



CITY OF SAN FERNANDO CITY COUNCIL

MEETING AGENDA
SPECIAL MEETING – 5:15 PM
REGULAR MEETING – 6:00 PM
MONDAY, JULY 7, 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 at least 2 business days prior to the meeting.

CALL TO ORDER - SPECIAL MEETING **5:15 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(A) - SECURITY, PUBLIC FACILITIES AND CITY SERVICES:

Consultation with the Chief of Police

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RECONVENE FROM SPECIAL MEETING AND REPORT OUT FROM CLOSED SESSION

REGULAR 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.

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 - 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) PRESENTATION FROM METROPOLITAN WATER DISTRICT CHAIR ADAN ORTEGA
- B) PRESENTATION FROM METRO ON THE RESULTS OF PUBLIC OUTREACH EFFORTS FOR THE EAST SAN FERNANDO VALLEY SHARED RIGHT-OF-WAY STUDY
- C) ANNUAL PROCLAMATION
 - PARK AND RECREATION MONTH – JULY 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

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 **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**

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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. April 21, 2025 – Special & Regular CC Meeting

2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 25-071 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 RESOLUTIONS APPROVING THE SALARY PLAN AND TABLE OF ORGANIZATION FOR FISCAL YEAR 2025-2026

Recommend that the City Council:

- a. Adopt Resolution No. 8393 approving the Salary Plan for Fiscal Year 2025-2026;
- b. Adopt Resolution No. 8394 approving the Table of Organization for FY 2025-2026; and
- c. Authorize the City Manager, or designee, to make non-substantive corrections and execute all related documents.

5) CONSIDERATION TO AUTHORIZE SUBMITTAL OF A GRANT APPLICATION TO THE BOARD OF STATE COMMUNITY CORRECTIONS FOR THE PROPOSITION 47 GRANT PROGRAM

Recommend that the City Council:

- a. Authorize the submittal of a grant application to the Board of State Community Corrections in the amount of \$3,865,349 for the Proposition 47 Grant Program – Cohort 5; and
- b. Authorize the City Manager, or designee, to make non-substantive changes and execute all related documents.

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6) CONSIDERATION TO APPROVE AN AGREEMENT WITH THE LOS ANGELES COUNTY POLICE CHIEFS ASSOCIATION ACCEPTING URBAN AREA SECURITY INITIATIVE 2024 GRANT FUNDS FOR SECURITY ENHANCEMENTS TO THE POLICE STATION, AND ADOPT A RESOLUTION APPROPRIATING THE FUNDS

Recommend that the City Council:

- a. Approve a Subaward Agreement (Contract No. 2393) with Los Angeles County Police Chiefs Association accepting Urban Area Security Initiative 2024 Grant Funds in the amount of \$82,982 for Police Station security enhancements;
- b. Adopt Resolution No. 8395 amending the Fiscal Year 2025-2026 Budget to appropriate the grant expenditures and revenues for the UASI 2024 Grant funds in the amount of \$82,982; and
- c. Authorize the City Manager, or designee, to execute the agreement and all related documents.

7) CONSIDERATION TO APPROVE A GRANT AGREEMENT WITH CALIFORNIA HIGHWAY PATROL ACCEPTING CANNABIS TAX FUND GRANT PROGRAM FUNDS TO SUPPORT SELECTIVE TRAFFIC ENFORCEMENT DETAILS AND ADOPT A RESOLUTION APPROPRIATING THE FUNDS

Recommend that the City Council:

- a. Approve a Grant Agreement with California Highway Patrol (Contract No. 2394) accepting Cannabis Tax Fund Grant Program funds, in the amount of \$189,866.43 to help address the dangers of impaired driving involving alcohol and/or drugs by conducting driving under the influence Checkpoints, Saturation Patrols, and purchasing a drug testing device and breathalyzer accessories to assist in DUI prevention and enforcement efforts;
- b. Adopt Resolution No. 8396 amending the budget for Fiscal Year 2025-2026 to appropriate the grant revenues and expenses; and
- c. Authorize the City Manager, or designee, to make non-substantive changes and execute all related documents.

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PUBLIC HEARINGS

8) A CONTINUED PUBLIC HEARING TO CONSIDER AND APPROVE INTRODUCTION FOR FIRST READING OF AN ORDINANCE AMENDING CHAPTER 90 (TRAFFIC AND VEHICLES) OF THE SAN FERNANDO MUNICIPAL CODE TO IMPLEMENT A RESIDENTIAL PARKING PERMIT PROGRAM AND TO MODIFY PARKING RESTRICTIONS OF CERTAIN VEHICLES INCLUDING FOR USE AS HUMAN HABITATIONS

Recommend that the City Council:

- a. Conduct a Public Hearing;
- b. Pending public testimony, approve introduction for first reading Ordinance No. 1735 in title only, and waive further reading “An Ordinance Of The City Council of the City Of San Fernando, California, Amending Chapter 90 (Traffic And Vehicles) of the San Fernando Municipal Code to implement a Residential Parking Permit Program and to modify parking restrictions of Campers, Recreational Vehicles, Utility Trailers and other Vehicles including those used for human habitation”.

ADMINISTRATIVE REPORTS

9) DISCUSSION AND CONSIDERATION TO EXPAND IMMIGRATION-RELATED ASSISTANCE AND COMMUNITY RESOURCES; AND TO RE-ESTABLISH A FOOD SECURITY AD HOC COMMITTEE

Recommend that the City Council discuss and consider:

- a. Options to expand immigration-related assistance and community resources;
- b. Re-establish a Food Security Ad Hoc Committee;
- c. Selection of two Councilmembers to serve on the Ad Hoc Committee; and
- d. Provide direction to staff, as necessary.

10) DISCUSSION AND CONSIDERATION ON THE SELECTION OF A DATE TO HOST THE CITY’S 114TH BIRTHDAY CELEBRATION

Recommend that the City Council:

- a. Discuss and consider rescheduling the City’s 114th Birthday Celebration from Sunday, August 31, 2025 to Saturday, August 30, 2025; and
- b. Provide direction to staff, as appropriate.

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11) DISCUSSION AND CONSIDERATION TO APPOINT A TRANSPORTATION AND PUBLIC SAFETY COMMISSIONER

This item was agendized by Councilmember Patty Lopez.

12) DISCUSSION AND CONSIDERATION TO APPROVE A FOOD DISTRIBUTION PILOT PROGRAM

This item was agendized by Councilmember Patty Lopez.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

ADJOURNMENT The meeting will adjourn to its regular meeting on July 21, 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: _____

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

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PRESENTATIONS - ANNUAL RECOGNITIONS

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PROCLAMATION

PARKS & RECREATION MONTH

July 2025

Whereas, parks and recreation is an integral part of communities throughout this country, including the City of San Fernando;

Whereas, parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks, promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimers;

Whereas, parks and recreation encourages physical activities by providing access to popular sports, hiking programs, fitness classes, swimming pools and many other activities designed to promote active lifestyles;

Whereas, parks and recreation is a leading provider of healthy meals, nutrition services, and education, and park and recreation programming and education activities, such as youth sports, teen groups and environmental education, are critical to childhood development; and

Whereas, parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction;

Whereas, parks and recreation is fundamental to the environmental well-being of our community and is essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change;

Whereas, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors;

Whereas, the U.S. House of Representatives has designated July as Parks and Recreation Month and the City of San Fernando recognizes the benefits derived from parks and recreation resources.

Now, Therefore, the San Fernando City Council does hereby proclaim July 2025 to be **PARKS & RECREATION MONTH** and in doing so, urge all citizens to recognize the importance of accessing local parks, trails, open space and facilities for the health, wellness, development, inspiration and safety of all Californians.



Mary Mendoza
MARY MENDOZA
MAYOR

Maria Eugenia Solorio
MARY SOLORIO
VICE MAYOR

Joel Fajardo
JOEL FAJARDO
COUNCILMEMBER

Victoria Garcia
VICTORIA GARCIA
COUNCILMEMBER

Patty Lopez
PATTY LOPEZ
COUNCILMEMBER

July 7, 2025

THE CITY OF
SAN FERNANDO

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**CITY OF SAN FERNANDO
CITY COUNCIL**

**MINUTES
SPECIAL MEETING – 5:00 P.M
REGULAR MEETING – 6:00 P.M.
MONDAY, APRIL 21, 2025**

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

CALL TO ORDER/ROLL CALL – SPECIAL MEETING 5:00 P.M. (CLOSED SESSION)

Mayor Mary Mendoza called the Special Meeting to order at 5:01 p.m.

Present:

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

Staff: City Manager Nick Kimball and City Attorney Richard Padilla

Absent: None

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS None

RECESS TO CLOSED SESSION (5:02 P.M.)

By consensus, Councilmembers recessed to Closed Session.

A) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(2) -
CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:

One (1) Matter

B) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 – PUBLIC EMPLOYEE
DISCIPLINE/DISMISSAL/RELEASE

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RECONVENED FROM SPECIAL MEETING AND REPORT OUT FROM CLOSED SESSION

City Attorney Padilla stated there was no reportable action from the Closed Session meeting.

CALL TO ORDER/ROLL CALL – REGULAR MEETING

6:00 P.M. (OPEN SESSION)

Mayor Mary Mendoza called the regular meeting to order at 6:04 p.m.

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

Staff: City Manager Nick Kimball, City Attorney Richard Padilla, Deputy City Manager/Economic Development Kanika Kith, Police Chief Fabian Valdez, Director of Administrative Services 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

None

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF AGENDA

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

PRESENTATIONS

- A. PRESENTATION OF EDUCATION COMMISSION CERTIFICATES OF RECOGNITION FOR APRIL STUDENTS OF THE MONTH FOR PERSEVERANCE
- Xander Garcia (Vaughn Next Century Learning - G3)
 - Bridgett Carcache (PUC Nueva Esperanza Charter Academy)

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- B. PRESENTATION OF EDUCATION COMMISSION CERTIFICATES OF RECOGNITION TO THE MISSION CONTINUATION HIGH SCHOOL ACADEMIC DECATHLON TEAM
- C. PRESENTATION AND UPDATE FROM REPUBLIC SERVICES ON SOLID WASTE SERVICES
- D. PRESENTATION FROM MEXICAN AMERICAN BAR ASSOCIATION REGARDING PROPOSED IMMIGRATION INFORMATION EVENT
- E. PRESENTATION OF A CERTIFICATE OF APPRECIATION RECOGNIZING CELIA RIVAS FOR BUSINESS EXCELLENCE AND COMMUNITY COMMITMENT IN THE CITY OF SAN FERNANDO
- F. ANNUAL RECOGNITION
 - APRIL 22, 2025 – EARTH DAY
 - APRIL 24, 2025 – COMMEMORATING THE VICTIMS OF THE ARMENIAN GENOCIDE AND DECLARING APRIL 24, 2025 AS ARMENIAN GENOCIDE REMEMBRANCE DAY
 - APRIL 25, 2025 – ARBOR DAY
- G. INTRODUCTION OF NEW EMPLOYEES

PUBLIC STATEMENTS

The following spoke in support of Agenda Item No. 10:

Araceli Hernandez

Melodie K.

Sebastion Arayo

Justan Torres

Violeta Quintero

Adrian Perez

Ruben Rodriguez

Jesus Ramon

Shiu-Ming Cheer

Veronica DeLara

Teodora Reyes

Jana Whalley

Angie Castro

Joana Reyes District Director from the Office of Assemblymember Celeste Rodriguez

Maria Salgado

Diosy Reyes

Destiny Fuentes

Rogelio Tobarez

Julio Rodriguez

Robert Jacquez

Esperanza Orozco

Michelle Carey

Sergio Amalfitano

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Bertha Gonzalez, submitted email correspondence.

Ivette Ocampo, submitted email correspondence.

Andres Kwon, submitted email correspondence.

The following spoke in opposition to Agenda Item No. 10:

Jorge Vasquez

Benito Bernal

Angie Ferra Perez

Tony Rodriguez

Mayra Baldwin

Caller Ending in Number 6263

Rudy Melendez

Julia Aguilar offered a song.

Fernando Diaz spoke in general regarding concerns on agenda 10 and encouraged the City Council to focus on other important business in the city.

Marcos Tapia spoke about bringing community awareness about the Metro project.

Curtis Wayne Johnson commented on the re-pavement of city parking lots.

David Bolog provided general comments regarding Agenda Item No. 10.

CONSENT CALENDAR

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

- 1) CONSIDERATION TO APPROVE CITY COUNCIL MEETING MINUTES:
 - a. June 30, 2008 – CC Special Meeting
 - b. February 11, 2025 – CC Special & Regular Meeting
- 2) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER
- 3) RECEIVE AND FILE STATUS UPDATES FOR ENHANCEMENTS, PROJECTS, AND CITY COUNCIL PRIORITIES
- 4) CONSIDERATION TO APPROVE CO-SPONSORSHIP OF AN IMMIGRATION INFORMATION EVENT WITH THE MEXICAN AMERICAN BAR ASSOCIATION
- 5) CONSIDERATION TO RECEIVE AND FILE THE GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2024
- 6) CONSIDERATION TO ADOPT RESOLUTIONS APPROVING THE JOB SPECIFICATION FOR POLICE CORPORAL, AMENDING THE SALARY PLAN FOR FISCAL YEAR 2024-2025, AND AMENDING THE JOB SPECIFICATION FOR POLICE SERGEANT

The motion carried, unanimously.

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Councilmember Fajardo recused himself from discussion regarding Agenda Item No. 7 due to a potential conflict of interest and left the dais.

PUBLIC HEARINGS

- 7) A CONTINUED PUBLIC HEARING TO CONSIDER ADOPTING A RESOLUTION APPROVING THE APPEAL FILED BY THE APPLICANT, MIDLAND CONTRACTORS, INC., OVERTURNING THE PLANNING AND PRESERVATION COMMISSION’S DENIAL OF SITE PLAN REVIEW NO. 2024-001 AND ISSUE A CERTIFICATE OF USE TO ALLOW FOR A 3-STORY, 10-UNIT TOWNHOUSE STYLE RESIDENTIAL MULTI-FAMILY DEVELOPMENT AND TWO DETACHED ACCESSORY DWELLING UNITS LOCATED AT 833 N. BRAND BOULEVARD IN THE R-2/PD ZONE

Mayor Mendoza opened the public hearing.

Director of Community Development Ramirez and Associate Planner Krustalez Marina provided a presentation and responded to Councilmember questions.

Mayor Mendoza opened public comments.

The following submitted public comments in opposition:

Sylvia Ballin
Margarita Cervacio
Efren Lombera
Maria Lombera
Ruby Montes

Mayor Mendoza closed public comments.

The applicant, Midland Contractors, was offered the opportunity to provide further comments; however, they had none.

Motion by Councilmember Garcia, seconded by Councilmember Lopez to adopt Resolution No. 8373 denying the Appeal and upholding the Planning and Preservation Commission’s Denial of Site Plan Review No. 2024-001, and of issuing a Certificate of Use for the Development Site Plan Review No. 2024-001, and of issuing a Certificate of Use to Allow the Development of a 3-Story, 10-Unit Townhouse Style Residential Multi-Family Dwelling Structure that Includes Two Deed Restricted Affordable Units and with Two Detached Accessory Dwelling Units at 833 N. Brand Boulevard in the Multi-Family Dwelling/Precise Development Overlay Zone (R-2/PD).

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The motion carried, by the following vote:

ROLL CALL

| | |
|----------|----------------------------|
| AYES: | Lopez, Garcia, Mendoza - 3 |
| NAYES: | Solorio - 1 |
| ABSTAIN: | None |
| ABSENT: | Fajardo - 1 |

Mayor Mendoza closed the public hearing.

Councilmember Fajardo returned to the dais.

- 8) A PUBLIC HEARING TO CONSIDER ADOPTION AND SECOND READING OF ORDINANCE NO. 1733 APPROVING AMENDMENTS TO THE SAN FERNANDO MUNICIPAL CODE ADOPTING BY REFERENCE THE 2023 EDITION CITY OF LOS ANGELES BUILDING AND FIRE CODES

Mayor Mendoza opened public comments.

Planning Manager Garcia presented the staff report and responded to Councilmember questions.

Mayor Mendoza opened public comments. There being no comments, the public comments were closed.

Motion by Councilmember Fajardo, seconded by Councilmember Lopez to adopt Ordinance No. 1733, in title only, "An Ordinance of the City of San Fernando, California, amending Articles I, II, III, IV, V, IX, and X of Chapter 18 of the San Fernando Municipal Code adopting by reference Division II of Chapter 1 of the 2022 Edition of the California Building Code, which is codified in Part 2 of Title 24 of The California Code of Regulations; the 2023 Edition of the City of Los Angeles Building Code, as in effect December 23, 2022; the 2023 Edition of the City of Los Angeles Electrical Code, as in effect December 23, 2022; the 2023 Edition of the City of Los Angeles Mechanical Code, as in effect December 23, 2022; the 2023 Edition of the City of Los Angeles Plumbing Code, as in effect December 23, 2022; the 2023 Edition of the City of Los Angeles Residential Code, as in effect December 23, 2022; and the 2023 Edition of the City Of Los Angeles Green Building Code, as in effect December 23, 2022, which are codified in Articles 1, 1.5, 3, 4, 5 and 9 of Chapter IX of The City of Los Angeles Municipal Code, including appendices, amendments, additions, and deletions thereto; amending Article II of Chapter 38 of the San Fernando Municipal Code, adopting by reference the City of Los Angeles Fire Code, as in effect October 4, 2023, which is codified in Article 7 of Chapter V of The City of Los Angeles Municipal Code, including appendices, amendments, additions and deletions thereto." The motion carried, unanimously.

Mayor Mendoza closed the public hearing.

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ADMINISTRATIVE REPORTS

- 9) DISCUSSION AND CONSIDERATION OF CITY POLICIES REGARDING PROTECTION AND COLLECTION OF PERSONAL DATA, FACILITY USE, REQUIREMENTS FOR CITY COMMISSIONERS AND OTHER RELATED TOPICS INCLUDING CONSIDERATION TO ADOPT A PROPOSED RESOLUTION

Councilmember Fajardo presented the staff report.

It was noted that the City Council recessed the meeting at 9:50 p.m. and reconvened 10:08 p.m. with all Councilmembers present.

Motion by Councilmember Fajardo, seconded Councilmember Lopez to adopt the Resolution presented by Councilmember Fajardo, as amended to Section Nos. 2 & 5 to include references to "immigration enforcement". The motion carried, unanimously.

- 10) DISCUSSION AND CONSIDERATION TO APPROVE AN ORDINANCE ESTABLISHING A "SAFE SAN FERNANDO" SANCTUARY CITY POLICY

Vice Mayor Mary Solorio withdrew the agenda item from discussion.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

City Clerk Fritz had no updates to report.

Director of Recreation and Community Services Salcedo spoke about program activities.

Director of Public Works Johnson provided an update regarding new street signs.

Director of Administrative Services Melton provided information regarding the upcoming FY 2025-26 Budget Study Sessions.

Director of Community Development Ramirez reported on the upcoming community workshops associated with on code compliance.

Deputy City Manager/Economic Development Kith had no updates to report.

Police Chief Valdez reported that over 100 parents attended the recent Community Academy training.

City Manager Kimball reported that he will be out of the office next Tuesday.

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GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

Councilmember Garcia attended the Southern California Association of Governments Scholarship Committee meeting; the event at Providence Holy Cross where they received a transformation gift towards facility upgrades, California Contract Association Board of Directors meeting, Parking Management Ad hoc committee meeting; the Valley Economic Alliance Gala and the Spring Jamboree.

Councilmember Lopez extended an invitation to attend the upcoming San Fernando Children's Day celebration event at Pioneer Park from 2 – 6 p.m.

Councilmember Fajardo commented on Councils business decisions made tonight and spoke on the passing of Pope Francis.

Vice Mayor Solorio had no updates to report.

Mayor Mendoza reported she attended the San Fernando Valley Council of Governments Board of Directors meeting and reported she was reappointed as the Board Chair, noted she attended the Spring Jamboree and will close the meeting in meeting of Pope Francis.

ADJOURNMENT (10:30 p.m.)

Mayor Mendoza adjourned the meeting in memory of Pope Francis to the regular meeting on May 5, 2025.

I do hereby certify that the foregoing is a true and correct copy of the minutes of the April 21, 2025, Regular meeting and approved by the San Fernando City Council at the meeting of July 7, 2025.

Julia Fritz, CMC
City Clerk

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager
By: Erica D. Melton, Director of Administrative Services

Date: July 7, 2025

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 25-071 (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 Administrative Services/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 Administrative Services/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. 25-071, including:
Exhibit A: Payment Demands/Voucher List

RESOLUTION NO. 25-071

**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. 25-071**

**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 7th day of July 2025.

Mary Mendoza, 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. 25-071, 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 7th day of July 2025, 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 July 2025.

Julia Fritz, City Clerk

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| 07/03/2025 11:31:34AM | | CITY OF SAN FERNANDO | | | | | |
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| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount | |
| 240960 | 7/7/2025 | 894486 21 CLETS, LLC | 534 | | ASSERTIVE SUPERVISION & REPORT 1 001-225-3688-4360 | 375.00 | |
| | | | | | Total : | 375.00 | |
| 240961 | 7/7/2025 | 894242 3G SIGNS | 1248 | | 4TH OF JULY BANNERS 004-2385 | 872.95 | |
| | | | | | Total : | 872.95 | |
| 240962 | 7/7/2025 | 890104 ABBA TERMITE & PEST CONTROL | 26096 | | BEEHIVE REMOVAL-WTR MTR 500 ME1 070-383-0000-4260 | 115.00 | |
| | | | 26097 | | BEEHIVE REMOVAL-WTR MTR 752 COF 070-383-0000-4260 | 115.00 | |
| | | | | | Total : | 230.00 | |
| 240963 | 7/7/2025 | 891587 ABLE MAILING INC. | 40800 | | MAILING AND FULFILLMENT SERVICES 070-382-0000-4300 | 193.84 | |
| | | | | 13205 | 072-360-0000-4300 | 193.84 | |
| | | | 40801 | 13205 | WATER ENVELOPE STORAGE-MAY25 070-382-0000-4300 | 15.00 | |
| | | | | | 072-360-0000-4300 | 15.00 | |
| | | | 40825 | | ALARM PERMITS FULFILLMENT 001-130-0000-4260 | 51.07 | |
| | | | | | Total : | 468.75 | |
| 240964 | 7/7/2025 | 894315 AG LAWNMOWER SHOP | 573 | | SMALL EQUIPMENT REPAIR (LAWNMO 043-390-0000-4300 | 315.41 | |
| | | | | 13283 | Total : | 315.41 | |
| 240965 | 7/7/2025 | 894975 ALL STAR ELITE SPORTS | 4817 | | UNIFORMS FOR RCS STAFF AND PROX 017-420-1328-4300 | 279.33 | |
| | | | | 13411 | 004-2385 | 1,066.59 | |
| | | | 5085 | | UNIFORMS FOR RCS STAFF AND PROX 001-420-0000-4300 | 800.00 | |
| | | | | 13411 | 001-423-0000-4300 | 1,200.00 | |
| | | | | 13411 | 017-420-1334-4300 | 214.79 | |

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| 240965 | 7/7/2025 | 894975 894975 ALL STAR ELITE SPORTS | (Continued) | | | Total : | 3,560.71 | |
| 240966 | 7/7/2025 | 100184 ANDERSON TROPHY CO. | 727052 | | TROPHIES FOR YOUTH AND ADULT SP | | 154.35 | |
| | | | | 13224 | 017-420-1334-4300 | Total : | 154.35 | |
| 240967 | 7/7/2025 | 100188 ANDY GUMP INC. | INV1241681 | | PORTABLE TOILET SERVICES | | 336.55 | |
| | | | INV1241682 | 13298 | 043-390-0000-4260 | | 336.34 | |
| | | | | 13298 | PORTABLE TOILET SERVICES | | 336.34 | |
| | | | | | 070-384-0000-4260 | Total : | 672.89 | |
| 240968 | 7/7/2025 | 100222 ARROYO BUILDING MATERIALS, INC | 307852 | | FOR MISC. LOCAL HARDWARE SUPPLI | | 51.96 | |
| | | | | 13257 | 029-335-0000-4600 | Total : | 51.96 | |
| 240969 | 7/7/2025 | 102530 AT & T | 818-270-2203 | | PD NETWORK LINE-JUNE 2025 | | 240.67 | |
| | | | | | 001-222-0000-4220 | Total : | 240.67 | |
| 240970 | 7/7/2025 | 889037 AT&T MOBILITY | 287277903027X0608202 | | MODEM FOR ELECTRONIC MESSAGE | | 138.69 | |
| | | | | | 001-310-0000-4220 | Total : | 138.69 | |
| 240971 | 7/7/2025 | 892412 AT&T MOBILITY | 287297930559X0610202 | | MDT MODEMS-PD UNITS-MAY | | 1,024.68 | |
| | | | 287340014777X0604202 | | 001-222-0000-4220 | | 50.41 | |
| | | | | | HR MANAGER CELL PHONE PLAN-MAY | | 50.41 | |
| | | | | | 001-133-0000-4220 | Total : | 1,075.09 | |
| 240972 | 7/7/2025 | 889942 ATHENS SERVICES | 19469820 | | STREET SWEEPING SERVICES-JUNE'2 | | 17,443.40 | |
| | | | | 13275 | 001-343-0000-4260 | Total : | 17,443.40 | |
| 240973 | 7/7/2025 | 891209 AUTONATION SSC | 544540 | | FORD GENUINE PARTS FOR FLEET | | 1,395.73 | |
| | | | | 13299 | 041-1215 | Total : | 1,395.73 | |

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| 240974 | 7/7/2025 | 893013 AYSON, LEILANI | JUNE 2025 | 13209 | INCLUSIVE ZUMBA INSTRUCTOR 017-420-1337-4260 | 385.00 |
| | | | | | Total : | 385.00 |
| 240975 | 7/7/2025 | 100283 BADGER METER, INC. | 1734517 | 13262 | NEW 3/4-INCH TO 2-INCH WATER METE 070-383-0000-4310 | 2,527.10 |
| | | | 1734681 | 13262 | NEW 3/4-INCH TO 2-INCH WATER METE 070-383-0000-4310 | 368.81 |
| | | | 1735305 | 13262 | NEW 3/4-INCH TO 2-INCH WATER METE 070-383-0000-4310 | 10,404.09 |
| | | | | 13262 | 070-385-0701-4600 | 1,290.69 |
| | | | | | Total : | 14,590.69 |
| 240976 | 7/7/2025 | 100286 BAKER, BEVERLY | REPL 238378 | | REPL STL DTD-DEC'24-CALPERS HEAL 001-2140 | 184.72 |
| | | | REPL-237887 | | REPL STL DTD-NOV'24-CALPERS HEAL 001-2140 | 184.72 |
| | | | | | Total : | 369.44 |
| 240977 | 7/7/2025 | 892426 BEARCOM | 5900720 | 13309 | MAINTENANCE AGREEMENT FOR RAD 001-135-0000-4260 | 9,991.39 |
| | | | | 13309 | 043-390-0000-4260 | 1,332.18 |
| | | | | 13309 | 070-381-0000-4260 | 532.87 |
| | | | | 13309 | 072-360-0000-4260 | 932.52 |
| | | | | 13309 | 070-384-0000-4260 | 532.90 |
| | | | | | Total : | 13,321.86 |
| 240978 | 7/7/2025 | 893591 BIOMEDICAL WASTE DISPOSAL | 153025 | | BIOMEDICAL WASTE PICK-UP & DISPO 001-222-0000-4260 | 110.00 |
| | | | | | Total : | 110.00 |
| 240979 | 7/7/2025 | 888800 BUSINESS CARD | 052625 | | CHATGPT PLUS MONTHLY SUBSCRIPT 001-105-0000-4380 | 20.00 |
| | | | 052925 | | PRIDE FLAGS & GOLD SEAL STICKERS 001-101-0000-4300 | 35.34 |
| | | | 060225 | | PRIDE FLAGS & GOLD SEAL STICKERS 001-101-0000-4300 | 91.94 |

