

**CITY OF SAN FERNANDO
CITY COUNCIL**

**MINUTES
SPECIAL MEETING – 5:15 P.M.
REGULAR MEETING – 6:00 P.M.
MONDAY, MAY 20, 2024**

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

CALL TO ORDER/ROLL CALL – SPECIAL MEETING 5:15 P.M. (CLOSED SESSION)

Mayor Celeste T. Rodriguez called the Special Meeting to order at 5:16 p.m.

Present:

Council: Vice Mayor Mary Mendoza, and Councilmembers Joel Fajardo, Mary Solorio, and Victoria Garcia

Staff: City Manager Nick Kimball and City Attorney Richard Padilla

Absent: Mayor Celeste T. Rodriguez and Councilmember Mary Solorio

APPROVAL OF AGENDA

Motion by Councilmember Fajardo, seconded by Councilmember Garcia to approve the agenda. The motion carried, with Mayor Rodriguez and Councilmember Solorio absent.

PUBLIC STATEMENTS None

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

By consensus, Councilmembers recessed to Closed Session.

It was noted that Mayor Rodriguez arrived directly into Closed Session at 5:19 p.m.

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)

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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

B) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.6 – CONFERENCE WITH LABOR NEGOTIATOR:

City Representative: City Attorney Richard Padilla
Unrepresented Employee: City Manager

RECONVENE FROM SPECIAL MEETING AND REPORT OUT FROM CLOSED SESSION

City Attorney Padilla stated there was no reportable action as a result of the Closed Session meeting held on May 20, 2024.

ADJOURNMENT (6:05 p.m.)

The City Council adjourned the special meeting to the regular meeting.

CALL TO ORDER/ROLL CALL – REGULAR MEETING 6:00 P.M. (OPEN SESSION)

Mayor Celeste Rodriguez called the regular meeting to order at 6:06 p.m.

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

Staff: City Manager Nick Kimball, Deputy City Manager/Economic Development Kanika Kith, City Attorney Richard Padilla, Police Chief Fabian Valdez, Director of Finance Erica Melton, Director of Public Works Wendell Johnson, Director of Recreation and Community Services Julio Salcedo and City Clerk Julia Fritz

Absent: None

TELECONFERENCING REQUESTS/DISCLOSURE

Councilmember Mary Solorio requested to participate remotely using the teleconferencing rules of AB 2449. Motion by Councilmember Fajardo, seconded by Councilmember Garcia to approve Councilmember Solorio’s request. The motion carried, unanimously.

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF AGENDA

Motion by Councilmember Fajardo, seconded by Councilmember Garcia to approve the agenda. The motion carried, unanimously.

PRESENTATIONS

A. ANNUAL RECOGNITIONS

Drinking Water Week – May 5, 2024 to May 11, 2024

National Public Works Week – May 19, 2024 to May 25, 2024

B. PRESENTATION OF EDUCATION COMMISSION CERTIFICATE OF RECOGNITION FOR MAY STUDENT OF THE MONTH (ACADEMIC ACHIEVEMENT)

Samantha Lansang (O'Melveny Elementary School)

C. PRESENTATION OF CERTIFICATES OF RECOGNITION TO MURALIST FOR THEIR WORK ON THE MURAL PROJECT AT CESAR CHAVEZ LEARNING ACADEMY

D. PRESENTATION OF CERTIFICATES OF RECOGNITION TO YOUTH PARTICIPANTS AT THE CINCO DE MAYO CELEBRATION EVENT

E. PRESENTATION OF A CERTIFICATE OF PROCLAMATION DECLARING MAY AS WILLIAMS SYNDROME AWARENESS MONTH

F. PRESENTATION FROM GUIDE DOGS OF AMERICA – TENDER LOVING CANINES REGARDING TRAINING SERVICES FOR GUIDE DOGS

G. PRESENTATION FROM METRO REGARDING EAST SAN FERNANDO VALLEY TRANSIT CORRIDOR PHASE 2

H. PRESENTATION FROM THE LOS ANGELES CITY FIRE DEPARTMENT OPERATIONS VALLEY BUREAU REGARDING 2023 FIRE STATISTICS IN SAN FERNANDO

PUBLIC STATEMENTS

The following spoke in support of Agenda Item No. 15:

Eddie Alvarez

George Balli

Marc Greenfield

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Andrew Cabrera
Alberto Villasana
Martin Rodriguez

Caller ID No. 8553 spoke opposed to Agenda Item No. 15.

