with data capture, reporting, and enforcement, which does include reasonable phase out periods is ideal.
14. Legislation that would reform Proposition 218 and enhance the ability of public water agencies to finance storm water and recycled water infrastructure, provide flexibility for the establishment of conservation-based tiered rate structures, prevent cost shifts from one customer group to another, and allow public agencies - at their discretion, to implement lifeline water rates for low-income households.
15. Legislation that would maximize efficient water use and reduce water waste in California while reflecting local conditions, demand hardening, and historic conservation efforts.
16. Legislation and regulation that promotes responsible groundwater and surface water management.
17. Legislation that revises water quality testing standards based on scientific data as well as legislative and regulatory activities that will help ensure a fair and balanced compliance and enforcement structure for potable and related water discharges.
18. Legislation, regulatory proposals, or grant opportunities for local governments that provide funding for developing or enhancing alternative fueling stations for vehicles.

The City Opposes:

1. Green House Gas emissions reduction legislation that adds financial risk, creates regulatory uncertainty, impacts participation in the Cap and Trade Program, penalizes early voluntary action, or reduces the allocation of Low Carbon Fuel Standard credits.
2. Renewable Portfolio Standard (RPS) legislation that extends California Energy Commission ("CEC") jurisdiction over Publicly Owned Utilities ("POU"). Local elected governing bodies, such as the City Council, are best positioned to determine the appropriate means for local utilities to achieve GHG reductions.
3. RPS or GHG reduction targets that adversely impacts electric reliability, including any prohibitions on using natural gas-fired generation as necessary to mitigate electric transmission and distribution system constraints. Targets must be practical so that

utilities are able to protect both ratepayer funds and public safety while encouraging environmental protection.

4. Air quality legislation that restricts the land use authority of cities.
5. Legislation redirected the funds authorized by Health and Safety Code Section 44223, which are currently used by local governments for locally based air quality programs.
6. Legislation that would preempt local land use authority over solid waste facilities, would restrict the ability of a city to issue a land use permit for a solid waste facility or would restrict the ability of a city to condition such facilities through conditional use permit process.

5. Enhance Public Transportation to Move San Fernando

Public Transportation

With the East San Fernando Valley Regional Light Rail and Metrolink track expansion projects on the horizon, public transportation options for San Fernando residents will continue to increase over the next decade. The San Fernando Trolley and Mission City Transit currently provide affordable services for residents and visitors to move around the City, and the Trails Network is in place to diversify residents modes of transportation to meet intersecting climate and transportation goals. The City will track and take positions on legislation that impact these projects, while also ensuring that all transportation projects do not negatively affect the daily lives of San Fernando residents.

The City Supports:

1. Legislation that increases affordable public transit.
2. Legislation that provides incentives for the development of local transportation corridors.
3. Local, regional, State, and federal legislative, administrative, and regulatory efforts that will expand and/or supplement funding for maintaining transportation service program funds for employee benefits or for specific Metropolitan Transportation Authority (MTA) transportation programs and passenger rail service.
4. Local, regional, State, and federal legislative, administrative, and regulatory efforts that will expand and/or supplement funding for maintaining and upgrading major thoroughfares in the City.

The City Opposes:

1. Failing to account for safety, parking impacts, local traffic impacts, and economic and social justice concerns when regional transportation projects are planned within the City.

6. Build Resilient and Reliable Infrastructure

Infrastructure

Investing in infrastructure improvements is an investment in our residents' safety and quality of life. The City will track and take positions on federal and state proposed legislation that impacts their ability to build resilient and reliable infrastructure.

The City Supports:

1. Legislation that allocates additional state funding for the upgrade, replacement, and construction of needed infrastructure at the state and local level.
2. Legislation and direct grant funding to local governments for a federal investment in transportation, water resources, housing, and community development.
3. Legislation to develop infrastructure for local performing art centers, parks, and recreational facilities.
4. Legislation, programs, and funding to close the digital divide and maximize access to broadband and 5G technologies.

The City Opposes:

1. Legislation that limits or eliminates local discretionary review of the installation of small cell wireless equipment or any wireless technology facilities on public infrastructure or in the public right of way.
2. Regulatory efforts by Congress or the Federal Communications Commission to erode, limit, or eliminate local government authority regarding siting of cellular communications towers, transmission sites, or other infrastructure.

7. Forge Financial Strength and Stability

Budget and Municipal Finance

Financial sustainability is dependent on consistent sources of revenue and balanced financial management practices. The City will track and take positions on federal and state legislation that impacts local control of financial revenue sources and decision-making.

The City Supports:

1. Legislation or ballot measures that prevent the State from redirecting local government funds (i.e. local taxes, sales tax, property taxes, etc).
2. Legislation that promotes increased flexibility for the utilization of municipally generated revenues.
3. Legislation that changes the allocation of sales tax for online purchases from the County pool and reallocates it to the city where the purchase is made.

4. Direct fiscal assistance to local governments of all population sizes to address the loss of revenue from the COVID-19 pandemic and similar natural disasters.
5. Legislation that would restore the tax break for advanced refunding bonds.
6. Legislation to allow local governments to collect sales taxes on remote sales, such as online and catalog purchases based on the delivery address. California alone loses over \$4 billion annually in uncollected sales and use taxes on remote sales.
7. Legislation, regulatory proposals, or administrative actions to assure timely reimbursements of mandated reimbursements owed to the City of San Fernando by the State of California.
8. Legislation that maintains or enhances the City's ability to keep and protect existing state and local funding sources providing revenues to the City of San Fernando.

The City Opposes:

1. Legislation or initiatives that would undermine voter-approved initiatives to guarantee ongoing revenue sources for local governments.
2. Legislation that undermines and preempts local authority over local taxes and fees.
3. Efforts to eliminate, or cap, the tax-exempt status of municipal bonds, as it's a tool for local governments to finance large capital projects.
4. Legislation that imposes limits on governmental deferred compensation plans.
5. Legislation that limits local authority by prohibiting state and local taxes and fees in areas such as wireless services, video services (including but not limited to, internet protocol ("IPP") enabled, streaming, and over-the-top services), and the sale of digital goods.
6. Legislation that mandates participation in Social Security for local government employees covered by other retirement and/or pension systems.

8. Emergency Preparedness: Supporting the Community

Emergencies and Natural Disasters

The City will track and take positions on federal and state proposed legislation that impacts local governments emergency preparedness capabilities.

The City Supports:

1. Legislation that directs fiscal assistance to local governments of all population sizes to address the catastrophic loss of revenue resulting from the COVID-19 global pandemic and similar natural disasters.
2. Legislation that directs fiscal assistance to publicly owned utilities to credit delinquent utility bills for their customers.
3. Legislation that encourages disaster preparedness and emergency planning, including funding to develop a permanent Emergency Operations Center (EOC) to further emergency management preparedness efforts. Seek direct and flexible funding to

localities to sustain core services and provide community recovery programs while responding to public health emergencies and natural disasters.

4. Legislation that helps fund emergency management training as well as equipment and technology purchases necessary for day-to-day operations, disaster planning and operation of a fully capable Emergency Operations Center.
5. Legislation that increases the Fire Department's ability to provide Emergency Medical Services; fire suppression and rescue services; hazardous material spill mitigation; fire prevention; arson investigation; and public education.
6. Legislation and regulation that contributes to increasing the seismic safety of buildings including seismic retrofit, retrofit funding, or higher levels of structural resilience of buildings.
7. Legislation that encourages disaster preparedness and emergency planning, including funding opportunities for emergency operations centers, emergency management training and facilities, backup generators, fire safety equipment and maintenance inspections, vegetation management, and increased staffing needs.

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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: February 21, 2023

Subject: Presentation of the Annual Comprehensive Financial Report for the Fiscal Year Ending June 30, 2022

RECOMMENDATION:

It is recommended that the City Council receive and file a presentation of the Annual Comprehensive Financial Report (ACFR) for the fiscal year ending June 30, 2022.

BACKGROUND:

1. The City Code requires an annual audit to be conducted by an independent certified public accountant shortly after the end of each fiscal year. The audit is conducted, and financial statements prepared, in accordance with generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB).
2. The June 30, 2022 financial statements were audited by Vasquez & Company LLP; a public accounting firm fully licensed and qualified to perform audits of State and local governments within the State of California.
3. On December 30, 2022, the ACFR for Fiscal Year ending June 30, 2022 (2022 ACFR) was completed and posted to the [City's website](#) for public review. Hard copies of the ACFR are available upon request.
4. The 2022 ACFR has been submitted to the Government Finance Officers Association (GFOA) for consideration of the Certificate of Achievement for Excellence in Financial Reporting Award. The award is presented to government agencies whose comprehensive annual financial reports achieve the highest standards in government accounting and financial reporting. The City has received this award consistently over the last 38 years.

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ANALYSIS:

The City's audited financial statements, in conjunction with the accompanying notes, discussion, and analysis, are presented in an ACFR to provide a thorough and detailed presentation of the City's financial condition at a particular point in time (i.e. the end of the fiscal year). The ACFR provides insight and transparency into the City's financial position and operations. The ACFR consists of four parts: 1) Management's Discussion and Analysis; 2) the basic financial statements; 3) required supplementary information; and 4) *optional* combining statements for non-major governmental funds.

Within the basic financial statements include three components: 1) Government-wide Financial Statements; 2) Fund Financial Statements; and 3) Notes to the Financial Statements. The Government-wide Financial Statements provide the broadest picture of the City's finances as they include all of the City's 35 funds (including the General Fund and Enterprise Funds). The Fund Financial statements are a subset of the Government-wide Financials as they present each fund's financial statements individually. The Notes to the Financial Statements provide more detail explanations of financial operations that are not readily apparent in the financial statements themselves.

Both the Government-wide Financials and Fund Financials include two basic statements: 1) *Statement of Net Position*, which presents information in terms of total assets, liabilities and net position (i.e. assets less liabilities); and 2) *Statement of Activities*, which shows how the net position has changed during the most recent fiscal year through revenues (increase in net position) and expenditures (decrease in net position).

Below are some key highlights of the 2022 ACFR:

Government-wide Financials.

The Government-wide Financials present a long-term picture of the City's financial position by reflecting all current and long-term assets less all current and long-term liabilities. The City's total net position, which includes the General Fund, Enterprise Funds, and all Special Revenue Funds, decreased from \$11,778,827 as of June 30, 2021 to \$8,536,972 as of June 30, 2022; a total decrease of \$3,241,855.

The decrease in net position is due to the following:

1. Net position of governmental activities increased from (\$2,454,051) as of June 30, 2021 to (\$2,013,338) as of June 30, 2022; a total increase of \$440,713, or 17.96%. The increase is due to general revenues, specifically increases in sales and use taxes and business license taxes.
2. Net position of business-type activities decreased from \$14,232,878 as of June 30, 2021 to as of June 30, 2022; a total decrease of \$3,682,568 or 25.78%. The decrease is due to

Presentation of the Annual Comprehensive Financial Report for the Fiscal Year Ending June 30, 2022

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increased expenses to fund capital improvements addressing deferred maintenance backlogs.

The City's Government-wide net position of \$8,536,972 is made up of the following:

1. Value of Capital Assets (e.g. land, buildings, infrastructure, vehicles, etc.) - \$54,700,408;
2. Restricted Funds (e.g. transportation, housing, grants) - \$32,145,559; and
3. Unrestricted Funds - (\$74,913,031) **Deficit due to pension and retiree health liabilities.*

In addition, the Governmental Accounting Standard Board (GASB) Pronouncements have a significant impact on the City's Net position.

1. Net Pension liability is \$32.8M as of June 30, 2022, a decrease of \$12.8M compared to FY 2020-2021. The decrease is primarily related to the Pension Obligation Bond issuance, which resulted in significant reductions in CalPERS costs. Additionally, the City offered a Retirement Incentive Program in the prior year. The reductions, however, were recorded in FY 2021-2022 due to a lag in reporting from CalPERS.
2. Net OPEB (Retiree Health Care (RHC)) liability is \$47.3M as of June 30, 2021, a decrease of \$2.8M from prior year. The decrease is mainly due to changes in actuarial assumptions and elimination of RHC for new employees, which will help limit the City's long-term liability. The 2022-2023 Adopted Budget includes \$500,000 to fund a Section 115 Trust account to set aside funds dedicated to pay future retiree health benefits, which will further reduce the long-term liability.

Fund Financial Statements.

As previously noted, the Government-wide financial statements present information on current and long-term assets and liabilities. The Fund Financial statements, which includes Governmental and Proprietary Funds, present the short-term health of each of the City's 35 funds. The Fund Financial Statements focus on near-term inflows (revenues), outflows (expenditures), and balances of spendable resources. Fund Financial Statements serve as a useful measure of the City's net resources available for spending at the end of the fiscal year, similar to a profit and loss statement.