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| 240979 | 7/7/2025 | 888800 BUSINESS CARD | (Continued) | | | |
| | | | 060925-1 | | SUPPLIES FOR COUNCIL CHAMBERS I 001-105-0000-4300 | 56.31 |
| | | | 061025-1 | | SUPPLIES FOR COUNCIL CHAMBERS I 001-105-0000-4300 | 11.04 |
| | | | 061125-1 | | SUPPLIES FOR COUNCIL CHAMBERS I 001-105-0000-4300 | 381.16 |
| | | | 061125-2 | | SUPPLIES FOR COUNCIL CHAMBERS I 001-105-0000-4300 | 16.56 |
| | | | 061125-3 | | SUPPLIES FOR COUNCIL CHAMBERS I 001-105-0000-4300 | 153.36 |
| | | | 061825 | | FOOD-DEPARTMENT TRAINING 001-420-0000-4300 | 51.57 |
| | | | 061825 | | RGSTR-SUMMER SESSION ON 07/11/2 001-155-0000-4380 | 125.00 |
| | | | 061825-1 | | FRAMES AND SECURITY HANGING KIT 001-105-0000-4300 | 88.39 |
| | | | 061825-2 | | FRAMES AND SECURITY HANGING KIT 001-105-0000-4300 | 93.88 |
| | | | 061925 | | FOOD-DEPARTMENT TRAINING 001-420-0000-4300 | 139.82 |
| | | | 062025 | | UTILITY CART 001-420-0000-4300 | 655.45 |
| | | | 062325 | | DECORATIONS & SUPPLIES FOR SENI 004-2346 | 94.51 |
| | | | 062425-1 | | DECORATIONS & SUPPLIES FOR SENI 004-2346 | 92.37 |
| | | | 062425-2 | | DEPT SUPPLIES & EQUIPMENT 001-420-0000-4300 | 110.48 |
| | | | 062525 | | DEPT SUPPLIES & EQUIPMENT 001-420-0000-4300 | 145.78 |
| | | | 062625-1 | | ITEMS FOR OUTREACH PURPOSES 001-107-0000-4300 | 149.12 |
| | | | 062625-1 | | RGSTR-2025 CONFERENCE ON 10/28-1 001-152-0000-4370 | 695.00 |
| | | | 062625-2 | | ITEMS FOR OUTREACH PURPOSES 001-107-0000-4300 | 231.94 |

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| 240979 | 7/7/2025 | 888800 BUSINESS CARD | (Continued) 062625-2 | | RGSTR-2025 CONFERENCE ON 10/28-1 001-152-0000-4370 | 695.00 |
| | | | 062625-3 | | ITEMS FOR OUTREACH PURPOSES 001-107-0000-4300 | 132.59 |
| | | | 062625-4 | | ITEMS FOR OUTREACH PURPOSES 001-107-0000-4300 | 132.59 |
| | | | 062625-5 | | STUDY MATERIALS-PD BOOKS 001-222-0000-4300 | 47.18 |
| | | | 062626-3 | | RGSTR-MODULE ONE ACADEMY ON 0: 001-152-0000-4360 | 650.00 |
| | | | 062725 | | AIRFARE-2025 CODE ENFORCEMENT (C 001-152-0000-4370 | 607.92 |
| | | | 062725-1 | | STUDY MATERIALS-PD BOOKS 001-222-0000-4300 | 177.32 |
| | | | 062725-2 | | STUDY MATERIALS-PD BOOKS 001-222-0000-4300 | 38.06 |
| | | | 062725-3 | | COMM PRESERVATION VEHICLE SUPP 001-152-0000-4300 | 469.68 |
| | | | 063025-1 | | STUDY MATERIALS-PD BOOKS 001-222-0000-4300 | 228.35 |
| | | | 063025-2 | | OFFICE SUPPLIES 001-222-0000-4300 | 63.54 |
| | | | | | Total : | 6,681.25 |
| 240980 | 7/7/2025 | 888800 BUSINESS CARD | 063025 | | MISC FINANCE CHARGES 001-190-0000-4435 | 176.06 |
| | | | | | Total : | 176.06 |
| 240981 | 7/7/2025 | 894258 CALED | 300005361 | | ANNUAL MEMBERSHIP DUES 001-107-0000-4380 | 800.00 |
| | | | | | Total : | 800.00 |
| 240982 | 7/7/2025 | 892465 CANON SOLUTIONS AMERICA, INC. | 6012146925 | 13211 | FY 2024-2025 CANON MAINTENANCE & 001-135-0000-4260 | 395.31 |
| | | | | | Total : | 395.31 |

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| 240983 | 7/7/2025 | 103948 CDW GOVERNMENT, INC. | AE2NW6Z | | AUTOCAD RENEWAL 070-381-0000-4380 | 529.71 |
| | | | | 13431 | 001-310-0000-4380 | 3,704.91 |
| | | | | 13431 | 070-381-0000-4380 | 470.29 |
| | | | AE6722X | | ADOBE LICENSES (2) LP PARK 001-422-0000-4300 | 185.54 |
| | | | AE6LS5K | | MICROSOFT SURFACE TABLETS (FIVE 121-105-3689-4300 | 3,523.40 |
| | | | | 13375 | Total : | 8,413.85 |
| 240984 | 7/7/2025 | 103814 CERVANTES, JORGE | REIMB. | | FOOD FOR VOLUNTEERS-OPERATION 110-220-3713-4300 | 61.61 |
| | | | | | Total : | 61.61 |
| 240985 | 7/7/2025 | 894010 CHARTER COMMUNICATIONS | 1.88E+14 | | REC PARK CABLE & INTERNET SRV 06 001-420-0000-4260 | 272.02 |
| | | | 187701601060125 | | PW OPS CABLE SRV 06/05/25-07/04/25 043-390-0000-4260 | 141.55 |
| | | | 187701701060125 | | CITY HALL CABLE SRV 06/05/25-07/04/2 001-190-0000-4220 | 202.01 |
| | | | 187701801060725 | | INTERNET SRV 06/10/25-07/09/25 001-190-0000-4220 | 1,399.00 |
| | | | 2.83E+11 | | LP CABLE & INTERNET SRV 06/05-07/0 001-420-0000-4260 | 291.97 |
| | | | | | Total : | 2,306.55 |
| 240986 | 7/7/2025 | 894797 CHAVEZ, SOLEDAD | REIMB. | | MILEAGE REIMB. 001-420-0000-4390 | 46.63 |
| | | | | | Total : | 46.63 |
| 240987 | 7/7/2025 | 103029 CITY OF SAN FERNANDO | 7546-7633 | | REIMB TO WORKER'S COMP ACCT 006-1038 | 31,662.87 |
| | | | | | Total : | 31,662.87 |
| 240988 | 7/7/2025 | 890893 CITY OF SAN FERNANDO | FY24/25 | | FEE WAIVER: FATHER'S DAY EVENT 001-101-0112-4430 | 462.00 |
| | | | FY24/25 | | FEE WAIVER: ST FERDINAND FIESTA | |

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| 240988 | 7/7/2025 | 890893 CITY OF SAN FERNANDO | (Continued) | | 001-101-0114-4430 | 2,123.50 |
| | | | | | Total : | 2,585.50 |
| 240989 | 7/7/2025 | 894794 CIVICA LAW GROUP, APC | 16507 | 13188 | CODE ENFORCEMENT LEGAL SERVICE | 3,759.50 |
| | | | 16508 | 13188 | CODE ENFORCEMENT LEGAL SERVICE | 2,330.50 |
| | | | | | Total : | 6,090.00 |
| 240990 | 7/7/2025 | 895031 CIVILTEC ENGINEERING INC | 53072 | 13445 | PREP OF THE CITY'S CROSS CONNECTION | 2,446.25 |
| | | | | | Total : | 2,446.25 |
| 240991 | 7/7/2025 | 895066 CLEAN TOUCH CARPET CLEANING | 2388 | | CARPET & PARTITION STEAM CLEANING | 659.00 |
| | | | | | 043-390-0000-4260 | 659.00 |
| | | | | | Total : | 659.00 |
| 240992 | 7/7/2025 | 894912 COMMERCIAL TIRE CENTER | 76002 | | MOUNT & BALANCE TIRES-PD0701 | 180.00 |
| | | | | | 041-320-0225-4400 | 180.00 |
| | | | | | Total : | 180.00 |
| 240993 | 7/7/2025 | 100805 COOPER HARDWARE INC. | 143308 | 13255 | MISCELLANEOUS SUPPLIES | 3.28 |
| | | | 143366 | 13255 | MISCELLANEOUS SUPPLIES | 43.83 |
| | | | 143367 | 13255 | MISCELLANEOUS SUPPLIES | 25.22 |
| | | | | | Total : | 72.33 |
| 240994 | 7/7/2025 | 102003 COUNTY OF LOS ANGELES | RE-PW-25060906416 | 13301 | INDUSTRIAL WASTE CHARGES | 2,549.76 |
| | | | | | 072-360-0000-4450 | 2,549.76 |
| | | | | | Total : | 2,549.76 |
| 240995 | 7/7/2025 | 895022 CRAFTWATER ENGINEERING INC | 24-088-4 | 13424 | CARLISLE STREET GREEN ALLEY PROJECT | 9,547.50 |
| | | | | | 010-310-0847-4260 | 9,547.50 |
| | | | | | Total : | 9,547.50 |

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| 240996 | 7/7/2025 | 889794 CUELLAR, JULIE | JUNE 2025 | | COMMISSIONER'S STIPEND | |
| | | | | | 001-310-0000-4111 | 100.00 |
| | | | MAY & JUNE | | COMMISSIONER'S STIPEND | |
| | | | | | 001-420-0000-4111 | 200.00 |
| | | | | | Total : | 300.00 |
| 240997 | 7/7/2025 | 100924 DELGADO, MICHAEL | M DELGADO IDR | | ADPP PAYMENT-JULY 2025 | |
| | | | | | 001-224-0000-4124 | 4,599.00 |
| | | | | | Total : | 4,599.00 |
| 240998 | 7/7/2025 | 887121 DELL MARKETING L.P. | 10782788381 | | FINANCE DIRECTOR LAPTOP REPAIR | |
| | | | | 13328 | 001-130-0000-4300 | 235.00 |
| | | | 10803032306 | | MONITOR SCREENS (5) | |
| | | | | 13399 | 001-150-0000-4300 | 239.22 |
| | | | | 13399 | 001-140-0000-4300 | 239.22 |
| | | | | 13399 | 001-152-0000-4300 | 239.22 |
| | | | | 13399 | 001-155-0000-4300 | 239.18 |
| | | | | Total : | 1,191.84 | |
| 240999 | 7/7/2025 | 891425 DIAZ, MARISOL | REIMB. | | PROGRAM SUPPLIES | |
| | | | | | 004-2382 | 118.84 |
| | | | | | 004-2346 | 6.99 |
| | | | | Total : | 125.83 | |
| 241000 | 7/7/2025 | 894863 DIXON RESOURCES UNLIMITED | 4684 | | RESIDENTIAL PARKING PERMIT IMPL | |
| | | | | 13290 | 001-310-0000-4270 | 5,390.12 |
| | | | | | Total : | 5,390.12 |
| 241001 | 7/7/2025 | 894778 DOUBI, TEPHANIE | 851509 | | FACILITY RENTAL DEP REFUND | |
| | | | | | 001-2220 | 165.00 |
| | | | 852409 | | REFUND-RENTAL CANCELATION | |
| | | | | | 001-3777-0000 | 94.40 |
| | | | | Total : | 259.40 | |
| 241002 | 7/7/2025 | 889121 EDGESOFT, INC. | 3486 | | AIMS SYSTEM MAINTENANCE-JULY 20 | |
| | | | | 13441 | 055-135-0000-4260 | 2,435.00 |
| | | | 3496 | | AIMS SYSTEM MAINTENANCE-AUG 20: | |

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| 241002 | 7/7/2025 | 889121 EDGESOFT, INC. | (Continued) | | | |
| | | | | 13441 | 055-135-0000-4260 | 2,435.00 |
| | | | 3499 | 13441 | AIMS SYSTEM MAINTENANCE-SEPT 202 | |
| | | | 3504 | | 055-135-0000-4260 | 2,435.00 |
| | | | | 13441 | AIMS SYSTEM MAINTENANCE-OCT 202 | |
| | | | 3509 | | 055-135-0000-4260 | 2,435.00 |
| | | | | 13441 | AIMS SYSTEM MAINTENANCE-NOV 202 | |
| | | | 3516 | | 055-135-0000-4260 | 2,435.00 |
| | | | | 13441 | AIMS SYSTEM MAINTENANCE-DEC 202 | |
| | | | 3522 | | 055-135-0000-4260 | 2,435.00 |
| | | | 3531 | 13441 | AIMS SYSTEM MAINTENANCE-JAN 202 | |
| | | | | | 055-135-0000-4260 | 2,435.00 |
| | | | 3535 | 13441 | AIMS SYSTEM MAINTENANCE-FEB 202 | |
| | | | | | 055-135-0000-4260 | 2,435.00 |
| | | | 3540 | 13441 | AIMS SYSTEM MAINTENANCE-MARCH | |
| | | | | | 055-135-0000-4260 | 2,435.00 |
| | | | 3542 | 13441 | AIMS SYSTEM MAINTENANCE-APRIL 2 | |
| | | | | | 055-135-0000-4260 | 2,435.00 |
| | | | | | AIMS SYSTEM MAINTENANCE-MAY 202 | |
| | | | | | 055-135-0000-4260 | 2,435.00 |
| | | | | | Total : | 26,785.00 |
| 241003 | 7/7/2025 | 895003 EH WACHS | INV234820 | | | |
| | | | | 13421 | VALVE TRUCK REPAIR | |
| | | | | | 070-383-0000-4320 | 5,588.51 |
| | | | | | 070-383-0000-4320 | 586.83 |
| | | | | | Total : | 6,175.34 |
| 241004 | 7/7/2025 | 101144 FANTASY FLOWERS & BALLOONS | 060525 | | PLANT-SENIOR CLUB | |
| | | | | | 004-2380 | 59.11 |
| | | | | | Total : | 59.11 |
| 241005 | 7/7/2025 | 101147 FEDEX | 8-892-30029 | | COURIER SERVICES | |
| | | | | | 001-190-0000-4280 | 244.17 |
| | | | | | Total : | 244.17 |
| 241006 | 7/7/2025 | 894334 FRIEND, ERICA | MAY & JUNE | | COMMISSIONER'S STIPEND | |
| | | | | | 001-420-0000-4111 | 200.00 |

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| 241006 | 7/7/2025 | 894334 894334 FRIEND, ERICA | (Continued) | | | Total : 200.00 |
| 241007 | 7/7/2025 | 892198 FRONTIER COMMUNICATIONS | 209-150-5145-010598- | | PAC 50 TO SHERIFFS | |
| | | | 209-150-5250-081292- | | 001-222-0000-4220 | 541.21 |
| | | | 209-150-5251-040172- | | RADIO REPEATER (POLICE) | |
| | | | 209-151-4939-102990- | | 001-222-0000-4220 | 43.19 |
| | | | 209-151-4941-102990- | | MWD METER (P.W.) | |
| | | | 209-151-4942-041191- | | 070-384-0000-4220 | 57.34 |
| | | | 209-151-4943-081292- | | MUSIC CHANNEL | |
| | | | 209-188-4361-031792- | | 001-190-0000-4220 | 53.45 |
| | | | 209-188-4362-031792- | | POLICE PAGING | |
| | | | 209-188-4363-031892- | | 001-222-0000-4220 | 53.45 |
| | | | 818-361-0901-051499- | | CITY YARD AUTO DIALER | |
| | | | 818-361-2385-012309- | | 070-384-0000-4220 | 57.34 |
| | | | 818-361-2472-031415- | | RADIO REPEATER (POLICE) | |
| | | | 818-361-3958-091407- | | 001-222-0000-4220 | 43.19 |
| | | | 818-361-7825-120512- | | RCS PHONE LINES | |
| | | | 818-365-0007-060223- | | 001-222-0000-4220 | 142.60 |
| | | | 818-365-0026-071223- | | POLICE PHONE LINES | |
| | | | 818-831-5002-052096- | | 001-222-0000-4220 | 2,630.46 |
| | | | | | VARIOUS PHONE LINES | |
| | | | | | 001-190-0000-4220 | 785.90 |
| | | | | | SEWER FLOW MONI (P. W.) | |
| | | | | | 072-360-0000-4220 | 90.28 |
| | | | | | CREDIT CARD PHONE LINE | |
| | | | | | 001-190-0000-4220 | 238.27 |
| | | | | | PW PHONE LINE | |
| | | | | | 070-384-0000-4220 | 750.72 |
| | | | | | CNG STATION | |
| | | | | | 074-320-0000-4220 | 72.09 |
| | | | | | RUDY ORTEGA PARK IRR SYTM | |
| | | | | | 001-420-0000-4220 | 90.61 |
| | | | | | EOC PHONE LINES | |
| | | | | | 001-222-0000-4220 | 436.51 |
| | | | | | PD NON EMERGENCY PHONE LINE | |
| | | | | | 001-222-0000-4220 | 456.00 |
| | | | | | PD SPECIAL ACTIVITIES PHONE | |

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| 241007 | 7/7/2025 | 892198 FRONTIER COMMUNICATIONS | (Continued) | | | |
| | | | 818-837-2296-031315- | | 001-222-0000-4220 VARIOUS CITY HALL LINES | 69.92 |
| | | | 818-837-7174-052096- | | 001-190-0000-4220 PD SPECIAL ACTIVITIES PHONE | 391.71 |
| | | | 818-838-1841-112596- | | 001-222-0000-4220 ENGINEERING FAX MODEM | 17.00 |
| | | | 818-898-7385-033105- | | 001-310-0000-4220 LAS PALMAS PARK FAX LINE | 46.77 |
| | | | | | 001-420-0000-4220 | 49.65 |
| | | | | | Total : | 7,117.66 |
| 241008 | 7/7/2025 | 893890 FULL CLIP | 50625 | | FINAL PYMNTENTERTAINMENT-4TH OF | |
| | | | | | 001-424-0000-4260 | 1,920.00 |
| | | | | | Total : | 1,920.00 |
| 241009 | 7/7/2025 | 893953 GALE, PAUL JOHN | JUNE 2025 | 13231 | SHOTOKAN KARATE CLASSES | |
| | | | | | 017-420-1326-4260 | 126.00 |
| | | | | | Total : | 126.00 |
| 241010 | 7/7/2025 | 894994 GARCIA, CHRISTIAN ANTONIO | MAY & JUNE | | COMMISSIONER'S STIPEND | |
| | | | | | 001-420-0000-4111 | 200.00 |
| | | | | | Total : | 200.00 |
| 241011 | 7/7/2025 | 895091 GARCIA, NANCY | 852352 | | SUMMER CAMP REFUND | |
| | | | | | 017-3770-1399 | 280.00 |
| | | | | | Total : | 280.00 |
| 241012 | 7/7/2025 | 895090 GONZALEZ, LINDA | 852257 | | TENNIS REFUND | |
| | | | | | 017-3770-1327 | 50.00 |
| | | | | | Total : | 50.00 |
| 241013 | 7/7/2025 | 101427 H.C. STROUD | 16910 | | REPLACE FAN MOTOR-CH | |
| | | | | | 043-390-0000-4300 | 299.06 |
| | | | | | Total : | 299.06 |
| 241014 | 7/7/2025 | 888647 HDL SOFTWARE, LLC | SIN046628 | 13241 | BUSINESS LICENSE ADMIN SERVICES- | |
| | | | | | 001-130-0000-4260 | 49,677.84 |

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| 241014 | 7/7/2025 | 888647 HDL SOFTWARE, LLC | (Continued) | | | |
| | | | SIN047565 | 13241 | BUSINESS LICENSE ADMIN SERVICES- | |
| | | | | | 001-130-0000-4260 | 2,251.92 |
| | | | SIN048789 | 13241 | BUSINESS LICENSE ADMIN SERVICES- | |
| | | | | | 001-130-0000-4260 | 6,416.17 |
| | | | SIN049443 | 13241 | BUSINESS LICENSE ADMIN SERVICES- | |
| | | | | | 001-130-0000-4260 | 4,780.28 |
| | | | SIN050436 | 13241 | BUSINESS LICENSE ADMIN SERVICES- | |
| | | | | | 001-130-0000-4260 | 9,338.06 |
| | | | SIN051602 | 13241 | BUSINESS LICENSE ADMIN SERVICES- | |
| | | | | | 001-130-0000-4260 | 14,421.59 |
| | | | | | Total : | 86,885.86 |
| 241015 | 7/7/2025 | 890594 HEALTH AND HUMAN RESOURCE | E0347665 | | EAP-JULY 2025 | |
| | | | | | 001-133-0000-4260 | 302.90 |
| | | | | | Total : | 302.90 |
| 241016 | 7/7/2025 | 895093 HERNANDEZ, GERARDO | PW2500378 | | REFUND-UTILITY PERMT | |
| | | | | | 055-3719-0154 | 484.30 |
| | | | | | 070-3840-0000 | 633.00 |
| | | | | | 070-3835-0000 | 1,885.00 |
| | | | | | 001-3730-0000 | 2,325.00 |
| | | | | | Total : | 5,327.30 |
| 241017 | 7/7/2025 | 891937 HERNANDEZ, JOSE | REIMB. | | REIMB-SENIOR CLUB ACTIVITIES | |
| | | | | | 004-2380 | 361.22 |
| | | | | | Total : | 361.22 |
| 241018 | 7/7/2025 | 101511 HINDERLITER DE LLAMAS & ASSOC. | SIN050882 | 13243 | CONTRACT SERVICES - SALES & TRAI | |
| | | | | | 001-130-0000-4270 | 600.00 |
| | | | SIN051082 | 13243 | CONTRACT SERVICES - SALES & TRAI | |
| | | | | | 001-130-0000-4270 | 1,989.36 |
| | | | | | Total : | 2,589.36 |
| 241019 | 7/7/2025 | 894893 HOME AGAIN LOS ANGELES | HALASF MOTEL_6 | 13377 | HOMLESSNESS PREVENTION PROGR | |
| | | | | | 121-155-3689-4260 | 11,685.00 |
| | | | HALASF MOTEL_7 | | HOMLESSNESS PREVENTION PROGR | |

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| 241019 | 7/7/2025 | 894893 HOME AGAIN LOS ANGELES | (Continued) | 13377 | 121-155-3689-4260 | 17,365.00 |
| | | | | | Total : | 29,050.00 |
| 241020 | 7/7/2025 | 894989 HR DYNAMICS & PERFORMANCE | FEB-JUNE 2025 | 13437 | HR DYNAMICS FOR LEADERSHIP ACAI | 20,450.00 |
| | | | | | 001-190-0000-4267 | 20,450.00 |
| | | | | | Total : | 20,450.00 |
| 241021 | 7/7/2025 | 894775 IBARRA, SERGIO | REIMB. | | LEADERSHIP ACADEMY REFRESHMEN | 244.00 |
| | | | REIMB.-2 | | 001-190-0000-4267 | 244.00 |
| | | | | | FY24-25 WELLNESS BENEFIT REIMB. | 400.00 |
| | | | | | 001-133-0000-4140 | 400.00 |
| | | | | | Total : | 644.00 |
| 241022 | 7/7/2025 | 894765 INNOVATIVE MAINTENANCE | 20195 | | VEHICLE MAINT PROGRAM | 1,200.00 |
| | | | | | 041-320-0000-4320 | 1,200.00 |
| | | | | | Total : | 1,200.00 |
| 241023 | 7/7/2025 | 893275 INTERWEST CONSULTING GROUP | 1823047 | 13250 | ON-CALL PROFESSIONAL BUILDING, S | 7,649.18 |
| | | | | 13250 | 001-140-0000-4270 | 1,270.78 |
| | | | 1859916 | 13250 | 001-150-0000-4270 | 6,259.88 |
| | | | | | ON-CALL PROFESSIONAL BUILDING, S | 6,259.88 |
| | | | | | 001-150-0000-4270 | 6,259.88 |
| | | | | | Total : | 15,179.84 |
| 241024 | 7/7/2025 | 892682 IPS GROUP, INC. | INV108671 | 13345 | SMART PARKING METER | 2.45 |
| | | | INV10905 | 13345 | 029-335-0000-4600 | 1,443.27 |
| | | | INV109627 | 13345 | SMART PARKING METER | 1,125.00 |
| | | | INV110468 | 13345 | 029-335-0000-4600 | 1,544.38 |
| | | | INV110977 | 13345 | SMART PARKING METER | 49.83 |
| | | | INV111580 | 13345 | 029-335-0000-4600 | 1,585.88 |
| | | | | | SMART PARKING METER | 1,585.88 |
| | | | | | 029-335-0000-4600 | 1,585.88 |

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| 241024 | 7/7/2025 | 892682 892682 IPS GROUP, INC. | (Continued) | | Total : | 5,750.81 |
| 241025 | 7/7/2025 | 891777 IRRIGATION EXPRESS | 15313020-00 | 13258 | IRRIGATION SUPPLIES FOR REPAIRS & | 203.51 |
| | | | | | 043-390-0000-4300 | 203.51 |
| | | | | | Total : | 203.51 |
| 241026 | 7/7/2025 | 894750 J & B LANDSCAPING INC | 136588 | 13353 | NEIGHBORHOOD CLEANUP PROGRAM | 3,500.00 |
| | | | 136710 | 13353 | 026-152-0561-4260 | 2,000.00 |
| | | | 136712 | 13353 | NEIGHBORHOOD CLEANUP PROGRAM | 4,600.00 |
| | | | 136713 | 13353 | 026-152-0561-4260 | 890.00 |
| | | | | | NEIGHBORHOOD CLEANUP PROGRAM | 890.00 |
| | | | | | 026-152-0561-4260 | 890.00 |
| | | | | | Total : | 10,990.00 |
| 241027 | 7/7/2025 | 894916 JJ PROPERTY MAINTENANCE | 123018 | 13372 | CITY-WIDE JANITORIAL SERVICES-JUN | 17,000.00 |
| | | | | | 043-390-0000-4260 | 17,000.00 |
| | | | | | Total : | 17,000.00 |
| 241028 | 7/7/2025 | 895058 KELLY ASSOCIATES | 042925 | 13449 | CITY COUNCIL TEAM BUILDING WORK | 6,500.00 |
| | | | | | 001-101-0000-4260 | 6,500.00 |
| | | | | | Total : | 6,500.00 |
| 241029 | 7/7/2025 | 101971 L.A. MUNICIPAL SERVICES | 004-750-1000 | | ELECTRIC-13003 BORDEN AVE | 10,556.82 |
| | | | 500-750-1000 | | 070-384-0000-4210 | 104.50 |
| | | | 594-750-1000 | | ELECTRIC-13655 FOOTHILL | 7,817.17 |
| | | | 657-750-1000 | | 070-384-0000-4210 | 3,365.15 |
| | | | 694-750-1000 | | ELECTRIC-12900 DRONFIELD | 15,021.76 |
| | | | 757-750-1000 | | 070-384-0000-4210 | 9.91 |
| | | | 792-603-2351 | | WATER-14060 SAYRE | 9.91 |
| | | | | | 070-384-0000-4210 | 9.91 |
| | | | | | WATER-13657 7/9 FOOTHILL | 9.91 |