The following spoke in support of Agenda Item No. 14:

Gabriela Nino Herrera
Christine Fitzgerald
Mark Brodie
Tina Bachman
Jess Perry-Martin
Christian Moreno
Lorraine Mendoza
Natalie Jimenez
Ibet Garibay
Angel Delgado
Christian Garcia

Maricela Rodriguez made general comments.

Mauricio Lopez spoke about traffic safety concerns in the City and at Fourth and Harding Avenue.

Items heard out of order.

14) DISCUSSION AND CONSIDERATION REGARDING SUPPORTING LOCAL STUDENTS, ARTISTS, AND MURALS

Mayor Rodriguez presented the staff report and responded to Councilmember questions.

Motion by Mayor Rodriguez, seconded by Councilmember Solorio to approve the use of Fiscal Year 2023-2024 Mural funds in the amount of \$25,000 in support of the Cesar Chavez Learning Academy Mural Project. The motion failed, by the following vote:

ROLL CALL

AYES: Solorio, Rodriguez - 2
NAYES: Garcia, Fajardo, Mendoza - 3
ABSENT: None
ABSTAIN: None

Motion by Councilmember Fajardo, seconded by Vice Mayor Mendoza to table this item to future meeting based on various benchmarks, including developing a mural fund request process. Following a brief discussion regarding clarification of parliamentary meeting procedures, Councilmember Fajardo withdrew his motion.

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City Manager Kimball restated that direction to staff was to return to the Beautification Ad hoc committee with a discussion on a process development for organizations requesting funds for mural(s) and return to a future Council meeting for final approval.

15) DISCUSSION AND CONSIDERATION REGARDING PROJECT LABOR AGREEMENTS FOR PUBLIC PROJECTS

Councilmember Fajardo presented the staff report and responded to Councilmember questions.

By consensus, the City Council directed staff to compile additional information to bring back to a future City Council meeting to include other cities' practices, sample agreements, costs, project size, and general considerations.

It was noted that the City Council recessed its meeting at 9:03 p.m. and reconvened at 9:16 p.m.

CONSENT CALENDAR

Motion by Councilmember Fajardo, seconded by Councilmember Solorio to approve:

- 1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES:
 - a. February 20, 2024 – Special and Regular Meeting
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) CONSIDERATION TO APPROVE FOR SECOND READING TO ADOPT ORDINANCE NO. 1722 AMENDING THE CITY OF SAN FERNANDO’S WATER POLICIES TO COMPLY WITH SENATE BILL 998 AND SENATE BILL 3, AMENDING PROVISIONS OF SECTIONS 94-151 THROUGH 94-164 OF DIVISION I, CHAPTER 94 (UTILITIES), ARTICLE III (WATER) OF THE SAN FERNANDO MUNICIPAL CODE CONCERNING THE DISCONTINUATION OF RESIDENTIAL WATER SERVICE FOR NONPAYMENT
- 4) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH NETXPERS LLC FOR INFORMATION TECHNOLOGY MANAGED SERVICES
- 5) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE DESTRUCTION OF CERTAIN OBSOLETE RECORDS IN ACCORDANCE WITH THE CITY’S RECORDS RETENTION SCHEDULE FOR THE MAINTENANCE AND DISPOSITION OF RECORDS
- 6) CONSIDERATION TO APPROVE ON-CALL PROFESSIONAL BUILDING & SAFETY SERVICES AGREEMENTS TO PROVIDE AS-NEEDED COMPREHENSIVE BUILDING SERVICES TO THE COMMUNITY DEVELOPMENT DEPARTMENT