General Fund Financials.

The General Fund's fund balance increased from \$7,759,469 as of June 30, 2021 to \$10,231,041 as of June 30, 2022; a total increase \$3,018,861.

The General Fund balance consists of the following:

1. Nonspendable - Prepaid Items - \$7,384
2. Unassigned - \$10,223,657*

** Amount available for spending at the end of the fiscal year.*

Presentation of the Annual Comprehensive Financial Report for the Fiscal Year Ending June 30, 2022

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Management encourages readers to read both the Transmittal Letter and Management's Discussion and Analysis to get a better contextual understanding of the financial information presented in the 2022 ACFR.

BUDGET IMPACT:

Funds to prepare the 2022 ACFR were included in the FY 2022-2023 Adopted Budget. There is no budget impact to receiving and filing a presentation on the 2022 ACFR.

CONCLUSION:

The City has made significant strides to eliminate the General Fund deficit and the City's financial picture continues to improve. During FY 2021-2022, the General Fund's fund balance increased by approximately \$3.0M. The financial statements reports a fund balance of \$10.2M, which represents 40% of the City's General Fund FY 2022-2023 adopted expenditures. As the economic environment continues to change, a risk remains and the City will encounter challenges. However, City's management will continue to focus on maintaining strong General Fund reserves by monitoring the changing economic conditions and impacts to the local economy, as well as ensure that the community continues to receive the highest level of service.

ATTACHMENT:

A. PowerPoint Presentation – Prepared by the City's Audit Firm – Vasquez & Company LLP



PRESENTATION TO THE COUNCIL OF THE CITY OF SAN FERNANDO

FEBRUARY 21, 2023



/ AGENDA

- ☐ Scope of Services
- ☐ Independence
- ☐ Summary of Audit Results
 - Financial Statements Audit
 - Material Weakness
 - Audit Recommendations
 - Single Audit
 - Financial Highlights
- ☐ Required Communications
- ☐ Questions
- ☐ Contact Information



/ SCOPE OF SERVICES

1

The Financial Statement Audit

- City's basic financial statements

2

City's Single Audit

3

Year-Round **Consultation**
on Financial and
Accounting Matters

Vasquez & Company LLP meets the independence requirements of the *Government Auditing Standards* as it relates to the City.



2



/ INDEPENDENCE

There are no relationships between any of our representatives and the City that in our professional judgment may reasonably be thought to bear on independence.

Vasquez & Company LLP meets the independence requirements of the *Government Auditing Standards* as it relates to the City.



3



SUMMARY OF AUDIT RESULTS



4



/ FINANCIAL STATEMENTS AUDIT

Unmodified Opinions on Financial Statements

- The financial statements fairly present, in all material respects, the City's financial position and changes in net position.
- The supplemental combining financial statements and supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Government Auditing Standards

- Internal Control over Financial Reporting
 - A material weakness was noted.
- Compliance and Other Matters
 - Our tests disclosed no instances of noncompliance.



5



/ MATERIAL WEAKNESS



Improper Application of Basis of Accounting

- Audit adjustments were made to correct the accounts resulting in net decrease in net position by \$4.5 million.
- We recommend that City establish review procedures to ensure the correctness of application of basis of accounting.



6



/ AUDIT RECOMMENDATIONS



- Communicated in a separate letter to Management
- Sent to the City Council as part of the Required Communication Letter



7



/ SINGLE AUDIT

Major Program

- ALN 21.027
Coronavirus Relief Fund (CRF) and Coronavirus Local Fiscal Recovery Funds under American Rescue Plan Act (ARPA) (\$1.4 million)

Covers 38% of total Federal expenditures of \$1 million.

STATUS:

- Fieldwork in progress



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/ FINANCIAL HIGHLIGHTS: GENERAL FUND

Fund Balance

The City's General Fund (GF) total fund balance increased by \$2.6 million during the year (from \$7.8 million in 2021 to \$10.2 million at the end of 2022).

The actual budgetary fund balance of \$10.2 million at the end of the FY is higher than the budgeted amount by \$3.0 million. (ACFR p. 20)

Unrestricted GF balance totaling \$10.2 million represents 6.5 months of average GF expenditures. *GFOA recommends, at a minimum, 2 months of average expenditures.*

Revenue

General Fund revenues (excluding transfers in) increased \$1.6 million or 7.5% from the prior fiscal year due to increases in taxes, charges for services and intergovernmental revenues.

Expenditures

Decreased by \$0.3 million (excluding transfers out), largely from the decrease in capital related project cost netted with the increase in personnel costs during the year.



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/ FINANCIAL HIGHLIGHTS: GENERAL FUND

CONTINUED

General Fund - Fund Balance

	2020	2021	2022
Nonspendable	\$ 1,600	\$ 234,225	\$ 7,384
Unassigned	3,624,944	7,525,244	10,223,657
Total Fund Balance	\$ 3,626,544	\$ 7,759,469	\$ 10,231,041

Unrestricted Fund Balance (Ratio) to Monthly GF Expenditures

2.4 4.7 6.5

Monthly Operating Expenditures
(excluding transfers)

\$ 1,481,186 \$ 1,606,083 \$ 1,582,806



10



REQUIRED COMMUNICATIONS



11



/ REQUIRED COMMUNICATION TO THOSE CHARGED WITH GOVERNANCE

Management's Responsibility	Management has primary responsibility for the accounting principles used, their consistency, application and clarity. During the year, the City adopted GASB 87, Leases.
Consultations with Other Accountants	We are not aware of any consultations by management with other accountants about accounting or auditing matters.
Difficulties with Management	We did not encounter any difficulties with management while performing our audit procedures.
Disagreements with Management	We encountered no disagreements with management on financial accounting and reporting matters.



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/ REQUIRED COMMUNICATION TO THOSE CHARGED WITH GOVERNANCE, CONTINUED

Significant Accounting Policies	The City's significant accounting policies are appropriate, and were consistently applied.
Controversial Issues	No significant or unusual transactions or accounting policies in controversial or emerging areas for which there is lack of authoritative guidance or consensus were identified.
Audit Adjustments	Management agreed to record adjustments that we proposed during the audit. We are not aware of any uncorrected misstatements other than misstatements that are clearly trivial.
Conditions of Retention	No significant issues were discussed, or subject to correspondence, with management prior to retention.



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/ REQUIRED COMMUNICATION TO THOSE CHARGED WITH GOVERNANCE, CONTINUED

Irregularities,
Fraud or Illegal
Acts

No irregularities, fraud or illegal acts came to our attention as a result of our audit procedures.

Management
Representations

The City provided us with a signed copy of the management representation letter prior to issuance of our auditor's opinions.



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QUESTIONS



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/ Contact Information

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Thank you for your time and attention.



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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: February 21, 2023

Subject: Presentation and Discussion of the Mid-Year Budget Review for Fiscal Year 2022-2023, Consideration to Adopt a Resolution Approving the Mid-Year Proposed Budget Adjustments, and Review Fiscal Year 2023-2024 Budget Calendar

RECOMMENDATION:

It is recommended that the City Council:

- a. Review and discuss the Fiscal Year (FY) 2022-2023 Mid-Year Budget Review;
- b. Adopt Resolution No. 8216 (Attachment "A") amending the City's FY 2022-2023 Budget to include the proposed mid-year adjustments; and
- c. Review the FY 2023-2024 Budget Calendar.

BACKGROUND:

1. On June 21, 2022, the City Council adopted Resolution No. 8157 approving the FY 2022-2023 City Budget.
2. Pursuant to the City's Adopted Budget Policy, the City Manager will present a mid-year fiscal review to City Council (typically in February or March). The purpose of the mid-year review is to update City Council on the financial condition of the City and recommend adjustments to the City's Budget that have been identified subsequent to budget adoption.
3. In late-January/early-February 2023, the Director of Finance met with various Departments to review any proposed changes that would be needed to continue the operations of the City. In addition, the City Manager and Director of Finance reviewed revenues and expenditures through January 2023, and reviewed proposed budget amendments.

Presentation and Discussion of the Mid-Year Budget Review for Fiscal Year 2022-2023, Consideration to Adopt a Resolution Approving the Mid-Year Proposed Budget Adjustments, and Review Fiscal Year 2023-2024 Budget Calendar

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ANALYSIS:

The annual mid-year budget review is an essential element in maintaining financial stability and transparency. The mid-year budget review process provides the City Council with an opportunity to review the General Fund, make the needed course corrections to achieve a more accurate budget for the current fiscal year (resulting in greater budget transparency), and help shape the development of the FY 2023-2024 Budget.

General Fund.

The General Fund is the chief operating fund for the City that provides funding for police and fire services, street, sidewalk and tree maintenance, development and construction permitting, recreation programming, cultural arts and special events, and management oversight. The City adopted a balanced budget for FY 2022-2023 with \$25,293,996 in revenues and \$25,292,118 in expenditures, resulting in net surplus of \$1,868.

Revenues. Total adopted General Fund revenues for FY 2022-2023 were \$25,293,996. Staff has reviewed receipts through mid-year and believes the current projected revenues are relatively conservative. In consultation with the City's sales and use tax consultant, HDL Companies, staff projects a slight increase of one percent in Sales, Use and Transaction Tax receipts based on trends.

To account for the increased sales and transaction tax projects and a cost allocation plan adjustment entry due to CNG offsets, staff is recommending the following revenue adjustments, which will result in a net increase of about \$114,952, for a total adjusted revenue budget of \$25,408,948 (additional detail for the reason for each adjustment is provided in Exhibit "A" of Attachment "A"):

Revenue Category	Adjustment
Sales and Use Taxes	\$ 74,152
Transaction Tax (Measure A/SF combined)	\$ 51,906
Cost Allocation Plan	\$ (11,106)
Total Revenue Adjustment	\$ 114,952

Presentation and Discussion of the Mid-Year Budget Review for Fiscal Year 2022-2023, Consideration to Adopt a Resolution Approving the Mid-Year Proposed Budget Adjustments, and Review Fiscal Year 2023-2024 Budget Calendar

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Expenditures. Total adopted General Fund expenditures for FY 2022-2023 were \$25,292,128. Adjusted expenditures through January 2023, which includes \$2,500,000 of appropriations approved by City Council and \$89,060 of prior year carry overs, result in a total adjusted expenditure budget (before recommended mid-year adjustments) of \$27,881,188:

City Council Approved During FY 2022-2023	Adjustment
HVAC for City Facility	\$ 2,500,000
<i>Subtotal</i>	<i>\$ 2,500,000</i>
Carryovers from FY 2022-2023	Adjustment
Police Server Warranty (2 Yrs)	\$ 568
Plan Check Consulting Services	\$ 1,905
Digital Voice Recorder for Field Personnel	\$ 1,779
On Call Planning & Design Services	\$ 9,454
Contract Planner	\$ 24,500
Analysis of Vehicle Miles Traveled	\$ 15,500
On Call Architectural Design Review Services	\$ 14,108
Laptop Replacement - CD Director	\$ 1,625
Homelessness Plan Consultant Services	\$ 1,995
Local Hazard Mitigation Plan	\$ 4,625
Laptop for Radios & Neighborhood Watch	\$ 1,085
Taser Conducted Energy Weapon & Accessories	\$ 9,824
City Wide GIS Services	\$ 1,061
Computer for Rec Leader Work Station	\$ 1,033
<i>Subtotal</i>	<i>\$ 89,060</i>
Total Exp. Adjustments through 1/31/2023	\$ 2,589,060

The primary mid-year adjustments proposed in the General Fund are related to labor attorney fees (no net impact since offset by transfers from other accounts), streetlights knockdowns (to be partially offset by reimbursements received from insurance companies). Additional clean up entries from prior directed items (e.g. transferring funding to the Annual Street Pavement Program) are also included. The most significant net increase is being recommended in the Compressed Natural Gas (CNG) Fund, due to the dramatic increase in cost of CNG, which caused a significant increase in expenditures. Staff is recommending transferring the 10% position salary temporarily to relieve this fund while revenues from the recently increased Per Gallon Equivalent (PGE) rate charged to customers can stabilize, at which time the position will be partially funded through the CNG fund again (additional detail for the reason for each adjustment is provided in Exhibit "A" of Attachment "A"). A total of \$626,040 in adjustments recommendations:

Presentation and Discussion of the Mid-Year Budget Review for Fiscal Year 2022-2023, Consideration to Adopt a Resolution Approving the Mid-Year Proposed Budget Adjustments, and Review Fiscal Year 2023-2024 Budget Calendar

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Expenditure Category	Adjustment
Annual Street Repavement Project	\$ 553,194
Streetlight Knockdowns	\$ 60,000
CNG – Salary Transfer to General Fund	\$ 12,846
Total Expenditure Adjustment	\$ 626,040

The mid-year adjustments result in a net budget deficit of \$3,064,996 in the General Fund, which is due primarily to the one-time HVAC for City Facilities Project. The General fund has sufficient funds reserved to cover the additional appropriations.