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| 241029 | 7/7/2025 | 101971 L.A. MUNICIPAL SERVICES | (Continued) | | | |
| | | | 993-750-1000 | | 070-384-0000-4210 WATER-13003 BORDEN AVE 070-384-0000-4210 | 435.81 566.94 |
| | | | | | Total : | 37,878.06 |
| 241030 | 7/7/2025 | 101848 LANGUAGE LINE SERVICES | 11628561 | | INTERPRETATION SERVICES 001-222-0000-4260 | 0.94 0.94 |
| 241031 | 7/7/2025 | 101920 LIEBERT CASSIDY WHITMORE | 292502 | | LEGAL SERVICES 001-112-0000-4270 | 540.00 |
| | | | 292503 | | LEGAL SERVICES 001-112-0000-4270 | 3,870.00 |
| | | | 292504 | | LEGAL SERVICES 001-112-0000-4270 | 8,342.00 |
| | | | 292505 | | LEGAL SERVICES 001-112-0000-4270 | 6,848.20 |
| | | | 292506 | | LEGAL SERVICES 001-112-0000-4270 | 1,123.00 |
| | | | 293969 | | LEGAL SERVICES 001-112-0000-4270 | 36.00 |
| | | | 293970 | | LEGAL SERVICES 001-112-0000-4270 | 648.00 |
| | | | 293971 | | LEGAL SERVICES 001-112-0000-4270 | 3,484.10 |
| | | | 293972 | | LEGAL SERVICES 001-112-0000-4270 | 602.00 |
| | | | 293974 | | LEGAL SERVICES 001-112-0000-4270 | 3,053.00 |
| | | | 293975 | | LEGAL SERVICES 001-112-0000-4270 | 473.00 |
| | | | 293976 | | LEGAL SERVICES 001-112-0000-4270 | 216.00 |
| | | | | | Total : | 29,235.30 |
| 241032 | 7/7/2025 | 101974 LOS ANGELES COUNTY | APRIL 2025 | | ANIMAL CARE & CONTROL SERVICES | |

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| 241032 | 7/7/2025 | 101974 LOS ANGELES COUNTY | (Continued) | | | |
| | | | MARCH 2025 | 13245 | 001-190-0000-4260 ANIMAL CARE & CONTROL SERVICES | 6,430.37 |
| | | | MAY 2025 | 13245 | 001-190-0000-4260 ANIMAL CARE & CONTROL SERVICES | 11,476.00 |
| | | | | 13245 | 001-190-0000-4260 | 11,623.10 |
| | | | | | Total : | 29,529.47 |
| 241033 | 7/7/2025 | 894990 LUA, MARIO | JUNE 2025 | | COMMISSIONER'S STIPEND 001-150-0000-4111 | 100.00 |
| | | | | | Total : | 100.00 |
| 241034 | 7/7/2025 | 890480 MARTINEZ, CECILIA | JUNE 2025 | | COMMISSIONER'S STIPEND 001-150-0000-4111 | 100.00 |
| | | | | | Total : | 100.00 |
| 241035 | 7/7/2025 | 888242 MCI COMM SERVICE | 7DL39365 | | ALARM LINE-1100 PICO 001-420-0000-4220 | 39.20 |
| | | | | | Total : | 39.20 |
| 241036 | 7/7/2025 | 894220 MELTON, ERICA D. | 201 | | L P SENIOR PETTY CASH REIMB. 004-2380 | 9.22 |
| | | | | | Total : | 9.22 |
| 241037 | 7/7/2025 | 102226 MISSION LINEN SUPPLY | 524030181 | 13252 | LAUNDRY SERVICES FOR PD 001-225-0000-4350 | 334.45 |
| | | | | | Total : | 334.45 |
| 241038 | 7/7/2025 | 893343 MOHR, NICOLE | JUNE 2025 | | COMMISSIONER'S STIPEND 001-310-0000-4111 | 100.00 |
| | | | | | Total : | 100.00 |
| 241039 | 7/7/2025 | 894785 MONTANEZ, MIGUEL | JUNE 2025 | | COMMISSIONER'S STIPEND 001-310-0000-4111 | 100.00 |
| | | | | | Total : | 100.00 |
| 241040 | 7/7/2025 | 893934 MORA, JUAN LUIS | MAY 2025 | 13270 | BASEBALL CONSULTANT AND UMPIRE 017-420-1330-4260 | 2,050.00 |

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| 241040 | 7/7/2025 | 893934 893934 MORA, JUAN LUIS | (Continued) | | | Total : 2,050.00 |
| 241041 | 7/7/2025 | 894004 MURILLO, NICHOLAS | reimb. | | K9 FOOD & SUPPLIES 001-225-0000-4270 | 407.22 Total : 407.22 |
| 241042 | 7/7/2025 | 893348 NCSI | 57923 | | BACKGROUND CHECKS 017-420-1328-4260 | 37.00 Total : 37.00 |
| 241043 | 7/7/2025 | 894467 NORTH VALLEY CARING | MAY 2025 | 13373 | HOMELESS STREET OUTREACH SERV 110-225-0568-4260 | 14,017.82 Total : 14,017.82 |
| 241044 | 7/7/2025 | 102423 OCCU-MED, INC. | 0625901 | | PRE-EMPLOYMENT PHYSICALS 001-133-0000-4270 | 492.00 Total : 492.00 |
| 241045 | 7/7/2025 | 894100 ODP BUSINESS SOLUTIONS , LLC | 423191309001 | | OFFICE SUPPLIES 001-222-0000-4300 | 71.67 |
| | | | 423248514001 | | OFFICE SUPPLIES 001-222-0000-4300 | 37.99 |
| | | | 423252951001 | | OFFICE SUPPLIES 070-383-0000-4300 | 38.77 |
| | | | 423253513001 | | OFFICE SUPPLIES 070-383-0000-4300 | 18.10 |
| | | | 423471308001 | | OFFICE SUPPLIES 001-422-0000-4300 | 271.00 |
| | | | 423672748001 | | OFFICE SUPPLIES 001-222-0000-4300 | 31.81 |
| | | | 424024495001 | | OFFICE SUPPLIES 001-222-0000-4300 | 45.28 |
| | | | 424025945001 | | OFFICE SUPPLIES 001-222-0000-4300 | 10.38 |
| | | | 424038710001 | | OFFICE SUPPLIES 001-222-0000-4300 | 81.54 |
| | | | 424173901001 | | OFFICE SUPPLIES | |

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| 241045 | 7/7/2025 | 894100 ODP BUSINESS SOLUTIONS , LLC | (Continued) | | | |
| | | | 424369346001 | | 001-422-0000-4300 OFFICE SUPPLIES | 16.09 |
| | | | 424531525001 | | 001-101-0000-4300 OFFICE SUPPLIES | 89.75 |
| | | | 424790247001 | | 001-222-0000-4300 OFFICE SUPPLIES | 60.00 |
| | | | 425355760001 | | 001-370-0000-4300 COPY PAPER | 96.41 |
| | | | 425537493001 | | 001-222-0000-4300 OFFICE SUPPLIES | 228.51 |
| | | | 425701163001 | | 001-422-0000-4300 OFFICE SUPPLIES | 43.33 |
| | | | 425719793001 | | 001-310-0000-4300 OFFICE SUPPLIES | 174.57 |
| | | | 425719793001 | | 001-310-0000-4300 OFFICE SUPPLIES | 25.62 |
| | | | 426627243001 | | 001-130-0000-4300 OFFICE SUPPLIES | 85.09 |
| | | | 426667912001 | | 001-130-0000-4300 OFFICE SUPPLIES | 26.34 |
| | | | 426670996001 | | 001-130-0000-4300 OFFICE SUPPLIES | 136.59 |
| | | | 426671006001 | | 001-130-0000-4300 OFFICE SUPPLIES | 43.19 |
| | | | 427149660001 | | 001-155-0000-4300 OFFICE SUPPLIES | 247.69 |
| | | | 427883882001 | | 001-310-0000-4300 OFFICE SUPPLIES | 65.40 |
| | | | 428852188001 | | 001-130-0000-4300 | 65.78 |
| | | | | | Total : | 2,010.90 |
| 241046 | 7/7/2025 | 894631 OSMININA, ZHANNA | MAY 2025 | 13216 | ART ACTIVITY FOR THE SENIOR FEST 004-2346 | 202.50 Total : 202.50 |
| 241047 | 7/7/2025 | 888110 PACOIMA BEAUTIFUL | CSF_APRIL_CARP | | PACOIMA BEAUTIFUL CLIMATE ACTION | |

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| 241047 | 7/7/2025 | 888110 PACOIMA BEAUTIFUL | (Continued) | | | |
| | | | CSF_FEBRUARY_CARP | 13396 | 110-150-0578-4270 | 1,737.84 |
| | | | | 13396 | PACOIMA BEAUTIFUL CLIMATE ACTION | |
| | | | CSF_MARCH_CARP | 13396 | 110-150-0578-4270 | 951.20 |
| | | | | 13396 | PACOIMA BEAUTIFUL CLIMATE ACTION | |
| | | | | | 110-150-0578-4270 | 180.72 |
| | | | | | Total : | 2,869.76 |
| 241048 | 7/7/2025 | 892850 PADILLA, ALBINA M. | REIMB. | | REIMB-SENIOR CLUB ACTIVITIES | |
| | | | | | 004-2380 | 83.00 |
| | | | | | Total : | 83.00 |
| 241049 | 7/7/2025 | 892360 PARKING COMPANY OF AMERICA | INVM0019683 | | SHUTTLE SERVICE-SFV MILE EVENT | |
| | | | | | 004-2385 | 600.00 |
| | | | | | Total : | 600.00 |
| 241050 | 7/7/2025 | 894991 PAYMENTUS GROUP INC | INV-15-164332 | | ONLINE TRANSACTION FEES-MAY'25 | |
| | | | | | 072-360-0000-4435 | 746.81 |
| | | | | | 070-382-0000-4435 | 746.81 |
| | | | | | Total : | 1,493.62 |
| 241051 | 7/7/2025 | 894746 PRECISION CIVIL | 31749 | | ON CALL PLANNING SERVICES | |
| | | | | 13179 | 001-150-0000-4270 | 525.00 |
| | | | 31750 | | ON CALL PLANNING SERVICES | |
| | | | | 13179 | 001-150-0000-4270 | 1,891.25 |
| | | | | | Total : | 2,416.25 |
| 241052 | 7/7/2025 | 102688 PROFESSIONAL PRINTING CENTERS | 23490 | | PRE-PRINTED FORMS | |
| | | | | 13274 | 001-190-0000-4267 | 569.08 |
| | | | 32432 | | PRE-PRINTED FORMS | |
| | | | | 13274 | 001-107-0000-4230 | 327.08 |
| | | | | | Total : | 896.16 |
| 241053 | 7/7/2025 | 890536 PRUDENTIAL OVERALL SUPPLY | 11010956 | | UNIFORMS FOR PUBLIC WORKS EMPL | |
| | | | | 13347 | 001-310-0000-4310 | 800.00 |
| | | | | 13347 | 001-311-0000-4310 | 300.00 |
| | | | | 13347 | 072-360-0000-4310 | 2,744.00 |

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|---------|----------|---------------------------------------|-------------|-------|----------------------------------|------------------|
| 241053 | 7/7/2025 | 890536 PRUDENTIAL OVERALL SUPPLY | (Continued) | | | |
| | | | | 13347 | 001-311-0000-4325 | 200.00 |
| | | | | 13347 | 041-320-0000-4310 | 1,090.00 |
| | | | | 13347 | 043-390-0000-4310 | 382.00 |
| | | | | 13347 | 070-383-0000-4310 | 1,540.00 |
| | | | | 13347 | 070-384-0000-4310 | 1,444.00 |
| | | | | 13347 | 072-360-0000-4325 | 2,178.23 |
| | | | | 13347 | 001-312-0000-4325 | 400.00 |
| | | | 11011381 | | UNIFORMS FOR PUBLIC WORKS EMPL | |
| | | | | 13347 | 072-360-0000-4325 | 752.73 |
| | | | D10033369 | | UNIFORMS FOR PUBLIC WORKS EMPL | |
| | | | | 13347 | 072-360-0000-4325 | 394.21 |
| | | | | | Total : | 12,225.17 |
| 241054 | 7/7/2025 | 102738 QUINTERO ESCAMILLA, VIOLETA | JUNE 2025 | | SENIOR MUSIC CLASS INSTRUCTOR | |
| | | | | 13217 | 017-420-1323-4260 | 800.00 |
| | | | | | Total : | 800.00 |
| 241055 | 7/7/2025 | 894408 RINCON CONSULTANTS INC | 66000 | | CLIMATE ACTION & RESILIENCE PLAN | |
| | | | | 13199 | 110-150-0578-4270 | 62,306.73 |
| | | | | | Total : | 62,306.73 |
| 241056 | 7/7/2025 | 894534 RODRIGUEZ, ZOE | JUNE 2025 | | COMMISSIONER'S STIPEND | |
| | | | | | 001-310-0000-4111 | 100.00 |
| | | | | | Total : | 100.00 |
| 241057 | 7/7/2025 | 892856 SALAS, JUAN | REIMB. | | VETERAN RECOGNITION PROG | |
| | | | | | 017-420-1355-4300 | 358.16 |
| | | | | | 001-422-0000-4300 | 237.02 |
| | | | | | 004-2346 | 280.02 |
| | | | | | Total : | 875.20 |
| 241058 | 7/7/2025 | 887575 SAN FERNANDO EXPLORER POST 521 | REIMB. | | DINNER/ DANCE FUNDRAISER | |
| | | | | | 001-226-0230-4430 | 425.50 |
| | | | | | Total : | 425.50 |
| 241059 | 7/7/2025 | 103057 SAN FERNANDO VALLEY SUN | 19049 | | PH NOTICE-FY25/26 BUDGET | |

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| 241059 | 7/7/2025 | 103057 SAN FERNANDO VALLEY SUN | (Continued) | | | |
| | | | 19050 | | 001-115-0000-4230 PH NOTICE-LLAD FY 25/26 | 82.00 |
| | | | 19051 | | 001-115-0000-4230 PH NOTICE-ORD RESIDENTIAL PARKIN | 420.00 |
| | | | | | 001-115-0000-4230 | 348.00 |
| | | | | | Total : | 850.00 |
| 241060 | 7/7/2025 | 890541 SANCHEZ, FLOR | JUNE 2025 | | COMMISSIONER'S STIPEND | |
| | | | MAY & JUNE | | 001-150-0000-4111 | 100.00 |
| | | | | | COMMISSIONER'S STIPEND | |
| | | | | | 001-420-0000-4111 | 200.00 |
| | | | | | Total : | 300.00 |
| 241061 | 7/7/2025 | 894125 SANCHEZ, NATASHA | 25-May | | COMMISSIONER'S STIPEND | |
| | | | | | 001-420-0000-4111 | 100.00 |
| | | | | | Total : | 100.00 |
| 241062 | 7/7/2025 | 103184 SMART & FINAL | 159 | | DAY CAMP SUPPLIES | |
| | | | 22001 | | 001-422-0000-4300 SNACKS FOR IMMIGRATION FORUM | 127.32 |
| | | | 94 | | 001-420-0000-4300 SENIOR PROG SUPPLIES | 65.96 |
| | | | | | 004-2346 | 214.66 |
| | | | | | Total : | 407.94 |
| 241063 | 7/7/2025 | 894326 SOLIS, CRYSTAL | REIMB.-1 | | FY24/25-WELLNESS BENEFIT REIMB. | |
| | | | REIMB.-2 | | 001-115-0000-4140 | 159.00 |
| | | | REIMB.-3 | | FY24-25 WELLNESS BENEFIT REIMB. | |
| | | | REIMB.-4 | | 001-115-0000-4140 | 57.12 |
| | | | | | FY24-25 WELLNESS BENEFIT REIMB. | |
| | | | | | 001-115-0000-4140 | 82.18 |
| | | | | | FY24-25 WELLNESS BENEFIT REIMB. | |
| | | | | | 001-115-0000-4140 | 101.70 |
| | | | | | Total : | 400.00 |
| 241064 | 7/7/2025 | 894436 SOLORIO, FRANCISCO JAVIER | JUNE 2025 | | COMMISSIONER'S STIPEND | |

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| 241064 | 7/7/2025 | 894436 SOLORIO, FRANCISCO JAVIER | (Continued) | | | |
| | | | | | 001-150-0000-4111 | 100.00 |
| | | | | | Total : | 100.00 |
| 241065 | 7/7/2025 | 894316 SOLORIO, MARIA ELENA | TRAVEL | | PER DIEM-2025 INDEPENDENT CITIES | |
| | | | | | 001-101-0113-4370 | 40.00 |
| | | | | | Total : | 40.00 |
| 241066 | 7/7/2025 | 103196 SOUTH COAST AIR QUALITY | 4537342 | | AQMD FEE "HOT SPOTS" PROG FY24/2 | |
| | | | | | 041-320-0000-4260 | 167.47 |
| | | | | | Total : | 167.47 |
| 241067 | 7/7/2025 | 103202 SOUTHERN CALIFORNIA EDISON CO. | 700136176526 | | ELECTRIC-METER FOR MALL-MACLAY, | |
| | | | 700360580265 | | 030-341-0000-4210 | 87.49 |
| | | | 700363532503 | | ELECTRIC-910 FIRST | |
| | | | 700577150347 | | 043-390-0000-4210 | 7,339.30 |
| | | | 700826276457 | | ELECTRIC-117 MACNEIL | |
| | | | | | 043-390-0000-4210 | 5,924.97 |
| | | | | | ELECTRIC-190 PARK | |
| | | | | | 027-344-0000-4210 | 928.33 |
| | | | | | ELECTRIC-799 JESSIE | |
| | | | | | 043-390-0000-4210 | 44.77 |
| | | | | | Total : | 14,324.86 |
| 241068 | 7/7/2025 | 894672 SPATIG, JENNIFER | REIMB. | | FY 24/25 WELLNESS BENEFIT | |
| | | | | | 001-222-0000-4140 | 390.00 |
| | | | | | Total : | 390.00 |
| 241069 | 7/7/2025 | 894311 SPECTRUMVOIP | 613872 | | CITYWIDE LONG DISTANCE VOIP SRV- | |
| | | | | | 001-190-0000-4220 | 502.28 |
| | | | | | Total : | 502.28 |
| 241070 | 7/7/2025 | 103251 STANLEY PEST CONTROL | 1911027 | 13374 | PEST EXTERMINATION FOR CITY FACI | |
| | | | 1911028 | 13374 | 043-390-0000-4330 | 55.00 |
| | | | 1911637 | | PEST EXTERMINATION FOR CITY FACI | |
| | | | | | 043-390-0000-4330 | 62.00 |
| | | | | | PEST EXTERMINATION FOR CITY FACI | |

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| 241070 | 7/7/2025 | 103251 STANLEY PEST CONTROL | (Continued) | | | |
| | | | 1911638 | 13374 | 043-390-0000-4330 PEST EXTERMINATION FOR CITY FACI | 85.00 |
| | | | 1911642 | 13374 | 043-390-0000-4330 PEST EXTERMINATION FOR CITY FACI | 85.00 |
| | | | | 13374 | 043-390-0000-4330 | 94.00 |
| | | | | | Total : | 381.00 |
| 241071 | 7/7/2025 | 100532 STATE OF CALIFORNIA, DEPARTMENT OF JU | 144105 | | FINGERPRINTING - MAY 2025 | |
| | | | | | 001-133-0000-4270 | 256.00 |
| | | | | | Total : | 256.00 |
| 241072 | 7/7/2025 | 894649 STERLING ADMINISTRATION | 865505 | | ADMINISTRATIVE FEE: MAY 2025 | |
| | | | 868945 | | 004-2365 FSA FUNDING CONTRIBUTION | 50.00 |
| | | | | | 004-2365 | 1,158.75 |
| | | | | | Total : | 1,208.75 |
| 241073 | 7/7/2025 | 103271 STOVER SEED COMPANY | 927344 | | SF REC PARK LAWN REHAB | |
| | | | | | 001-190-0000-4267 | 1,563.94 |
| | | | | | Total : | 1,563.94 |
| 241074 | 7/7/2025 | 894230 TELLO, GUADALUPE | 851507 | | SENIOR TRIP REFUND | |
| | | | | | 004-2383 | 25.00 |
| | | | | | Total : | 25.00 |
| 241075 | 7/7/2025 | 894229 TELLO, VERONICA | 1629150 | | SENIOR TRIP REFUND | |
| | | | | | 004-2383 | 25.00 |
| | | | | | Total : | 25.00 |
| 241076 | 7/7/2025 | 103205 THE GAS COMPANY | 042-320-6900-7 | | GAS-910 FIRST | |
| | | | 084-220-3249-3 | | 043-390-0000-4210 GAS-505 S HUNTINGTON | 65.17 |
| | | | 088-520-6400-8 | | 043-390-0000-4210 GAS-117 MACNEIL | 41.09 |
| | | | 090-620-6400-2 | | 043-390-0000-4210 GAS-120 MACNEIL | 40.48 |

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| 241076 | 7/7/2025 | 103205 THE GAS COMPANY | (Continued) | | | |
| | | | 143-287-8131-6 | | 070-381-0000-4210 GAS-208 PARK | 31.60 |
| | | | 162-020-7432-0 | | 043-390-0000-4210 GAS-828 HARDING | 90.38 |
| | | | | | 043-390-0000-4210 | 19.44 |
| | | | | | Total : | 288.16 |
| 241077 | 7/7/2025 | 888821 THE GOODYEAR TIRE & RUBBER CO | 45192 | | TIRES FOR CITY FLEET | |
| | | | | 13322 | 041-1215 | 2,459.29 |
| | | | | | Total : | 2,459.29 |
| 241078 | 7/7/2025 | 101528 THE HOME DEPOT CRC | 5142787 | | DOOR MATS | |
| | | | 8902725 | | 001-420-0000-4300 DOOR MATS | 81.63 |
| | | | | | 001-420-0000-4300 | 125.54 |
| | | | | | Total : | 207.17 |
| 241079 | 7/7/2025 | 894052 THE LANGUAGE PROS, INC. | 1955 | | INTERPRETATION SERVICES FOR WOI | |
| | | | 1964 | 13383 | 001-152-0000-4270 LANGUAGE SERVICES | 300.00 |
| | | | 1967 | 13383 | 001-101-0000-4270 LANGUAGE SERVICES | 600.00 |
| | | | 1968 | 13383 | 001-101-0000-4270 LANGUAGE SERVICES | 157.71 |
| | | | | 13383 | 001-101-0000-4270 | 1,200.00 |
| | | | | | Total : | 2,257.71 |
| 241080 | 7/7/2025 | 893905 TORRES-GAHM, GRACIELA | JUNE 2025 | | CLEANING SERVICE AT THE LOPEZ AD | |
| | | | | 13253 | 001-420-0000-4260 | 425.00 |
| | | | | | Total : | 425.00 |
| 241081 | 7/7/2025 | 103413 TRANS UNION LLC | 5503288 | | CREDIT CHECK SERVICES | |
| | | | | | 001-222-0000-4260 | 90.00 |
| | | | | | Total : | 90.00 |
| 241082 | 7/7/2025 | 101028 TYLER TECHNOLOGIES, INC. | 045-524542 | | ERP SOFTWARE AND IMPLEMENTATIO | |

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| 241082 | 7/7/2025 | 101028 TYLER TECHNOLOGIES, INC. | (Continued) | 13365 | 121-135-3689-4260 | 700.00 |
| | | | | | Total : | 700.00 |
| 241083 | 7/7/2025 | 103503 U.S. POSTAL SERVICE, NEOPOST POSTAGE | 15122187 | | ACCT 15122187-POSTAGE REIMB. 001-190-0000-4280 | 1,500.00 |
| | | | | | Total : | 1,500.00 |
| 241084 | 7/7/2025 | 103463 U.S. POSTMASTER | JUNE 2025 | | POSTAGE-JUNE UTILITY BILLS 072-360-0000-4300 070-382-0000-4300 | 721.08 721.07 |
| | | | | | Total : | 1,442.15 |
| 241085 | 7/7/2025 | 887939 ULINE SHIPPING SUPPLIES | 192610421 | 13455 | PROPERTY & EVIDENCE SUPPLIE, CO' 001-222-0000-4300 | 1,678.37 |
| | | | | | Total : | 1,678.37 |
| 241086 | 7/7/2025 | 103439 UPS | 831954095 831954145 831954185 | | COURIER SERVICES 001-190-0000-4280 COURIER SERVICES 001-190-0000-4280 COURIER SERVICES 001-190-0000-4280 | 224.80 186.57 191.28 |
| | | | | | Total : | 602.65 |
| 241087 | 7/7/2025 | 894888 US BANCORP SERVICE CENTER INC | 060425 060425 060925 | | RGSTR-2025 ANNUAL CONF ON 001-101-0107-4370 TABLE SPONSOR-SMALL BUSINESS EN 001-101-0107-4370 001-101-0114-4370 001-105-0000-4370 001-107-0000-4370 001-420-0000-4370 001-222-0000-4370 001-130-0000-4370 CERTIFICATE JACKETS 001-105-0000-4300 | 675.00 50.00 50.00 100.00 50.00 50.00 50.00 50.00 839.60 |

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| 241087 | 7/7/2025 | 894888 US BANCORP SERVICE CENTER INC | (Continued) | | 001-101-0000-4300 | 500.00 |
| | | | 060925-1 | | LOBBY TV'S-CITY HALL | |
| | | | 060925-2 | | 001-105-0000-4300 | 890.91 |
| | | | 061925 | | LOBBY TV'S-CITY HALL | |
| | | | 062525 | | 001-105-0000-4300 | 275.18 |
| | | | 062525 | | MARKETING OUTREACH MATL'S | |
| | | | 062525 | | 001-107-0000-4230 | 1,137.53 |
| | | | 062525 | | MARKETING OUTREACH MATL'S | |
| | | | 062525 | | 001-107-0000-4230 | 2,332.51 |
| | | | 062525 | | PORTABLE AUDIO (PA) SYSTEM | |
| | | | 062525 | | 001-107-0000-4300 | 1,984.56 |
| | | | | | Total : | 9,035.29 |
| 241088 | 7/7/2025 | 894888 US BANCORP SERVICE CENTER INC | 052925 | | DINNER-SPECIAL CC MEETING-05/27/2 | |
| | | | 060325 | | 001-101-0000-4300 | 165.00 |
| | | | 061025 | | DINNER-CC MEETING-06/02/25 | |
| | | | 061325 | | 001-101-0000-4300 | 187.85 |
| | | | 061725 | | CITY COUNCIL SUPPLIES | |
| | | | 061725 | | 001-101-0000-4300 | 35.35 |
| | | | 061725 | | EMPLOYEE TUMBLERS | |
| | | | 061725 | | 001-133-0000-4430 | 2,090.11 |
| | | | 061725 | | DINNER-CC MEETING-06/16/25 | |
| | | | 061725 | | 001-101-0000-4300 | 133.06 |
| | | | 061725 | | EMPLOYEE TUMBLERS | |
| | | | 061725 | | 001-190-0000-4267 | 172.38 |
| | | | | | Total : | 2,783.75 |
| 241089 | 7/7/2025 | 894888 US BANCORP SERVICE CENTER INC | 060625 | | LODGING-BACKGROUND INVESTIGATI | |
| | | | 061025 | | 001-225-0000-4360 | 613.52 |
| | | | 061225 | | LODGING-SFST TRAINING ON 06/11-06 | |
| | | | 061225 | | 001-225-0000-4360 | 294.82 |
| | | | 061225 | | ANNUAL INFO & TECH SEMINAR ON 11 | |
| | | | 061225 | | 001-222-0000-4360 | 650.00 |
| | | | | | Total : | 1,558.34 |
| 241090 | 7/7/2025 | 893740 UTILITY SYSTEMS SCIENCE & | COSF_04/1-06/30/25 | | SEWER FLOW MONITORING & WASTE | |

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| 241090 | 7/7/2025 | 893740 UTILITY SYSTEMS SCIENCE & | (Continued) | | | |
| | | | COSF_05/09-06/08/25 | 13325 | 072-360-0000-4260 CLOUD BASED FLOW MONITORING - S | 1,200.00 |
| | | | COSF_06/1-06/30/25 | 13324 | 072-360-0000-4260 | 770.00 |
| | | | | 13325 | SEWER FLOW MONITORING & WASTE | 540.00 |
| | | | | | 072-360-0000-4260 | |
| | | | | | Total : | 2,510.00 |
| 241091 | 7/7/2025 | 895092 VELASCO, JUAN | 851850 | | FACILITY RENTAL DEP REFUND | |
| | | | | | 001-2220 | 38.50 |
| | | | | | Total : | 38.50 |
| 241092 | 7/7/2025 | 889644 VERIZON BUSINESS | 74815578 | | CITY HALL LONG DIST (Y2619454) | |
| | | | 74815579 | | 001-190-0000-4220 | 58.91 |
| | | | 74815580 | | CITY YARD LONG DIST (Y2619455) | |
| | | | 74815581 | | 070-384-0000-4220 | 17.69 |
| | | | 74815582 | | CITY HALL LONG DIST (Y2619456) | |
| | | | 74815583 | | 001-190-0000-4220 | 29.46 |
| | | | 74815588 | | POLICE LONG DIST (Y2619457) | |
| | | | 74815582 | | 001-222-0000-4220 | 67.45 |
| | | | 74815583 | | CITY YARD LONG DIST (Y2619458) | |
| | | | 74816088 | | 070-384-0000-4220 | 11.80 |
| | | | 74816099 | | PARKS LONG DIST (Y2619459) | |
| | | | | | 001-420-0000-4220 | 17.97 |
| | | | | | PW-LONG DIST (Y2620611) | |
| | | | | | 001-310-0000-4220 | 5.89 |
| | | | | | CITY HALL LINES (Y2620636) | |
| | | | | | 001-190-0000-4220 | 64.84 |
| | | | | | Total : | 274.01 |
| 241093 | 7/7/2025 | 888390 WEST COAST ARBORISTS, INC. | 229752 | | ANNUAL CITY-WIDE TREE TRIMMING | |
| | | | | 13368 | 072-360-0000-4260 | 9,840.00 |
| | | | | | Total : | 9,840.00 |
| 241094 | 7/7/2025 | 889491 WILLDAN FINANCIAL SERVICES | 010-62429 | | COST ALLOCATION PLAN | |
| | | | | 13444 | 001-190-0000-4270 | 375.00 |

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| 241094 | 7/7/2025 | 889491 889491 WILLDAN FINANCIAL SERVICES | (Continued) | | | |
| | | | | | Total : | 375.00 |
| 135 | Vouchers for bank code : | bank3 | | | Bank total : | 649,047.49 |
| 135 | Vouchers in this report | | | | Total vouchers : | 649,047.49 |

Voucher Registers are not final until approved by Council.

