



CITY OF SAN FERNANDO
REGULAR AND SPECIAL JOINT MEETING
NOTICE AND AGENDA

CITY COUNCIL
AND THE
PLANNING AND PRESERVATION COMMISSION

MEETING AGENDA
REGULAR AND SPECIAL JOINT MEETING – 6:00 PM
MONDAY, SEPTEMBER 16, 2024

CITY HALL
COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

COUNCILMEMBER MARY SOLORIO
REMOTE TELECONFERENCE LOCATION
1425 HOLLISTER STREET
SAN FERNANDO, CA 91340

Please visit the City's YouTube channel to live stream and watch previously recorded City Council meetings, which is also available with Spanish subtitles at: <https://www.youtube.com/c/CityOfSanFernando>

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 in-person translation services, or other services please call the City Clerk Department at (818) 898-1204 or email at cityclerk@sfcity.org at least 2 business days prior to the meeting.

PUBLIC PARTICIPATION OPTIONS

WATCH THE MEETING

Live stream with audio and video, via YouTube, at: <https://www.youtube.com/c/CityOfSanFernando>

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.

SAN FERNANDO CITY COUNCIL AND PLANNING AND PRESERVATION COMMISSION

Regular and Special Joint Meeting Notice and Agenda – September 16, 2024

Page 2 of 7

SUBMIT PUBLIC COMMENT VIA EMAIL

Members of the public may submit comments **by email** to cityclerk@sfcity.org no later than **12:00 p.m. the day of the meeting**, to ensure distribution to the City Council prior to consideration of the agenda. Comments received via email will be distributed to the City Council and made part of the official public record of the meeting.

CALL-IN TO PROVIDE PUBLIC COMMENT LIVE DURING 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: 6:00 P.M.

ROLL CALL

TELECONFERENCING REQUESTS/DISCLOSURE

Recommend consideration of requests received for remote teleconference meeting participation made by members of the City’s legislative bodies, as permitted under the provisions of Assembly Bill (AB) 2449, Government Code Section 54953, and the City of San Fernando adopted Resolution No. 8215, effective March 1, 2023.

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF REGULAR AND SPECIAL JOINT MEETING AGENDA

Recommend that the City Council approve the agenda as presented and move that all ordinances presented tonight be read in title only as authorized under Government Code Section 36934.

PRESENTATIONS

- A. PRESENTATION OF A CERTIFICATE OF PROCLAMATION DECLARING SEPTEMBER 15, 2024 THROUGH OCTOBER 15, 2024 AS NATIONAL HISPANIC HERITAGE MONTH

SAN FERNANDO CITY COUNCIL AND PLANNING AND PRESERVATION COMMISSION

Regular and Special Joint Meeting Notice and Agenda – September 16, 2024

Page 3 of 7

- B. PRESENTATION OF EDUCATION COMMISSION CERTIFICATE OF RECOGNITION FOR SEPTEMBER STUDENTS OF THE MONTH FOR POSITIVE ATTITUDE
Olivia Martinez (Nueva Esperanza Charter Academy)
Elena Robles (G3 Vaughn Next Century Learning)

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.

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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. September 3, 2024 – Regular Meeting

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 24-092 approving the Warrant Register.

3) UPDATES OF CITY COUNCIL APPROVED ENHANCEMENT/PROJECTS AND PRIORITIES

Recommend that the City Council receive and file the status report for Fiscal Year 2024-2025 Enhancements, Capital Projects, and City Council Priorities, and provide direction, as appropriate.

SAN FERNANDO CITY COUNCIL AND PLANNING AND PRESERVATION COMMISSION

Regular and Special Joint Meeting Notice and Agenda – September 16, 2024

Page 4 of 7

4) CONSIDERATION TO ADOPT A RESOLUTION UPDATING THE DESIGNATED POSITIONS TO THE CITY’S CONFLICT OF INTEREST CODE

Recommend that the City Council adopt Resolution No. 8333 designating positions subject to the City’s Conflict of Interest Code.