Fund	2022-23 Adjusted Budget	Proposed Amendments	Net Change
Revenues	\$ 25,293,996	\$ 114,952	\$ 25,408,948
Expenditures	\$ 25,292,118	\$ 626,040	\$ 28,507,228
Surplus/(Deficit)	\$ 1,868	\$	\$ (3,098,280)

Other Funds.

In addition to adjustments in the General Fund, there are a number of other funds that require mid-year adjustments. Specifically, budget adjustments are being proposed in the Self-Insurance Fund, CNG Fund, CDBG Fund, Measure R Fund, Measure M Fund, Road and Rehabilitation (SB1) Fund, Capital Outlay Fund, State Gas Tax Fund and American Rescue Plan Act Fund.

Key changes in the proposed revenue adjustments in other funds are noted below:

1. Increase Compressed Natural Gas Fund revenue by \$135,000 based on year-to-date revenues collected.
2. Increase Community Development Block Grant (CDBG) Fund revenue by \$78,639 from unallocated balance to close out FY 2022-2023 projects.

Key changes in the proposed expenditure adjustments in other funds are noted below:

1. Increase expenditures in Compressed Natural Gas Fund by \$280,176 to account for increased CNG PGE cost.
2. Increase Community Development Block Grant (CDBG) Fund by \$78,639 to close out FY 2022-2023 projects.
3. Increase in Measure R Fund, Measure M Fund, Road and Rehabilitation (SB1) Fund, Capital Outlay Fund, State Gas Tax Fund and American Rescue Plan Act Fund to align with direction by City Council on January 3, 2023 related to funding for HVAC and Street Pavement Projects.
4. Transfer of \$2,000,000 from ARPA Water Capital set aside to Water Distribution due to continued water import through project completion. Staff anticipated a project completion

Presentation and Discussion of the Mid-Year Budget Review for Fiscal Year 2022-2023, Consideration to Adopt a Resolution Approving the Mid-Year Proposed Budget Adjustments, and Review Fiscal Year 2023-2024 Budget Calendar

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date, including permitting from the State Division of Drinking Water (DDW), of December 31, 2022. Unfortunately, two key DDW staff members involved in the review of the City's permit resigned prior to that date and new staff members were brought in late to review the project. This created delays in permitting by DDW and eventually led to new additional requests from DDW to modify the nitrate removal system design. Staff needed to work with the Envirogen (treatment system designer), CWE (City's water engineering consultant), and FS Contractors to make necessary modifications to design and order new materials to construct the modifications. Staff is now waiting for materials to be ordered and delivered so that the necessary field work and system permitting can be completed. This change has added up to six months to project timeline and the new estimate for starting up the new treatment system is June 30, 2023. As a result of the delays, the City is continuing to incur average monthly charges of importing water from Metropolitan Water District (MWD) of \$250,000. Therefore, staff is recommending using the ARPA funding set aside for water projects to cover the increased cost of importing MWD water. Using ARPA funding will allow the City to avoid passing the increased costs of importing water though to the City's water customers. Otherwise, the City will need to include a significant increase in customer water rates through the next rate study.

Fiscal Year 2023-2024 Budget Outlook.

In order to meet the budget adoption deadline and give City Council and the public sufficient time to review and consider the City Manager's Proposed Budget, staff begins making preparations for the budget process in January each year. Preparations include initial revenue projections, providing direction to Departments regarding budget guidelines and expectations (e.g., reductions in Operations and Maintenance budgets, Maintenance of Effort budgets, funded enhancement requests only, etc.), and planning the budget calendar to get input from City Council.

To facilitate an efficient budget process, staff has developed a proposed calendar of events for the FY 2023-2024 budget process. The purpose of a budget calendar is to provide all parties involved with deadlines for submitting data and budget requests and provide the community opportunities to provide input.

A summary of some of the important dates, including the budget study session(s) and budget adoption, are as follows:

Tuesday, February 28, 2023

- Community Surveys due to inform budget priorities

Monday, March 3, 2023

- City Council agenda item to discuss Citywide Strategic Goals for FY 2023-2024.

Presentation and Discussion of the Mid-Year Budget Review for Fiscal Year 2022-2023, Consideration to Adopt a Resolution Approving the Mid-Year Proposed Budget Adjustments, and Review Fiscal Year 2023-2024 Budget Calendar

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Thursday, March 9, 2023

- Measure A/SF Town Local Transaction Tax Meeting

Tuesday, March 21, 2023

- Finance/Budget Presentation to Community Academy

Monday, May 1, 2023

- Distribute FY 2023-2024 Proposed Budget Book to City Council and post it to the City's website for public view.

Monday, May 15, 2023

- Budget Study Session (Department Overview of Administration, City Clerk, Finance, Community Development, Recreation and Community Services)

Monday, May 22, 2023

- Special Budget Study Session (Department Overview of Police, Public Works – Operations and Capital Improvement Plan).

Tuesday, May 30, 2023

- Special Budget Study Session (if necessary)

Monday, June 5, 2023

- Budget Study Session (if necessary)

Tuesday, June 20, 2023

- Budget Adoption

BUDGET IMPACT:

The proposed adjustments in all funds are relatively minor and reflect adjustments needed during the normal course of business in any fiscal year. Although the General Fund mid-year adjustments result in a net one-time budget deficit of \$(3,064,996), the General Fund Reserves will cover this shortfall. That said, staff projects a year-end General Fund Balance of approximately of \$7.1M, which represents 25% of the City's General Fund FY 2022-2023 expenditures.

Presentation and Discussion of the Mid-Year Budget Review for Fiscal Year 2022-2023, Consideration to Adopt a Resolution Approving the Mid-Year Proposed Budget Adjustments, and Review Fiscal Year 2023-2024 Budget Calendar

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CONCLUSION:

Adopting the proposed mid-year adjustments will provide staff with the budget authority to make the needed course corrections and achieve a more accurate budget for the current fiscal year and provide the basis for developing the FY 2022-2023 Budget.

ATTACHMENTS:

- A. Resolution No. 8216, including:
 - Exhibit A: Summary of FY 2022-2023 Proposed Mid-year Budget Adjustments
- B. Preliminary FY 2023-2024 Budget Calendar

RESOLUTION NO. 8216

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, AMENDING THE ADOPTED BUDGET FOR FISCAL YEAR 2022-
2023 ADOPTED ON JUNE 21, 2022**

WHEREAS, the City Council has received and considered the proposed adjustment to the budget for Fiscal Year 2022-2023, commencing July 1, 2022, and ending June 30, 2023; and

WHEREAS, the purpose of the mid-year adjustment is to update the community on the financial condition of the City and recommend adjustments to the City's Budget that have been identified subsequent to budget adoption; and

WHEREAS, the City Council has determined that it is necessary to adjust the expenditures and revenues of the current City budget; and

WHEREAS, an annual budget for the City of San Fernando for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023, a copy of which is on file in the City Clerk's Office, and has been adopted on June 21, 2022.

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

Section 1. The City Council hereby amends the adopted Budget to adjust the expenditures and revenues as provided in Exhibit "A," attached hereto.

Section 2. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the Office of the City Clerk

PASSED, APPROVED, AND ADOPTED this 21st day of February 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. 8216 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 21st day of February, 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 February, 2023.

Julia Fritz, City Clerk

GENERAL FUND
FY 2022-2023 MID-YEAR BUDGET ADJUSTMENTS

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Beginning Fund Balance:				(26,995)		
TOTAL REVENUES				225,000		
Fund	Acct.	Project.	REVENUE Account Title	2023 Total Budget	Proposed Adjustment	Proposed Total
026	3693	0182	PIC ST & SF RD IMPROVEMENTS	-	78,639	78,639
				APPROPRIATING UNALLOCATED CDBG BALANCE FOR PROJECT CLOSE-OUT		
Subtotal Revenue Adjustments				78,639		
TOTAL ADJUSTED REVENUES				303,639		
TOTAL EXPENDITURES				225,000		
Fund	Div.	Project.	Acct.	EXPENDITURE Account Title	2023 Total Budget	Proposed Adjustment
026	311	0182	4260	CONTRACTUAL SERVICES	-	78,639
				78,639		
				APPROPRIATING UNALLOCATED CDBG BALANCE FOR PROJECT CLOSE-OUT		
Subtotal Expenditure Adjustments				78,639		
TOTAL ADJUSTED EXPENDITURES				303,639		
TOTAL ADJUSTED CDBG FUND SURPLUS(DEFICIT)				0		
Ending Fund Balance:				(26,995)		

GENERAL FUND
FY 2022-2023 MID-YEAR BUDGET ADJUSTMENTS

CAPITAL OUTLAY FUND

Beginning Fund Balance:					1,857,537			
TOTAL REVENUES					-			
Fund	Acct.	Project.	REVENUE Account Title		2023 Total Budget	Proposed Adjustment	Proposed Total	Justification:
032	3970	0000	TRANSFER FROM GENERAL FUND		-	2,500,000	2,500,000	FOR HVAC PROJECT (CORRECTION TO RESO. 8212)
032	3970	0000	TRANSFER FROM GENERAL FUND		-	553,194	553,194	FOR ANNUAL STREET REPAVEMENT PROJECT (CORRECTION TO RESO. 8204)
Subtotal Revenue Adjustments					3,053,194			
TOTAL ADJUSTED REVENUES					3,053,194			
TOTAL EXPENDITURES					-			
Fund	Div.	Project.	Acct.	EXPENDITURE Account Title	2023 Total Budget	Proposed Adjustment	Proposed Total	Justification:
032	390	0765	4600	SELF GENERATION INCENTIVE PROGRAM	-	2,500,000	2,500,000	FOR HVAC PROJECT (CORRECTION TO RESO. 8212)
032	311	0303	4600	ANNUAL SLURRY SEAL STREET PROJECT	-	553,194	553,194	FOR ANNUAL STREET REPAVEMENT PROJECT (CORRECTION TO RESO. 8204)
Subtotal Expenditure Adjustments					3,053,194			
TOTAL ADJUSTED EXPENDITURES					3,053,194			
TOTAL ADJUSTED CAPITAL OUTLAY FUND SURPLUS(DEFICIT)					-			
Ending Fund Balance:					1,857,537			

GENERAL FUND
FY 2022-2023 MID-YEAR BUDGET ADJUSTMENTS

MEASURE R

Beginning Fund Balance:				1,185,191		
TOTAL REVENUES				375,701		
Fund	Acct.	Project.	REVENUE Account Title	2022 Total Budget	Proposed Adjustment	Proposed Total
NO REVENUE ADJUSTMENT				-	-	-
Subtotal Revenue Adjustments				-		
TOTAL ADJUSTED REVENUES				375,701		
TOTAL EXPENDITURES				1,542,156		
Fund	Div.	Project.	Acct.	EXPENDITURE Account Title	2022 Total Budget	Proposed Adjustment
012	311	0303	4600	ACTIVITIES AND PROGRAMS	-	18,236
						18,236
						FOR ANNUAL STREET REPAVEMENT PROJECT (CORRECTION TO RESO. 8204)
Subtotal Expenditure Adjustments				18,236		
TOTAL ADJUSTED EXPENDITURES				1,560,392		
TOTAL ADJUSTED MEASURE R FUND SURPLUS(DEFICIT)				(1,184,691)		
Ending Fund Balance:				500		

GENERAL FUND
FY 2022-2023 MID-YEAR BUDGET ADJUSTMENTS

MEASURE M

Beginning Fund Balance:				1,409,850		
TOTAL REVENUES				425,794		
Fund	Acct.	Project.	REVENUE Account Title	2022 Total Budget	Proposed Adjustment	Proposed Total
NO REVENUE ADJUSTMENT				-	-	-
Subtotal Revenue Adjustments				-		
TOTAL ADJUSTED REVENUES				425,794		
TOTAL EXPENDITURES				1,656,729		
Fund	Div.	Project.	Acct.	EXPENDITURE Account Title	2022 Total Budget	Proposed Adjustment
024	311	0303	4600	ACTIVITIES AND PROGRAMS	-	178,415
						178,415
						FOR ANNUAL STREET REPAVEMENT PROJECT (CORRECTION TO RESO. 8204)
Subtotal Expenditure Adjustments				178,415		
TOTAL ADJUSTED EXPENDITURES				1,835,144		
TOTAL ADJUSTED MEASURE M FUND SURPLUS(DEFICIT)				(1,409,350)		
Ending Fund Balance:				500		