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SPECIAL CHECK

EXHIBIT "A"
RES. NO. 25-071

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|----------------------------------|-----------|-----------------------------|------------|------|-------------------------------|------------------------------------|
| 240813 | 6/18/2025 | 103648 CITY OF SAN FERNANDO | PR 6/20/25 | | REIMB FOR PAYROLL W/E 6/13/25 | |
| | | | | | 001-1003 | 588,227.30 |
| | | | | | 007-1003 | 2,331.96 |
| | | | | | 010-1003 | 525.00 |
| | | | | | 017-1003 | 1,246.58 |
| | | | | | 027-1003 | 2,389.20 |
| | | | | | 028-1003 | 1,131.01 |
| | | | | | 029-1003 | 4,211.58 |
| | | | | | 041-1003 | 7,029.72 |
| | | | | | 043-1003 | 25,730.88 |
| | | | | | 070-1003 | 50,952.86 |
| | | | | | 072-1003 | 21,113.16 |
| | | | | | 074-1003 | 1,118.53 |
| | | | | | 094-1003 | 1,131.05 |
| | | | | | 010-1003 | 12,454.19 |
| | | | | | Total : | 719,593.02 |
| 1 Vouchers for bank code : bank3 | | | | | | Bank total : 719,593.02 |
| 1 Vouchers in this report | | | | | | Total vouchers : 719,593.02 |

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SPECIAL CHECKS

EXHIBIT "A"
RES. NO. 25-071

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| 240814 | 6/23/2025 | 893068 PACIFIC COAST RACE TIMING | 1924 | | TIMING SERVICES AND CHIPS FOR TH | |
| | | | | 13450 | 001-424-0000-4260 | 3,824.86 |
| | | | | 13450 | 004-2385 | 134.47 |
| | | | | | Total : | 3,959.33 |
| 240815 | 6/23/2025 | 102855 RIO HONDO COLLEGE | F24-132ZSFN | | PRE-ACADEMY | |
| | | | | | 001-225-0000-4360 | 66.04 |
| | | | F24-93-ZFSN | | RGSTR-ARREST & CONTROL COURSE | |
| | | | | | 001-225-0000-4360 | 25.00 |
| | | | | | Total : | 91.04 |
| 2 Vouchers for bank code : | | bank3 | | | Bank total : | 4,050.37 |
| 2 Vouchers in this report | | | | | Total vouchers : | 4,050.37 |

Voucher Registers are not final until approved by Council.

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SPECIAL CHECK

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| Bank code : | | bank3 | | | | |
|----------------------------|-----------|-----------------------------|-------------|------|---|---------------------------|
| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
| 240816 | 6/24/2025 | 103648 CITY OF SAN FERNANDO | SPR 6/24/25 | | REIMB FOR SPECIAL PAYROLL W/E 6/2 001-1003 | 2,892.60 |
| Total : | | | | | | 2,892.60 |
| 1 Vouchers for bank code : | | bank3 | | | | Bank total : 2,892.60 |
| 1 Vouchers in this report | | | | | | Total vouchers : 2,892.60 |

Voucher Registers are not final until approved by Council.

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SPECIAL CHECKS

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RES. NO. 25-071vchlist
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| Bank code : | | bank3 | | | | |
|-------------|-----------|---------------------------------------|--------------|-------|---|----------|
| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
| 240817 | 6/24/2025 | 893053 A THREAD AHEAD INC | I-240292 | | POLO SHIRTS-COMM PRES OFFICERS 001-152-0000-4325 | 1,389.00 |
| | | | | | Total : | 1,389.00 |
| 240818 | 6/24/2025 | 894045 ARROYO BACKGROUND | 3681 | 13261 | BACKGROUND INVESTIGATIONS 001-222-0000-4270 | 1,500.00 |
| | | | | | Total : | 1,500.00 |
| 240819 | 6/24/2025 | 888743 COUNTY OF LOS ANGELES | IN1479472 | | ANNUAL PERMIT-FA0170329-CITY YARI 001-311-0000-4260 | 1,243.00 |
| | | | | | Total : | 1,243.00 |
| 240820 | 6/24/2025 | 101990 L.A. COUNTY METROPOLITAN | 6025216 | | TAP CARD SRV-MAY 2025 007-440-0441-4260 | 38.40 |
| | | | | | Total : | 38.40 |
| 240821 | 6/24/2025 | 102410 NORTHRIDGE HOSPITAL MEDICAL | 033125SF | 13265 | ASSAULT TREATMENT SERVICES 001-224-0000-4270 | 1,942.92 |
| | | | | | Total : | 1,942.92 |
| 240822 | 6/24/2025 | 890095 O'REILLY AUTOMOTIVE STORES INC | 4605-231477 | 13387 | VEH. SERVICE, MAINT. & REPAIR PART 041-1215 | 195.23 |
| | | | 4605-231479 | 13387 | VEH. SERVICE, MAINT. & REPAIR PART 043-390-0000-4300 | 32.03 |
| | | | | | Total : | 227.26 |
| 240823 | 6/24/2025 | 894306 QUENCH USA, INC. | INV09035689 | | DRINKING WATER 001-222-0000-4300 | 114.87 |
| | | | | | Total : | 114.87 |
| 240824 | 6/24/2025 | 103064 SAN GABRIEL VALLEY CITY | 061825 | | MONTHLY MEETING ON 06/18/25 001-105-0000-4370 | 160.00 |
| | | | | | 001-107-0000-4370 | 80.00 |
| | | | | | Total : | 240.00 |
| 240825 | 6/24/2025 | 100540 STATE CONTROLLER'S OFFICE | FTB-00007854 | | FTB OFFSETS 07/01/24-06/30/25 001-222-0000-4260 | 426.43 |
| | | | | | | |
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CITY OF SAN FERNANDO

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| Bank code : | | bank3 | | | | |
|-----------------------------------|-----------|---|-------------|------|---|---------------------------|
| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
| 240825 | 6/24/2025 | 100540 100540 STATE CONTROLLER'S OFFICE | (Continued) | | | |
| | | | | | Total : | 426.43 |
| 240826 | 6/24/2025 | 103503 U.S. POSTAL SERVICE, NEOPOST POSTAGE (| 15122187 | | ACCT 15122187-POSTAGE REIMB. 001-190-0000-4280 | 1,500.00 |
| | | | | | Total : | 1,500.00 |
| 10 Vouchers for bank code : bank3 | | | | | | Bank total : 8,621.88 |
| 10 Vouchers in this report | | | | | | Total vouchers : 8,621.88 |

Voucher Registers are not final until approved by Council.

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SPECIAL CHECK

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CITY OF SAN FERNANDO

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|----------------------------------|-----------|------------------------------|---------|------|---|-----------------------------------|
| 240827 | 6/25/2025 | 891860 CARL WARREN & COMPANY | PREFUND | | PREFUND REQUEST-REIMB TO ITF AC 006-1037 | 65,000.00 |
| Total : | | | | | | 65,000.00 |
| 1 Vouchers for bank code : bank3 | | | | | | Bank total : 65,000.00 |
| 1 Vouchers in this report | | | | | | Total vouchers : 65,000.00 |

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| Bank code : | | bank3 | | | | | | |
|----------------------------|-----------|-------------------------|---------|-------|--|------------------|-----------|--|
| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount | | |
| 240828 | 6/27/2025 | 894701 SKY ELEMENTS LLC | 3276 | 13428 | DRONE SHOW FOR INDEPENDENCE D 001-1230 | | | |
| | | | | | | Total : | 30,000.00 | |
| | | | | | | | 30,000.00 | |
| 240829 | 6/27/2025 | 103463 U.S. POSTMASTER | 062625 | | POSTAGE-2024 ANNUAL WATER QUALI 070-381-0000-4430 | | | |
| | | | | | | Total : | 3,859.19 | |
| | | | | | | | 3,859.19 | |
| 2 Vouchers for bank code : | | bank3 | | | | Bank total : | 33,859.19 | |
| 2 Vouchers in this report | | | | | | Total vouchers : | 33,859.19 | |

Voucher Registers are not final until approved by Council.

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CITY OF SAN FERNANDO

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|--------------------------------------|----------------------|------|--|------------------|
| 240830 | 6/30/2025 | 895084 ALEBERTO'S HAIR SALON | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 10,000.00 |
| | | | | | Total : | 10,000.00 |
| 240831 | 6/30/2025 | 895073 ALFONSO FURNITURE ELECTRONICS | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 8,000.00 |
| | | | | | Total : | 8,000.00 |
| 240832 | 6/30/2025 | 895081 ANALIA'S BOUTIQUE | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 8,518.00 |
| | | | | | Total : | 8,518.00 |
| 240833 | 6/30/2025 | 895075 DORADO HOME FURNITURE | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 9,500.00 |
| | | | | | Total : | 9,500.00 |
| 240834 | 6/30/2025 | 895078 EARL'S AUTOMOTIVE | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 10,000.00 |
| | | | | | Total : | 10,000.00 |
| 240835 | 6/30/2025 | 895082 EL RINCONCITO DE | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 6,580.00 |
| | | | | | Total : | 6,580.00 |
| 240836 | 6/30/2025 | 895077 ELITE FITNESS CLUB | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 4,900.00 |
| | | | | | Total : | 4,900.00 |
| 240837 | 6/30/2025 | 895088 FIESTA FURNITURE | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 10,000.00 |
| | | | | | Total : | 10,000.00 |
| 240838 | 6/30/2025 | 895079 FOSTER'S FREEZE | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 10,000.00 |
| | | | | | Total : | 10,000.00 |
| 240839 | 6/30/2025 | 895076 LA ORQUIDEA FLOWERS AND | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO | |

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CITY OF SAN FERNANDO

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|-----------|--------------------------------|----------------------|------|--|------------------|
| 240839 | 6/30/2025 | 895076 LA ORQUIDEA FLOWERS AND | (Continued) | | 026-107-0185-4450 | 8,098.00 |
| | | | | | Total : | 8,098.00 |
| 240840 | 6/30/2025 | 894368 LOLA'S KITCHEN | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 10,000.00 |
| | | | | | Total : | 10,000.00 |
| 240841 | 6/30/2025 | 102029 LOTUS BAKERY | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 9,950.00 |
| | | | | | Total : | 9,950.00 |
| 240842 | 6/30/2025 | 102064 MACLAY CLEANERS | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 7,500.00 |
| | | | | | Total : | 7,500.00 |
| 240843 | 6/30/2025 | 892243 MAGALY'S TAMALES | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 10,000.00 |
| | | | | | Total : | 10,000.00 |
| 240844 | 6/30/2025 | 895074 MERCADO LAS PALMAS AND | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 10,000.00 |
| | | | | | Total : | 10,000.00 |
| 240845 | 6/30/2025 | 895080 NO SABO | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 9,990.00 |
| | | | | | Total : | 9,990.00 |
| 240846 | 6/30/2025 | 895087 PANADERIA | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 9,988.10 |
| | | | | | Total : | 9,988.10 |
| 240847 | 6/30/2025 | 895085 PROTEIN SHOP | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 8,278.00 |
| | | | | | Total : | 8,278.00 |
| 240848 | 6/30/2025 | 895083 SURGE LOS ANGELES | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | 6,700.00 |

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SPECIAL CHECKS

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| Bank code : | | bank3 | | | | | |
|-----------------------------|-----------|---------------------------------|----------------------|------|--|------------------|------------|
| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount | |
| 240848 | 6/30/2025 | 895083 895083 SURGE LOS ANGELES | (Continued) | | | Total : | 6,700.00 |
| 240849 | 6/30/2025 | 895086 THE DISCOVERTEE | FY24/25 CDBG SBAG PR | | SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450 | | 9,600.00 |
| | | | | | | Total : | 9,600.00 |
| 20 Vouchers for bank code : | | bank3 | | | | Bank total : | 177,602.10 |
| 20 Vouchers in this report | | | | | | Total vouchers : | 177,602.10 |

Voucher Registers are not final until approved by Council.

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|----------------------------------|----------|---------------------------|---------|------|---|---------------------------|
| 240850 | 7/1/2025 | 100286 BAKER, BEVERLY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 284.25 |
| Total : | | | | | | 284.25 |
| 240851 | 7/1/2025 | 100916 DEIBEL, PAUL | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 |
| Total : | | | | | | 426.70 |
| 240852 | 7/1/2025 | 101781 KISHITA, ROBERT | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 |
| Total : | | | | | | 185.08 |
| 240853 | 7/1/2025 | 101926 LILES, RICHARD | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 |
| Total : | | | | | | 426.70 |
| 240854 | 7/1/2025 | 102126 MARTINEZ, MIGUEL | 25-Jul | | CALPERS HEALTH REIMB 070-180-0000-4127 | 768.52 |
| Total : | | | | | | 768.52 |
| 240855 | 7/1/2025 | 894908 NAVARRO, NORMA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 284.25 |
| Total : | | | | | | 284.25 |
| 240856 | 7/1/2025 | 891354 RAMIREZ, ROSALINDA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 |
| Total : | | | | | | 185.08 |
| 240857 | 7/1/2025 | 892782 TIGHE, DONNA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 |
| Total : | | | | | | 185.08 |
| 8 Vouchers for bank code : bank3 | | | | | | Bank total : 2,745.66 |
| 8 Vouchers in this report | | | | | | Total vouchers : 2,745.66 |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|------|--------|---------|------|---------------------|--------|
|---------|------|--------|---------|------|---------------------|--------|

Voucher Registers are not final until approved by Council.

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|-------------------------------|---------|------|---|-----------------|
| 240858 | 7/1/2025 | 894452 ABDALLAH, MARIA G. | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,157.72 |
| | | | | | Total : | 2,157.72 |
| 240859 | 7/1/2025 | 100091 AGORICHAS, JOHN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,011.40 |
| | | | | | Total : | 1,011.40 |
| 240860 | 7/1/2025 | 895025 AGUILAR, MARY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 |
| | | | | | Total : | 185.08 |
| 240861 | 7/1/2025 | 100104 ALBA, ANTHONY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,011.40 |
| | | | | | Total : | 1,011.40 |
| 240862 | 7/1/2025 | 891011 APODACA-GRASS, ROBERTA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 |
| | | | | | Total : | 426.70 |
| 240863 | 7/1/2025 | 100260 AVILA, FRANK | 25-Jul | | CALPERS HEALTH REIMB 041-180-0000-4127 | 1,695.04 |
| | | | | | Total : | 1,695.04 |
| 240864 | 7/1/2025 | 100306 BARNARD, LARRY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 965.00 |
| | | | | | Total : | 965.00 |
| 240865 | 7/1/2025 | 100346 BELDEN, KENNETH M. | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 965.00 |
| | | | | | Total : | 965.00 |
| 240866 | 7/1/2025 | 892233 BUZZELL, CAROL | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 284.25 |
| | | | | | Total : | 284.25 |
| 240867 | 7/1/2025 | 102127 CABRERA, KATHY | 25-Jul | | CALPERS HEALTH REIMB | |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|----------------------------|-------------|------|---|-----------------|
| 240867 | 7/1/2025 | 102127 CABRERA, KATHY | (Continued) | | 001-180-0000-4127 | 1,498.96 |
| | | | | | Total : | 1,498.96 |
| 240868 | 7/1/2025 | 891350 CALZADA, FRANK | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 726.50 |
| | | | | | Total : | 726.50 |
| 240869 | 7/1/2025 | 100642 CASTRO, RICO | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,369.46 |
| | | | | | Total : | 2,369.46 |
| 240870 | 7/1/2025 | 103816 CHAVEZ, ELENA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 670.48 |
| | | | | | Total : | 670.48 |
| 240871 | 7/1/2025 | 100752 COLELLI, CHRISTIAN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,250.95 |
| | | | | | Total : | 2,250.95 |
| 240872 | 7/1/2025 | 891014 CREEKMORE, CASIMIRA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 |
| | | | | | Total : | 426.70 |
| 240873 | 7/1/2025 | 893711 DAVIS, JAMES | 25-Jul | | CALPERS HEALTH REIMB 072-180-0000-4127 | 1,739.06 |
| | | | | | Total : | 1,739.06 |
| 240874 | 7/1/2025 | 100913 DECKER, CATHERINE | 25-Jul | | CALPERS HEALTH REIMB 070-180-0000-4127 | 426.70 |
| | | | | | Total : | 426.70 |
| 240875 | 7/1/2025 | 100925 DELGADO, RALPH | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 726.50 |
| | | | | | Total : | 726.50 |
| 240876 | 7/1/2025 | 101667 DIAZ, EVELYN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 948.00 |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|----------------------------|-------------|------|---|------------------------------|
| 240876 | 7/1/2025 | 101667 101667 DIAZ, EVELYN | (Continued) | | | Total : 948.00 |
| 240877 | 7/1/2025 | 100960 DIEDIKER, VIRGINIA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240878 | 7/1/2025 | 100996 DRAKE, JOYCE | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240879 | 7/1/2025 | 100995 DRAKE, MICHAEL | 25-Jul | | CALPERS HEALTH REIMB 070-180-0000-4127 | 426.70 Total : 426.70 |
| 240880 | 7/1/2025 | 100997 DRAPER, CHRISTOPHER | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,250.95 Total : 2,250.95 |
| 240881 | 7/1/2025 | 101044 ELEY, JEFFREY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,326.00 Total : 2,326.00 |
| 240882 | 7/1/2025 | 891040 FISHKIN, RIVIAN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 Total : 185.08 |
| 240883 | 7/1/2025 | 101178 FLORES, ADRIAN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,498.96 Total : 1,498.96 |
| 240884 | 7/1/2025 | 101182 FLORES, MIGUEL | 25-Jul | | CALPERS HEALTH REIMB 043-180-0000-4127 | 1,498.96 Total : 1,498.96 |
| 240885 | 7/1/2025 | 894378 GARCIA, BERTHA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 768.52 Total : 768.52 |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|----------------------------|---------|------|---|------------------------------|
| 240886 | 7/1/2025 | 891351 GARCIA, DEBRA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,331.10 Total : 2,331.10 |
| 240887 | 7/1/2025 | 101281 GARIBAY, SAUL | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,730.52 Total : 2,730.52 |
| 240888 | 7/1/2025 | 101318 GLASGOW, KEVIN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,250.95 Total : 2,250.95 |
| 240889 | 7/1/2025 | 101333 GODINEZ, FRAZIER C. | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,996.05 Total : 1,996.05 |
| 240890 | 7/1/2025 | 101409 GUERRA, LAUREN E | 25-Jul | | CALPERS HEALTH REIMB 072-180-0000-4127 | 670.48 Total : 670.48 |
| 240891 | 7/1/2025 | 891021 GUIZA, JENNIE | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240892 | 7/1/2025 | 102896 GUZMAN, ROSA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 329.56 Total : 329.56 |
| 240893 | 7/1/2025 | 891352 HADEN, SUSANNA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 768.52 Total : 768.52 |
| 240894 | 7/1/2025 | 101440 HALCON, ERNEST | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,489.00 Total : 1,489.00 |
| 240895 | 7/1/2025 | 101672 HANCHETT, NICHOLE | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,793.00 |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|---------------------------------|-------------|------|---|------------------------------|
| 240895 | 7/1/2025 | 101672 101672 HANCHETT, NICHOLE | (Continued) | | | Total : 1,793.00 |
| 240896 | 7/1/2025 | 891918 HARTWELL, BRUCE | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,011.40 Total : 1,011.40 |
| 240897 | 7/1/2025 | 101465 HARVEY, DAVID | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 Total : 185.08 |
| 240898 | 7/1/2025 | 101466 HARVEY, DEVERY MICHAEL | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 965.00 Total : 965.00 |
| 240899 | 7/1/2025 | 101471 HASBUN, NAZRI A. | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 290.28 Total : 290.28 |
| 240900 | 7/1/2025 | 891023 HATFIELD, JAMES | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,011.40 Total : 1,011.40 |
| 240901 | 7/1/2025 | 892104 HERNANDEZ, ALFONSO | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,011.40 Total : 1,011.40 |
| 240902 | 7/1/2025 | 891024 HOOKER, RAYMOND | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240903 | 7/1/2025 | 893616 HOUGH, LOIS | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 284.25 Total : 284.25 |
| 240904 | 7/1/2025 | 101597 IBRAHIM, SAMIR | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 528.16 Total : 528.16 |

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| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|------------------------------|---------|------|---|------------------------------|
| 240905 | 7/1/2025 | 101694 JACOBS, ROBERT | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 965.00 Total : 965.00 |
| 240906 | 7/1/2025 | 892105 KAHMANN, ERIC | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 528.16 Total : 528.16 |
| 240907 | 7/1/2025 | 101786 KLOTZSCHE, STEVEN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 738.56 Total : 738.56 |
| 240908 | 7/1/2025 | 891866 KNIGHT, DONNA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 178.72 Total : 178.72 |
| 240909 | 7/1/2025 | 891043 LIEBERMAN, LEONARD | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 Total : 185.08 |
| 240910 | 7/1/2025 | 101933 LITTLEFIELD, LESLEY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240911 | 7/1/2025 | 102045 LLAMAS-RIVERA, MARCOS | 25-Jul | | CALPERS HEALTH REIMB 070-180-0000-4127 | 1,730.68 Total : 1,730.68 |
| 240912 | 7/1/2025 | 102059 MACK, MARSHALL | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 670.48 Total : 670.48 |
| 240913 | 7/1/2025 | 891010 MAERTZ, ALVIN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 645.94 Total : 645.94 |
| 240914 | 7/1/2025 | 888037 MARTINEZ, ALVARO | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,297.98 |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|--------------------------------|-------------|------|---|------------------------------|
| 240914 | 7/1/2025 | 888037 888037 MARTINEZ, ALVARO | (Continued) | | | Total : 1,297.98 |
| 240915 | 7/1/2025 | 102206 MILLER, WILMA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240916 | 7/1/2025 | 102212 MIRAMONTES, MONICA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 738.56 Total : 738.56 |
| 240917 | 7/1/2025 | 102232 MIURA, HOWARD | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240918 | 7/1/2025 | 892106 MONTAN, EDWARD | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 284.25 Total : 284.25 |
| 240919 | 7/1/2025 | 102443 OKAFOR, MICHAEL | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,099.19 Total : 2,099.19 |
| 240920 | 7/1/2025 | 102473 ORDELHEIDE, ROBERT | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,359.52 Total : 2,359.52 |
| 240921 | 7/1/2025 | 102486 ORSINI, TODD | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,308.18 Total : 2,308.18 |
| 240922 | 7/1/2025 | 102569 PARKS, ROBERT | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,326.00 Total : 2,326.00 |
| 240923 | 7/1/2025 | 102580 PATINO, ARMANDO | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,326.00 Total : 2,326.00 |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|----------------------------|---------|------|---|------------------------------|
| 240924 | 7/1/2025 | 102527 PISCITELLI, ANTHONY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 726.50 Total : 726.50 |
| 240925 | 7/1/2025 | 891033 POLLOCK, CHRISTINE | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 349.00 Total : 349.00 |
| 240926 | 7/1/2025 | 102735 QUINONEZ, MARIA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,695.04 Total : 1,695.04 |
| 240927 | 7/1/2025 | 891034 RAMSEY, JAMES | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240928 | 7/1/2025 | 102788 RAYGOZA, JOSE LUIS | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,996.05 Total : 1,996.05 |
| 240929 | 7/1/2025 | 102864 RIVETTI, DOMINICK | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 965.00 Total : 965.00 |
| 240930 | 7/1/2025 | 887872 ROSENBERG, IRWIN | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,807.93 Total : 1,807.93 |
| 240931 | 7/1/2025 | 102936 RUELAS, MARCO | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,086.55 Total : 1,086.55 |
| 240932 | 7/1/2025 | 102940 RUIZ, RONALD | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 670.48 Total : 670.48 |
| 240933 | 7/1/2025 | 891044 RUSSUM, LINDA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|-----------------------------|-------------|------|---|------------------------------|
| 240933 | 7/1/2025 | 891044 891044 RUSSUM, LINDA | (Continued) | | | Total : 185.08 |
| 240934 | 7/1/2025 | 103005 SALAZAR, TONY | 25-Jul | | CALPERS HEALTH REIMB 070-180-0000-4127 | 1,498.96 Total : 1,498.96 |
| 240935 | 7/1/2025 | 103118 SENDA, OCTAVIO | 25-Jul | | CALPERS HEALTH REIMB 043-180-0000-4127 | 1,996.05 Total : 1,996.05 |
| 240936 | 7/1/2025 | 892107 SHANAHAN, MARK | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 528.16 Total : 528.16 |
| 240937 | 7/1/2025 | 891035 SHERWOOD, NINA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240938 | 7/1/2025 | 103175 SKOBIN, ROMELIA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,671.25 Total : 1,671.25 |
| 240939 | 7/1/2025 | 893677 SOLIS, MARGARITA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 580.11 Total : 580.11 |
| 240940 | 7/1/2025 | 103220 SOMERVILLE, MICHAEL | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,793.00 Total : 1,793.00 |
| 240941 | 7/1/2025 | 889588 UFANO, VIRGINIA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 185.08 Total : 185.08 |
| 240942 | 7/1/2025 | 103516 VAIRO, ANTHONY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,793.00 Total : 1,793.00 |

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|---------|----------|-------------------------------------|---------|------|---|------------------------------|
| 240943 | 7/1/2025 | 888417 VALDIVIA, LAURA | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240944 | 7/1/2025 | 103550 VANICEK, JAMES | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,695.04 Total : 1,695.04 |
| 240945 | 7/1/2025 | 103562 VASQUEZ, JOEL | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 2,326.00 Total : 2,326.00 |
| 240946 | 7/1/2025 | 888562 VILLALPANDO, SEBASTIAN FRANK | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 528.16 Total : 528.16 |
| 240947 | 7/1/2025 | 103692 VILLALVA, FRANCISCO | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,996.05 Total : 1,996.05 |
| 240948 | 7/1/2025 | 891038 WAITE, CURTIS | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,011.40 Total : 1,011.40 |
| 240949 | 7/1/2025 | 103612 WALKER, MICHAEL | 25-Jul | | CALPERS HEALTH REIMB 027-180-0000-4127 | 185.08 Total : 185.08 |
| 240950 | 7/1/2025 | 103620 WARREN, DALE | 25-Jul | | CALPERS HEALTH REIMB 072-180-0000-4127 | 185.08 Total : 185.08 |
| 240951 | 7/1/2025 | 895047 WATT, NANCY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240952 | 7/1/2025 | 893690 WATTS, STEVE M. | 25-Jul | | CALPERS HEALTH REIMB 072-180-0000-4127 | 528.16 |

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| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|-----------------------------------|----------|-------------------------------|-------------|------|---|------------------------------|
| 240952 | 7/1/2025 | 893690 893690 WATTS, STEVE M. | (Continued) | | | Total : 528.16 |
| 240953 | 7/1/2025 | 891037 WEBB, NANCY | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240954 | 7/1/2025 | 103643 WEDDING, JEROME | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,011.40 Total : 1,011.40 |
| 240955 | 7/1/2025 | 103727 WYSBEEK, DOUDE | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 426.70 Total : 426.70 |
| 240956 | 7/1/2025 | 103737 YNIGUEZ, LEONARD | 25-Jul | | CALPERS HEALTH REIMB 001-180-0000-4127 | 1,011.40 Total : 1,011.40 |
| 99 Vouchers for bank code : bank3 | | | | | | Bank total : 104,020.63 |
| 99 Vouchers in this report | | | | | | Total vouchers : 104,020.63 |

Voucher Registers are not final until approved by Council.