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- 7) CONSIDERATION TO APPROVE A FUNDING AGREEMENT WITH THE STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES TO FUND THE WATER NITRATE TREATMENT SYSTEM; ADOPT A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO A FUNDING AGREEMENT WITH THE STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES; AND ADOPT A RESOLUTION AMENDING THE FISCAL YEAR 2023-2024 ADOPTED BUDGET
- 8) CONSIDERATION TO APPROVE A SUB-AWARD AGREEMENT WITH THE CITY OF LOS ANGELES FOR THE 2023 URBAN AREA SECURITY INITIATIVE GRANT PROGRAM AND ADOPT A RESOLUTION AMENDING THE FISCAL YEAR 2023-2024 ADOPTED BUDGET
- 9) CONSIDERATION TO APPROVE CO-SPONSORSHIP OF THE 2024 SPECIAL OLYMPICS TORCH RUN, USE OF THE CITY SEAL, WAIVER OF FACILITY USE FEES, AND AUTHORIZATION FOR FUTURE CO-SPONSORSHIP OF SPECIAL OLYMPICS OF SOUTHERN CALIFORNIA EVENTS

The motion carried, unanimously.

ADMINISTRATIVE REPORTS

- 10) CONSIDERATION TO RECEIVE AND FILE THE SAN FERNANDO POLICE DEPARTMENT’S 2023 SAFETY INSIGHT REPORT

Police Chief Valdez presented the staff report and responded to Councilmember questions. The City Council received and filed the Safety Insight Report.

- 11) FISCAL YEAR 2024-2025 BUDGET STUDY SESSION NO. 2

Director of Finance Melton presented the staff report.

Chief Valdez presented the Police Departments Fiscal Year 2024-2025 budget.

Councilmembers discussed the proposed department budget, enhancement requests (Attachment “A”), and suggested recommendations to staff to include in Budget Study Session No. 3.

- 12) DISCUSSION AND CONSIDERATION ON DESIGN OPTIONS FOR THE RENOVATION OF THE CITY COUNCIL OFFICE

Deputy City Manager/Economic Development Kith presented the staff report and responded to Councilmember questions.

The City Council authorized staff to proceed with the purchase of office equipment/furniture based on the five (5) desk design and move forward with the renovation, at the budgeted amount.

13) DISCUSSION AND CONSIDERATION TO REVIEW AND APPROVE CITY COUNCIL LIAISON ASSIGNMENTS AND AD HOC COMMITTEE ASSIGNMENTS

City Manager Kimball presented the staff report and responded to Councilmember questions.

Motion by Councilmember Garcia, seconded by Councilmember Fajardo to approve Councilmember Garcia to replace Councilmember Fajardo on the Economic Development/Downtown Master Plan Ad Hoc committee and appoint Councilmember Fajardo and Councilmember Garcia to the Parking Management Master Plan Ad Hoc committee. The motion carried, unanimously.

Motion by Councilmember Garcia, seconded by Councilmember Fajardo to appoint Councilmember Garcia as the alternate member liaison for Contract Cities Association and the delegate member liaison to the League of California Cities. The motion carried, unanimously.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

City Clerk Fritz had no updates to report.

Director of Recreation and Community Services Salcedo announced that the Education Commission's Scholarship Awards event will occur tomorrow at Rudy Ortega Park beginning at 6:00 p.m. and spoke about the Memorial Day ceremony event being held at the American Legion.

Director of Public Works Johnson reported that staff met with homeowners on Macneil Street to discuss strategies for tree preservation in response to citizen concerns. He also mentioned the sidewalk assessment project and talked about the precision cutting method for sidewalk repairs.

Director of Community Development Ramirez had no updates to report.

Deputy City Manager/Economic Development Kith reported on various economic development activities.