GENERAL FUND
FY 2022-2023 MID-YEAR BUDGET ADJUSTMENTS

ROAD MAINTENANCE & REHAB (SB1) FUND

Beginning Fund Balance:				1,537,258				
TOTAL REVENUES				564,259				
Fund	Acct.	Project.	REVENUE Account Title	2022 Total Budget	Proposed Adjustment	Proposed Total	Justification:	
			NO REVENUE ADJUSTMENT	-	-	-		
Subtotal Revenue Adjustments				-				
TOTAL ADJUSTED REVENUES				564,259				
TOTAL EXPENDITURES				2,036,453				
Fund	Div.	Project.	Acct.	EXPENDITURE Account Title	2022 Total Budget	Proposed Adjustment	Proposed Total	Justification:
025	311	0303	4600	ACTIVITIES AND PROGRAMS	-	64,564	64,564	FOR ANNUAL STREET REPAVEMENT PROJECT (CORRECTION TO RESO. 8204)
Subtotal Expenditure Adjustments				64,564				
TOTAL ADJUSTED EXPENDITURES				2,101,017				
TOTAL ADJUSTED SB1 FUND SURPLUS(DEFICIT)				(1,536,758)				
Ending Fund Balance:				500				

GENERAL FUND
FY 2022-2023 MID-YEAR BUDGET ADJUSTMENTS

STATE GAS TAX FUND

Beginning Fund Balance:				71,119				
TOTAL REVENUES				721,383				
Fund	Acct.	Project.	REVENUE Account Title		2022 Total Budget	Proposed Adjustment	Proposed Total	Justification:
			NO REVENUE ADJUSTMENT		-	-	-	
Subtotal Revenue Adjustments						-		
TOTAL ADJUSTED REVENUES				721,383				
TOTAL EXPENDITURES				613,643				
Fund	Div.	Project.	Acct.	EXPENDITURE Account Title	2022 Total Budget	Proposed Adjustment	Proposed Total	Justification:
011	311	0303	4600	ACTIVITIES AND PROGRAMS	-	178,359	178,359	FOR ANNUAL STREET REPAVEMENT PROJECT (CORRECTION TO RESO. 8204)
Subtotal Expenditure Adjustments						178,359		
TOTAL ADJUSTED EXPENDITURES				792,002				
TOTAL ADJUSTED GAS TAX FUND SURPLUS(DEFICIT)						(70,619)		
Ending Fund Balance:						500		

GENERAL FUND
FY 2022-2023 MID-YEAR BUDGET ADJUSTMENTS

AMERICAN RESCUE PLAN ACT (ARPA)

Beginning Fund Balance:					7,527			
TOTAL REVENUES					-			
Fund	Acct.	Project.	REVENUE Account Title	2023 Total Budget	Proposed Adjustment	Proposed Total	Justification:	
121	3668	3689	REVENUE FROM OTHER AGENCIES	-	5,568,340		APPROPRIATING REMAINING ARPA BALANCE	
TOTAL ADJUSTED REVENUES					5,568,340			
TOTAL EXPENDITURES					4,568,635			
Fund	Div.	Project.	Acct.	EXPENDITURE Account Title	2023 Total Budget	Proposed Adjustment	Proposed Total	Justification:
121	385	3689	4600	CAPITAL PROJECTS - WATER	2,000,000	(2,000,000)	-	TRANSFER TO WATER DISTRIBUTION DUE TO PROJECT DELAYS
121	384	3689	4450	DISTRIBUTION - WATER	-	2,000,000		INCREASE TO WATER DISTRIBUTION DUE TO PROJECT DELAYS
121	311	3689	4600	PUBLIC WORKS - STREETS	500,000	1,007,232		FOR ANNUAL STREET REPAVEMENT PROJECT (CORRECTION TO RESO. 8204)
Subtotal Expenditure Adjustments						1,007,232		
TOTAL ADJUSTED EXPENDITURES						5,575,867		
TOTAL ADJUSTED AMERICAN RESCUE FUND SURPLUS(DEFICIT)						(7,527)		
Ending Fund Balance:						-		



FISCAL YEAR 2023-2024 BUDGET CALENDAR

Time Frame	Task	Department(s)
January - April 2023	Review and calculate revenue projections for General Fund, Special Revenue Funds, Enterprise Funds and Capital Projects Funds.	Finance
January 17, 2023	Agenda item to discuss Citywide Strategic Goals.	Administration
February 2023	Review/Update salary projections.	Personnel, Finance
February 21, 2023	City Council update and presentation: <ul style="list-style-type: none"> FY 2021-2022 Audited Financial Statements FY 2022-2023 Mid-year Budget FY 2023-2024 Budget Kickoff 	Administration, Finance
March – May 2023	Public Engagement: <ul style="list-style-type: none"> Community Surveys Review for Input on Budget Priorities Local Transaction Tax Town Hall Meeting Commission Meeting Presentations Citizens' Academy: Budget Module Chamber of Commerce Presentation 	Administration, Finance
March 3, 2023	Facilitated study session to set City Council priorities for FY 2023-2024.	All Departments
March 7, 2023	City Manager meets with Department Heads to discuss the budget schedule and provide direction regarding budget guidelines.	All Departments
March 8 - 24, 2023	Departments review and complete budget forms.	All Departments
March 27 - 31, 2023	Preliminary review of department budget forms, including review of enhancement and Capital requests.	Administration, Finance
April 4 - 7, 2023	City Manager/Finance Director meetings with Department Heads to discuss budget requests.	All Departments
April 12, 2023	Finalize City Manager's recommendations.	Administration, Finance
April/May 2023	Prepare Proposed Budget document.	Administration, Finance
May 1, 2023	Provide Proposed Budget to City Council and post to the City's website.	Administration, Finance
May 15, 2023 May 22, 2023 May 30, 2023 June 5, 2023 (if necessary)	Budget Study Sessions.	All Departments
May/June 2023	Update Proposed Budget based on City Council direction.	Administration, Finance
June 1, 2023	Publish Notice of Public Hearing for budget adoptions.	City Clerk
June 20, 2023	Budget hearing and adoption, including adopting of Gann Limit.	Administration, Finance
July 1, 2023	Post adopted budget to the City's Finance system.	Finance
July/August 2023	Produce Adopted Budget Book, distribute to City Council, post to the City's website, and submit for GFOA Award.	Finance

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AGENDA REPORT

To: Mayor Celeste T. Rodriguez and Councilmembers

From: Nick Kimball, City Manager
By: Richard Padilla, Assistant City Attorney
Julia Fritz, City Clerk

Date: February 21, 2023

Subject: Consideration and Discussion to Adopt a Resolution Implementing Procedures Regarding Requests for Remote Teleconference Meeting Participation Made by Members of the City's Legislative Bodies as Permitted Under Assembly Bill 2449

RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8215 (Attachment "A") authorizing and implementing procedures "Assembly Bill 2449 Teleconference Request Form" (Exhibit "A" of Attachment "A") regarding receiving and processing requests made by Members of the City's legislative bodies seeking remote teleconference meeting participation, as permitted under Assembly Bill 2449 (AB 2449); and
- b. Authorize the City Manager to make such modifications to City agenda templates addressing Teleconference Requests/Disclosures, Americans with Disabilities Act (ADA) disclosures/policies, and any other disclosure/policy requirements under AB 2449; and
- c. Provide staff with direction, as applicable.

BACKGROUND:

1. Beginning March 2020, Governor Newsom signed Executive Orders N-25-20, N-29-20, N-35-20, N-08-21 suspending the Ralph M. Brown Act's (Brown Act) requirements for teleconferencing and allowing public meetings to take place virtually in the interest of public health and safety to mitigate the spread and effects of the COVID-19 pandemic.
2. On September 16, 2021, Governor Newsom signed Assembly Bill 361 (SB 361) (Attachment "B") further extending the authorization of a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Brown Act and could continue to hold virtual meetings as long as the legislative body could continue to make the findings.

Consideration and Discussion to Adopt a Resolution Implementing Procedures Regarding Requests for Remote Teleconference Meeting Participation Made by Members of the City's Legislative Bodies as Permitted Under Assembly Bill 2449

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3. Between January 12, 2022 and January 3, 2023, the City Council adopted numerous resolutions continuing to authorize remote teleconference meetings of the City of San Fernando's Legislative Bodies under the provisions of AB 361.
4. On September 13, 2022, Governor Newsom signed Assembly Bill 2449 (AB 2449) (Attachment "C") effective January 1, 2023 making amendments to the Brown Act regarding existing remote teleconference requirements.
5. On February 6, 2023, the City Council adopted Resolution No. 8208 re-authorizing remote teleconference meetings of the City of San Fernando's Legislative bodies under the provisions of AB 361 for the period of February 10, 2023 through February 28, 2023.

ANALYSIS:

Since the beginning of the COVID-19 Pandemic in March 2020, California's public meetings laws have been relaxed to allow local agencies to use teleconferencing by members of the legislative body including its Commissions, Boards, and Committees, without the strict noticing and public access requirements contained in the Brown Act. This was through Governor Newsom's State of Emergency declaration and Executive Order N-29-20.

Assembly Bill 361 (AB 361), which became effective in September 2021, amends Government Code Section 54953 to allow legislative bodies the option to hold teleconference meetings without complying with traditional teleconferencing requirements set forth under the Brown Act during the Governor's State of Emergency declaration. In order to avail itself of the significantly relaxed teleconferencing rules permitted under AB 361, the legislative body was required to adopt a resolution affirming the existence of an ongoing State of Emergency, every thirty days, to continue complying with AB 361. The City Council has made findings to this effect since January 12, 2022 and expires on February 28, 2023.

Governor Newsom's COVID-19 State of Emergency will end on February 28, 2023 (Attachment "D"). Accordingly, AB 361 effectively goes dormant beginning March 1, 2023 and will be completely repealed effective January 1, 2024, unless and until another qualifying state of emergency occurs.

Beginning March 1, 2023, the only two procedures for remote teleconference meeting participation will be the traditional pre COVID-19 pandemic Brown Act rules or rules established under AB 2449. Under both sets of rules, a majority of the City Council must be physically present for a meeting.

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Traditional Teleconferencing Under the Brown Act (Gov. Code, § 54953(a)).

Government Code Section 54953 permits the use of teleconferencing for local agency legislative body meetings that are subject to the Brown Act. Section 54953(j)(6) defines "teleconference" as a legislative body meeting where the members are in different locations, connected by electronic means, through either audio or video, or both.

With certain exceptions, the Brown Act requires that all meetings of a local agency legislative body be open and public and that all persons be permitted to attend and participate. Under the traditional teleconferencing procedures, the following is required:

- At least a quorum of the legislative body must participate from locations within the agency's jurisdictional boundaries.
- The meeting agenda must identify the teleconference location for each remotely participating legislative body member, including the full address and room number, if applicable.
- The meeting agenda must be posted at each teleconference location, even at a residence or on a hotel room door.
- Each teleconference location must be open and accessible to the public, as if it were an extension of the City Council Chambers, which also means that the location be ADA accessible.
- The meeting agenda must include an opportunity for the public to address the legislative body directly from the teleconference location.
- All votes taken by the legislative body must be made by roll call.

The traditional teleconferencing rules have remained in effect even during the COVID pandemic period and notwithstanding the establishment of significantly relaxed rules during the pandemic period. The traditional rules remain in effect even with the passage of AB 2449 and will continue to be in effect after AB 2449 sunsets altogether on January 1, 2026.

The traditional teleconferencing procedures requires planning and coordination between the City Clerk's Office and Councilmembers to ensure that the agenda is prepared and posted in compliance with the Brown Act at each teleconference location.

Teleconferencing Under AB 361.

AB 361 amended the Brown Act to significantly relax the traditional teleconferencing procedures during the Governor's declared Statewide COVID-19 State of Emergency to allow remote virtual meetings to minimize the spread of COVID-19.

Under AB 361's relaxed teleconferencing provisions, a legislative body may meet via teleconference without a quorum of members physically present for the meeting; without having to post agendas at all remote locations; without identifying each teleconference location; and without making each teleconference location accessible to the public.

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Meeting agendas must provide a call-in option or an internet-based service option; and if technical disruptions occur during the live broadcasting of the teleconferenced meeting, no further action can be taken by the legislative body, until public access is restored. Under AB 361, all votes taken by the legislative body must be made by roll call.

Teleconferencing Under AB 2449.