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Bank code : bank3

| Voucher | Date | Vendor | Invoice | PO # | Description/Account | Amount |
|----------------------------------|-----------|---------------------------------|-----------------|------|-----------------------------------|-----------------|
| 240957 | 6/30/2025 | 893115 P.E.R.S. CITY RETIREMENT | 100000017918521 | | EMPL CONTRIB VARIANCE-05/31-06/13 | |
| | | | | | 018-222-0000-4124 | 343.30 |
| | | | | | 018-224-0000-4124 | 257.47 |
| | | | | | 018-225-0000-4124 | 3,690.47 |
| | | | | | Total : | 4,291.24 |
| 240958 | 6/30/2025 | 893115 P.E.R.S. CITY RETIREMENT | 100000017888640 | | EMPL CONTRIB VARIANCE-05/17-05/30 | |
| | | | | | 018-222-0000-4124 | 274.94 |
| | | | | | 018-224-0000-4124 | 206.21 |
| | | | | | 018-225-0000-4124 | 2,955.63 |
| | | | | | Total : | 3,436.78 |
| 2 Vouchers for bank code : bank3 | | | | | Bank total : | 7,728.02 |
| 2 Vouchers in this report | | | | | Total vouchers : | 7,728.02 |

Voucher Registers are not final until approved by Council.

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager

Date: July 7, 2025

Subject: Receive and File Status Updates for Enhancements, Projects, and City Council Priorities

RECOMMENDATION:

It is recommended that the City Council receive and file the status report for Fiscal Year (FY) 2024-2025 Enhancements, Capital Projects, and City Council Priorities, and provide direction, as appropriate.

ANALYSIS:

This report is meant to provide City Council and the community with regular status updates and major City efforts, including, but not limited to, FY 2024-2025 approved enhancements, capital improvement projects, and City Council priorities. Changes to each project since the last meeting have been tracked and are shown in red. Attachment “C” shows City contracts that are approaching the end of the term. Attachment “E” provides a summary of 2025 Legislative Advocacy & Funding Request Letters.

COMPLETED PROJECTS:

City Manager’s Office & City Clerk’s Office.

Title: City Council Office Redesign

Title: Records Retention Policy Update

Date Completed

September 2024

January 2025

Community Development Department.

Title: Animal Control Contract Management

Title: CDBG Neighborhood Cleanup Program

Title: New Position – Planning Manager

Title: Mixed Use and Specific Plan Overlay Districts

Title: Graffiti Program (with Public Works and Police Department)

Title: Homeless Action Plan Implementation and Management

Title: Zoning Code Reorganization

Title: Landscape Ordinance

Title: Outdoor Dining Ordinance

Date Completed

June 2024

June 2025

March 2025

March 11, 2025

February 18, 2025

March 2025

May 5, 2025

May 5, 2025

May 5, 2025

Receive and File Status Updates for Enhancements, Projects, and City Council Priorities

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COMPLETED PROJECTS CONTINUED:

Finance.

Title: American Rescue Plan Act (ARPA) Allocations

Title: Online Bill Payment System (Paymentus)

Date Completed

February 18, 2025

February 2025

Police Department.

Title: Narcotics Incinerator

Title: Law Enforcement Technology Improvements

Title: Police Department Overtime

Title: Law Enforcement Technology Improvements –
Handheld Ticket Writers
eSubpoena

Date Completed

September 2024

September 2024

February 2025

April 8, 2025

May 19, 2025

Public Works Department.

Title: Civic Center Beautification (Painting) Project

Title: Position Reclassification: Convert Four (4) Part-Time
Maintenance Workers to Two (2) Full-Time Maintenance
Workers for Graffiti and Tree Maintenance

Title: Street Resurfacing Project – Phase 3

Title: Curb Painting, Street Striping, and Street Markings

Title: Pioneer Park Playground Renovation Project

Title: Urban Forest Management Plan

Date Completed

January 2025

October 31, 2024

November 2024

Spring 2025

January 23, 2025

March 31, 2025

Recreation & Community Services.

Title: Afterschool Teen Program

Title: Park Opportunity Plan

Date Completed

October 7, 2024

October 7, 2024

ACTIVE PROJECTS:

City Manager's Office & City Clerk's Office.

Title: Downtown Master Plan

Description: During the FY 2022-2023 budget process, the City Council approved funding to develop a Downtown Master Plan (DTMP), including a robust community outreach process. The DTMP will serve as a vision to guide future actions to develop, revitalize, and improve Downtown San Fernando. The budget allocation for this project is \$297,675.

Status: In 2023, the City awarded a professional services agreement to Dudek as lead consultant to work with the City to develop and implement the community engagement plan and prepare the report. The consultant team also includes Problosky Research (multimodal community survey), Walker Consultants (parking analysis), HR&A (economic analysis) and Place It! (community outreach).

Receive and File Status Updates for Enhancements, Projects, and City Council Priorities

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To date, the following actions have been completed:

- Multimodal Statistically Significant Survey (December 2023 through March 2024)
- City Council Ad Hoc Meeting No. 1 (March 11, 2024)
- Community Advisory Committee Meeting No. 1 (April 11, 2024)
- Community Outreach Event No. 1 “Walkshop” (April 27, 2024)
- General Online Survey (April 27, 2024 through May 29, 2024)
- Existing Conditions Analysis (July 2024)
- Presentation of Phase 1 Findings to City Council and Planning Preservation Commission (September 16, 2024)
- Presentation of Phase 1 to the Planning and Preservation Commission on November 12, 2024, was cancelled due to a lack of a quorum.
- Contract extension from December 31, 2024 to December 31, 2025.
- Met with the Ad Hoc on June 11, 2025, to discuss next steps. **Presentation of next steps to City Council in August 2025.**

Next City Council Action: Presentation to City Council regarding next steps.

Tentative Completion Date: December 2025.

Staff Project Lead: Kanika Kith

Title: East San Fernando Valley Light Rail Transit Project

Description: The East San Fernando Valley Light Rail Transit Project (ESFVLRT) (formerly the East San Fernando Valley Transit Corridor Project) is a transit project constructing a light rail line on the east side of the San Fernando Valley to improve connections and access to crucial destinations in the East and Northeast San Fernando Valley. The project is being considered in two (2) phases. Phase 1 is a 6.7-mile at-grade alignment that includes 11 new transit stations along Van Nuys Boulevard, connecting the Orange Line in Sherman Oaks to San Fernando Boulevard in Pacoima. Phase 2 is a 2.5-mile segment running from the terminus of Phase 1 at San Fernando Road/Van Nuys Boulevard in Pacoima to the Sylmar/San Fernando Metrolink Station. Metro is conducting a supplemental study of the Phase 2 segment throughout 2024 to consider additional design options. Funding for the project is provided through Measure R and Measure M.

Status: Phase 1 engineering design has been completed, a Progressive Design Build (PBD) contract has been awarded, and construction commenced earlier this year on Phase 1 of the project along Van Nuys Boulevard. The tentative completion date for Phase 1 is 2031. Metro is currently completing additional safety and design studies for Phase 2 (the San Fernando segment) of the project.

To date, the following actions have been completed:

Receive and File Status Updates for Enhancements, Projects, and City Council Priorities

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- City provided comments on initial draft of ESFVLRT Environmental Impact Report (EIR) (October 25, 2017)
- City provided additional comments on draft of ESFVLRT EIR (February 20, 2018)
- City provided final comments on draft of ESFVLRT EIR (March 31, 2020)
- Status update presentation provided to City Council by Metro staff (October 19, 2020)
- Metro Board certification of the ESFVLRT Final EIR (December 2020). Metro Board requested further studies to address safety and design concerns from the City of San Fernando
- Metro conducted an initial Grade Crossing Analysis for Phase 2 (April 2022 – September 2022)
- Status update presentation provided to City Council by Metro staff on Phase 2 (July 18, 2022)
- Metro Board authorized additional Phase 2 supplemental studies focused on: a) Transit and Multimodal Connectivity, b) Safety, c) Travel Time Savings, Ridership, and Mode Shift, d) Costs, e) Right of Way Impacts, f) Traffic Considerations, and g) Equity Considerations (January 2024 through Summer 2024).
- Status update presentation provided to City Council by Metro staff on Phase 2 (May 20, 2024).
- Metro held the Community Resource Fair - *Conversaciones y Recursos* on May 30th at Recreation Park. A total of 145 community members attended, providing feedback on the ESFV – Right-of-Way Study.

On May 20, 2024, the City Council provided the following feedback to Metro staff:

- Requested Metro present more frequently to provide regular updates to the City.
- Requested additional community outreach meetings prior to Board consideration/approval of alternatives.
- Offered the City Council Chambers, or other City spaces, for Metro's community outreach and offered the City's assistance in hosting and promoting the event.

On June 4, 2025, staff met with Metro to discuss potential safety improvements under the California Public Utilities Commission's (CPUC) Section 130 program. The Section 130 Grade Crossing Hazard Elimination Program provides federal funds to local agencies (cities and counties) and railroads to eliminate hazards at existing at-grade public highway-rail crossings.

On June 25, 2025, staff met with Metro, Metrolink, and representatives from LA County to discuss potential paths to early action safety improvements at the City's four (4) train crossing intersections. Metro is reviewing existing funding and programming options and will provide the City with an update shortly.

Next City Council Action: Metro will present the results of public outreach efforts to the City Council at the next regular meeting on July 7, 2025.

Tentative Completion Date: N/A

Staff Project Lead: Kanika Kith

Receive and File Status Updates for Enhancements, Projects, and City Council Priorities

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Title: CDBG Small Business Assistance Grant Program

Description: Annually, Community Development Block Grant (CDBG) program guidelines require that the City Council approve the planned programming expenditures for the upcoming fiscal year. In May 2024, the City Council approved the FY 2024-2025 CDBG Programs, which included the Small Business Assistance Program (SBAP). This program provides grants to local business owners and property owners to improve the appearance of their storefronts and buildings. The grant funds can be used for improvements to signage, painting (including anti-graffiti coating), and other storefront enhancements such as installing eye-catching vertical landscape (green wall) to defer graffiti and beautify a building wall with landscape.

Status: On November 18, 2024, the City Council approved the proposed guidelines for the SBAP and allocating \$64,506 from the unallocated CDBG funds in FY 2023-2024 to the SBAP, increasing total funding for the SBAP to \$210,110. Approximately 35 applications have been received; however, many are incomplete. Staff is actively working with applicants to assist in completing their submissions for consideration.

Next City Council Action: Updates will be provided in August 2025.

Tentative Completion Date: September 2025.

Staff Project Lead: Kanika Kith

Title: Virtual San Fernando – City Website Redesign and My San Fernando App

Description: In September 2022, the City Council appropriated American Rescue Plan Act (ARPA) funds to support the creation of Virtual San Fernando. Phase 1 of Virtual San Fernando included developing a My San Fernando mobile application, primarily focused on improving the ability for community members to submit service requests. Phase 1 was completed in March 2024 with the launch of the My San Fernando App (developed by GoGov). To date, more than 4,300 requests have been submitted through the App (See Attachment “A” for activity reports).

In October 2023, after an extensive vetting process by City staff, the City Council awarded a Master Subscription Agreement to Granicus to redesign the City’s website. The budget allocation for this program is \$200,000. The goal for the development of the new website is to depart from department-specific webpages and create more service-oriented categories that will make the website more user friendly for the public.

Status: Phase 1 – Mobile Application, has been completed. Phase 2 –A Website Development Committee has been established with representatives from each Department to work through migrating old content from the current website and creating new content where applicable. **Granicus has completed their initial development phase and content migration phase from the current website.** Staff will be provided with training **in June and July** to begin building out content on updated service pages and Department landing pages. **Quality control check on initial development and content migration from staff is slated to begin in 2-3 weeks.**

Next City Council Action: No additional City Council action required at this time.

Tentative Completion Date: Summer 2025 launch of redesigned website.

Staff Project Lead: Will Pettener

Receive and File Status Updates for Enhancements, Projects, and City Council Priorities

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Community Development Department.

Title: Community Preservation Commercial Property Education Program

Description: To address the City Council's interest in Community Preservation efforts in commercial areas of the City, the Community Development Department's FY 2024-2025 Work Plan included an objective to create a commercial education and maintenance program. The goal is for Community Preservation Officers to work with the business community to ensure the beautification of San Fernando's commercial corridors.

Status: On August 19, 2024, the proposed program was presented to the City Council for feedback prior to implementation. A postcard invite has been created and distributed to all businesses by March 26, 2025. The website has been updated with more information. Two (2) workshops were held on Wednesday, March 30, 2025, at 8:00 a.m. and Wednesday, May 7, 2025, at 6:00 p.m. Walking inspections began the week of May 12, 2025. **Two (2) blocks have been completed on N. Maclay Avenue. Thus far there are a total of 19 businesses that will be recognized at the Quarterly Special Meeting on July 28, 2025, for maintaining code compliance.**

Next City Council Action: No additional City Council action required at this time.

Tentative Completion Date: FY 2026-2027 (Ongoing).

Staff Project Lead: Fernando Miranda

Title: Climate Action Resilience Plan (CARP) & General Plan Updates to Circulation and Open Space/Parks Elements

Description: A Climate Action and Resilience Plan (CARP) serves as a strategic framework designed to mitigate the adverse effects of climate change while fostering resilience within communities and ecosystems. Its primary purpose is to identify and implement measures that reduce greenhouse gas (GHG) emissions, adapt to changing environmental conditions, and enhance preparedness for climate-related challenges. The CARP promotes sustainable practices like renewable energy adoption, green infrastructure development, and carbon footprint reduction initiatives, while fostering collaboration among stakeholders and supporting innovation in green energy. A grant from the California Governor's Office of Planning and Research (now Governor's Office for Land Use and Climate Innovation) was received to complete the CARP and for updating the City's General Plan, specifically the Circulation (transition to Mobility) and Open Space/Conservation/Park-Recreation elements.

Status:

- **CARP Phase 1:** Completed and presented to City Council in February 2024 with data collection, a GHG Emissions Inventory, and a Vulnerability Assessment.
- **CARP Phase 2:** Ongoing, focusing on identifying strategies and actions to mitigate climate change through GHG emission reductions in the most cost-effective manner and include strategies for climate adaptation and resilience. Extensive community engagement, led by

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Pacoima Beautiful, Fernandeno Tataviam Band of Mission Indians (FTBMI), and Climate Resolve, is a key component.

- **Grant:** On April 2, 2024, the City Council accepted the California Governor's Office of Planning and Research Grant and appropriated the funds. The City Council also approved a professional services agreement with Rincon Consultants Inc. to complete the CARP and General Plan updates.
- **General Plan Update:** The final CARP will support updating the City's General Plan, specifically the Circulation (transition to Mobility) and Open Space/Conservation/Park-Recreation elements. All activities are to be completed by January 31, 2026.

Community Engagement: Community engagement activities are planned throughout 2024-2025. The first Planning 101 workshop was held on September 28, 2024, from 10 a.m. to 2 p.m. at Recreation Park. The second activity was a Community Meeting on November 16, 2024, at Las Palmas Park from 9 a.m. to 10:30 a.m. This was supplemented by a Tribal Community Meeting, which was held via invitation only on November 14, 2025. The first Advisory Group Meeting was held on January 7, 2025, virtually and included applicants that were selected to participate through a robust interview process. A second Advisory Group Meeting was held on February 13, 2025 via zoom where the group outlined an equity framework for the plan and helped establish equity guardrails to facilitate collaboration and enable consistent, thoughtful decision making. The Walkshop scheduled for December 7, 2024, was rescheduled to February 22, 2025, from 10 a.m. – 1 p.m. due to inclement weather and the fires in January. It was a well attended event with 20 residents. Community members took a walk throughout the city using tools that measured heat, noise and air pollution. On April 19th, staff attended the Spring Jamboree in collaboration with Climate Resolve, Pacoima Beautiful, and Fernandeno Tataviam Band of Mission Indians. The community engagement collected over 100 surveys in both English and Spanish. During the third Advisory Group Meeting on May 14, 2025, the revised equity guardrails were reviewed and finalized by the team. Then, on May 28, 2025, a walkshop was hosted with approximately 20 students from San Fernando Middle School.

Website description and social media accounts have been updated. Upcoming events (time and location TBD):

- Fourth of July Community Event – July 3, 2025
- Survey – through July 15
- (Optional) Walk-shop #4 – TBD
- Advisory Group Meeting #4 - TBD

Next City Council Action: A workshop is tentatively scheduled for September 2, 2025.

Tentative Completion Date: January 31, 2026

Staff Project Lead: Ron Garcia

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Title: SCAG REAP 2.0 Grant

Description: The City was awarded \$791,818 under the SCAG REAP 2.0 Housing Infill on Public and Private Lands (HIPP) Program and \$333,182 under the Subregional Program (SRP) for a total of \$1,125,000. On January 25, 2024, the City was notified of the Governor's 2024-2025 State Budget proposal that included budget cuts including a reversion of the SCAG's REAP 2.0 programs. Fortunately, on July 29, 2024, the City was notified the REAP 2.0 program was able to resume and the City would receive its full award. SCAG immediately began working with the City to refine the scope of work (SOW), budget, and schedule.

The City's final SOW consists of five sub-projects that were identified as programs in the City's 2021-2029 Housing Element. In summary they are:

- Develop strategies for preventing displacement and maintaining affordable housing for disadvantaged community members and establishing supportive programs for tenants and homeowners to prevent displacement and affirmatively further fair housing. This will be in the form a Community Stabilization Manual.
- Update the 2002 Historic Survey to identify eligible historic resources throughout the City to promote conversion or preservation of historic commercial buildings into housing while also promoting improvement or expansion of residential buildings to maintain quality of existing housing, neighborhoods, and health of residents, and to address overcrowding.
- Update the City's density bonus ordinance to comply with state housing law and to establish a local density bonus ordinance with incentives encouraging affordable housing.
- Complete a comprehensive update to the Zoning Code and Corridors Specific Plan 5 (SP-5) to allow residential land use in currently restricted areas, increase development capacity for housing on underutilized or vacant infill sites, streamline the review process and comply with the latest state housing laws.
- Review and update the City's development process for housing developments to ensure potential barriers that may hinder housing construction are removed and a smoother and more efficient approval process for housing projects.

Status: On October 21, 2024, the City Council adopted a resolution accepting the Southern California Associations of Governments' Regional Early Action Program 2.0 Grant and authorizing a Memorandum of Understanding to implement the grant program. SCAG will no longer be able to procure a consultant on behalf of the City. The City will procure the consultant. A Call for Service was issued out on November 7, 2024, to the pre-approved on-call list of consultants. The goal would be to begin work in January, 2025 as the deadline for funds to be expended has been extended to June 30, 2026.

On November 7, 2024, a call for professional service was issued to the planning consultants on the City's on-call as needed. The proposals were due on December 5, 2024. Two (2) proposals were received. Staff reviewed proposals and interviews were conducted on January 16, 2025, with each of the firms. City Council approved a professional services agreement with Rincon Consultants at the March 3, 2025 Regular City Council meeting. A kick off meeting was held on Friday, March 7, 2025.

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On March 19, 2025, staff and consultant team conducted a City tour to look at sites of recent development, sites where there are approved developments, and sites of proposed developments. The team also toured sites of potentially historic homes. The purpose of the tour was to familiarize the consulting team with pattern of development, lot configurations, existing neighborhood and historic architectural styles. This will provide background information in developing residential objective design standards and provide some context for the update to the historic survey.

A Community Engagement Plan was approved by the City Council on May 5, 2025. There has been one pop up event at the San Fernando Brewery on June 1st. There was an urban loteria game set up for participants to provided feedback about five topics: (1) the code “ElCodigo”; (2) community engagement “La Voz”; (3) history “La Historia”; (4) building facades “La Fachada”; and (5) neighborhoods “El Vecindario”. Feedback highlights are below:

- ElCodigo
 - “remove single-family zoning in favor of building multi-family structures”
 - “Why are the rules for breweries different based on location?”
 - Conversation about why the SF brewery which is in an industrial zone has different permissions than the other brewery in the Corridor Specific Plan
 - “Promote attention to areas/zones where businesses are currently vacant”
- La Voz
 - “being asked directly in spaces like these”
 - “my family might be more involved if we knew we could be”
 - “via online bulletin”
 - “meeting times taking place not during the week/working hours”
 - “things like this”
- La Historia
 - The Mission +5
 - The Adobe House +2
 - San Fernando Strip Mall
 - Archway on MacClay
- La Fachada
 - “good landscaping”
 - “aesthetically pleasing or same design or color to match”
 - “decent upkeep/condition to make people feel comfortable going in”
 - “greenery, trees, flowers”
 - “older buildings should match newer buildings”
- El Vecindario
 - Low crime
 - “block parties, community events, pop-ups”
 - “low crime, better paved streets, close community events so that everyone know each other”
 - “small festivals”
 - “community spaces and gatherings tailored to all ages/families”

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Future Pop Up Events will occur at:

- Las Palmas Senior Citizen Club Dance on Saturday, June 14, 2025, from 5 p.m. to 9 p.m.
- Movies at the Park on Friday, July 18, 2025, from 7 p.m. to 10 p.m. at Recreation Park

Workshops will occur at:

- Planning and Preservation Commission Meeting on August 12, 2025, at 5:30 p.m.
- City Council Meeting– TBD

Next City Council Action: TBD

Tentative Completion Date: June 30, 2026

Staff Project Lead: Ron Garcia

Public Works.

Title: Carlisle Green Alley Reconstruction Project

Description: The Carlisle Green Alley Project will revitalize an underutilized alley into a vibrant linear green space. Through a combination of strategic planning and sustainable design, this project seeks to enhance urban landscape, foster environmental sustainability, and promote healthier, more vibrant neighborhoods. The development will include a safer walking and biking route, enhanced with shade trees and lighting to encourage active transportation and community engagement. The landscape will be revitalized with the planting of over 200 trees and native plants, enriching the area's biodiversity. Permeable surfaces will be installed to facilitate groundwater infiltration, improving water quality and reducing runoff. Additionally, the construction of bioswales will naturally filter stormwater, mitigate flooding, and bolster the area's environmental resilience.

Status: On September 3, 2024, the City Council approved a Professional Services Agreement with TreePeople for project management. On January 6, 2025, the City Council approved a Professional Services Agreement with Craftwater for design services.

Carlisle Street Green Alley Project Tentative Timeline

Milestones

- Design 60%
- Design 100%
- Advertise
- Recommend Award of Construction Contract
- Construction
- Notice of Completion
- Project Closeout

Tentative Date

7/15/2025
1/5/2026
1/6/2026-3/30/2026
4/20/2026
5/18/2026-2/1/2027
2/15/2027
March 2027

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Next City Council Action: No City Council action required at this time.

Tentative Completion Date: March 2027

Staff Project Lead: Patsy Orozco

Title: Calles Verdes Project

Description: The Calles Verdes Project marks a collaborative effort between the City and TreePeople aimed at enhancing the City's infrastructure to effectively manage stormwater and nuisance water. Through the implementation of innovative techniques, the project endeavors to construct bioswales across strategic locations within City streets and parking lot. Specifically, the project entails the installation of bioswales along Maclay Avenue, stretching from San Fernando Road to Kewen Street, alongside the creation of bulbouts at key intersections including Maclay Avenue and Celis Street and Maclay Avenue and Pico Street. Furthermore, the initiative includes the integration of bioswales and cooling pavement within Parking Lot No. 4, as well as promoting sustainable water management practices. These bioswales and bulbouts will feature strategically placed curb cuts to redirect stormwater and nuisance water away from the street's surface, while simultaneously fostering the growth of greenery within the landscaped parkways. Additionally, street trees will be planted to further enhance the aesthetic and environmental benefits of the project. In Parking Lot. No. 4, trees and bioswales will be incorporated within the existing concrete parking lot medians.

Status: Design Team is currently working on finalizing the design. Upon completion of design, the City will advertise the project for construction.

Next City Council Action: Once design is finalized and construction bids are received, a recommendation to award a construction contract will be presented to City Council. Tentatively scheduled for August 2025.

Tentative Completion Date: December 2026

Staff Project Lead: Patsy Orozco

Title: Las Palmas Park Revitalization Project

Description: The Las Palmas Park Revitalization project encompasses a comprehensive array of amenities aimed at enhancing the park's functionality, aesthetics, safety, and sustainability. The project includes new multi-purpose field lighting, renovating three baseball fields with lighting, renovating existing restroom/concession building at Ballfield 1, renovating basketball courts with lighting, renovating existing playground with ADA accessibility, constructing a new splash pad with a new prefabricated restroom building to meet the code requirements of the splash pad, renovating existing outdoor exercise equipment, renovating picnic shelters with walking path lighting, and striping of basketball/roller derby.

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Status: Public Works and Recreation & Community Services met with the design consultant, RJM Design Group on May 14th to discuss the available options to reduce the project scope. RJM Design Group prepared an updated cost estimate to reflect the proposed revised project scope which was reviewed by Public Works and Recreation & Community Services. The proposed revised project scope is being preliminary reviewed by the granting agency. Once completed, Staff will be presenting their recommendation to City Council which is expected in August 2025.

Next City Council Action: Discussion and Consideration to adjust the design based on budget constraints is tentatively scheduled for August 2025.

Tentative Completion Date: June 2027

Staff Project Lead: Patsy Orozco / Willdan

Title: Cindy Montañez Natural Park Improvements & Maintenance

Description: In June 2023, City Council accepted a \$7.5 million grant for the Pacoima Wash Connectivity Project, funded through the California Department of Transportation (Caltrans) to complete the Pacoima Wash Bike Path Project and make improvements to the Cindy Montañez Natural Park. Improvements to the Park include extending the bike path to Foothill Boulevard, new lighting, restroom facilities, and restoration of walking paths, bridges, and vegetation throughout the park. A permanent Cindy Montañez memorial sign will also be purchased and installed.

Ongoing maintenance of the Park including watering, mulching, stump removals, tree removals, weeding, brush removals, tree pruning, creek clean-up, and trash disposal, is required.

Status: In June 2024, staff began meeting with community organizations that have the knowledge, expertise, and resources to properly maintain a “natural park” to explore possible partnerships to provide adequate ongoing maintenance. Staff has met with TreePeople as well as Tataviam Conservation Corps to discuss possible partnerships for ongoing maintenance. As part of their tree planting services, TreePeople staff currently visits weekly to hand-water the native plants and trees due to the vandalism of the park’s irrigations system. To support the health of these plants, they also apply mulch to help conserve moisture and prolong water availability. Additionally, the team repairs protective cages around newly planted vegetation and actively removes invasive species. Preparations are underway for the planting of 100 native plants this fall through the Calles Verdes grant.

