



MAYOR MARY MENDOZA  
VICE MAYOR MARY SOLORIO  
COUNCILMEMBER JOEL FAJARDO  
COUNCILMEMBER VICTORIA GARCIA  
COUNCILMEMBER PATTY LOPEZ

## CITY OF SAN FERNANDO CITY COUNCIL

MEETING AGENDA  
SPECIAL MEETING – 5:30 PM  
REGULAR MEETING – 6:00 PM  
MONDAY, JUNE 2, 2025

CITY HALL COUNCIL CHAMBERS  
117 MACNEIL 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](mailto:cityclerk@sfcity.org) at least 2 business days prior to the meeting.

**CALL TO ORDER - SPECIAL MEETING**      **5:30 P.M. (CLOSED SESSION)**

**ROLL CALL**

**APPROVAL OF SPECIAL MEETING AGENDA (CLOSED SESSION)**

**PUBLIC STATEMENTS FOR SPECIAL MEETING (CLOSED SESSION)**

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

**RECESS TO CLOSED SESSION**

- A) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 – INFORMAL PUBLIC EMPLOYEE PERFORMANCE EVALUATION PER CITY MANAGER EMPLOYMENT CONTRACT

Title: City Manager

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### **RECONVENE FROM SPECIAL MEETING AND REPORT OUT FROM CLOSED SESSION**

<b>REGULAR MEETING - PUBLIC PARTICIPATION OPTIONS</b>
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#### **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.

#### **SUBMIT PUBLIC COMMENT VIA EMAIL**

Members of the public may submit comments **by email** to [cityclerk@sfcity.org](mailto: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 - REGULAR MEETING**

**6:00 P.M. (OPEN SESSION)**

#### **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.

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## **PLEDGE OF ALLEGIANCE**

Led by City Clerk Julia Fritz

## **APPROVAL OF REGULAR 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. ANNUAL RECOGNITION
  - PRIDE MONTH - JUNE 2025

## **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**

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Members of the public may submit comments by email to [cityclerk@sfcity.org](mailto:cityclerk@sfcity.org) no later than **12:00 p.m. the day of the meeting** to ensure distribution to the City Council and made part of the official public record of the meeting.

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.

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**1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES:**

- a. August 4, 2008 – CC Meeting
- b. October 20, 2008 – CC Meeting
- c. November 17, 2008 – CC Special Meeting
- d. March 3, 2025 - CC Special & Regular Meeting

**2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER**

Recommend that the City Council adopt Resolution No. 25-061 approving the Warrant Register.

**3) RECEIVE AND FILE STATUS UPDATES FOR ENHANCEMENTS, PROJECTS, AND CITY COUNCIL PRIORITIES**

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

**4) CONSIDERATION TO ADOPT A RESOLUTION APPROVING A PERMIT PAYMENT POLICY**

Recommend that the City Council:

- a. Adopt Resolution No. 8385, approving updates to City Policies and Procedures to include the addition of a Permit Payment Policy; and
- b. Authorize the City Manager to take related actions to execute and implement the updated policies and procedures.

**5) CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING THE DIRECTOR OF ADMINISTRATIVE SERVICES/CITY TREASURER, SENIOR ACCOUNTANT, OR DESIGNEE TO INVEST SURPLUS FUNDS**

Recommend that the City Council adopt Resolution No. 8381 authorizing the Director of Administrative Services/City Treasurer, Senior Accountant or designee to invest surplus funds.

**6) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE ANNUAL INVESTMENT POLICY FOR FISCAL YEAR 2025-2026**

Recommend that the City Council adopt Resolution No. 8382, approving the annual Investment Policy for Fiscal Year 2025-2026.

**7) CONSIDERATION TO APPROVE AN AGREEMENT ACCEPTING A DONATION OF ARTIFACTS FROM THE WHITAKER-RODGERS FAMILY FOR DISPLAY AT THE LOPEZ ADOBE HISTORICAL SITE**

Recommend that the City Council:

- a. Approve an Artifact Donation Agreement with the Whitaker-Rodgers family, descendants of Geronimo and Catalina Lopez (Contract No. 2364) accepting the donation of artifacts for display in the Lopez Adobe; and

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- b. Authorize the City Manager, or designee, to execute all related agreement documents required for receiving the donation pursuant to the terms and conditions set by the City.

### **8) CONSIDERATION TO AUTHORIZE SUBMITTAL OF A GRANT APPLICATION TO THE CALIFORNIA ARTS COUNCIL FOR FUNDING SUPPORT OF THE MARIACHI MASTER APPRENTICE PROGRAM**

Recommend that the City Council:

- a. Authorize the preparation and submittal of a grant application to the California Arts Council in the amount of \$25,000 to support the Mariachi Master Apprentice Program; and
- b. Authorize the City Manager, or designee, to make non-substantive changes and execute all related documents.

### **PUBLIC HEARING**

### **9) A PUBLIC HEARING TO PRESENT THE STATUS OF STAFF VACANCIES AND RECRUITMENT AND RETENTION EFFORTS AS REQUIRED BY ASSEMBLY BILL 2561**

Recommend that the City Council:

- a. Conduct a public hearing regarding the status of vacancies and recruitment and retention efforts in accordance with Government Code Section 3502.3; and
- b. Pending public testimony, receive and file City's Position Vacancy and Recruitment and Retention Efforts Report for Fiscal Year 2024-2025.

### **ADMINISTRATIVE REPORTS**

### **10) DISCUSSION AND CONSIDERATION TO AWARD A PROFESSIONAL SERVICES CONTRACT WITH PLANSMAN INC. FOR DESIGN SERVICES FOR THE DOWNTOWN TRASH ENCLOSURE PROJECT**

Recommend that the City Council:

- a. Award a Professional Services Contract to Plansman Inc. (Contract No. 2365) in an amount not to exceed \$60,000, for design services for the Downtown Trash Enclosure Project; and
- b. Authorize the City Manager, or designee, to make non-substantive changes and execute the contract and all related documents.

### **11) DISCUSSION OF FISCAL YEAR 2025-2026 BUDGET STUDY SESSION NO. 2**

Recommend that the City Council:

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- a. Review and discuss the Fiscal Year 2025-2026 Proposed Budget; and
- b. Provide direction to staff, as appropriate.

### **12) DISCUSSION AND CONSIDERATION TO APPROVE OUTREACH LETTER TO THE MEXICAN CONSULATE**

This item was agendaized by Councilmember Patty Lopez.

### **13) DISCUSSION AND CONSIDERATION REGARDING DISPLAYING OFFICIAL PHOTOS AT CITY HALL**

This item was agendaized by Councilmember Patty Lopez.

### **14) DISCUSSION AND CONSIDERATION TO ADOPT A RESOLUTION RECOGNIZING JUNE AS FATHERS' MONTH**

This item was agendaized by Councilmember Patty Lopez.

### **15) DISCUSSION AND CONSIDERATION REGARDING PROACTIVE RESPONSE TO ILLEGAL FIREWORKS**

This item was agendaized by Vice Mayor Mary Solorio.

### **STAFF COMMUNICATION INCLUDING COMMISSION UPDATES**

### **GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES**

**ADJOURNMENT** The meeting will adjourn to its special meeting on June 16, 2025.

### **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: \_\_\_\_\_

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