AB 2449 went into effect on January 1, 2023 and allows legislative bodies to use teleconferencing without complying with the traditional Brown Act teleconferencing rules or the modified AB 361 rules. To invoke AB 2449 teleconferencing requirements, the following circumstances must be met:

- At least a quorum of the members of the legislative body must participate in person from a singular physical location identified on the agenda, open to the public and within the boundaries of the local agency.
- The legislative body must provide either a two-way audiovisual platform or two-way telephonic service and a live webcasting of the meeting to allow the public to remotely hear and visually observe the meeting, and remotely address the legislative body.
- The agenda must identify and include an opportunity for all persons to attend via a call-in option, internet-based service option, and at the in-person location of the meeting.
- Members of the legislative body participating remotely must publicly disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any such individuals.
- Members must also participate through both audio and visual technology.
- Members may not teleconference remotely for a period of more than three consecutive months or 20% of the regular meetings within a calendar year.

AB 2449 only allows a member to participate remotely in two specified circumstances: (a) "just cause" or (b) "emergency circumstances."

a. **"Just cause"**

(i) a childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner; (ii) a contagious illness; (iii) a need related to a physical or mental disability as defined by statute not otherwise accommodated by the agency's procedures for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the Americans with Disabilities Act; or (iv) travel while on official business of the legislative body or another state or local agency.

To participate remotely for just cause, a member must notify the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause and include a general description of the circumstances relating to their need to participate remotely.

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b. "Emergency circumstances"

A physical or family medical emergency that prevents a member from attending a meeting in person.

To participate remotely due to emergency circumstances, the member must ask the legislative body for permission to participate in the meeting remotely due to emergency circumstances with a brief general description and the legislative body must take action to approve the request.

In December 2021, the City upgraded its Council Chambers audio and video broadcasting equipment, in response to the relaxed and amended Brown Act meeting requirements. The upgrade provided meetings of the legislative body the ability to enable a two-way audio/visual platform (Zoom), two-way telephonic service and live webcasting/streaming of the meeting via YouTube. This provided the opportunity for the public to remotely hear and visually observe the meeting, and remotely address the legislative body.

Presently, the City's legislative meetings are by default held as "hybrid" meetings. This term denotes that the meeting is held in person for all intents and purposes, and that a virtual/remote access option is also provided. Additionally, there has been no limitation on the number of meetings a legislative body member may attend remotely, or on providing the reasons for remote attendance.

In order to provide legislative body members the option to avail themselves of virtual teleconferencing requests made under AB 2449, all agenda templates will be modified to include a standing agenda item, at the beginning of the meeting entitled "AB 2449 Notifications and Consideration", for the legislative body to address the request for approval.

BUDGET IMPACT:

There is no additional fiscal impact associated with the discussion of the matter. The only fiscal impact associated with this report is the City's annual subscription to the Zoom platform, utilized to allow for hybrid in-person and virtual meetings. The cost of the Zoom virtual meeting platform is included in the Fiscal Year 2022-2023 Adopted Budget.

CONCLUSION:

It is recommended that the City Council adopt Resolution No. 8215 (Attachment "A") authorizing and implementing procedures (Exhibit "A" of Attachment "A") regarding AB 2449 and authorize the City Manager to take any actions necessary to avail the City of the provisions of AB 2449.

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ATTACHMENTS:

- A. Resolution No. 8215, including:
 - Exhibit A: Assembly Bill (AB) 2449 Teleconference Request Form
- B. Assembly Bill (AB) 361
- C. Assembly Bill (AB) 2449
- D. Governor's Office Press Release, Ending State of Emergency

RESOLUTION NO. 8215

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AUTHORIZING CITY STAFF TO MAKE SUCH CHANGES TO THE CITY'S AGENDA TEMPLATES FOR MEETINGS OF THE CITY COUNCIL AND ALL CITY LEGISLATIVE BODIES (COMMISSIONS, COMMITTEES AND BOARDS) THAT ARE SUBJECT TO THE RALPH M. BROWN ACT, AS MAY BE NECESSARY TO IMPLEMENT THE TELECONFERENCING PROCEDURES OF ASSEMBLY BILL NO. 2449

WHEREAS, on September 13, 2022, Governor Newsom signed Assembly Bill 2449 ("AB 2449") to modernize existing teleconferencing requirements under the Ralph M. Brown Act "Brown Act" by temporarily allowing less than a quorum of a legislative body to attend public meetings remotely without posting their location and removing the requirement for public participation in a nonpublic location, provided certain requirements are met. These new teleconferencing rules established under AB 2449 are in addition to the traditional pre-Covid-19 pandemic teleconferencing rules and AB 361 which will go dormant and become unavailable after the Governor Newsom COVID State of Emergency is lifted starting March 1, 2023; and

WHEREAS, the City wishes to update forms for the processing of remote participation requests made by members of the City Council and other subordinate bodies of the City subject to the Brown Act.

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

Section 1. **Recitals.** The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. **AB 2449 Teleconferencing.** The City Manager, or his or her designee, is hereby directed and authorized to make such modifications as may be necessary to the agenda templates of the City Council and the City's commissions, committees, and boards in order to implement the teleconferencing rules of AB 2449 and to include an item on such agenda templates relating to "AB 2449 Teleconference Requests/Disclosures", wherein the City Council may receive and consider Councilmember requests (Exhibit "A") for the use of teleconferencing and disclosures thereof pursuant to AB 2449.

Section 3. **Effective Date.** This Resolution shall immediately take effect upon passage.

RES. NO. 8215

PASSED, APPROVED, AND ADOPTED THIS 21st day of February, 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. 8215 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 21st day of February, 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 February, 2023.

Julia Fritz, City Clerk



ASSEMBLY BILL 2449 TELECONFERENCE REQUEST FORM

ASSEMBLY BILL 2449 (AB 2449)

Effective January 2023, AB 2449 was signed into law and makes several changes to the Ralph M. Brown Act (Brown Act) regarding member remote participation (aka teleconferencing) in public meetings. Legislative bodies still have the option to meet via teleconference by following the traditional Brown Act rules of identifying the teleconference site on the agency's agenda and ensuring it is accessible for the public to attend.

REQUESTOR AND MEETING INFORMATION *By filling out this form, you are requesting to attend a public meeting(s) via teleconference. Please provide the requested information so a determination can be made on which method should be utilized.*

NAME

LEGISLATIVE BODY

MEETING DATE(S) *List meeting dates requesting teleconference attendance*

TELECONFERENCE INFORMATION

LOCATION

PHONE NO.

EMAIL ADDRESS

VIA TELECONFERENCING ATTENDANCE IS BEING REQUESTED DUE TO THE FOLLOWING CIRCUMSTANCES

Checkmark box(es) that best apply/ies

☐ Childcare or Caregiving Issues

☐ Contagious Illness

☐ Travel Associated with City Or State Business

☐ Physical or Mental Disability

☐ Personal Travel and/or Business

☐ Other: _____

☐ Emergency Circumstances

PLEASE PROVIDE A GENERAL DESCRIPTION OF THE CIRCUMSTANCES RELATING TO YOUR NEED TO APPEAR REMOTELY *Less than 20 words and please do not provide medical information.*

FORM SUBMITTAL

Please return this form to staff. If you have any questions about teleconferencing under the brown act, please contact the City Clerk Department at CityClerk@sfcity.org.

OFFICE USE ONLY

REQUEST RECEIVED

NOTIFICATION SENT

METHODOLOGY APPROVED

☐ BROWN ACT RULES

☐ AB 2449 RULES

COMMENTS

AB 2449 TELECONFERENCE REQUEST FORM

MEMBER RESPONSIBILITY *The following outlines the member's responsibility relating to teleconferencing requirements under each set of rules. Please review and confirm your ability to meet them. If you have any questions contact City Clerk's Department, CityClerk@sfcity.org.*

BROWN ACT TELECONFERENCE RULES*(1953 – No Sunset Date)*

- I have the ability to set up a computer or two-way phone call from my teleconference location.
- My teleconference location has a spot, which is accessible to the public 24/7, where I am allowed to post the meeting agenda (it will remain up for at least 72 hours prior to the meeting without interference).
- My teleconference location will be accessible to the general public during meetings.
- I have the ability to print the meeting agenda and post it at my teleconference location once it has been emailed to me – at least 72 hours before the meeting.
- I will provide City staff with the address of the teleconference location, and I am aware that the address will be shared in the agenda packet and therefore with the public.
- Member can participate in meetings solely by teleconferenced under this law.

AB 2449 TELECONFERENCE RULES*(2023 – December 31, 2025)*

- Members participating remotely must participate through both audio and visual technology.
- Members participating remotely must publicly disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the member and the general nature of the member's relationship with the individual.
- A member may only participate remotely under the just cause provisions up to two meetings per calendar year per member.
- Under Just Cause: Individual board members can participate remotely when caregiving of a family member, a contagious illness, a physical or mental disability, or City related travel prevents them from appearing in person.
- Under Emergency Circumstances, a member must describe the emergency in approximately 20 words without disclosing any personal medical information.
- Under Emergency Circumstances, a member must make a request to participate remotely under the emergency circumstances provisions as soon as possible. The legislative body may take action on this request at the earliest opportunity. If the request does not allow sufficient time to place it on the agenda for the meeting for which the request is made, the legislative body may take action on the request at the beginning of the meeting by majority vote.
- A member may not participate in meetings solely by teleconference under this law for more than three consecutive months or 20% of the regular meetings for the public agency within a calendar year. If the legislative body regularly meets less than 10 times a year, a member may not participate remotely for more than two meetings.

TELECONFERENCE REQUIREMENTS *The following outline the teleconferencing requirements under each set of rules.*

BROWN ACT TELECONFERENCE RULES*(1953 – No Sunset Date)*

- The agenda must be posted at the remote location.
- At least a quorum of member of the legislative board must participate from locations within the boundaries of the territory over which body exercise jurisdiction.
- Public Comment must be allowed at the in-person meeting and from every teleconference location.
- An agenda must be posted for the required period of time (24 or 72 hours) at each teleconference location from which a member will be participating.
- Members of the public must be able to physically address the body from each teleconference location.
- Each teleconference location must be accessible to the public so the public may attend the remote location.
- At least a quorum of member of the legislative body must participate from locations within the boundaries of the territory over which body exercise jurisdiction.
- The teleconference location must be noted on the agenda.
- Any vote must be done by roll call.

AB 2449 TELECONFERENCE RULES*(2023 – December 31, 2025)*

- No requirement to disclose the teleconferencing location.
- The legislative body cannot require comments to be submitted before the start of the meeting. The public must be allowed to make "real time" public comment.
- The legislative body must implement a procedure for receiving and resolving requests for reasonable accommodations for individuals with disabilities, and must give notice of these procedures.
- If there is a disruption to the meeting broadcast or in the ability to take call-in/internet-based public comment, no further action can be taken on agenda items until the issue is resolved.
- A quorum must participate in person from a singular physical location identified in the agenda, that is open to the public, and within the boundaries of the territory over which body exercise jurisdiction.
- The agenda must identify and include an opportunity for the public to attend and directly address the legislative body through a call-in and/or internet-based service option, and in-person at the location of the meeting.
- The legislative body must provide a way for the public to remotely hear, visually observe, and remotely address the legislative body in real time, either by a two-way audiovisual platform or a two-way telephonic service and a live webcasting of the meeting.
- The legislative body must provide notice of how the public can access the meeting and offer comments.

Assembly Bill No. 361

CHAPTER 165

An act to add and repeal Section 89305.6 of the Education Code, and to amend, repeal, and add Section 54953 of, and to add and repeal Section 11133 of, the Government Code, relating to open meetings, and declaring the urgency thereof, to take effect immediately.

[Approved by Governor September 16, 2021.

Filed with Secretary of State September 16, 2021.]

LEGISLATIVE COUNSEL'S DIGEST

AB 361, Robert Rivas. Open meetings: state and local agencies: teleconferences.

(1) Existing law, the Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act contains specified provisions regarding the timelines for posting an agenda and providing for the ability of the public to directly address the legislative body on any item of interest to the public. The act generally requires all regular and special meetings of the legislative body be held within the boundaries of the territory over which the local agency exercises jurisdiction, subject to certain exceptions. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. The act authorizes the district attorney or any interested person, subject to certain provisions, to commence an action by mandamus or injunction for the purpose of obtaining a judicial determination that specified actions taken by a legislative body are null and void.

Existing law, the California Emergency Services Act, authorizes the Governor, or the Director of Emergency Services when the governor is inaccessible, to proclaim a state of emergency under specified circumstances.