Director of Finance Melton mentioned that the next Fiscal Year 2024-2025 Budget Study Session will occur on May 28, 2024 to receive budget presentations from the Public Works Department and on Capital Improvement Projects, as well as receive an update on ARPA funds.

Police Chief Valdez announced the Police Department's annual open house event will occur on May 27, 2024.

City Manager Kimball had no updates to report.

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GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

Councilmember Fajardo noted he would provide updates at the next City Council meeting.

Councilmember Solorio had no updates to report.

Councilmember Garcia thanked the public for their comments and highlighted the upcoming Memorial Day event at the American Legion.

Vice Mayor Mendoza had no updates to report.

Mayor Rodriguez mentioned Heal the Bay recognized Metropolitan Board Chair Ortega and General Manager Hagekhalil were recognized for their clean water efforts, questioned the tree preservation issue and asked that staff ensure homeowners are properly noticed regarding issues affecting trees that are in front of their home. Staff commented that they are in early discussions on tree preservation options with the City's arborist. Lastly, Mayor Rodriguez commented on the San Fernando Library Festival event.

ADJOURNMENT (11:24 p.m.)

Mayor Rodriguez adjourned the meeting to the special meeting of May 28, 2024.

I do hereby certify that the foregoing is a true and correct copy of the minutes of the May 20, 2024, Regular meeting and approved by the San Fernando City Council at the meeting of October 21, 2024.

Julia Fritz, CMC
City Clerk

CITY OF SAN FERNANDO
SUMMARY OF ENHANCEMENT REQUESTS
FISCAL YEAR 2024-2025

| | | DEPT REQ | CITY MANAGER RECOMMENDED | | | |
|-------------------------|--|----------|--------------------------|----------|---------|--|
| DEPT | DESCRIPTION | AMOUNT | ONGOING | ONE-TIME | TOTAL | NOTES |
| GENERAL FUND | | | | | | |
| City Manager's Office | BCRC Self-Help Kiosk | 1,000 | - | - | - | Included in Marketing Supplies Enhancement |
| City Manager's Office | Marketing Materials (e.g. Pop-up banner, Portable Podium & PA System, Branded Giveaways, Table Cloths, etc.) | 1,000 | - | 2,000 | 2,000 | Includes Kiosk - community engagement framework |
| City Manager's Office | New Work Stations in CMO | 3,500 | - | - | - | Future Year Consideration |
| City Manager's Office | Upgrade Technology in Community Room and Conference Rooms A and C | 3,000 | - | - | - | Utilize existing budget (e.g. departmental supplies, etc.) |
| City Manager's Office | New Position: Administrative Assistant for Economic Development/BCRC | 100,000 | - | - | - | Future Year Consideration |
| City Clerk | Update the 2001 Records Retention and Management Schedule | 8,500 | - | 8,500 | 8,500 | For legal compliance purposes |
| City Clerk | Annual Ongoing Subscription to Maintain Updated Records Retention and Management Schedule | 450 | - | - | - | Not needed for FY2024/25; to be included in FY 2025/26 Budget |
| City Clerk | Elections Expenses - LA County | 60,000 | - | 60,000 | 60,000 | Regular consolidated election |
| Community Development | New Position: Deputy CD Director/Planning Manager | 211,400 | 211,400 | - | 211,400 | To assist with department succession planning |
| Community Development | Contract Services: Deputy Building Official/Inspector | 116,304 | - | 100,000 | 100,000 | Includes Supplemental Community Development Services (e.g. building, planning, etc.) |
| Community Development | Contract Services: Mixed Use Overlay & Objective Design Standards | 150,000 | - | - | - | Extension being requested due to SCAG and REAP Grant Funds On-hold |
| Community Development | Contract Services: ADU Ord Update/Prototypes/Program | 80,000 | - | - | - | Includes Supplemental Community Development Services Enhancement |
| Community Development | Contract Services: Residential Landscape Ordinance | 45,000 | - | - | - | Includes Supplemental Community Development Services Enhancement |
| Community Development | Post Card Mailing Residential Properties- Citywide | 3,463 | 3,500 | - | 3,500 | To support beautification program/community engagement framework |
| Community Development | Special Assignment Pay for Lead Community Preservation Officer (5%) | 4,000 | - | - | - | To be reviewed through SFPCA negotiations |
| Community Development | New Vehicle - Hybrid Corolla | 25,935 | - | - | - | To be reviewed as part of Fleet Analysis |
| Administrative Services | IT Managed Services Provider (MSP) Replacement | 25,000 | 25,000 | - | 25,000 | Replacement required due to system retirement |