On August 21, 2024, staff discussed utilizing Tataviam Conservation Corps to assist with the park’s upkeep through funding received by the Fernandeno Tataviam Band of Mission Indians. Their responsibilities would include creek clean-up, weed and brush removal, tree pruning, trail maintenance, tree stump removal, and trash disposal on a bi-weekly basis. A maintenance agreement with the Fernandeno Tataviam Band of Mission Indians was approved by City Council on October 21, 2024.

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On February 24, 2025, City staff met with representatives of the Tataviam Tribe to discuss proposed landscaping improvements for Cindy Montañez Natural Park and the Pacoima Wash Bikeway. A follow-up meeting will be scheduled in May 2025, where City staff will determine which project elements will be incorporated into the upcoming Request for Proposals.

Next City Council Action: No City Council action at this time.

Tentative Completion Date: On-going

Staff Project Lead: Patsy Orozco / Willdan

Title: San Fernando Mission Trail Restoration Project Phase I – III

Description: Project to restore the lighting along the San Fernando Road Bike Path in the City of San Fernando would involve several key steps to ensure safety, efficiency, and sustainability.

Project Goals: 1) Enhance Safety – Improve visibility for cyclists and pedestrians, reducing accidents and crime. 2) Improve Energy Efficiency – Utilize LED or solar-powered lights to reduce energy consumption. 3) Ensure Sustainability – Minimize environmental impact by using renewable energy sources and dark-sky-compliant lighting.

Status - Project Scope:

Assessment and Planning:

- Coordinate with the City of San Fernando Public Works Department.
- Conduct an audit of existing lighting infrastructure.
- Identify broken or malfunctioning lights.
- Determine optimal placement and required level of lighting for new or upgraded lights.

Design and Technology Selection:

- Install solar-powered LED lights to enhance sustainability.
- Use motion-sensor lighting in lower-traffic areas to conserve energy.
- Implement anti-glare shields to minimize light pollution.
- Ensure compliance with local regulations and energy efficiency standards.

Implementation:

- Replace damaged poles and fixtures.
- Upgrade electrical systems where needed.
- Integrate smart lighting controls for maintenance monitoring.

Maintenance and Monitoring:

- Develop a long-term maintenance plan.
- Establish a reporting system for outages or damage.

Next City Council Action: No City Council action at this time.

Tentative Completion Date: To be determined

Staff Project Lead: Patsy Orozco / Willdan

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Title: HSIP Traffic Signal Modification Project

Description: The Highway Safety Improvement Project (HSIP) Cycle 8 involves upgrading traffic signals at nine (9) locations in the Metrolink Corridor (San Fernando Road and Truman Street). The traffic signal modifications will consist of removal and installation of new signal poles, pedestrian heads, pedestrian push buttons, LED luminaires, street name signs, controllers, wiring, curb ramps, signing, striping, etc. The nine (9) intersections include:

1. Hubbard Avenue at San Fernando Road
2. Hubbard Avenue at Truman Street
3. Hubbard Avenue at First Street
4. Maclay Avenue at San Fernando Road
5. Maclay Avenue at Truman Street
6. Maclay Avenue at First Street
7. Brand Boulevard at San Fernando Road
8. Brand Boulevard at Truman Street
9. Wolfskill Street at Truman Street

Status: The City's contractor has completed the installation of the new reflective and internally illuminated street name signs on the mast arms at the nine project intersections. **The installation of striping and signage within the railroad right of way has also been completed.**

Next City Council Action: **Project Construction Acceptance, tentatively scheduled for August 2025.**

Tentative Completion Date: **July 2025**

Staff Project Lead: Manuel Fabian / Willdan

Title: Citywide Traffic Signal Synchronization Project

Description: The Citywide Traffic Synchronization Project involves upgrades of controller systems at 13 locations throughout the City. The traffic signal modifications will include installation of new Global Positioning System (GPS) units, traffic signal controllers, traffic signal cabinets, conduit, conductors, pull boxes, etc. Following the installation of new equipment, updated traffic signal timing charts will be inputted to synchronize traffic signals.

The locations that form part of the project are the following:

1. Truman Street at South Workman Street
2. San Fernando Mission Boulevard at San Fernando Road
3. San Fernando Mission Boulevard at Pico Street
4. San Fernando Mission Boulevard at Hollister Street
5. San Fernando Mission Boulevard at Kewen Street
6. San Fernando Mission Boulevard at Mott Street
7. San Fernando Mission Boulevard at O'Melveny Street
8. North Maclay Avenue at Library Street
9. North Maclay Avenue at Fifth Street

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10. North Maclay Avenue at Seventh Street
11. North Maclay Avenue at Eighth Street
12. South Brand Boulevard at Celis Street
13. South Brand Boulevard at Kewen Street

Status: The traffic signal controllers and cabinets are currently being tested at Los Angeles County Department of Public Works Traffic Signal Lab for quality assurance. The City has secured approval from the California Public Utilities Commission (CPUC) to proceed with implementing the proposed timing at the intersections adjacent to the railroad for the project. The City's consultant has completed inputting the updated timing sheets into the traffic signal controllers for these intersections. **Observation and fine tuning of the new timing at the intersections adjacent to the railroad has been completed.**

Next City Council Action: Acceptance of the project as completed, tentatively scheduled for August 2025.

Tentative Completion Date: July 2025

Staff Project Lead: Manuel Fabian / Willdan

Title: Citywide Signage Upgrades

Description: Replacement and installation of various signs. The project consist of several types of sign replacements including but not limited to traffic signs, wayfinding signs and trolley signs. The project will replace faded signs citywide including but not limited to: stop signs, speed limit signs, street sweeping, crosswalk signs, street name signs, wayfinding signs, and trolley signs. This project will be performed in phases; Phase I will consist of wayfinding and trolley signs. The City has obtained the services of the Los Angeles County Public Works Department (LACPWD) to manufacture and install the signs. Installation will begin in late February. Phase II will consist of regulatory, warning and guide signs. The City plans to coordinate with Los Angeles County Public Works for Phase II sign replacement. **The City has over 3,100 regulatory, warning and guide signs citywide.**

Status: Installation of trolley signs and wayfinding signs has been completed by LACPWD. Phase II will commence in FY 2025-2026.

Next City Council Action: No City Council action required at this time.

Tentative Completion Date: Phase I is complete.

Staff Project Lead: Manuel Fabian /Willdan

Title: Bus Shelter Rehabilitation Project

Description: The Bus Shelter Rehabilitation Project involves the installation of new bus shelters and bus benches at eight (8) bus stop locations, removal and reconstruction of damaged and

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non-ADA compliant wheelchair ramps, sidewalks and drive approaches, relocation/adjustment traffic signal/street lighting boxes and water meters, etc.

Status: Procurement of bus shelters and benches continues which has an approximate four (4) to six (6) month lead time per the manufacturer. Construction is anticipated to begin in August 2025.

Next City Council Action: No City Council action required at this time.

Tentative Completion Date: September 2025.

Staff Project Lead: Manuel Fabian / Willdan

Title: Pacoima Wash Bikeway Project

Description: The San Fernando Pacoima Wash Bikeway and Pedestrian Path Project Phase I consists of constructing a bikeway and installing a prefabricated pedestrian bridge along the Pacoima Wash Channel from Fourth Street (Bradley Avenue) to Cindy Montañez Natural Park (Eighth Street). The project will connect students and San Fernando residents to a new non-motorized trail, offering opportunities for recreation and increased bike and pedestrian commuting options along local streets as noted in the City's Safe and Active Streets Plan, encouraging connectivity to wider bike and pedestrian network in neighboring communities within the City of Los Angeles. The project entailed construction of a 12 foot wide, 1.34-mile long Class I asphalt concrete bikeway, bioswales, retaining walls, prefabricated pedestrian bridge, installation of rectangular rapid flashing beacons, welded wire fence, solar lights, bollards, signage, striping, and markings, as well as access ramps. The contractor is currently working on final punch list items.

Status: Construction is 95% complete. In order to address current safety concerns and vandalism, additional bollards will be installed at the bikeway entry points, additional striping will be placed, and concrete curbs will be constructed at the base of the solar lights.

Next City Council Action: Notice of Completion, scheduled for summer 2025.

Tentative Completion Date: July 2025

Staff Project Lead: Patsy Orozco

Title: Parking Management Program (Residential Permit Parking)

Description: Residential – Create a residential permit parking program by conducting a thorough review of the municipal code to identify recommended updates that incorporate statewide policies and regulations. Review and update existing operational policies and enforcement guidelines to ensure that the program is fair and equitable throughout the City. Data will also be collected to assist in making data driven decisions as it relates to curb and parking management. At the conclusion of this project, City Council will be presented with a Residential Parking Action Plan that will include a thorough review of existing processes and procedures along with recommendations for updates and a proposed implementation plan for adoption.

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Commercial – As part of the Downtown Master Plan, which encompasses all of the City’s major commercial corridors, updated parking data has been collected and recommendations for best practices will be presented by Walker Parking consultants. Additionally, staff is working to upgrade all parking meters in the commercial corridors to smart meters that accept both coins and credit cards.

Status: Following the contract award on July 15, 2024, City staff and Dixon Resources Unlimited have completed extensive data collection and community outreach, structured into two (2) phases.

In August 2024, Dixon began internal needs assessment interviews with key City departments, including Finance, Community Development, and Police. An Enforcement Workshop was also held on January 14, 2025, with Code Enforcement and Parking Enforcement officers to assess implementation needs and challenges.

Parking occupancy data was collected on September 12 and 14, 2024, in the City’s two (2) existing Residential Permit Parking (RPP) zones and one (1) non-RPP zone impacted by ADUs.

Two (2) rounds of community engagement meetings were held. The first round included an in-person meeting on November 21, 2024, and a virtual meeting on December 4, 2024. The second round included an in-person meeting on February 19, 2025, and a virtual meeting on February 20, 2025. Combined attendance for the first round totaled 35 participants, while 30 participants attended the second round. A community parking survey, open from October 23, 2024 to January 31, 2025, received over 400 responses in English and Spanish.

Recent outreach efforts have included project updates and presentations to the City Manager (March 26, 2025), Parking Ad Hoc Committee (April 16, 2025), Transportation and Public Safety Commission (April 3, 2025), and the Planning and Preservation Commission (April 14, 2025). On May 19, 2025, the City Council received and filed a presentation on the proposed policies.

Next City Council Action: A Public Hearing for the first reading of the RPP ordinance is scheduled for the July 7, Council meeting.

Tentative Completion Date: August 2025

Staff Project Lead: Isabella Tapia

Title: City Facility Condition Assessment Report

Description: The Facilities Condition Assessment (FCA) report is a comprehensive evaluation of the current condition of all city owned facilities (buildings). This report is used to assess the physical state of the facilities, identify deficiencies, and estimate the costs associated with repairs, maintenance, and capital improvements. Key Components of a Facilities Condition Assessment Report: Inventory of Assets: A detailed list of all the assets being assessed, including buildings, infrastructure, and equipment. Visual Inspections: On-site inspections of the facilities to assess the condition of structural, mechanical, electrical, plumbing, and other building

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systems. Condition Ratings: Assigning condition ratings or scores to different components based on their current state, typically ranging from “excellent” to “poor.” Deficiency Identification: Identifying and documenting deficiencies or issues that need to be addressed, such as structural damage, outdated systems, or safety hazards. Cost Estimates: Providing cost estimates for the repairs, replacements, and improvements needed to bring the facilities up to desired standards or maintain their current state. Prioritization: Recommendations for prioritizing repairs and maintenance based on factors like safety, regulatory compliance, and potential impact on operations. Life Cycle Analysis: Analyzing the expected remaining useful life of building systems and components to plan for future replacements or upgrades. Recommendations: Strategic recommendations for maintaining, repairing, or upgrading the facilities, including short-term and long-term plans. Facility Condition Index (FCI): A metric often included in the report that provides a snapshot of the overall condition of the facility. It is usually calculated by dividing the total cost of repairs by the replacement cost of the facility.

The FCA report includes the following elements: Strategic Planning: Helps organizations plan and budget for maintenance, repairs, and capital improvements over time. Resource Allocation: Assists in allocating resources more effectively by identifying priority areas. Risk Management: Identifies potential risks related to the physical condition of the facilities that could affect safety, compliance, or operations. Compliance: Ensures that facilities meet regulatory requirements and industry standards. Improvement Tracking: Provides a baseline to measure the progress of facility improvements over time.

FCA reports are commonly used by property owners, facility managers, government agencies, and educational institutions to manage their physical assets and make informed decisions about maintenance and capital investments.

Status: Project kick-off meeting was held on October 16, 2024.

Next City Council Action: No City Council action required at this time.

Tentative Completion Date: **August 2025**

Staff Project Lead: Rodrigo Mora

Title: Fixed Route ADA Sidewalk Improvement Project

Description: The Fixed Route ADA Sidewalk Improvement Project consists in upgrading damaged and non-ADA compliant sidewalks, drive approaches, curb and gutters, wheelchair ramps, etc., along transit routes: Truman Street, from Brand Boulevard to Maclay Avenue; Hubbard Avenue from San Fernand Road to First Street; and Seventh Street and Harding Avenue.

Status: Determine detailed scope of work, field-checking sites, preparing cost estimates, preparing project specifications, identifying conflicting utilities, identifying business access that will be impacted by proposed construction. Complete project specifications and construction quantities, and advertise project for construction.

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Next City Council Action: Award a construction contract, tentatively scheduled for March 2025.

Tentative Completion Date: To be determined.

Staff Project Lead: Manuel Fabian / Willdan

Title: Las Palmas HVAC Project

Description: Las Palmas Park is one (1) of the City's primary community centers that hosts many in-person programs and activities each week. It also serves as one of the City's two (2) cooling centers during the hot summer months. Consequently, a functioning heating, ventilation and air condition (HVAC) system is imperative at this community center. Using ARPA funding, City Council has approved funding for partial replacement of the HVAC system at Las Palmas Park. Due to funding, the project is limited to upgrading the unit that serves the gym as it is the most used part of the building for events.

On January 30, 2025, staff met with the contractor to determine the logistics of the work that will cause the least interruption to programs scheduled for the next couple of months. The Contractor will be submitting a schedule, with work planning to begin in late April. Replacement of the roof will take place prior to the installation of the AC unit.

Status: The Contractor began re-roofing of the building on May 19, 2025. **The work is scheduled to be completed at the beginning of July 2025.** The HVAC will be installed immediately following the roof work in the month of July.

Next City Council Action: Acceptance of project, scheduled for September 2025.

Tentative Completion Date: July 2025

Staff Project Lead: Manuel Fabian

Title: Emergency Generator Installation at Las Palmas and Recreation Park Facilities

Description: Having emergency generators at a park cooling centers serves several important purposes, especially during extreme weather events or power outages. A generator ensures that cooling centers remain operational during power outages, which are common during extreme weather, allowing them to provide essential services such as air conditioning, lighting, and power for critical equipment like medical devices and refrigeration units. These centers offer a safe haven for vulnerable populations, including the elderly and those with medical conditions, and serve as a hub for community resilience by providing a dependable place for residents to gather, receive information, and access resources during emergencies. Additionally, they support the coordination of emergency services, distribution of supplies, and help protect public health by reducing heat-related illnesses and fatalities. By ensuring the center's functionality, emergency generators demonstrate preparedness and reliability, reinforcing public trust and establishing the cooling center as a vital part of the local emergency response plan.

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Overall, emergency generators at the park cooling centers are a critical investment in community safety and resilience, ensuring that the center can provide essential services and a safe environment regardless of power grid stability.

Status: Two (2) generators have been received and placed on their respective concrete pads. The design for connecting generators to the switching mechanism and to the building is currently in plan check. The project continues to be in the plan check stage. Engineering is working with Community Development to finalize the process.

Next City Council Action: Approve Notice of Completion, tentatively scheduled for **August 2025**.

Tentative Completion Date: **August 29, 2025**.

Staff Project Lead: Rodrigo Mora

Title: School Zone Signage Safety Enhancement Initiative

Description: This project focuses on replacing existing regulatory and warning signs in school zones with updated, high-visibility, and standardized signage that prioritizes the safety of children, pedestrians, and motorists. The initiative aims to ensure that all school zone areas comply with current traffic safety standards and effectively communicate reduced speed limits, pedestrian crossings, and other critical warnings.

Project Objectives:

- **Enhance Child Safety:** Upgrade signage to clearly indicate school zones, emphasizing speed reduction and pedestrian safety to protect children during arrival and dismissal times.
- **Improve Visibility and Compliance:** Install high-contrast, reflective signs that meet updated MUTCD (Manual on Uniform Traffic Control Devices) standards to ensure clear communication during all weather and lighting conditions.
- **Standardize School Zone Messaging:** Ensure uniformity in regulatory and warning signs across all school zones to reduce driver confusion and reinforce safety protocols.
- **Community Engagement and Education:** Work with local schools, parent associations, and community groups to raise awareness about new signage and safe driving practices in school zones.

Status - Project Scope:

Assessment and Inventory:

- Conduct a comprehensive audit of existing regulatory and warning signs in all designated school zones.
- Identify signs that are damaged, outdated, or non-compliant with current safety standards.

Design and Specification:

- Develop updated sign designs that incorporate enhanced visibility features such as LED illumination or reflective materials.
- Ensure that designs clearly display reduced speed limits, crossing alerts, and other school zone-specific warnings.

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- Coordinate with state and federal guidelines to ensure all new signage is compliant with regulatory standards.

Permitting and Approvals:

- Obtain feedback and approval from school district officials and community stakeholders.

Procurement and Installation:

- Plan phased installations to minimize traffic disruption, focusing on high-priority zones during peak school hours.
- Implement traffic control measures during installation to ensure safety for students and motorists.

Post-Installation Evaluation:

- Conduct follow-up inspections to ensure all signage meets the intended safety and compliance standards.
- Gather community feedback and adjust any signage elements if necessary.

Next City Council Action: To Be Determined

Tentative Completion Date: To Be Determined

Staff Project Lead: Rodrigo Mora

Title: Recreation Park Bathroom Renovation

Description: This initiative aims to renovate the existing restrooms in the park to create a safe, accessible, and welcoming facility for all park visitors. The project will update outdated infrastructure, improve sanitary conditions, and incorporate sustainable design features to enhance the overall visitor experience while meeting modern standards and regulations.

Project Goals:

- Enhance Visitor Experience: Upgrade the restrooms with modern fixtures and finishes to provide a clean, comfortable, and safe environment.
- Ensure Accessibility: Ensure full compliance with the Americans with Disabilities Act (ADA) by redesigning facilities to be accessible to all individuals.
- Promote Sustainability: Incorporate energy-efficient lighting, water-saving fixtures, and eco-friendly materials to reduce the environmental impact.
- Increase Safety and Hygiene: Improve ventilation, lighting, and cleaning protocols to promote a hygienic and secure space for visitors.

Status - Project Scope:

Assessment and Planning:

- Conduct a thorough condition assessment of existing restroom facilities.
- Gather feedback from park visitors and maintenance staff to identify key issues and improvement opportunities.
- Develop detailed project requirements and design criteria.

Design and Engineering:

- Specify sustainable materials, fixtures, and energy-efficient systems.
- Develop cost estimates, and timelines.

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Procurement and Contracting:

- Obtain quotations from contractors experienced in public facility renovations.
- Select vendors based on quality, sustainability practices, and cost-effectiveness.

Construction and Renovation:

- Implement construction in phases to minimize disruptions to park visitors.
- Upgrade plumbing, electrical systems, finishes, fixtures, and ventilation systems.
- Install energy-efficient lighting and water-saving devices.

Post-Construction and Evaluation:

- Conduct a comprehensive inspection to ensure all work meets quality and safety standards.
- Solicit feedback from park users and staff for any adjustments.
- Develop a long-term maintenance plan to preserve the facility's condition.

Next City Council Action: To Be Determined

Tentative Completion Date: September 30, 2025

Staff Project Lead: Rodrigo Mora

Title: Downtown Trash Enclosures

Description: Renovate City owned trash enclosures in the San Fernando Mall area, to include doors, roofs, security and enhance appearance. Trash enclosures located in alleys parallel and north and south of San Fernando Road.

Status: Initial surveys of existing trash enclosure sites at the San Fernando Mall have been completed.

On October 7, 2024, the City Council received and filed a presentation on Downtown Mall area trash enclosures.

On January 21, 2025, City staff presented trash enclosure renovation options to the City Council. The City Council approved retrofitting three (3) enclosures and demolishing two (2) enclosures. The enclosures to be demolished are Enclosure 1 in Public Parking Lot 5 and Enclosure 3 in Public Parking Lot 4. The enclosures to be retrofitted are Enclosure 2 in Public Parking Lot 5 and Enclosures 1 and 2 in Public Parking Lot 4.

On March 6, 2025, the RFP was published in the San Fernando Valley Sun and on the City's website. The design proposals were due April 8, 2025 at 2:00pm. The City received two proposals for design services. After conducting internal staff review and interviews, a firm was tentatively chosen and will go to City Council for contract award.

On May 15, 2025, City staff presented the proposed contract to the City Council for approval, recommending the award of design services for the project to Plansman Inc. The contract is currently in the signature routing process. Next steps include holding a kickoff meeting, developing a preliminary design, and conducting the first community engagement meeting.

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Next City Council Action: No required City Council action at this time.

Tentative Completion Date: Pending City Council direction, planned construction completion date is fall 2025.

Staff Project Lead: Isabella Tapia

Title: City Owned Right-of-Way Beautification

Description: Improving city-owned rights-of-way (ROWs) for beautification is a multi-faceted effort that enhances the visual appeal, functionality, and environmental quality of public spaces such as streets, medians, sidewalks, bikeways and easements.

Status: City Own Right of Way Beautification Streetscape (Parkways, Medians and Islands) - Working with the water division, operation staff is reestablishing the necessary infrastructure to support healthy vegetation within the city's public right-of-ways, this work is including the replacement of backwater flow devices, irrigation components and electrical/control wiring which have been stole. Staff is in the process of developing a comprehensive list of work activities for all location including city entrances islands, parkways, bikeway and medians. This includes review of the large planter pots along the Maclay Corridor.

Vacant Tree wells - Staff has request information on available species and estimated cost for replacement trees for the vacant tree wells in the downtown area. Once the trees are procured planting will take place this Fall. Fall is considered the best time for planting trees for several reasons which include, cooler temperatures, adequate soil moisture, root growth focus, less pest and disease pressures, less competition from weeds, easier soil conditions as well as period for spring growth preparation.

Next City Council Action: No City Council action anticipated.

Tentative Completion Date: Ongoing.

Staff Project Lead: Rodrigo Mora

Title: Sidewalk Condition Assessment

Description: This project aims to identify and mitigate sidewalk trip hazards, ensuring pedestrian safety, American with Disabilities Act (ADA) compliance, and long-term infrastructure sustainability.

Status: City Council awarded a Professional Services Agreement with Precision Concrete Cutting for a citywide sidewalk assessment and mitigation plan, which includes repairs, where appropriate. Precision is actively assessing sidewalks in Tree Trimming Zone F, currently working on Lashburn Street from Pearwood Avenue to Cork Street. Precision will continue in this area through the week, completing data collection for Grid F. Once finished, Precision will provide a comprehensive Sidewalk Assessment Report and Repair Quotation. The City will then determine repair priorities, and upon approval, Precision will proceed with saw-cutting repairs.

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Next City Council Action: No City Council action required at this time.

Tentative Completion Date: December 2025

Staff Project Lead: Patsy Orozco

Title: Project Labor Agreement

Description: A Project Labor Agreement (PLA) is a pre-hire collective bargaining agreement establishing the terms and conditions of employment for a specific construction project. In general, PLAs are often used on large-scale construction projects to support labor relations, establish uniform work conditions, and potentially mitigate labor disputes.

To evaluate if a Project Labor Agreement is suitable for an organization, staff is researching the following information to be presented to City Council for consideration:

Understand the Project: Assess the nature, scope, and requirements of the construction project in question. Consider factors like project size, complexity, timeline, and potential labor issues.

Evaluate Pros and Cons: Identify the potential benefits and drawbacks of implementing a PLA.

Conduct Cost-Benefit Analysis: Evaluate the financial implications of entering into a PLA.

Legal Considerations: Assess the legal implications of implementing a PLA in the project jurisdiction. Ensure compliance with local, state, and federal labor laws, as well as any regulatory requirements related to PLAs.

Next City Council Action: Scheduled to be presented to the City Council to be determined.

Tentative Completion Date: To be determined based on City Council direction.

Staff Project Lead: Richard Padilla / Wendell Johnson

Title: City Fleet Replacement and Heavy Equipment Program

Description: The City Fleet Replacement and Heavy Equipment Program is designed to effectively manage, maintain, and optimize the city's fleet of vehicles and heavy equipment. This program ensures that all city-owned assets, including cars, trucks, specialized vehicles, and heavy machinery, are safe, reliable, cost-effective, and ready to support city operations. The program supports various city departments such as public works, public safety, parks and recreation, and transportation, providing essential vehicles and equipment to carry out their missions efficiently. During the FY 2024-2025 Budget process, the City Council approved an enhancement of \$210,000 to purchase a new backhoe or front-end loader. Staff is currently work with Government Sales in determining the specifications, for the equipment in the final selection, delivery timeline and accessories.

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Status: The Department has initiated the purchase of heavy equipment for maintenance work and is in the process of evaluating its current fleet of vehicles and heavy equipment. Staff is in the process of Identify the need, clearly define the requirements for the heavy equipment based on the specific maintenance tasks, to ensure that the proper piece of equipment is procured that meets the needs of the department. This involves understanding the type, size, and specifications of the equipment required. Staff is currently working with PD to right size the City's fleet of public safety vehicles for short and long term planning.

This identification of the need will be followed by staff conducting a needs assessment which will evaluate the current vehicle and equipment inventory and determine if there are gaps that the new purchase will fill. This assessment will consider the equipment's usage frequency, the scale of maintenance work, and potential future needs among other factors. Once the needs assessment is completed, staff will be conducting research on suppliers and what are the equipment options. Staff will investigate potential suppliers and compare different equipment models. Consider factors such as reliability, warranty, after-sales support, and compatibility with existing equipment will all be considered.

Currently staff is working with the Quinn Company in developing selection and sizing criteria for a new loader or backhoe equipment to replace an existing backhoe in the street services division.

Next City Council Action: Water vehicle replacement recommendations will be included in FY 2025-2026 Budget Development.

Tentative Completion Date: Ongoing program.

Staff Project Lead: Wendell Johnson

Title: Overhead Mass Arm Street Name Sign Replacement Project

Description: This project aims to replace outdated or damaged overhead mass arm street name signs throughout the City of San Fernando to improve visibility, compliance with current regulations, and overall traffic safety.

Project Goals: 1) Enhance Visibility & Legibility – Install high-contrast, retroreflective signs to improve readability, especially at night. 2) Ensure Regulatory Compliance – Update signs to meet California Manual on Uniform Traffic Control Devices (CA MUTCD) standards. 3) Improve Durability – Use weather-resistant materials that can withstand sun exposure, wind, and rain. 4) Increase Traffic Safety – Provide clearer navigation for drivers, cyclists, and pedestrians.

Status - Project Scope:

Assessment & Planning:

- Conduct a citywide survey to identify signs that are damaged, faded, or outdated.
- Prioritize replacements based on traffic volume and visibility concerns.

Design & Specification:

- Install larger, high-contrast, reflective street name signs with easy-to-read fonts.
- Use LED-illuminated signs at major intersections for better nighttime visibility.

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- Standardize sign dimensions and font sizes per MUTCD & Caltrans guidelines.

Permitting & Approvals:

- Work with Caltrans & City of San Fernando Public Works for design approvals.
- Ensure compliance with state and federal traffic control regulations.

Installation & Implementation:

- Replace existing mass arm-mounted street name signs at intersections.
- Upgrade mounting brackets and supports to improve stability.
- Use traffic control measures to minimize disruptions during installation.