Executive Order No. N-29-20 suspends the Ralph M. Brown Act's requirements for teleconferencing during the COVID-19 pandemic provided that notice and accessibility requirements are met, the public members are allowed to observe and address the legislative body at the meeting, and that a legislative body of a local agency has a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, as specified.

This bill, until January 1, 2024, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing, during a proclaimed state of emergency held for the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees, and during a proclaimed state of emergency when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees, as provided.

This bill would require legislative bodies that hold teleconferenced meetings under these abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address the legislative body, to give notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option, and to conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body. The bill would require the legislative body to take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments, until public access is restored. The bill would specify that actions taken during the disruption are subject to challenge proceedings, as specified.

This bill would prohibit the legislative body from requiring public comments to be submitted in advance of the meeting and would specify that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time. The bill would prohibit the legislative body from closing the public comment period and the opportunity to register to provide public comment, until the public comment period has elapsed or until a reasonable amount of time has elapsed, as specified. When there is a continuing state of emergency, or when state or local officials have imposed or recommended measures to promote social distancing, the bill would require a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting pursuant to these provisions, and to make those findings every 30 days thereafter, in order to continue to meet under these abbreviated teleconferencing procedures.

Existing law prohibits a legislative body from requiring, as a condition to attend a meeting, a person to register the person's name, or to provide other information, or to fulfill any condition precedent to the person's attendance.

This bill would exclude from that prohibition, a registration requirement imposed by a third-party internet website or other online platform not under the control of the legislative body.

(2) Existing law, the Bagley-Keene Open Meeting Act, requires, with specified exceptions, that all meetings of a state body be open and public and all persons be permitted to attend any meeting of a state body. The act requires at least one member of the state body to be physically present at the location specified in the notice of the meeting.

The Governor's Executive Order No. N-29-20 suspends the requirements of the Bagley-Keene Open Meeting Act for teleconferencing during the COVID-19 pandemic, provided that notice and accessibility requirements are met, the public members are allowed to observe and address the state body at the meeting, and that a state body has a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, as specified.

This bill, until January 31, 2022, would authorize, subject to specified notice and accessibility requirements, a state body to hold public meetings through teleconferencing and to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the state body. With respect to a state body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the state body at each teleconference location. Under the bill, a state body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the state body allow members of the public to attend the meeting and offer public comment. The bill would require that each state body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge state bodies utilizing these teleconferencing procedures in the bill to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to existing law, as provided.

(3) Existing law establishes the various campuses of the California State University under the administration of the Trustees of the California State University, and authorizes the establishment of student body organizations in connection with the operations of California State University campuses.

The Gloria Romero Open Meetings Act of 2000 generally requires a legislative body, as defined, of a student body organization to conduct its business in a meeting that is open and public. The act authorizes the legislative body to use teleconferencing, as defined, for the benefit of the public and the legislative body in connection with any meeting or proceeding authorized by law.

This bill, until January 31, 2022, would authorize, subject to specified notice and accessibility requirements, a legislative body, as defined for purposes of the act, to hold public meetings through teleconferencing and to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the legislative body. With respect to a legislative body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the legislative body at each teleconference location. Under the bill, a legislative body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the legislative body allow members of the public to attend the meeting and offer public

comment. The bill would require that each legislative body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge legislative bodies utilizing these teleconferencing procedures in the bill to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to existing law, as provided.

(4) This bill would declare the Legislature's intent, consistent with the Governor's Executive Order No. N-29-20, to improve and enhance public access to state and local agency meetings during the COVID-19 pandemic and future emergencies by allowing broader access through teleconferencing options.

(5) This bill would incorporate additional changes to Section 54953 of the Government Code proposed by AB 339 to be operative only if this bill and AB 339 are enacted and this bill is enacted last.

(6) The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

(7) Existing constitutional provisions require that a statute that limits the right of access to the meetings of public bodies or the writings of public officials and agencies be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.

This bill would make legislative findings to that effect.

(8) This bill would declare that it is to take effect immediately as an urgency statute.

DIGEST KEY

Vote: 2/3 Appropriation: no Fiscal Committee: yes Local Program: no

BILL TEXT

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1.

Section 89305.6 is added to the Education Code, to read:

89305.6.

(a) Notwithstanding any other provision of this article, and subject to the notice and accessibility requirements in subdivisions (d) and (e), a legislative body may hold public meetings through teleconferencing and make public meetings accessible telephonically,

or otherwise electronically, to all members of the public seeking to observe and to address the legislative body.

(b) (1) For a legislative body holding a public meeting through teleconferencing pursuant to this section, all requirements in this article requiring the physical presence of members, the clerk or other personnel of the legislative body, or the public, as a condition of participation in or quorum for a public meeting, are hereby suspended.

(2) For a legislative body holding a public meeting through teleconferencing pursuant to this section, all of the following requirements in this article are suspended:

(A) Each teleconference location from which a member will be participating in a public meeting or proceeding be identified in the notice and agenda of the public meeting or proceeding.

(B) Each teleconference location be accessible to the public.

(C) Members of the public may address the legislative body at each teleconference conference location.

(D) Post agendas at all teleconference locations.

(E) At least one member of the legislative body be physically present at the location specified in the notice of the meeting.

(c) A legislative body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, consistent with the notice and accessibility requirements in subdivisions (d) and (e), shall have satisfied any requirement that the legislative body allow members of the public to attend the meeting and offer public comment. A legislative body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

(d) If a legislative body holds a meeting through teleconferencing pursuant to this section and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the legislative body shall also do both of the following:

(1) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), and resolving any doubt whatsoever in favor of accessibility.

(2) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to paragraph (2) of subdivision (e).

(e) Except to the extent this section provides otherwise, each legislative body that holds a meeting through teleconferencing pursuant to this section shall do both of the following:

(1) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by this article, and using the means otherwise prescribed by this article, as applicable.

(2) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in the means of public observation and comment, or any instance prior to the effective date of this section in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of the means of public observation and comment, a legislative body may satisfy this requirement by advertising the means of public observation and comment using the most rapid means of communication available at the time. Advertising the means of public observation and comment using the most rapid means of communication available at the time shall include, but need not be limited to, posting such means on the legislative body's internet website.

(f) All legislative bodies utilizing the teleconferencing procedures in this section are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the otherwise applicable provisions of this article, in order to maximize transparency and provide the public access to legislative body meetings.

(g) This section shall remain in effect only until January 31, 2022, and as of that date is repealed.

SEC. 2.

Section 11133 is added to the Government Code, to read:

11133.

(a) Notwithstanding any other provision of this article, and subject to the notice and accessibility requirements in subdivisions (d) and (e), a state body may hold public meetings through teleconferencing and make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the state body.

(b) (1) For a state body holding a public meeting through teleconferencing pursuant to this section, all requirements in this article requiring the physical presence of members, the clerk or other personnel of the state body, or the public, as a condition of participation in or quorum for a public meeting, are hereby suspended.

(2) For a state body holding a public meeting through teleconferencing pursuant to this section, all of the following requirements in this article are suspended:

(A) Each teleconference location from which a member will be participating in a public meeting or proceeding be identified in the notice and agenda of the public meeting or proceeding.

(B) Each teleconference location be accessible to the public.

(C) Members of the public may address the state body at each teleconference conference location.

(D) Post agendas at all teleconference locations.

- (E) At least one member of the state body be physically present at the location specified in the notice of the meeting.
- (c) A state body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, consistent with the notice and accessibility requirements in subdivisions (d) and (e), shall have satisfied any requirement that the state body allow members of the public to attend the meeting and offer public comment. A state body need not make available any physical location from which members of the public may observe the meeting and offer public comment.
- (d) If a state body holds a meeting through teleconferencing pursuant to this section and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the state body shall also do both of the following:
- (1) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), and resolving any doubt whatsoever in favor of accessibility.
 - (2) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to paragraph (2) of subdivision (e).
- (e) Except to the extent this section provides otherwise, each state body that holds a meeting through teleconferencing pursuant to this section shall do both of the following:
- (1) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by this article, and using the means otherwise prescribed by this article, as applicable.
 - (2) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in the means of public observation and comment, or any instance prior to the effective date of this section in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of the means of public observation and comment, a state body may satisfy this requirement by advertising the means of public observation and comment using the most rapid means of communication available at the time. Advertising the means of public observation and comment using the most rapid means of communication available at the time shall include, but need not be limited to, posting such means on the state body's internet website.
- (f) All state bodies utilizing the teleconferencing procedures in this section are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the otherwise applicable provisions of this article, in order to maximize transparency and provide the public access to state body meetings.

(g) This section shall remain in effect only until January 31, 2022, and as of that date is repealed.

SEC. 3.

Section 54953 of the Government Code is amended to read:

54953.

(a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, "teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act

(Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(B) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3. In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(C) The legislative body shall conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.

(D) In the event of a disruption which prevents the public agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption which prevents the public agency from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(G) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the

opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) For the purposes of this subdivision, "state of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(f) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 3.1.

Section 54953 of the Government Code is amended to read:

54953.

(a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency in person, except as otherwise provided in this chapter. Local agencies shall conduct meetings subject to this chapter consistent with applicable state and federal civil rights laws, including, but not limited to, any applicable language access and other nondiscrimination obligations.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, "teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1

(commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(B) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3. In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(C) The legislative body shall conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.

(D) In the event of a disruption which prevents the public agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption which prevents the

public agency from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(G) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) For the purposes of this subdivision, "state of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(f) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 4.

Section 54953 is added to the Government Code, to read:

54953.

(a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, "teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act

(Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) This section shall become operative January 1, 2024.

SEC. 4.1.

Section 54953 is added to the Government Code, to read:

54953.

(a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, in person except as otherwise provided in this chapter. Local agencies shall conduct meetings subject to this chapter consistent with applicable state and federal civil rights laws, including, but not limited to, any applicable language access and other nondiscrimination obligations.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, "teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) This section shall become operative January 1, 2024.

SEC. 5.

Sections 3.1 and 4.1 of this bill incorporate amendments to Section 54953 of the Government Code proposed by both this bill and Assembly Bill 339. Those sections of this bill shall only become operative if (1) both bills are enacted and become effective on or before January 1, 2022, but this bill becomes operative first, (2) each bill amends Section 54953 of the Government Code, and (3) this bill is enacted after Assembly Bill 339, in which case Section 54953 of the Government Code, as amended by Sections 3 and 4 of this bill, shall remain operative only until the operative date of Assembly Bill 339, at which time Sections 3.1 and 4.1 of this bill shall become operative.

SEC. 6.

It is the intent of the Legislature in enacting this act to improve and enhance public access to state and local agency meetings during the COVID-19 pandemic and future applicable emergencies, by allowing broader access through teleconferencing options consistent with the Governor's Executive Order No. N-29-20 dated March 17, 2020, permitting expanded use of teleconferencing during the COVID-19 pandemic.

SEC. 7.

The Legislature finds and declares that Sections 3 and 4 of this act, which amend, repeal, and add Section 54953 of the Government Code, further, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

This act is necessary to ensure minimum standards for public participation and notice requirements allowing for greater public participation in teleconference meetings during applicable emergencies.

SEC. 8.

(a) The Legislature finds and declares that during the COVID-19 public health emergency, certain requirements of the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of the Government Code) were suspended by Executive Order N-29-20. Audio and video

teleconference were widely used to conduct public meetings in lieu of physical location meetings, and public meetings conducted by teleconference during the COVID-19 public health emergency have been productive, have increased public participation by all members of the public regardless of their location in the state and ability to travel to physical meeting locations, have protected the health and safety of civil servants and the public, and have reduced travel costs incurred by members of state bodies and reduced work hours spent traveling to and from meetings.

(b) The Legislature finds and declares that Section 1 of this act, which adds and repeals Section 89305.6 of the Education Code, Section 2 of this act, which adds and repeals Section 11133 of the Government Code, and Sections 3 and 4 of this act, which amend, repeal, and add Section 54953 of the Government Code, all increase and potentially limit the public's right of access to the meetings of public bodies or the writings of public officials and agencies within the meaning of Section 3 of Article I of the California Constitution. Pursuant to that constitutional provision, the Legislature makes the following findings to demonstrate the interest protected by this limitation and the need for protecting that interest:

(1) By removing the requirement that public meetings be conducted at a primary physical location with a quorum of members present, this act protects the health and safety of civil servants and the public and does not preference the experience of members of the public who might be able to attend a meeting in a physical location over members of the public who cannot travel or attend that meeting in a physical location.

(2) By removing the requirement for agendas to be placed at the location of each public official participating in a public meeting remotely, including from the member's private home or hotel room, this act protects the personal, private information of public officials and their families while preserving the public's right to access information concerning the conduct of the people's business.

SEC. 9.