**CITY OF SAN FERNANDO
SUMMARY OF ENHANCEMENT REQUESTS
FISCAL YEAR 2024-2025**

| | | DEPT REQ | CITY MANAGER RECOMMENDED | | | |
|-------------------------|---|----------|--------------------------|----------|---------|---|
| DEPT | DESCRIPTION | AMOUNT | ONGOING | ONE-TIME | TOTAL | NOTES |
| Administrative Services | Financial System Replacement (<i>Implementation</i>) | 150,000 | - | 100,000 | 100,000 | Replacement required due to system retirement |
| Administrative Services | Financial System Replacement (<i>Annual Subscription</i>) | 90,000 | 40,000 | - | 40,000 | Replacement required due to system retirement |
| Administrative Services | Citywide PC Replacement Program (Year 2) | 35,000 | - | 25,000 | 25,000 | To complete Citywide hardware replacement for technology updates |
| Administrative Services | City Applicant Tracking Software (NEO-GOV) | 12,100 | - | - | - | Continue advertising jobs through current NEO-GOV subscription & create fillable application in new website |
| Administrative Services | HR Professional Development (<i>e.g. HR Staff Certification, Citywide Harassment Training, Citywide CPR Training, etc.</i>) | 9,250 | - | - | - | Utilize existing budget (<i>e.g. professional/contractual services</i>) |
| Administrative Services | Tuition Reimbursement | 4,500 | - | 4,500 | 4,500 | Staffing development pending proper form submittal |
| Administrative Services | Professional Development - IT Certification | 3,750 | - | - | - | Utilize existing budget (<i>e.g. professional/contractual services</i>) |
| Administrative Services | HR Staff to attend continuing professional education and conferences | 7,500 | 5,000 | - | 5,000 | Staffing development pending proper form submittal |
| Administrative Services | Additional cost for pre-employment medicals and DOJ | 2,000 | - | - | - | Utilize existing budget (<i>e.g. professional/contractual services</i>) |
| Administrative Services | Finance Manager Position Reclassification | 15,000 | - | - | - | Future Year Consideration. Continue succession planning discussion. |
| Administrative Services | Reclass Personnel Office Clerk to PT Admin Asst. | 5,000 | 5,000 | - | 5,000 | To assist with department succession planning |
| Administrative Services | Additional office supplies | 1,200 | - | - | - | Utilize existing budget (<i>e.g. departmental supplies, advertising, etc.</i>) |
| Administrative Services | M365 Commercial to Government Migration - Licensing | 120,968 | - | - | - | Future Year Consideration for Phased IT Upgrade approach |
| Administrative Services | M365 Commercial to Government Migration - Professional Services | 56,080 | - | - | - | Future Year Consideration for Phased IT Upgrade approach |
| Administrative Services | M365 Commercial to Government Migration - Backups | 3,923 | - | - | - | Future Year Consideration for Phased IT Upgrade approach |
| Administrative Services | Position Reclassification: Personnel Tech to Human Resources Tech II | 4,642 | - | - | - | Approve Position Title Change Only |
| Administrative Services | Position Reclassification: Personnel Assistant to Human Resources Assistant | 6,714 | - | - | - | Approve Position Title Change Only |