5) CONSIDERATION TO AUTHORIZE SUBMITTAL OF A GRANT APPLICATION TO THE CALIFORNIA OFFICE OF EMERGENCY SERVICES FOR THE CALIFORNIA STATE AND LOCAL CYBERSECURITY GRANT PROGRAM

Recommend that the City Council authorize the preparation and submittal of a grant application to the California Office of Emergency Services for the California State and Local Cybersecurity Grant Program in an amount up to \$250,000 to support the Information Technology Division in cybersecurity compliance.

6) CONSIDERATION TO AUTHORIZE SUBMITTAL OF A LETTER OF COMMITMENT TO THE COUNTY OF LOS ANGELES AS A SUBRECIPIENT APPLICANT FOR THE FEDERAL DIGITAL EQUITY COMPETITIVE GRANT PROGRAM

Recommend that the City Council authorize the submittal of a letter of commitment to the County of Los Angeles as a subrecipient applicant for the Federal Digital Equity Competitive Grant Program to support efforts to achieve digital equity, promote digital inclusion activities, and spur greater adoption and use of broadband among the covered populations as defined in the Digital Equity Act.

7) RECEIVE AND FILE THE 2024 LOCAL TRANSACTION TAX ANNUAL REPORT FOR MEASURES “A” AND “SF”

Recommend that the City Council receive and file the 2024 Annual Report on the collection, management, and expenditure of the City’s Local Transaction Tax (i.e. Measures “A” and “SF”) as required by the City Code.

8) CONSIDERATION TO ACCEPT THE CALIFORNIA OFFICE OF TRAFFIC SAFETY SELECTIVE TRAFFIC ENFORCEMENT PROGRAM GRANT FUNDS TO SUPPORT SELECTIVE TRAFFIC ENFORCEMENT DETAILS; ACCEPT THE CALIFORNIA OFFICE OF TRAFFIC SAFETY TRAFFIC RECORDS IMPROVEMENT PROJECT FUNDS TO PURCHASE AND IMPLEMENT A NEW ELECTRONIC CRASH REPORTING SOLUTION; AND ADOPT RESOLUTIONS APPROPRIATING THE FUNDS

Recommend that the City Council:

- a. Accept California Office of Traffic Safety Selective Traffic Enforcement Program Grant funds (Contract No. 2291), in the amount of \$74,000 to help mitigate traffic safety issues by conducting Driving Under the Influence/Driver’s License Checkpoints, DUI Saturation Patrols, Traffic Enforcement, Distracted Driving Enforcement, Bicycle and Pedestrian Safety Enforcement, Traffic Safety presentations, and to purchase supplies and equipment to assist in DUI Prevention and traffic enforcement efforts;

SAN FERNANDO CITY COUNCIL AND PLANNING AND PRESERVATION COMMISSION

Regular and Special Joint Meeting Notice and Agenda – September 16, 2024

Page 5 of 7

- b. Adopt Resolution No. 8334 amending the budget for Fiscal Year 2024-2025 to appropriate the grant revenues and expenses;
- c. Accept California Office of Traffic Safety Traffic Records Improvement Project Grant funds (Contract No. 2292), in the amount of \$44,400 to purchase and implement an electronic crash reporting solution;
- d. Adopt Resolution No. 8335 amending the budget for Fiscal Year 2024-2025 to appropriate the grant revenues and expenses; and
- e. Authorize the City Manager to execute all related documents.