This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the California Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to ensure that state and local agencies can continue holding public meetings while providing essential services like water, power, and fire protection to their constituents during public health, wildfire, or other states of emergencies, it is necessary that this act take effect immediately.



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AB-2449 Open meetings: local agencies: teleconferences. (2021-2022)

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Assembly Bill No. 2449

CHAPTER 285

An act to amend, repeal, and add Sections 54953 and 54954.2 of the Government Code, relating to local government.

[Approved by Governor September 13, 2022. Filed with Secretary of State September 13, 2022.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2449, Blanca Rubio. Open meetings: local agencies: teleconferences.

Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act generally requires posting an agenda at least 72 hours before a regular meeting that contains a brief general description of each item of business to be transacted or discussed at the meeting, and prohibits any action or discussion from being undertaken on any item not appearing on the posted agenda. The act authorizes a legislative body to take action on items of business not appearing on the posted agenda under specified conditions. The act contains specified provisions regarding providing for the ability of the public to observe and provide comment. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined.

Existing law, until January 1, 2024, authorizes a local agency to use teleconferencing without complying with those specified teleconferencing requirements in specified circumstances when a declared state of emergency is in effect, or in other situations related to public health.

This bill would revise and recast those teleconferencing provisions and, until January 1, 2026, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements that each teleconference location be identified in the notice and agenda and that each teleconference location be accessible to the public if at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the local agency's jurisdiction. Under this exception, the bill would authorize a member to participate remotely under specified circumstances, including participating remotely for just cause or due to emergency circumstances. The emergency circumstances basis for remote participation would be contingent on a request to, and action by, the legislative body, as prescribed. The bill, until January 1, 2026, would authorize a legislative body to consider and

take action on a request from a member to participate in a meeting remotely due to emergency circumstances if the request does not allow sufficient time to place the proposed action on the posted agenda for the meeting for which the request is made. The bill would define terms for purposes of these teleconferencing provisions.

This bill would impose prescribed requirements for this exception relating to notice, agendas, the means and manner of access, and procedures for disruptions. The bill would require the legislative body to implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with federal law.

Existing constitutional provisions require that a statute that limits the right of access to the meetings of public bodies or the writings of public officials and agencies be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.

This bill would make legislative findings to that effect.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

Vote: majority Appropriation: no Fiscal Committee: no Local Program: no

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 54953 of the Government Code, as amended by Section 3 of Chapter 165 of the Statutes of 2021, is amended to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

(A) All votes taken during a teleconferenced meeting shall be by rollcall.

(B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

(C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e).

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) The legislative body of a local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option.

(B) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) This subdivision shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(f) (1) The legislative body of a local agency may use teleconferencing without complying with paragraph (3) of subdivision (b) if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda, which location shall be open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction and the legislative body complies with all of the following:

(A) The legislative body shall provide at least one of the following as a means by which the public may remotely hear and visually observe the meeting, and remotely address the legislative body:

(i) A two-way audiovisual platform.

(ii) A two-way telephonic service and a live webcasting of the meeting.

(B) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment.

(C) The agenda shall identify and include an opportunity for all persons to attend and address the legislative body directly pursuant to Section 54954.3 via a call-in option, via an internet-based service option, and at the in-person location of the meeting.

(D) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(2) A member of the legislative body shall only participate in the meeting remotely pursuant to this subdivision, if all of the following requirements are met:

(A) One of the following circumstances applies:

(i) The member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause, including a general description of the circumstances relating to their need to appear remotely at the given meeting. The provisions of this clause shall not be used by any member of the legislative body for more than two meetings per calendar year.

(ii) The member requests the legislative body to allow them to participate in the meeting remotely due to emergency circumstances and the legislative body takes action to approve the request. The legislative body shall request a general description of the circumstances relating to their need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information that is already exempt under existing law, such as the Confidentiality of Medical Information Act (Chapter 1 (commencing with Section 56) of Part 2.6 of Division 1 of the Civil Code). For the purposes of this clause, the following requirements apply:

(I) A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely.

(II) The legislative body may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting in accordance with paragraph (4) of subdivision (b) of Section 54954.2.

(B) The member shall publicly disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any such individuals.

(C) The member shall participate through both audio and visual technology.

(3) The provisions of this subdivision shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for a period of more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

(g) The legislative body shall have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and resolving any doubt in favor of accessibility. In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the procedure for receiving and resolving requests for accommodation.

(h) The legislative body shall conduct meetings subject to this chapter consistent with applicable civil rights and nondiscrimination laws.

(i) (1) Nothing in this section shall prohibit a legislative body from providing the public with additional teleconference locations.

(2) Nothing in this section shall prohibit a legislative body from providing members of the public with additional physical locations in which the public may observe and address the legislative body by electronic means.

(j) For the purposes of this section, the following definitions shall apply:

(1) "Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person.

(2) "Just cause" means any of the following:

(A) A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. "Child," "parent," "grandparent," "grandchild," and "sibling" have the same meaning as those terms do in Section 12945.2.

(B) A contagious illness that prevents a member from attending in person.

(C) A need related to a physical or mental disability as defined in Sections 12926 and 12926.1 not otherwise accommodated by subdivision (g).

(D) Travel while on official business of the legislative body or another state or local agency.

(3) "Remote location" means a location from which a member of a legislative body participates in a meeting pursuant to subdivision (f), other than any physical meeting location designated in the notice of the meeting. Remote locations need not be accessible to the public.

(4) "Remote participation" means participation in a meeting by teleconference at a location other than any physical meeting location designated in the notice of the meeting. Watching or listening to a meeting via webcasting or another similar electronic medium that does not permit members to interactively hear, discuss, or deliberate on matters, does not constitute remote participation.

(5) "State of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(6) "Teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.

(7) "Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic function.

(8) "Two-way telephonic service" means a telephone service that does not require internet access, is not provided as part of a two-way audiovisual platform, and allows participants to dial a telephone number to listen and verbally participate.

(9) "Webcasting" means a streaming video broadcast online or on television, using streaming media technology to distribute a single content source to many simultaneous listeners and viewers.

(k) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 2. Section 54953 of the Government Code, as added by Section 4 of Chapter 165 of the Statutes of 2021, is amended to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

(A) All votes taken during a teleconferenced meeting shall be by rollcall.

(B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

(C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d).

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) The legislative body of a local agency may use teleconferencing without complying with paragraph (3) of subdivision (b) if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda, which location shall be open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction and the legislative body complies with all of the following:

(A) The legislative body shall provide at least one of the following as a means by which the public may remotely hear and visually observe the meeting, and remotely address the legislative body:

(i) A two-way audiovisual platform.

(ii) A two-way telephonic service and a live webcasting of the meeting.

(B) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by

which members of the public may access the meeting and offer public comment.

(C) The agenda shall identify and include an opportunity for all persons to attend and address the legislative body directly pursuant to Section 54954.3 via a call-in option, via an internet-based service option, and at the in-person location of the meeting.

(D) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(2) A member of the legislative body shall only participate in the meeting remotely pursuant to this subdivision, if all of the following requirements are met:

(A) One of the following circumstances applies:

(i) The member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause, including a general description of the circumstances relating to their need to appear remotely at the given meeting. The provisions of this clause shall not be used by any member of the legislative body for more than two meetings per calendar year.

(ii) The member requests the legislative body to allow them to participate in the meeting remotely due to emergency circumstances and the legislative body takes action to approve the request. The legislative body shall request a general description of the circumstances relating to their need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information that is already exempt under existing law, such as the Confidentiality of Medical Information Act (Chapter 1 (commencing with Section 56) of Part 2.6 of Division 1 of the Civil Code). For the purposes of this clause, the following requirements apply:

(I) A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely.

(II) The legislative body may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting in accordance with paragraph (4) of subdivision (b) of Section 54954.2.

(B) The member shall publicly disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any such individuals.

(C) The member shall participate through both audio and visual technology.

(3) The provisions of this subdivision shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for a period of more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

(f) The legislative body shall have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and resolving any doubt in favor of accessibility. In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the procedure for receiving and resolving requests for accommodation.

(g) The legislative body shall conduct meetings subject to this chapter consistent with applicable civil rights and nondiscrimination laws.

(h) (1) Nothing in this section shall prohibit a legislative body from providing the public with additional teleconference locations.

(2) Nothing in this section shall prohibit a legislative body from providing members of the public with additional physical locations in which the public may observe and address the legislative body by electronic means.

(i) For the purposes of this section, the following definitions shall apply:

(1) "Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person.

(2) "Just cause" means any of the following:

(A) A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. "Child," "parent," "grandparent," "grandchild," and "sibling" have the same meaning as those terms do in Section 12945.2.

(B) A contagious illness that prevents a member from attending in person.

(C) A need related to a physical or mental disability as defined in Sections 12926 and 12926.1 not otherwise accommodated by subdivision (f).

(D) Travel while on official business of the legislative body or another state or local agency.

(3) "Remote location" means a location from which a member of a legislative body participates in a meeting pursuant to subdivision (e), other than any physical meeting location designated in the notice of the meeting. Remote locations need not be accessible to the public.

(4) "Remote participation" means participation in a meeting by teleconference at a location other than any physical meeting location designated in the notice of the meeting. Watching or listening to a meeting via webcasting or another similar electronic medium that does not permit members to interactively hear, discuss, or deliberate on matters, does not constitute remote participation.

(5) "Teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.

(6) "Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic function.

(7) "Two-way telephonic service" means a telephone service that does not require internet access, is not provided as part of a two-way audiovisual platform, and allows participants to dial a telephone number to listen and verbally participate.

(8) "Webcasting" means a streaming video broadcast online or on television, using streaming media technology to distribute a single content source to many simultaneous listeners and viewers.

(j) This section shall become operative January 1, 2024, shall remain in effect only until January 1, 2026, and as of that date is repealed.

SEC. 3. Section 54953 is added to the Government Code, to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, "teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) This section shall become operative January 1, 2026.

SEC. 4. Section 54954.2 of the Government Code is amended to read:

54954.2. (a) (1) At least 72 hours before a regular meeting, the legislative body of the local agency, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item

generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public and on the local agency's Internet Web site, if the local agency has one. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

(2) For a meeting occurring on and after January 1, 2019, of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site, the following provisions shall apply:

(A) An online posting of an agenda shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state that is accessible through a prominent, direct link to the current agenda. The direct link to the agenda shall not be in a contextual menu; however, a link in addition to the direct link to the agenda may be accessible through a contextual menu.

(B) An online posting of an agenda including, but not limited to, an agenda posted in an integrated agenda management platform, shall be posted in an open format that meets all of the following requirements:

(i) Retrievable, downloadable, indexable, and electronically searchable by commonly used Internet search applications.

(ii) Platform independent and machine readable.

(iii) Available to the public free of charge and without any restriction that would impede the reuse or redistribution of the agenda.

(C) A legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site and an integrated agenda management platform shall not be required to comply with subparagraph (A) if all of the following are met:

(i) A direct link to the integrated agenda management platform shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state. The direct link to the integrated agenda management platform shall not be in a contextual menu. When a person clicks on the direct link to the integrated agenda management platform, the direct link shall take the person directly to an Internet Web site with the agendas of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state.

(ii) The integrated agenda management platform may contain the prior agendas of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state for all meetings occurring on or after January 1, 2019.

(iii) The current agenda of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state shall be the first agenda available at the top of the integrated agenda management platform.

(iv) All agendas posted in the integrated agenda management platform shall comply with the requirements in clauses (i), (ii), and (iii) of subparagraph (B).

(D) For the purposes of this paragraph, both of the following definitions shall apply:

(i) "Integrated agenda management platform" means an Internet Web site of a city, county, city and county, special district, school district, or political subdivision established by the state dedicated to providing the entirety of the agenda information for the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state to the public.

(ii) "Legislative body" has the same meaning as that term is used in subdivision (a) of Section 54952.

(E) The provisions of this paragraph shall not apply to a political subdivision of a local agency that was established by the legislative body of the city, county, city and county, special district, school district, or

political subdivision established by the state.

(3) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

(b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5.

(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

(3) The item was posted pursuant to subdivision (a) for a prior meeting of the legislative body occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

(4) To consider action on a request from a member to participate in a meeting remotely due to emergency circumstances, pursuant to Section 54953, if the request does not allow sufficient time to place the proposed action on the posted agenda for the meeting for which the request is made. The legislative body may approve such a request by a majority vote of the legislative body.

(c) This section is necessary to implement and reasonably within the scope of paragraph (1) of subdivision (b) of Section 3 of Article I of the California Constitution.