**CITY OF SAN FERNANDO
SUMMARY OF ENHANCEMENT REQUESTS
FISCAL YEAR 2024-2025**

| | | DEPT REQ | CITY MANAGER RECOMMENDED | | | |
|-------------------------|--|----------|--------------------------|----------|--------|---|
| DEPT | DESCRIPTION | AMOUNT | ONGOING | ONE-TIME | TOTAL | NOTES |
| Administrative Services | New Position: Management Analyst for Risk Management | 149,000 | - | - | - | Future Year Consideration. Continue succession planning discussion. |
| Administrative Services | Desktop scanners and printer for staff | 1,000 | - | - | - | Utilize existing budget (<i>e.g. departmental supplies</i>) |
| Police Department | New Position: Police Records Specialist | 120,000 | - | - | - | Future Year Consideration. Consider leveraging technology solutions initially. |
| Police Department | 4x Handheld Ticket Writer | 30,000 | 30,000 | - | 30,000 | Leveraging technology to increase efficiency and may generate additional revenue |
| Police Department | Position Reclassification: Police Corporal Program (5) | 40,000 | 40,000 | - | 40,000 | To assist with department succession planning |
| Police Department | Electric Traffic Enforcement Vehicle & Outfitting | 100,000 | - | - | - | To be reviewed as part of Fleet Analysis |
| Police Department | E-Subpoena (year 1) | 11,320 | 4,000 | 7,320 | 11,320 | Leverage technology to increase efficiency |
| Police Department | Background Investigations (10) | 15,000 | - | 15,000 | 15,000 | One-time for increased recruitment efforts (<i>e.g. investigations, polygraph, psych, uniforms</i>) |
| Police Department | Polygraphs (10) | 2,500 | - | - | - | See increased background appropriation |
| Police Department | Psychological Evaluations (10) | 4,500 | - | - | - | See increased background appropriation |
| Police Department | Uniforms of New Officers | 7,000 | - | - | - | See increased background appropriation |
| Police Department | POST Training for New Officers | 20,000 | - | 20,000 | 20,000 | One-time for increased recruitment efforts |
| Police Department | POST ICI Training for New Detectives | 2,800 | - | - | - | See increased training appropriation |
| Police Department | Ammunition Cost Increase | 15,000 | - | 10,000 | 10,000 | Includes all ammunition and supplies |
| Police Department | 40mm Less Lethal Launcher (2) | 4,000 | - | - | - | See ammunition/supplies enhancement |
| Police Department | Promotional Materials | 2,000 | - | - | - | Utilize existing budget (<i>e.g. departmental supplies</i>) |
| Police Department | Office Furniture/Cubicle Replacement | 60,000 | - | - | - | Review Facility Assessment for Citywide priority ranking and future consideration |