9) CONSIDERATION TO ADOPT A RESOLUTION ACCEPTING THE DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL ALCOHOL POLICING PARTNERSHIP GRANT FUNDS TO SUPPORT THE POLICE DEPARTMENT’S UNDER-AGE ALCOHOL PURCHASE PREVENTION PROGRAM, AND ADOPT A RESOLUTION TO APPROPRIATE THE FUNDS

Recommend that the City Council:

- a. Adopt Resolution No. 8336 authorizing the City Manager to execute Standard Agreement No. 24-APP39;
- b. Accept Department of Alcoholic Beverage Control Alcohol Policing Partnership Program Grant funds (Contract No. 2293), in the amount of \$60,000 to support the Police Department’s Under-Age Alcohol Purchase Prevention Program aimed to reduce underage drinking, reduce youth access to alcoholic beverages through the education of alcohol licensees, and enforcement intervention; and
- c. Adopt Resolution No. 8337 amending the budget for Fiscal Year 2024-2025 to appropriate the grant revenues and expenses.

10) CONSIDERATION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE SAN FERNANDO POLICE CIVILIANS’ ASSOCIATION; ADOPT A RESOLUTION AMENDING THE FISCAL YEAR 2024-2025 SALARY PLAN; AND ADOPT A RESOLUTION APPROVING JOB SPECIFICATIONS FOR COMMUNITY SERVICE OFFICER

Recommend that the City Council:

- a. Approve a Memorandum of Understanding (Contract No. 2294) between the City and the San Fernando Police Civilians’ Association for a five-year term (July 1, 2024 through June 30, 2029);
- b. Adopt Resolution No. 8338 amending the Fiscal Year 2024-2025 Salary Plan to include certain provisions in the approved MOU between the City and SFPCA;

SAN FERNANDO CITY COUNCIL AND PLANNING AND PRESERVATION COMMISSION

Regular and Special Joint Meeting Notice and Agenda – September 16, 2024

Page 6 of 7

- c. Adopt Resolution No. 8339 approving the job specification for Community Service Officer job classification; and
- d. Authorize the City Manager to make non-substantive corrections and execute all related documents.

ADMINISTRATIVE REPORTS

11) CONSIDERATION TO APPOINT A PLANNING AND PRESERVATION COMMISSIONER

This item was agendized by Councilmember Victoria Garcia.

RECESS REGULAR CITY COUNCIL MEETING

CALL TO ORDER – SPECIAL JOINT MEETING OF THE CITY COUNCIL AND THE PLANNING AND PRESERVATION COMMISSION

ROLL CALL – CITY COUNCIL AND PLANNING AND PRESERVATION COMMISSION

PUBLIC HEARING – SPECIAL JOINT MEETING

12) A JOINT PUBLIC HEARING TO DISCUSS EXISTING CONDITIONS ANALYSIS AND OUTREACH FINDINGS FROM PHASE 1 OF THE DOWNTOWN MASTER PLAN AND RECEIVE INPUT FOR PHASE 2

Recommend that the City Council and the Planning and Preservation Commission:

- a. Conduct a public hearing to receive a presentation on the existing condition analysis and outreach findings from Phase 1 of the Downtown Master Plan; and
- b. Pending public testimony, provide direction to staff before starting Phase 2 of the Downtown Master Plan.

ADJOURNMENT OF THE PLANNING AND PRESERVATION COMMISSION

RECONVENE REGULAR CITY COUNCIL MEETING

SAN FERNANDO CITY COUNCIL AND PLANNING AND PRESERVATION COMMISSION

Regular and Special Joint Meeting Notice and Agenda – September 16, 2024

Page 7 of 7

ADMINISTRATIVE REPORTS

13) DISCUSSION AND CONSIDERATION TO APPROVE A SECOND AMENDMENT TO THE CITY MANAGER EMPLOYMENT AGREEMENT

Recommend that the City Council:

- a. Approve a Second Amendment to the City Manager Employment Agreement (Contract No. 1906(b)); and
- b. Authorize the Mayor to execute the Agreement.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

ADJOURNMENT

The City Council special joint meeting will adjourn to its next regular meeting on October 7, 2024.

AFFIDAVIT OF POSTING

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.

Dated: _____ at: _____

Signed By: _____

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.