Maintenance & Monitoring:

- Develop an ongoing inspection and maintenance program.
- Implement a tracking system for sign inventory and future replacements.

Next City Council Action: Staff will prepare an RFP to have various mast arm signs replaced in the downtown district.

Tentative Completion Date: To be Determined

Staff Project Lead: Manuel Fabian

Title: Repair of Public Parking Lots

Description: The Repair of Public Parking Lots Project involves a pavement treatment to create a more acceptable travel surface to the road at a significant reduction in price. A total of seven (7) parking lots will experience some type of asphalt repair. The project also involves crack sealing, asphalt repairs and restriping of parking stalls. Upon further evaluation of the lots, it was determined that four (4) lots will undergo an overlay while other parking lots will have asphalt repairs performed in areas that are experiencing base failures. Parking Lots 8 and 9 will also receive a seal coating.

The lots that form part of the project include:

- Parking Lot 6N
- Parking Lot 7
- Parking Lot 8
- Parking Lot 9
- Parking Lot 10
- City Hall Parking Lot
- San Fernando Police Department Parking Lot

Parking Lots 1, 11, and 12 were completed as part of previous projects. Parking Lot 2 is a concrete parking structure therefore this type of treatment does not apply. Parking Lot 4 and Lot 5 will be part of the upcoming Calles Verdes Project and Trash Enclosure Project, respectively.

Status: Work began in February 2025. Work is scheduled to be completed in July 2025, weather permitting.

Next City Council Action: Acceptance of the project is tentatively scheduled for September 2025.

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Tentative Completion Date: July 2025

Staff Project Lead: Manuel Fabian

Title: Residential Water Service Shut Off Policy

Description: On July 15, 2024, the City Council approved the Discontinuation of Residential Water Services for Non-Payment Policy as required by Senate Bill 998 (SB 998) and Senate Bill 3 (SB 3) which will take effect January 1, 2025. On March 11, 2025 staff began to deliver 7-day shut off notices to delinquent accounts exceeding 90 day due dates. In an effort to help the customers get familiar with the new process, staff will not shut off water to impacted consumers until April 7, 2025. This will give customers ample time to come to City hall to sign up for payment arrangements plans and or clear their balances. City Council also moved to direct staff to return at a future meeting with guidance and recommendations regarding the City's ability to collect delinquent sums on the tax roll similar to the manner in which delinquent trash sums are also collected.

Status: Staff has conferred with the City Attorney to research this item to analyze a) if assessments are allowable for residential water services due to non-payment and b) the pros/cons of this process versus a water shut-off process. Preliminarily, we were advised as follows:

- 1) Charges for water consumption are property related fees and charges within the meaning of Proposition 218 (codified under Article XIID of the California Constitution);
- 2) As such, an ordinance or resolution establishing or increasing water rate charges requires the conduct of a so-called "majority protest" public hearing which requires the issuance of a written notice to water customers no less than 45 days from the date of the hearing; and
- 3) In order to preserve the ability to collect delinquent water charges on the tax roll, the City, as part of the majority protest approval process, must send notice to the owners of real property parcels that receive water service, even if the property owner is not the water customer (e.g., where the water customer is a tenant and not the owner affect parcel). (See Govt. Code Section 53755(a)(3) and Health & Safety Code Sections 5471, 5473 and 5473a). If the City did not provide such notice when it last conducted a majority protest hearing setting its current water rates, it would require the initiation of a new majority protest process in which such notice was provided to property owners (not just customers) for the City to avail itself of the right to collect delinquent charges on the tax roll.

Staff is continuing to work with the City Attorney and additionally in process of surveying other municipal operations to illustrate use of assessments versus water shut-off process for residential water services due to non-payment.

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Next City Council Action: At the January 6, 2024 City Council meeting, the City Council directed staff to move forward as previously directed by City Council regarding the water service shutoff policy and to provide an update on outstanding delinquencies during consideration of the Water and Sewer Fee Study and the Prop 218 process, to occur within approximately one (1) year.

Tentative Completion Date: Follow up to be provided in concert with the Water and Sewer Fee Study and Prop 218 Process, anticipated to occur by January 2026 or sooner. On January 21, 2025, the City Council approved a contract with Robert D Niehaus, Inc. for the Water and Sewer Rate Study.

Staff Project Lead: Victor Meza

Title: Recreation Park Rehabilitation

Description: The sod installed as part of the San Fernando Regional Park Infiltration Project did not establish successfully. Staff will be preparing a Request for Proposal (RFP) to procure a consultant for replacement of the sod at Recreation Park.

Status: In planning stage.

Next City Council Action: **Award of Contract for Design in September 2025**

Tentative Completion Date: TBD

Staff Project Lead: Manuel Fabian

Title: IPS Smart Meter Installation

Description: Replacement of coin operated meters in the San Fernando Mall and Civic Center with Smart meters that accept both coin and card payment. Phase one will include the replacement of 91 coin meters.

Status: On October 7, 2024, the City Council awarded a contract to IPS Group Inc. to replace coin-operated parking meters in the San Fernando Mall and Civic Center areas. The City received confirmation for the Meter installation to take place the third week of March. Two weeks prior to the installation, a staff member from Public Works passed out a notice to all businesses in the San Fernando Mall.

The installation of the Smart Meters took place between March 17 and March 19. In total, 91 smart meters were deployed. This project replaced 72 coin meters in the San Fernando Mall between Brand Boulevard and Kalisher Street, with the remaining 19 smart meters installed around the Civic Center along Newton Street and Fourth Street. The meters were successfully installed with assistance from an IPS technician, Public Works personnel, and Community Service Officers (CSOs). This marked the completion of phase two of the project.

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Responsibility for parking meter maintenance transitioned from the Water Department to the Police Department's Parking Enforcement Division. Water personnel trained Parking Enforcement officers (CSOs) in basic meter troubleshooting, while Public Works coordinated additional training with IPS technicians on the company's data management and enforcement software. Going forward, the Public Works department will be responsible for the contract administration and financial tracking of the meters. The Police Department will be in charge of the ordering of supplies, enforcement, collections, and maintenance.

Additionally, approximately 16 parking meters citywide were identified as noncompliant with California's AB413, also known as the Day Lighting Law, which prohibits parking within 20 feet of a crosswalk, whether marked or unmarked. A Day Lighting Task Force consisting of Public Works and Police Department personnel is leading the law's implementation. This includes removing noncompliant meters, grinding down parking stalls, conducting public education, and enforcing parking regulations.

Recent actions include the beginning of the project's third phase. This has consisted of the removal of 17 non-compliant daylighting meters. Future actions include the grinding down of parking stalls and the painting of red curbs at key intersections in compliance with California's day lighting law. Additionally, the purchase of new smart meters to complete the Mall area and the Civic Center.

Next City Council Action: No Council action required at this time.

Tentative Completion Date: Phase 2 was completed on March 19, 2025. Phase 3 will be tentatively completed by Summer 2025.

Staff Project Lead: Isabella Tapia

Title: Outdoor Dining in the Public Right of Way

Description: In coordination with Community Development, proposed ordinances have been developed to allow outdoor dining on private property and within the public right of way. The new outdoor dining program aims to promote pedestrian-friendly, community-focused design while supporting local businesses.

Status: On June 15, 2020, the City Council ratified Executive Order No. 2020-06-12, temporarily allowing outdoor dining permits on public sidewalks in commercial zones during the COVID-19 pandemic. Public Works issued over 30 permits citywide, with the last permit issued on June 3, 2022. The temporary program ended following the termination of Los Angeles County's local public health emergency on March 31, 2023.

In the FY 2023-2024 Adopted Budget, Community Development established an objective to create a permanent outdoor dining program to encourage pedestrian activity, foster community-oriented spaces, and support economic recovery. This objective was carried over into the FY 2024-2025 Adopted Budget, with ongoing efforts to formalize the program.

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The First reading of the ordinance was presented to City Council on May 5, 2025. The City Council directed staff to edit the ordinance to prohibit the service and consumption of alcohol on the Public Right of Way. With that direction to City Staff, the City Council unanimously passed the First Reading. City Staff edited the Ordinance and application per City Council direction. On March 19, 2025, the second reading of the ordinance was approved by City Council.

Next steps include sending out letters to restaurants interested in participating in the program. These letters will include information on the ordinance, link to the City webpage, and information on the application. Being that the application is calendar year, for 2025 there will be a prorated fee.

Next City Council Action: No City Council action at this time.

Tentative Completion Date: Ongoing.

Staff Project Lead: Isabella Tapia

Title: Implementation of California Daylighting Law

Description: “Daylighting” refers to the practice of improving visibility at intersections by removing obstructions (like parked vehicles) near crosswalks and corners. In California, daylighting laws (such as those implemented under Assembly Bill (AB) 413, signed in 2023) require that motor vehicles must not park within 20 feet of a crosswalk or intersection to enhance pedestrian safety and visibility. The goal is to prevent cars from blocking the view of pedestrians and oncoming traffic, thereby reducing collisions, especially those involving pedestrians and cyclists.

Project Goals (Daylighting Implementation for Parking Management)

- Improve pedestrian and traffic safety at intersections citywide.
- Ensure compliance with California daylighting requirements (AB 413).
- Reduce pedestrian-related collisions at crosswalks and curb corners.
- Educate the public about the importance of daylighting and new parking regulations.

Project Scope

Assessment & Data Collection

- Conduct a citywide audit of intersections and crosswalks where parked vehicles currently encroach within 20 feet of corners.
- Prioritize high-traffic or high-incident areas.

Design & Planning

- Design daylighting zones using paint, bollards, planters, curb extensions, or signage.
- Identify alternative uses for newly freed curb space (e.g., bike parking, greenery, loading zones).

Policy & Regulatory Alignment

- Update municipal parking regulations, curb painting standards, and enforcement protocols.
- Align with California law and adopt any local ordinances needed.

Implementation

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- Remove or restrict parking in daylighting zones.
- Paint curbs red (or other local marking) to indicate no-parking zones near select crosswalks.
- Install signage or physical barriers (like flexible bollards or planters).

Community Outreach

- Educate residents, drivers, and businesses about the purpose and benefits.
- Share enforcement timelines and provide grace periods if needed.

Monitoring & Evaluation

- Measure improvements in visibility, compliance, and collision data post-implementation.
- Adjust plans based on feedback and performance.

Status:

As part of the City's ongoing efforts to ensure compliance with California law under AB 413, City staff recently removed 17 noncompliant parking meters across various locations. Community Service Officers (CSOs) began issuing citations to vehicles in violation starting on May 1, 2025. In response, the City has expedited implementation of the compliance plan.

Upcoming actions include grinding down noncompliant parking stall markings and painting red curbs at key intersections. The locations selected for this first phase were prioritized based on the presence of the removed noncompliant meters.

The second phase will involve the continued, incremental rollout of red curb painting and stall grinding at additional high-priority areas throughout the City.

Next City Council Action: No City Council action anticipated.

Tentative Completion Date: Ongoing.

Staff Project Lead: Rodrigo Mora and Isabella Tapia

Police Department.

Title: Police Station Cameras and Parking Lot Security Improvement Project

Description: The San Fernando Police Department is enhancing its station security through the 2022 Urban Area Security Initiative (UASI) Grant, a federal program under the Department of Homeland Security aimed at strengthening local communities against potential threats. Grant-funded activities are restricted to UASI National Priorities, including the protection of soft targets and crowded places. These improvements include installing additional cameras in critical unmonitored areas and upgrading the resolution of existing cameras for better coverage. Additionally, the outdated access control system will be replaced with a modern key fob system, enhancing security by tracking and restricting access to designated areas, ensuring only authorized personnel can enter. This upgrade also enables the department to limit or revoke access for separated employees, preventing them from entering restricted areas.

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This project also includes improving security for the Police Department parking areas. The Detective Parking Lot is currently ungated and vulnerable to tampering and break-ins, with multiple incidents of unauthorized individuals loitering or entering the lot. Unauthorized vehicles also frequently block the lot's entrance, delaying emergency responses. Installing a controlled access gate will prevent unauthorized individuals from entering and obstructing the lot, thereby improving safety for both sworn officers and civilian personnel. To further secure the area, a guardian-style wrought iron fence will be installed atop the existing five-foot cinderblock wall and a mesh screen will be added to the gate will protect officers and vehicles from being observed, especially when officers are transporting firearms or arrestees

The budget allocation for the Police Station Cameras/Access Control project is \$114,408 from grant funds. The budget allocation for the Parking Lot Security Improvement project is \$89,982 from grant funds.

Status: The City Council approved a contract amendment with BearCom on November 18, 2024. Work on the project began in late November and is in the final stages of implementation.

Parking Lot Security Improvement Project – Staff has received the UASI 2024 Subaward Agreement from the City of Los Angeles and will request City Council approval of the contract in July 2025. Once the agreement is approved and executed, staff will proceed with a notice inviting bids for the project.

Next City Council Action: No additional City Council action required for the Police Station Cameras/Access Control Project.

Parking Lot Security Improvement Project – Approve the 2024 UASI Subaward.

Tentative Completion Date: Police Station Cameras/Access Control, Completed May 2025; Parking Lot Security Improvement Project, December 2027.

Staff Project Lead: CJ Chiasson

Title: Police Officer Staffing Update

Description: During the FY 2024-2025 Budget Process, the City Council approved a recurring budget enhancement of \$40,000 for a Police Corporal Program to support the Department's succession planning. Additionally, the City Council approved a one-time enhancement of \$15,000 to boost recruitment efforts (including background investigations, polygraphs, psychological evaluations) aimed at filling personnel vacancies.

Status: Currently **30 sworn police officer positions are filled**, with two (2) officers currently in field training. **Staff is currently processing several applicants and putting prospective candidates into the background process. Additionally, 2 Reserve officers were recently hired and on-boarded and are currently going through their training process.**

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Candidates for the Commander position have completed the recruiting and testing process. One (1) Commander promotion was made and the second promotion will be forthcoming. **The application for Sergeant is now closed and testing will be under way very soon in order to establish an eligibility list.**

Next City Council Action: No additional City Council action required.

Tentative Completion Date: Ongoing

Staff Project Lead: CJ Chiasson

Title: Mental Health Clinician Program

Description: This program will provide comprehensive mental health services to address crises related to mental health disorders, substance abuse, and homelessness. The initiative includes staffing mental health professionals who will accompany officers to provide specialized assistance in handling mental health crises, and enhancing overall public safety efforts.

The City's partnership with Hope the Mission includes a 10-month contract to provide these services, with a total program budget of \$512,165. This funding covers clinician services, homeless outreach, marketing, and transportation costs.

Status: On December 4, 2023, the City Council accepted Department of Health and Human Services Substance Abuse and Mental Health Services Administration (SAMHSA) Grant funds in the amount of \$757,583 for a Mental Health Clinician Program. On October 21, 2024, the City Council approved a contract with Hope the Mission (HTM) for de-escalation training for officers, crisis intervention support during calls for service, case follow-up, and community engagement to raise awareness of mental health resources. The Department has worked with Hope the Mission to solidify partnership protocols. Training on protocols will begin the week of February 3, 2025.

A Hope the Mission representative attended the February 3, 2025 City Council meeting and provided an overview of the objectives for the Mental Health Clinician Program. Representatives from the organization will return in March to introduce the Mental Health Clinicians who will be working with the program. **Hope the Mission personnel are onsite at the Police Department a minimum of two (2) days per week.**

Next City Council Action: No additional City Council action is required.

Tentative Completion Date: September 29, 2025

Staff Project Lead: Jen Spatig

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Title: UASI EOC 2023

Description: The San Fernando Police Department is enhancing its Emergency Operations Center through the 2023 Urban Area Security Initiative (UASI) Grant, a federal program under the Department of Homeland Security aimed at strengthening local communities against potential threats. Grant-funded activities are restricted to UASI National Priorities, including the protection of soft targets and crowded places. These improvements include information technology upgrades and equipment procurement to best serve the community during emergencies.

Status: On April 8, 2024, the City was granted a sub-award through the Department of Homeland Security from the City of Los Angeles for information technology upgrades to the Emergency Operations Center. The \$23,000 grant will allow for critical upgrades to the EOC. As the EOC is the central hub for operations during all critical incidents, these upgrades will ensure timely responses and coordination during events.

Next City Council Action: No additional City Council action is required.

Tentative Completion Date: October 1, 2025

Staff Project Lead: CJ Chiasson

Recreation & Community Services.

No updates provided.

Administrative Services.

Title: Enterprise Resource Planning Software (Finance System)

Description: The City's current financial system, Tyler Eden, will no longer be supported effective March 2027. In preparation, Staff will focus on awarding a professional services agreement and initiating implementation for replacement of the Project goals for Phase I of this transition will focus primarily on development of General Ledger – Financials and data migration. Through the Adopted Fiscal Year 2024-2025 Budget, the City Council approved funding for system replacement for \$100,000 towards implementation expenses and \$40,000 in ongoing software subscription costs.

Status: Staff held initial demonstrations with three (3) software vendors specializing in municipal government financial systems in June and July. Based on evaluations, two (2) vendors were invited to present onsite in August and September. The City Council approved a contract for award of software and implementation services with Tyler Technologies ERP at the November 18, 2024 meeting. Staff conducted a project kick off call with Tyler Technologies conducted on March 19, 2025, which identified the project timeline, resources needed on both

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the City and vendor's side, as well as review of the multi-phased implementation. The City's test environment deployment has been completed, and regular weekly meetings will be held to provide project status updates, identify tasks, action items, as well as deliverables, and maintain project timelines and schedules.

Next City Council Action: Additional hardware may be required compatible with the new software system (e.g. AP/Payroll check printer, check scanner/receipt printer, cashiering drawers, barcode scanners, etc.). Staff will include resource needs through the Fiscal Year 2025-2026 Budget process.

Tentative Completion Date: The testing environment for the new system has been deployed and initial project implementation meetings scheduled with an official project kickoff scheduled to begin April 2025. Implementation time is anticipated to take up to 24 months across three (3) phases: Phase 1 – Financials; Phase 2 – Utility Billing; and Phase 3 – Human Resources/Payroll. Tyler Technologies will stop supporting the existing financial software on March 1, 2027, so it is critical that City Staff stay ahead of the deadline for full completion of the project.

Staff Project Lead: Art Ziyalov

Title: Update on City's OPEB/Pension Liabilities

Description: The City provides full-time employees with a defined benefit pension through the California Public Employee's Retirement System (CalPERS) and pays other post-employment benefits (OPEB) to certain retirees or a group of retirees for health care costs. City Council has requested an informational presentation on OPEB actuarial report and related investments from the City's financial advisor.

Status: Staff is in coordination with the City's actuarial services consultant, Foster & Foster, in the development of the updated valuation reporting for the fiscal year ending June 30, 2025. Initial data is being provided to the consultant, which is being used to generate reporting and disclosure issues and assists the City with understanding the financial statement impact, the effect of actuarial assumptions and methodology, development of funding policies and recommended contributions, and a review of the plan design.

Next City Council Action: A presentation was provided to the City Council at the meeting on February 21, 2025. An appropriation of \$724,340 was approved through the Fiscal Year 2025-2026 Budget to continue to pre-fund Retiree Medical expenses (OPEB) with direction to staff to schedule OPEB presentation to Council in August 2025.

Tentative Completion Date: August 4, 2025

Staff Project Lead: Erica Melton

Receive and File Status Updates for Enhancements, Projects, and City Council Priorities

Page 36 of 36

BUDGET IMPACT:

There is no additional budget impact to receiving and filing this status report. All reported enhancements, projects, and priorities currently have sufficient funding as appropriated through the Fiscal Year 2025-2026 Adopted Budget.

CONCLUSION:

It is recommended that the City Council receive and file this status update on enhancements, projects and City Council priorities and provide direction, as appropriate.

ATTACHMENTS:

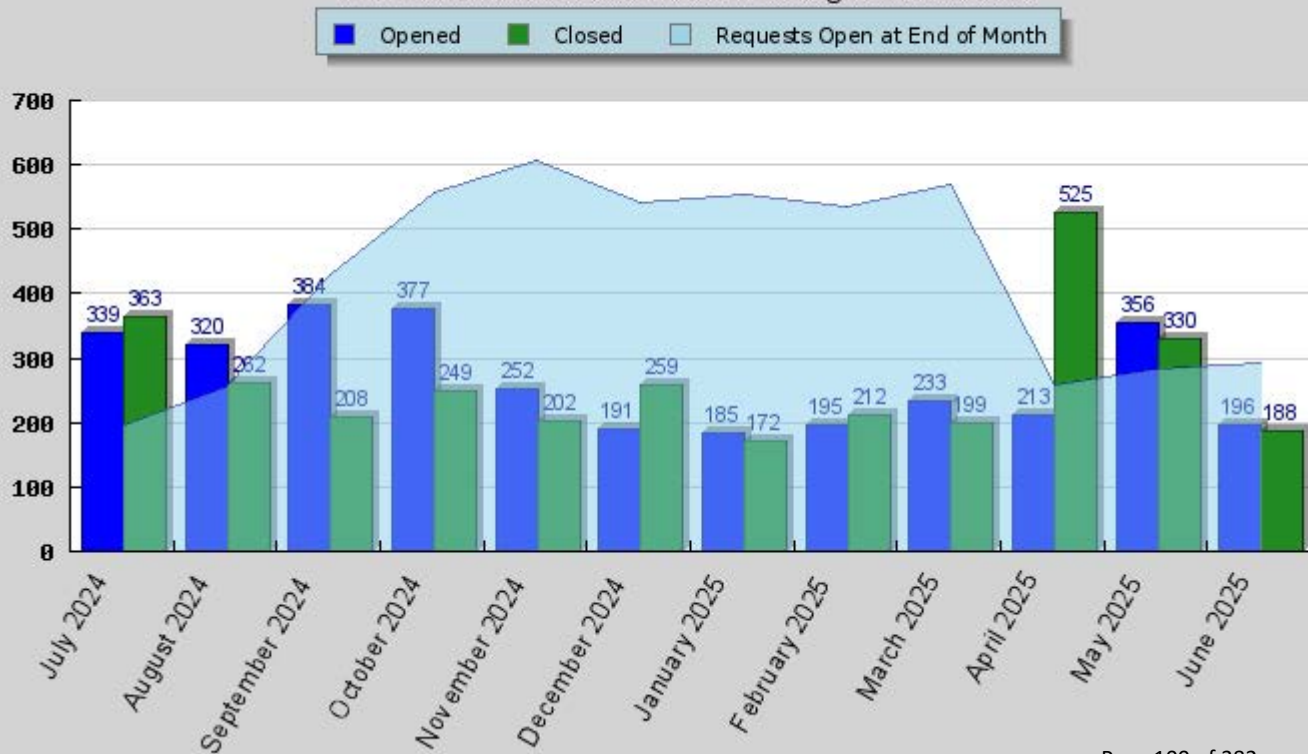
- A. My San Fernando App Work Order Reports
- B. ARPA – Expenditure Plan & Status Report
- C. Expiring Contracts
- D. Housing Programs Monthly Reports
- E. Legislative Advocacy Updates

One Year Analysis of Opened Requests
Ending June 2025

| | 24-Jul | 24-Aug | 24-Sep | 24-Oct | 24-Nov | 24-Dec | 25-Jan | 25-Feb | 25-Mar | 25-Apr | 25-May | 25-Jun | Total |
|---------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------------|
| Community Development | | | | | | | | | | | | | |
| Building Code Violation | 13 | 15 | 16 | 23 | 25 | 4 | 4 | 3 | 7 | 2 | 10 | 5 | 127 |
| Homelessness Outreach | 21 | 12 | 17 | 37 | 8 | 9 | 13 | 6 | 12 | 15 | 26 | 4 | 180 |
| Property Maintenance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total - Community Development | 34 | 27 | 33 | 60 | 33 | 13 | 17 | 9 | 19 | 17 | 36 | 9 | 307 |
| Police | | | | | | | | | | | | | |
| Abandoned Vehicle | 6 | 13 | 10 | 9 | 7 | 3 | 1 | 3 | 2 | 11 | 9 | 4 | 78 |
| Illegal Fireworks | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 6 |
| Total - Police | 6 | 13 | 10 | 9 | 7 | 3 | 1 | 3 | 2 | 11 | 9 | 10 | 84 |
| Public Works | | | | | | | | | | | | | |
| Bus Stop/Shelter Maintenan | 0 | 0 | 3 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 6 |
| City Trees | 9 | 8 | 14 | 12 | 6 | 19 | 9 | 3 | 0 | 3 | 14 | 6 | 103 |
| Graffiti and Sign Posting on I | 82 | 95 | 93 | 70 | 39 | 27 | 40 | 33 | 70 | 47 | 95 | 51 | 742 |
| Graffiti on Private Property | 54 | 49 | 61 | 89 | 55 | 49 | 32 | 43 | 61 | 50 | 62 | 29 | 634 |
| Illegal Dumping and Litter | 99 | 90 | 98 | 86 | 71 | 47 | 54 | 62 | 38 | 51 | 86 | 56 | 838 |
| Park Maintenance | 2 | 1 | 15 | 3 | 2 | 2 | 0 | 4 | 5 | 3 | 6 | 7 | 50 |
| Sidewalk Repair | 11 | 6 | 18 | 23 | 4 | 4 | 0 | 5 | 4 | 6 | 20 | 8 | 109 |
| Storm Drain and Flooding | 0 | 4 | 0 | 3 | 0 | 1 | 2 | 2 | 0 | 0 | 0 | 0 | 12 |
| Street Lighting | 15 | 12 | 18 | 9 | 24 | 12 | 18 | 22 | 10 | 12 | 12 | 8 | 172 |
| Street Repair | 8 | 6 | 11 | 5 | 6 | 7 | 1 | 4 | 9 | 6 | 4 | 5 | 72 |
| Street Signage | 17 | 7 | 2 | 4 | 3 | 2 | 4 | 0 | 9 | 3 | 3 | 4 | 58 |
| Traffic Signal | 2 | 2 | 8 | 4 | 2 | 5 | 5 | 5 | 6 | 4 | 8 | 3 | 54 |
| Total - Public Works | 299 | 280 | 341 | 308 | 212 | 175 | 167 | 183 | 212 | 185 | 311 | 177 | 2850 |
| All Topics | | | | | | | | | | | | | |
| Total All Topics | 339 | 320 | 384 | 377 | 252 | 191 | 185 | 195 | 233 | 213 | 356 | 196 | 3241 |

Open Vs. Closed Requests by Month

For Date Period 07/01/2024 through 06/30/2025



ARPA Expenditure Plan & Status Report

| ITEM | STATUS | PROJECT/PROGRAM | BUDGETED | SPENT | CONTRACTED |
|--------------|-------------|--|------------------|---------------------|---------------------|
| 1 | Complete | Annual Street Repavement - Phase II | 1,007,232 | 1,007,232 | - |
| 2 | Complete | COVID-19 Relief/Response Reimbursement | 205,940 | 205,940 | - |
| 3 | Complete | Layne Park Revitalization Project | 200,000 | 200,000 | - |
| 4 | Complete | Council Chambers/AV Upgrade | 24,981 | 24,981 | - |
| 5 | In Progress | Upper Reservoir Project | 850,000 | 754,588 | 95,413 |
| 6 | In Progress | Homeless Outreach Services | 300,000 | 179,723 | 120,277 |
| 7 | Complete | Pioneer Park Project | 255,235 | 255,235 | - |
| 8 | In Progress | Downtown Master Plan | 250,000 | 152,391 | 97,609 |
| 9 | Complete | Annual Street Repavement - Phase III | 250,000 | 250,000 | - |
| 10 | In Progress | Technology Improvements | 179,845 | 31,171 | 148,674 |
| 11 | In Progress | Las Palmas & Rec Park Generator Project | 150,000 | 110,061 | 39,939 |
| 12 | In Progress | City Mobile App - Virtual San Fernando | 148,200 | 68,407 | 79,793 |
| 13 | Complete | Feasibility Study - New City Park Space | 49,592 | 49,592 | - |
| 14 | In Progress | Sidewalk Repairs | 1,016,433 | 91,283 | 917,648 |
| 15 | In Progress | First Time Home Buyer & Rehab Loan Program Revol | 50,000 | - | 50,000 |
| 21 | In Progress | Bus Shelter Project | 114,939 | - | 114,939 |
| 16 | In Progress | Las Palmas HVAC Project | 399,848 | 115,568 | 284,280 |
| 17 | Complete | Citywide Curb Repainting | 200,000 | 200,000 | - |
| 18 | Complete | City Hall Beautification | 99,770 | 99,770 | - |
| 19 | In Progress | Park IT Server Room Transition | 46,070 | 36,757 | 9,313 |
| 20 | Complete | Wifi at LP & Recreation Park w/Computer Rooms | 20,254 | 20,254 | - |
| Total | | | 5,818,339 | \$ 3,852,952 | \$ 1,957,885 |

NOTE: All funds have been fully contracted by December 31, 2024, per ARPA guidelines. Staff will continue to report on expenditures through the December 31, 2025.