**CITY OF SAN FERNANDO
SUMMARY OF ENHANCEMENT REQUESTS
FISCAL YEAR 2024-2025**

| | | DEPT REQ | CITY MANAGER RECOMMENDED | | | |
|--------------------------|---|----------|--------------------------|----------|--------|--|
| DEPT | DESCRIPTION | AMOUNT | ONGOING | ONE-TIME | TOTAL | NOTES |
| Police Department | Facility Upgrade/Paint Refresh | 30,000 | - | - | - | Review Facility Assessment for Citywide priority ranking and future consideration |
| Police Department | Scheduling Software | 5,600 | - | - | - | Pending Financial System implementation |
| Police Department | Tuition Reimbursement | 32,000 | - | 32,000 | 32,000 | Staffing development pending proper form submittal |
| Police Department | Overtime | 57,000 | - | - | - | Future consideration after full-staffing is achieved |
| Recreation & Comm. Svcs. | Position Reclassification: 1-PT Clerk to 1-FT Clerk @ Rec Park | 60,000 | - | - | - | Use existing staff resources (<i>e.g. Management Intern, etc.</i>) |
| Recreation & Comm. Svcs. | New Position: Create Afterschool Teen Program @ Rec Park (1 - Recreation Leader II and 2- Recreation Leaders I) | 54,750 | - | - | - | Discuss with City Council during Budget Study Sessions |
| Recreation & Comm. Svcs. | Create new Afterschool Teen Program at Recreation Park (materials and supplies) | 8,000 | - | - | - | Discuss with City Council during Budget Study Sessions |
| Recreation & Comm. Svcs. | Fully fund All Citywide Special Events | 86,320 | 50,000 | - | 50,000 | Overall event costs currently \$169,782. Review for base costs with fundraising to assist covering additional needs. |
| Recreation & Comm. Svcs. | Addition of a Workstation at Las Palmas for Part-time use | 1,500 | - | - | - | Repurpose existing resources and review need through PC Replacement Program |
| Recreation & Comm. Svcs. | CPRS Membership & Conference (<i>2-RCS Staff Members</i>) | 3,210 | 3,000 | - | 3,000 | To support professional development |
| Recreation & Comm. Svcs. | BCRC operations and programs supplies | 12,500 | 3,000 | - | 3,000 | Recommended in Economic Development Division - Social Services Project Code (BCRC) |
| Recreation & Comm. Svcs. | Ice machine for Recreation Park | 2,500 | - | 2,500 | 2,500 | For Community purposes for events and programs use as well as in interim pending HVAC upgrade |
| Recreation & Comm. Svcs. | Las Palmas Staff Professional Development (<i>e.g. senior forums and wilderness trainings</i>) | 1,430 | 1,000 | - | 1,000 | Staffing development pending proper form submittal |
| Recreation & Comm. Svcs. | Contract services for senior fest, family hikes, transportation - Ongoing | 4,200 | - | - | - | Activities should be grant/fee supported; Review Prop A allocation for transportation |
| Recreation & Comm. Svcs. | Cover event supply expenses that were supported by the event support acct | 2,500 | - | - | - | Consider as part of overall event funding |
| Recreation & Comm. Svcs. | Las Palmas and Resource Center Staff Adobe Acrobat Subscription | 864 | - | - | - | Utilize existing budget (<i>e.g. IT, subscriptions</i>) |
| Public Works | Citywide Signage Updates (<i>e.g. Parking, Sweeping, Speed Limits, etc.</i>) | 50,000 | - | 37,500 | 37,500 | Commercial Corridor Street Signs with 6 month timeline; additional funding recommended using Traffic Safety Fund |