(d) For purposes of subdivision (a), the requirement that the agenda be posted on the local agency's Internet Web site, if the local agency has one, shall only apply to a legislative body that meets either of the following standards:

(1) A legislative body as that term is defined by subdivision (a) of Section 54952.

(2) A legislative body as that term is defined by subdivision (b) of Section 54952, if the members of the legislative body are compensated for their appearance, and if one or more of the members of the legislative body are also members of a legislative body as that term is defined by subdivision (a) of Section 54952.

(e) This section shall remain in effect only until January 1, 2026, and as of that date is repealed.

SEC. 5. Section 54954.2 is added to the Government Code, to read:

54954.2. (a) (1) At least 72 hours before a regular meeting, the legislative body of the local agency, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public and on the local agency's Internet Web site, if the local agency has one. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

(2) For a meeting occurring on and after January 1, 2019, of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site, the following provisions shall apply:

(A) An online posting of an agenda shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state that is accessible through a prominent, direct link to the current agenda. The direct link to the agenda shall not be in a contextual menu; however, a link in addition to the direct link to the agenda may be accessible through a contextual menu.

(B) An online posting of an agenda including, but not limited to, an agenda posted in an integrated agenda management platform, shall be posted in an open format that meets all of the following requirements:

(i) Retrievable, downloadable, indexable, and electronically searchable by commonly used Internet search applications.

(ii) Platform independent and machine readable.

(iii) Available to the public free of charge and without any restriction that would impede the reuse or redistribution of the agenda.

(C) A legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site and an integrated agenda management platform shall not be required to comply with subparagraph (A) if all of the following are met:

(i) A direct link to the integrated agenda management platform shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state. The direct link to the integrated agenda management platform shall not be in a contextual menu. When a person clicks on the direct link to the integrated agenda management platform, the direct link shall take the person directly to an Internet Web site with the agendas of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state.

(ii) The integrated agenda management platform may contain the prior agendas of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state for all meetings occurring on or after January 1, 2019.

(iii) The current agenda of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state shall be the first agenda available at the top of the integrated agenda management platform.

(iv) All agendas posted in the integrated agenda management platform shall comply with the requirements in clauses (i), (ii), and (iii) of subparagraph (B).

(D) For the purposes of this paragraph, both of the following definitions shall apply:

(i) "Integrated agenda management platform" means an Internet Web site of a city, county, city and county, special district, school district, or political subdivision established by the state dedicated to providing the entirety of the agenda information for the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state to the public.

(ii) "Legislative body" has the same meaning as that term is used in subdivision (a) of Section 54952.

(E) The provisions of this paragraph shall not apply to a political subdivision of a local agency that was established by the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state.

(3) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body

at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

(b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5.

(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

(3) The item was posted pursuant to subdivision (a) for a prior meeting of the legislative body occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

(c) This section is necessary to implement and reasonably within the scope of paragraph (1) of subdivision (b) of Section 3 of Article I of the California Constitution.

(d) For purposes of subdivision (a), the requirement that the agenda be posted on the local agency's Internet Web site, if the local agency has one, shall only apply to a legislative body that meets either of the following standards:

(1) A legislative body as that term is defined by subdivision (a) of Section 54952.

(2) A legislative body as that term is defined by subdivision (b) of Section 54952, if the members of the legislative body are compensated for their appearance, and if one or more of the members of the legislative body are also members of a legislative body as that term is defined by subdivision (a) of Section 54952.

(e) This section shall become operative January 1, 2026.

SEC. 6. The Legislature finds and declares that Sections 1 and 2 of this act, which amend Section 54953 of the Government Code, impose a limitation on the public's right of access to the meetings of public bodies or the writings of public officials and agencies within the meaning of Section 3 of Article I of the California Constitution. Pursuant to that constitutional provision, the Legislature makes the following findings to demonstrate the interest protected by this limitation and the need for protecting that interest:

By removing the requirement for agendas to be placed at the location of each public official participating in a public meeting remotely, including from the member's private home or hospital room, this act protects the personal, private information of public officials and their families while preserving the public's right to access information concerning the conduct of the people's business.

SEC. 7. The Legislature finds and declares that Sections 1 and 2 of this act, which amend Section 54953 of the Government Code, further, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

This act is necessary to ensure minimum standards for public participation and notice requirements allowing for greater public participation in teleconference meetings.

Governor Newsom to End the COVID-19 State of Emergency

Published: Oct 17, 2022

California's pandemic response saved tens of thousands of lives, protected the economy, distributed nation-leading financial assistance and built up an unprecedented public health infrastructure

The SMARTER Plan will maintain California's operational preparedness to support communities and quickly respond to outbreaks

SACRAMENTO – Today, Governor Gavin Newsom announced that the COVID-19 State of Emergency will end on February 28, 2023, charting the path to phasing out one of the most effective and necessary tools that California has used to combat COVID-19. This timeline gives the health care system needed flexibility to handle any potential surge that may occur after the holidays in January and February, in addition to providing state and local partners the time needed to prepare for this phaseout and set themselves up for success afterwards.

With hospitalizations and deaths dramatically reduced due to the state's vaccination and public health efforts, California has the tools needed to continue fighting COVID-19 when the State of Emergency terminates at the end of February, including vaccines and boosters, testing, treatments and other mitigation measures like masking and indoor ventilation. As the State of Emergency is phased out, the SMARTER Plan continues to guide California's strategy to best protect people from COVID-19.

[SMARTER Plan progress update](#)

"Throughout the pandemic, we've been guided by the science and data – moving quickly and strategically to save lives. The State of Emergency was an effective and necessary tool that we utilized to protect our state, and we wouldn't have gotten to this point without it," said Governor Newsom. "With the operational preparedness that we've built up and the measures that we'll continue to employ moving forward, California is ready to phase out this tool."

To maintain California's COVID-19 laboratory testing and therapeutics treatment capacity, the Newsom Administration will be seeking two statutory changes immediately upon the Legislature's return: 1) The continued ability of nurses to dispense COVID-19 therapeutics; and 2) The continued ability of laboratory workers to solely process COVID-19 tests.

"California's response to the COVID-19 pandemic has prepared us for whatever comes next. As we move into this next phase, the infrastructure and processes we've invested in and built up will provide us the tools to manage any ups and downs in the future," said Secretary of the California Health & Human Services Agency, Dr. Mark Ghaly. "While the threat of this virus is still real, our preparedness and collective work have helped turn this once crisis emergency into a manageable situation."

Throughout the pandemic, Governor Newsom, the Legislature and state agencies have been guided by the science and data to best protect Californians and save lives – with a focus on those facing the greatest social and health inequities – remaining nimble to adapt mitigation efforts along the way as we learned more about COVID-19. The state's efforts to support Californians resulted in:

- Administration of 81 million vaccinations, distribution of a billion units of PPE throughout the state and processing of 186 million tests.
- Allocation of billions of dollars to support hospitals, community organizations, frontline workers, schools and more throughout the pandemic.
- The nation's largest stimulus programs to support people hardest hit by the pandemic – \$18.5 billion for direct payments to Californians, \$8 billion for rent relief, \$10 billion for small business grants and tax relief, \$2.8 billion to help with overdue utility bills, and more.

California's pandemic response efforts have saved tens of thousands of lives, kept people out of the hospital and protected the economy:

- California's [death rate](#) is the lowest amongst large states. If California had Texas' death rate, 27,000 more people would have died here. If California had Florida's rate, that figure jumps to approximately 56,000 more deaths.
- In only the first ten months of vaccines being available, a study showed that California's efforts [saved 20,000 lives](#), kept 73,000 people out of the hospital and prevented 1.5 million infections.
- California's actions during the pandemic protected the economy and the state continues to lead the nation in creating jobs and new business starts:
 - "[‘Lockdown’ states like California did better economically than ‘looser’ states like Florida, new COVID data shows](#),” with **California's economy having contracted less** than such states – economic output shrank 3.5% on average for the U.S., compared with 2.8% for California.
 - Since February 2021, **California has created 1,628,300 new jobs** – over 16% of the nation's jobs, by far more than any other state. By comparison, Texas created 1,133,200 jobs (11.3% of the nation's) and Florida created 787,600 jobs (7.9% of the nation's) in that same timeframe.
 - Since the beginning of 2019, data from the [Bureau of Labor Statistics](#) shows that **over 569,000 businesses started in California**, by far more than any other state.

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AGENDA REPORT

To: Celeste T. Rodriguez and Councilmembers

From: Vice Mayor Mary Mendoza

Date: February 21, 2023

Subject: Consideration to Appoint a Transportation and Public Safety Commissioner

RECOMMENDATION:

I recommend that Victoria Garcia be appointed as my representative to the Transportation and Public Safety Commission (Attachment "A").

BACKGROUND/ANALYSIS:

1. Pursuant to 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 Public 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 City Councilmember, at which time the proposed appointment considered by the City Council to approve and ratify.
2. In February 2023, an unscheduled vacancy occurred as Commissioner Francisco Arrizon resigned from the Transportation and Public Safety Commission ("Commission"). Commissioner Arrizon was appointed to the Commission in June 2013.
3. On February 14, 2023, Victoria Garcia submitted an application (Attachment "C") seeking consideration as my representative to be appointed to the Transportation and Public Safety Commission to fill the unscheduled vacancy.

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.

Consideration to Appoint a Transportation and Public Safety Commissioner

Page 2 of 2

CONCLUSION:

I recommend Victoria Garcia be appointed as my representative Commissioner to serve on the Transportation and Public Safety Commission to fill the unscheduled vacancy due to the resignation of Commissioner Francisco Arrizon in February 2023.

ATTACHMENTS:

- A. Request to Agendize an Item for City Council Discussion/Consideration
- B. City Code Pertaining to Commissions
- C. Commissioner Application

REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION

CITY COUNCILMEMBER INFORMATION

NAME Mary Mendoza	TITLE Vice Mayor
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ITEM INFORMATION

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

Consideration to appoint a Transportation and Public Safety Commissioner.

PRIORITIES

Is this included in the current FY priorities?

☒ Yes ☐ No

BUDGET

Is this a budgeted item?

☒ Yes ☐ No

FISCAL IMPACT

Is there a fiscal impact? If yes, indicate amount.

☐ Yes ☒ No \$

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

My Commissioner Francisco Arrizon resigned and I am filling the position with Victoria Garcia who is well qualified for the position.

ATTACHMENTS *Do you have any attachments to include?*

☒ Yes ☐ No

RECOMMENDATION *Indicate the direction you are recommending.*

Approval of appointment Victoria Garcia to the Transportation and Public Safety Commission.

TRANSPORTATION AND SAFETY COMMISSION

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 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.



APPLICATION TO SERVE ON A CITY COMMISSION

Recommended by
City Councilmember:

Mary Mendoza

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.

Name: Victoria Garcia Phone Number: _____

Residence Address: San Fernando CA 91340
Street City State Zip Code

Mailing Address: (if different than above) _____
Street / P.O.Box City State Zip Code

Email: _____
business or personal to be used for commission activity

Employer: Hunt Ortmann Palffy Nieves Darling & Mah Position: Associate

Business Address: 301 N Lake Ave. Pasadena CA 91101
Street City State Zip Code

Business Phone: (626) 440-5200

Are you a registered voter of the City of San Fernando? Yes ☒ No _____

Do you own property in the City? Yes ☒ No _____ If yes, please list the address(es) :
San Fernando, CA 91340

Do you own or operate a business in San Fernando? Yes _____ No ☒

If yes, please state the name and nature of the business:

Member Commitment

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

- I am willing to file financial disclosure statements (Form 700), a public record, as required by the State and if designated under 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.

Victoria Garcia
Applicant's Signature

2/14/2023
Date

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)

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)

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)

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)

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

I understand that the Transportation and Public Safety Commission assists the City Council with identifying and recommending ways and means to improve traffic safety conditions and enforce city transportation regulations. I would be honored and excited to join this Commission.

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

Bio Statement for Victoria Garcia

My grandparents came to San Fernando in 1955 to raise their family—and were actually the first Mexican-American family on the block. I grew up hearing about my mother's adventures in the City and am now raising my three children on the same street.

I graduated from UCLA with a B.A. in Anthropology and Chicana/o Studies and then earned a law degree from Stanford Law School and a master's degree in Public Policy from Harvard University's Kennedy School of Government. I am currently an attorney practicing construction law at a boutique law firm where we represent everyone from owners, contractors, subcontractors, suppliers, and municipalities for various issues.

I have previously served the City of San Fernando as a member of the Technical Advisory Committee (TAC) for the Housing Element and served as a representative for the City of San Fernando at the San Fernando Valley Council of Governments' Mobility Academy. I would be honored to serve the City Council and the City of San Fernando on the Transportation and Public Safety Commission.