**CITY OF SAN FERNANDO
SUMMARY OF ENHANCEMENT REQUESTS
FISCAL YEAR 2024-2025**

| | | DEPT REQ | CITY MANAGER RECOMMENDED | | | |
|--|--|------------------|--------------------------|----------------|------------------|---|
| DEPT | DESCRIPTION | AMOUNT | ONGOING | ONE-TIME | TOTAL | NOTES |
| Public Works | Position Reclassification: Convert 2-PT Maintenance Workers to 1-FT (Graffiti) | 40,000 | 40,000 | - | 40,000 | To place emphasis on Graffiti maintenance efforts and will assist with position recruitment and retention |
| Public Works | Position Reclassification: Convert 2-PT Maintenance Workers to 1-FT (Trees) | 40,000 | 40,000 | - | 40,000 | To place emphasis on Tree maintenance efforts and will assist with position recruitment and retention |
| Public Works | Pothole Patching Trailer/Vehicle | 145,000 | - | - | - | Focus on continuing residential paving program. Reconsider after pavement management plan update. |
| Public Works | Grappler Truck <i>(for bulky item pick up)</i> | 145,000 | - | - | - | To be reviewed as part of Fleet Analysis |
| Public Works | Backhoe Loader | 210,000 | - | - | - | To be reviewed as part of Fleet Analysis |
| Public Works | Stump Grinder Heavy Duty | 27,000 | - | - | - | To be reviewed as part of Fleet Analysis |
| GENERAL FUND ENHANCEMENT TOTAL: \$ | | 2,969,673 | 500,900 | 424,320 | 925,220 | |
| SPECIAL FUNDS ¹ | | | | | | |
| Public Works | Citywide Signage Updates <i>(e.g. Parking, Sweeping, Speed Limits, etc.)</i> | 50,000 | - | 12,500 | 12,500 | Fund 013 - Traffic Safety Fund |
| Community Development | Homeless Outreach Initiatives | 54,837 | - | 54,837 | 54,837 | Fund 028 -Measure H <i>(Annual County Allocation)</i> |
| Police Department | Narcotics Incinerator/Drug Disposal Program | 11,937 | - | 11,937 | 11,937 | Fund 110 - Operating Grants <i>(Opioid Settlement Funding)</i> |
| SPECIAL FUND ENHANCEMENT TOTAL: \$ | | 116,774 | - | 79,274 | 1,927,714 | |
| PROPRIETARY FUNDS ¹ | | | | | | |
| Recreation & Comm. Svcs. | Rec Park Gym Floor Recoating <i>(biannual maintenance)</i> | 3,300 | - | 3,300 | 3,300 | Fund 043 - Facility Management Fund |
| Public Works | New Position: Water System Operator | 115,000 | 115,000 | - | 115,000 | Fund 070 - Water Fund |
| Public Works | Purchase 10 Sewer Manholes and Rings | 8,500 | - | 8,500 | 8,500 | Fund 072 - Sewer Fund |
| PROPRIETARY FUNDS ENHANCEMENT TOTAL: \$ | | 123,500 | 115,000 | 8,500 | 3,982,228 | |

**CITY OF SAN FERNANDO
SUMMARY OF ENHANCEMENT REQUESTS
FISCAL YEAR 2024-2025**

| | | DEPT REQ | CITY MANAGER RECOMMENDED | | | |
|---|--|---------------|--------------------------|----------|---------------|---|
| DEPT | DESCRIPTION | AMOUNT | ONGOING | ONE-TIME | TOTAL | NOTES |
| ADDITIONAL ENHANCEMENT REQUESTS: NOT INCLUDED IN PROPOSED BUDGET | | | | | | |
| Recreation & Comm. Svcs. | Position Reclassification: Convert 1-PT Office Clerk to to 1-FT (Rec Park) | 40,000 | 40,000 | - | 40,000 | Recommendation during Budget Study Session #1 |
| Recreation & Comm. Svcs. | Christmas and/or Dia de los Muertos Parade | TBD | | | | Recommendation during Budget Study Session #1; Staff to conduct research to develop estimates |
| ADDITIONAL ENHANCEMENT REQUESTS TOTAL: \$ | | 40,000 | 40,000 | - | 40,000 | |

| OPERATING BUDGET | | | | PROPOSED BUDGET | | |
|------------------|----------------------------------|------------|--------------|--------------------------|-------------------------|--|
| FUND | FUND TITLE | REVENUES | EXPENDITURES | RECOMMENDED ENHANCEMENTS | REVISED SURPLUS/DEFICIT | |
| 001 | General Fund | 28,055,808 | 26,729,059 | 965,220 | \$361,529 | |
| 013 | Traffic Safety Fund ² | 17,103 | - | 12,500 | \$4,603 | |
| 028 | Measure H Fund | 54,837 | - | 54,837 | \$0 | |
| 110 | Operating Grants ³ | 11,937 | - | 11,937 | \$0 | |
| 041 | Facility Maintenance Fund | 1,756,667 | 1,721,507 | 3,300 | \$31,860 | |
| 070 | Water Fund | 5,785,000 | 5,417,078 | 115,000 | \$252,922 | |
| 072 | Sewer Fund ² | 7,134,401 | 5,417,078 | 8,500 | \$1,708,823 | |

¹ Does not include Capital Improvement Program Requests, which are contained in Section VI

² Revenues include Fund Balance

³ Includes Fund Balance specific to Opioid Settlement Project Code