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

ATTACHMENT "C"

| Contract No. | Effective Date | Expiration Date | Company name | Description of Services | Contract Amount | Extendable | Approved By CC or Admin | Dept. | Procurement Process | Notes |
|--------------|----------------|-----------------|--|---|---|-------------------------|-------------------------|-------|-------------------------|--|
| 2352 | 4/17/2025 | 7/4/2025 | Sky Elements Drone Show | Independence Day Festival Drone Show | \$60,000.00 | NA | CC | RCS | RFQ | |
| 2370 | 6/18/2025 | 7/30/2025 | Golden Bell Products | Apply INSECTA for Sewer Roach Control | \$21,034.00 | - | Admin | PW | Informal | |
| 2271(a) | 2/26/2025 | 7/31/2025 | Gladwell Governmental Services Inc | First Amendment for Records Retention Schedule Update | \$9,250.00 | - | Admin | CLK | Increasing compensation | |
| 2284(a) | 4/28/2025 | 7/31/2025 | Carrier Corporation | First Amendment to HVAC Upgrades and Roof Replacement at Las Palmas Park (Sourcewell Contract No. 070121-CAR) | \$385,225.00 | - | Admin | PW | Extending term | NTP on 1/3/2025, complete w/in 60 working days |
| 2091 | 8/1/2022 | 8/1/2025 | Tom Brohard and Associates | Traffic Engineering Services | \$295/hr | (2) one-year extensions | CC | PW | | |
| 2094 | 8/1/2022 | 8/1/2025 | Paramount Management Group | ATM Site Service at City Hall | - | 1-yr auto renew | Admin | PW | | |
| 2369 | 6/17/2025 | 8/23/2025 | Rik Cantu - SideTracs Entertainment | Summer Concert 2025 | \$2,500.00 | - | Admin | RCS | Informal | |
| 2229 | 10/1/2023 | 8/31/2025 | State of California Natural Resources Agency | Grant Agreement for the Urban Greening Grant Program for the Carlisle Green Alley Project between Pico St. and O'Melveny Ave. | \$3,482,535.00 | Yes | Admin | ADM | | |
| 2287 | 9/1/2024 | 9/1/2025 | Habitat for Humanity of Greater Los Angeles (Habitat LA) | Administer a Home Rehabilitation Program | \$50,000 per yr | (2) one-yr extensions | CC | CD | | |
| 2348 | 3/25/2025 | 9/25/2025 | Kelly Associates Management Group | City Council Team Building Services | \$6,500, plus add'l services approved by City | - | Admin | CMO | | |
| 2291 | 9/16/2024 | 9/30/2025 | State of California - Office of Traffic Safety (OTS) | Selective Traffic Enforcement Program (STEP) | \$74,000.00 | - | CC | PD | Grant | |
| 2321 | 11/18/2024 | 9/30/2025 | California Arts Council | Standard Agreement for Master Mariachi Apprentice Program (MMAAP) | \$16,203.00 | - | CC | RCS | Not Applicable | Replace signature following CAC signing |

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

As of 01/23/2024

| | | | | | | | | | | |
|------|-----------|-----------|--|---|-------------|---|-------|-----|------|--|
| 2373 | 6/25/2025 | 9/30/2025 | Alberto's Hair Salon Attn: Lupita Gonzalez | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: VWHDPCASUUD8) for Pressure wash, plaster, sand and paint; Large planters; Awning installation | \$10,000.00 | - | Admin | CMO | CDBG | |
| 2374 | 6/23/2025 | 9/30/2025 | Alfonso's Furniture Attn: Esteban Polanco | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: VM8VH4RVLTM8) for Signage, Green Wall, Paint and structural modifications | \$10,000.00 | - | Admin | CMO | CDBG | |
| 2375 | 6/23/2025 | 9/30/2025 | Dorado Home Furniture Attn: Kevin Paredes | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: LTERTK96T855) for Security cameras, Anti-graffiti film, and Sign | \$9,500.00 | - | Admin | CMO | CDBG | |
| 2376 | 6/23/2025 | 9/30/2025 | El Rinconcito de los Raspados Naturales Attn: Dinora Mejia | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: INC-GSAFSD10653473) for Signage, Large Planters, Anti-graffiti film | \$6,580.00 | - | Admin | CMO | CDBG | |
| 2377 | 6/23/2025 | 9/30/2025 | Elite Fitness Club Attn: Mark Musonge | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: INC-GSAFSD10645887) for Sign, Large planters, Anti-graffiti film | \$4,900.00 | - | Admin | CMO | CDBG | |
| 2378 | 6/23/2025 | 9/30/2025 | Lola's Kitchen Attn: Theresa Granados | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: V1KGP41ZGWP7) to Replace awning, Patch and paint storefront, Anti-graffiti film | \$10,000.00 | - | Admin | CMO | CDBG | |
| 2379 | 6/23/2025 | 9/30/2025 | Faro Enterprise, Inc. dba Magaly's Tamales Attn: Alfredo Gonzalez | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: U7J6A6H77BFS) for Anti-graffiti film, Security camera system, Planters, and Mural | \$10,000.00 | - | Admin | CMO | CDBG | |
| 2380 | 6/23/2025 | 9/30/2025 | Mercado Las Palmas and Restaurant Attn: Brianda Lopez | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: INC-GSAFSD11882780) for Paint, Sign, and Awning/wall mount | \$10,000.00 | - | Admin | CMO | CDBG | |
| 2381 | 6/23/2025 | 9/30/2025 | No Sabo Attn: David Aguirre | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: LECWG7MX35U5) to Replace awning, Paint, Planters, Graffiti removal | \$9,990.00 | - | Admin | CMO | CDBG | |

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

As of 01/23/2024

| | | | | | | | | | | |
|------|-----------|-----------|--|---|-------------|-----------------------------|-------|-----|------|--|
| 2382 | 6/23/2025 | 9/30/2025 | The Discovertee Attn: Andrew Mena | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: G195UWPAEPC6) for Sign, Exterior paint, Security Cameras, and Awnings | \$9,600.00 | - | Admin | CMO | CDBG | |
| 2383 | 6/26/2025 | 9/30/2025 | La Orquidea Flower & Bridal Attn: Ana Cecilia Elias | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: TMPLUCDSYZB5) for Sign, Paint and wall repair, Plants, Security cameras, Window shades | \$8,098.00 | - | Admin | CMO | CDBG | |
| 2384 | 6/25/2025 | 9/30/2025 | Surge Los Angeles Dance Studio Attn: Lindsay Krull | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: TWSYP4KTGQW1) for Sign, Fix pillars, Anti-graffiti film, and Security cameras | \$6,700.00 | - | Admin | CMO | CDBG | |
| 2385 | 6/25/2025 | 9/30/2025 | Analia's Boutique Attn: Cesar Rodriguez | Small Business Grant Assistance Program for Sign; Paint; Awning; Plants; Security cameras | \$8,518.00 | - | Admin | CMO | CDBG | |
| 2386 | 6/25/2025 | 9/30/2025 | Fiesta Furniture Attn: Victor Ceballos | Small Business Grant Assistance Program for Sign; Paint and repair wall; Awning; Plants; and Security cameras | \$10,000.00 | - | Admin | CMO | CDBG | |
| 2387 | 6/25/2025 | 9/30/2025 | Protein Stop Attn: Ramon Vasquez | Small Business Grant Assistance Program for Sign; Awning; Planters; Security cameras | \$8,278.00 | - | Admin | CMO | CDBG | |
| 2388 | 6/25/2025 | 9/30/2025 | Fosters Freeze Attn: Nora Osorio | Small Business Grant Assistance Program (Unique Entity Identifier (UEI) Number: CV5WLRYPJF8Z9) for Paint, plants, anti-graffiti film and other architectural upgrades; and Sign | \$10,000.00 | - | Admin | CMO | CDBG | |
| 2389 | 6/26/2025 | 9/30/2025 | Panaderia Attn: Graciela Vega | Small Business Grant Assistance Program for Sign and Awnings | \$9,988.10 | - | Admin | CMO | CDBG | |
| 2390 | 6/26/2025 | 9/30/2025 | Earl's Automotive Attn: Eugene Demaria | Small Business Grant Assistance Program for Sign and Paint | \$10,000.00 | - | Admin | CMO | CDBG | |
| 2391 | 6/26/2025 | 9/30/2025 | Lotus Bakery Attn: Pinkas Farid (Alex) Farivar | Small Business Grant Assistance Program for Awning; Paint; and Plants | \$9,950.00 | - | Admin | CMO | CDBG | |
| 2392 | 6/26/2025 | 9/30/2025 | Maclay Cleaners Attn: Napoleon Yohanna | Small Business Grant Assistance Program for Sign; Anti-graffiti film; and Security cameras | \$7,500.00 | - | Admin | CMO | CDBG | |
| 2209 | 10/4/2023 | 10/4/2025 | Symbium | Master Licensing Agreement for automatic solar processing | \$0.00 | Auto Renewal annually | Admin | CD | | Approved by Director, routed to Clerk to index |

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

As of 01/23/2024

| | | | | | | | | | | |
|---------|------------|------------|---|--|----------------------------------|-------------------------|-------|-----|----------------|---|
| 2302 | 10/9/2024 | 10/9/2025 | I Ramirez Corp | On-Call Street and Sidewalk Repair Services for Water Division | \$4,800 no more than \$24,999/yr | (2) 1-yr extensions | Admin | PW | | |
| 2300 | 10/21/2024 | 10/21/2025 | Home Again LA | Provide Comprehensive Homesless Services | \$157,200.00 | - | CC | CD | | |
| 2307 | 10/21/2024 | 10/21/2025 | Fernandeño Tataviam Band of Mission Indians | Access and Use of Cindy Montañez Natural Park | \$0.00 | 1-yr per CC Review | CC | RCS | | |
| 2298 | 9/25/2024 | 10/25/2025 | J&B Landscaping | FY 2024-2025 Neighborhood Clean-Up! Program | \$25,000.00 | (2) one-yr extensions | Admin | CD | | |
| 2299 | 10/21/2024 | 11/5/2025 | North Valley Caring Services | Provide Comprehensive Homeless Services | \$175,000.00 | | CC | CD | | |
| 2205(a) | 12/4/2024 | 12/5/2025 | Initiating Change in Our Neighborhoods Community Development Corporation (ICON CDC) | First Amendment to MOU to Provide Free Services to entrepreneur and Small Business Owner in the City (Extension of term) | \$0.00 | Extend (1) one yr terms | Admin | ADM | Not Applicable | |
| 2046(a) | 1/23/2025 | 12/6/2025 | GMU Pavement Engineering Services | First Amendment to Pavement Design Services | \$450,000.00 | (1) one yr extensions | CC | PW | Extending term | |
| 2044(b) | 2/20/2025 | 12/6/2025 | CWE | Secoend Amendment to Water and Wastewater Engineering Services | \$1,000,000.00 | (1) one yr extensions | Admin | PW | Extending Term | |
| 2107(a) | 10/12/2023 | 12/31/2025 | RJM Design Group | First Amendment for Design of Las Palmas Park Revitalization Project (Extending Term) | \$490,121.00 | - | Admin | RCS | | |
| 2147(c) | 12/30/2024 | 12/31/2025 | Dudek | Third Amendment for Downtown Master Plan | \$297,675.00 | Yes | Admin | ADM | Extending Term | |
| 2328 | 1/1/2025 | 12/31/2025 | The Language Pros | Language Services | \$25,000 annually | (4) 1-yr extensions | CC | CLK | RFP | |
| 2231 | 1/25/2024 | 1/31/2026 | Governor's Office of Planning and Research - Adaptation Planning Grant Program | Standard Agreement for funding towards General Plan and Climate Action and Resilience Plan (CARP) Phase 2 (OPR23125) | \$599,918.18 | add'l 6 months | Admin | CD | | Work must be completed within 30 month of executing agreement |
| 2366 | 6/2/2025 | 1/31/2026 | Norman A. Traub and Associates | Workplace Investigation Services | \$18,820.00 | - | Admin | PD | RFQ | |
| 2133 | 2/6/2023 | - | San Fernando Community Hospital dba San Fernando Community Health Center (SFCHC) | Letter Agreement to Consent to Alterations of property located at 732 Mott St. for the installation and operation of Solar Energy Generation | - | - | CC | ADM | | Added to Contract Folder No. 1898 |

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

As of 01/23/2024

| | | | | | | | | | | |
|---------|------------|-----------------------------------|--|--|--------------|-------------------------|-------|--------|----------------------|--|
| 2133(a) | 2/6/2023 | - | Tenant: San Fernando Community Hospital dba San Fernando Community Health Center (SFCHC) Provider: Collective Energy Development, LLC | Disclaimer Agreement agreeing System (Solar Energy Generation) and all components are the personal property of Provider | \$10.00 | - | CC | ADM | | Added to Contract Folder No. 1898 |
| 2143 | 3/22/2023 | - | Rina Cano, Owner | Repealed & replaced with Contract No. 2159 Settlement Agreement and General Release - Rina Cano, 1425 Griffith St. - Sewer Lateral | - | - | Admin | PW | | MANDATORY 50 YR RETENTION (YEAR 2073) |
| 2159 | 5/22/2023 | - | Rina Cano, Owner | Replacement & Substitution of Settlement Agreement and General Release of Contract No. 2143 - Rina Cano, 1425 Griffith St. - Sewer Lateral | - | - | Admin | PW | | MANDATORY 50 YR RETENTION (YEAR 2073) |
| 2174 | 6/20/2023 | - | North Valley Caring Services | Transfer Agreement and Waiver and Release - Vehicle Donation | - | - | CC | CD | | Filed w Contract No. 2148 |
| 2200 | 9/18/2023 | - | .Gov Domain Registration c/o Verisign, Inc. | .GOV Domain Name for City of San Fernando (Mailed letter) | - | - | Admin | FIN/IT | | |
| 2282 | 8/5/2024 | - | Kroger Opioids Implementation Administrator | New National Opioid Settlement | \$75,000.00 | - | CC | CA | | |
| 2316 | 11/18/2024 | 30 days from NTP | R.C. Becker Inc. | Bus Shelter Construction Project, Job No. 7609 | \$382,541.73 | - | CC | PW | Notice Inviting Bids | |
| 2264 | 7/1/2024 | 418 days from NTP | Brightly Software Inc. | Citywide Facility Condition Assessment Consulting Services (Sourcewell Contract Reference No. 090320-SDI) | \$27,222.00 | - | CC | PW | | Commence w/in 3 calendar days of NTP, and completed w/in 418 days from NTP |
| 2350 | 4/7/2025 | 5-yr term Auto-renew indefinitely | County of Los Angeles - Department of Public Health | Public Health Services (Contract No. PH-005655) | \$0.00 | auto renew indefinitely | CC | CMO | NA | 4/23/2025: Replace signature page when LA County signs |

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

As of 01/23/2024

| | | | | | | | | | | |
|------|------------|---|--|---|--------------|---|-------|-----|----------------|---|
| 2225 | 2/20/2024 | Commence w/in 10 calendar days of NTP, work shall be completed by 45 working days | Zetroc Electric, LLC | New Generator Installation at Las Palmas Park and Recreation Park (Sourcewell Number 092222-GNR) | \$121,475.00 | - | CC | PW | | Commence w/in 10 calendar days of NTP, work shall be completed by 45 working days |
| 2252 | 6/4/2024 | Final Approval by City | Ojos Locos Sports Cantina (Applicant) and Impact Sciences Inc. (Consultant) | Preparation of Environmental Review Documents (CEQA) at 104 S. Maclay Ave (Project #SPR2024-007) | \$0.00 | - | Admin | CD | | |
| 2254 | 6/12/2024 | Final Approval by City | Aszkenazy Development Inc. (Applicant) and Kimley-Horn and Associates, Inc. (Consultant) | Preparation of Environmental Review Documents (CEQA) at 208 Jessie Street | \$0.00 | - | Admin | CD | | |
| 2273 | 7/19/2024 | Final Approval by City | Midland Contractors Inc (Applicant) and Chambers Group Inc (Consultant) | Agreement for the Preparation of Environmental Review Documents Project Location: 833 N. Brand Blvd; Project # SPR2024-001 | \$0.00 | - | Admin | CD | | |
| 2296 | 9/18/2024 | Final Approval by City | Karnail Chand & Saroj B Trs (Applicant) and Chambers Group Inc. (Consultant) | Preparation of Environmental Review Documents (CEQA) at 228 Jessie St. APN: 2519-020-011 (Project #SPR2023-053) | \$0.00 | - | Admin | CD | | |
| 2313 | 11/18/2024 | Final Approval by City | Midland Contractors Inc (Applicant) and Chambers Group Inc (Consultant) | Preparation of Environmental Review Documents (CEQA) at 319 N. Hagar Street, APN: 2520-022-011 | \$0.00 | - | Admin | CD | Not Applicable | |
| 2327 | 11/22/2024 | Final Approval by City | San Fernando Recovery (Applicant) and Chambers Group Inc (Consultant) | Agreement for the Preparation of Environmental Review Documents (CEQA) Project Location: 732-762 Griswold | \$0.00 | - | Admin | CD | Not Applicable | |
| 2351 | 4/8/2025 | Final Approval by City | CFA Corp (Applicant) and Kimley Horn (Consultant) | Preparation of Environmental Review Documents at 603 San Fernando Road | \$0.00 | - | Admin | CD | NA | |
| 2001 | 10/18/2021 | indefinite | California Community Economic Development Association (CCEDA) | Implement local micro and small business grant program, and technical assistance to support the City's economic development | \$25,000.00 | | | RCS | | LOCATE ELECTRONIC COPY |
| 2151 | 5/1/2023 | indefinite | Shuster Advisory Group, LLC | Consultant Services for OPEB Trust | \$24,000/FY | - | CC | FIN | | |
| 2034 | 12/25/2008 | Month to Month | Los Angeles County Metropolitan Transportation Authority (LACMTA) | Los Angeles County Metropolitan Transportation Authority Metro Pass Seller Agreement - Sell Metro Paper Passes | | | Admin | ADM | | |

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

As of 01/23/2024

| | | | | | | | | | | |
|------|-----------|------------------------------------|--|---|----------------|-----|---|------------|----|--|
| 2182 | 7/20/2023 | N/A | Sandra Finch, an individual, (“Claimant”) for and on behalf of herself and the Calderon/Shaug Families | Release Liability Agreement regarding: Grace Shaug Calderon is the original owner/lender of various personal items that were loaned for an indefinite period of time to the Lopez Adobe Historical Site and Preservation Commission (the “Historical Commission”) for display at the Lopez Adobe site. | \$0.00 | N/A | Admin/ Parks Wellness Commission | RCS | | |
| 2364 | 6/2/2025 | N/A | Kim Rodgers Westhoff and Jerome Palmer Whitaker | Artifact Donation for Display at Lopez Adobe | \$0.00 | - | CC | RCS | NA | |
| 2353 | 4/18/2025 | NA | Pacific Premier Trust Custodian FBO Barbara J. Wise, IRA (“IRA Lienholder”), Barbara J. Wise, Trustee of the Barbara J. Wise Trust dated April 07, 2016 (“Trust Lienholder”), and Equity Trust Company Custodian FBO Barbara J. Wise, IRA (“Equity Trust Lienholder”) (collectively “Lienholders”) | Subordination Agreement Re: property 1019 N. Maclay Avenue Assessor’s Parcel Number 2516-024-016 - nuisance abatement and receivership action - City v. Monica Hernandez, et al., case number 25CHCV00819 | NA | NA | Admin | CD | NA | |
| 1991 | 8/2/2021 | Project Completion | Los Angeles County Flood Control District | San Fernando Regional Park Infiltration Project (Grant) | \$1,029,764.00 | - | CC | PW | | |
| 2098 | 8/10/2022 | Project Completion | Department of Transportation (Caltrans) | Program Supplement No. F014 to Administering Agency-State Agreement for Federal-Aid Project no. 07-5202F15 (Project No. ATPL-5202(020) - Pacoima Wash Access Road from Fourth State Funds Transfer Agreement - Budget Act of 2022 (the Act) from the State General Fund to Caltrans, to be allocated to San Fernando for the Pacoima Wash Pedestrian Bridge | \$2,486,000.00 | - | Admin | PW | | Replace signature page when Caltrans signs |
| 2199 | 9/22/2023 | Project Completion | State of California Department of Transportation | | \$7,500,000.00 | | CC | ADM | | |
| 2218 | 12/5/2023 | Project Completion | Climate Resolve, Fernandeño-Tataviam Band of Mission Indians, and Pacoima Beautiful | Partnership Agreement for the Partnership Structure for the SF Climate Action Resilience Plan Project | | - | Admin | ADM/C D | | |
| 2177 | 7/17/2023 | Through expenditure of Grant Funds | Northeast Valley Health Corporation | State of California Department Health Care Services Appropriation | \$5,000,000.00 | - | CC | ADM | | |

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

As of 01/23/2024

| | | | | | | | | | | |
|----------|------------|------------------------------------|--|---|---|----|--------------|-----|-------------------------|---|
| 2177(a) | 8/3/2023 | Through expenditure of Grant Funds | Northeast Valley Health Corporation | Addendum to MOU regarding State of California Department Health Care Services Appropriation | \$5,000,000.00 | - | CC | ADM | | |
| 2317 | 11/18/2024 | Through expenditure of Grant Funds | Los Angeles County Flood Control District (LACFCD) | MOU for Well 3 Nitrate Removal Treatment System Grant Funds | \$750,000.00 | - | CC | PW | Grant | |
| 2356 | 4/29/2025 | Through Reimbursement | Pasadena Police Department | Memorandum of Agreement Pertaining to Assistance under the Law Enforcement mutual aid plan for reimbursement through CalOES | NA | - | Admin | PD | NA | |
| 2083 | 7/5/2022 | Through Vehicle Lease Term | Enterprise Fleet Management | Purchase of New Vehicles through Open-Ended Equity Lease Program | \$100,252.08 | - | CC | PW | | |
| 2360 | 5/19/2025 | Through Vehicle Lease Term | Enterprise Fleet Management | Purchase of 8 Water Division Vehicles | \$200,000.00 | NA | CC | PW | NA | 5/19/2025: Utilizing Contract No. 2083 - Master Lease Agreement |
| 2212(b) | 3/5/2025 | Until Project Completion | 4Leaf, Inc. | Second Amendment Development of Standard Operating Procedures (SOPS) | \$17,160.00 | - | Admin | CD | Increasing compensation | |
| 2314 | 8/22/2013 | Until Terminated | Federico Ramirez | Employment Agreement for Community Development Director | Salary | - | | ADM | | Executed administratively, adding Contract Number |
| 2128 | 8/18/2016 | Until Terminated | Urban Futures, Inc. Analytics & Compliance Solutions | On-Going Continuing Disclosure Services for annual reporting | \$950.00 | - | FIN Director | FIN | | Originally approved by Finance Director, Sandra R. forwarded to Clerk's Office for filing |
| 1984 | 5/3/2021 | Until Terminated | 1100 Truman Street, LLC | One-Way Access Agreement for Access to City Parking Lot (Drive Aisle to connect APNs 2521-034-007 & 2521-034-009 to City Lot No. 5) | - | - | CC | PW | | |
| 1698(a1) | 1/1/2023 | Until Terminated | Olivarez Madruga Law Organization, LLP (OMLO) | Second Amendment for attorney services (Compensation) | Partners/Associate (\$216) & Parelegals (\$103) | - | Admin | ADM | | Nick signed hardcopy & Julie emailed to OMLO |

ADM_City Council Enhancement Project and Priority Updates (7-7-2025) ATT C

As of 01/23/2024

| | | | | | | | | | | |
|---------|------------|----------------------------|---|---|-------------------|---|-------|------|-------|---|
| 2149 | 5/1/2023 | Until Terminated | Shuster Advisory Group, LLC and ALTA Trust Company | Adoption Agreement for the Multiple Employer OPEB/Pension 115 Trust & Trust Administrative Services Agreement to Provide Post-Employment Health and Welfare Benefits (OPEB) | \$5,000/plan max | - | CC | FIN | | |
| 1698(b) | 11/28/2023 | Until Terminated | Olivarez Madruga Law Organization, LLP (OMLO) | Second Amendment for City Attorney Services (Amended Schedule of Rate & Charges) | Per Rate Schedule | - | CC | ADM | | |
| 2234 | 3/20/2024 | Until Terminated | The Los Angeles Homeless Services Authority (LAHSA) | Greater Los Angeles Homeless Management Information System (LA HMIS) Continuums of Care (CoC) | \$0.00 | - | Admin | CD | | |
| 2269 | 7/15/2024 | Until Terminated | County of Los Angeles | MOU & Funding Agreement to Participate in Taskforce for Regional Autotheft Prevention (TRAP) | - | - | CC | PD | | |
| 2270 | 7/19/2024 | Until Terminated | US Bank | Establish P-Card Program (NASPO Value Point State of California Participating Addendum 7-20-99-42 Local Agency Subsidiary Agmt) | \$0.00 | - | Admin | FIN | | |
| 1906(b) | 9/16/2024 | Until Terminated | Nick Kimball, City Manager | Second Amendment to Employment Agreement - City Manager | \$251,767.00 | - | CC | ATTY | | |
| 2335 | 1/6/2025 | Until Terminated | Los Angeles County Regional Park and Open Space District (RPOSD) | Grant Agreement for Measure A Annual Allocation | | - | CC | RCS | Grant | |
| 2303 | 2/26/2021 | Upon Completion of Project | Los Angeles County Metropolitan Transportation Authority (LACMTA) | Letter of Agreement for Federal Projects Programmed Through the LACMTA Call for Projects (San Fernando Pacoima Wash Bike Path ID# F1505, LOA.P00F1505) | \$1,513,000.00 | - | Admin | PW | | Filed as Administrative Contract, Added a Contract Number and moved to correct folder |

Housing Programs Report

**72**

Individuals/families engaged

**58**

Social Service Referrals

**10**

Shelter referrals made

**1**

Family received rental arrears assistance

**2**

Shelter placements

**2**

Families assisted with housing navigation

**27**

individuals received a meal

**1**

Family referred to outside agency for shelter

**1**

Individuals received hygiene items

**3**

Families entered motel program

**3**

Individuals received clothing

**3**

Individuals received transportation

The City's Housing Programs operate in partnership with North Valley Caring Services and Home Again Los Angeles.



| Home Again LA (San Fernando Impact / Stats) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Apr. 2025 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NCH Initials | Family Size | Enrollment/Contact Date | Exit Date | Clothing/Donations | DPSS | CalFresh | Employment | Housing Resources | IHSS | Social Service Referrals | | | | | | | | | | Rental Assistance / Eviction Prevention | | | | | Shelter Assistance | | | | | Housing Navigation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | LIFE TAP Card | Regional Rides | Legal Resource | BC Waiver | ID Waiver | CREST | EDD | Utility Asst | HALA Program | SA Problem Solv | LAWSA Amount | SF Security Deposit | Security Deposit Amount | SF Prevention | Prevention Amount | Outcome of Family | Motel | 30-day Shelter | Outside Agency | Outcome of Family | HN | Outcome of Family | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 IG | 4 | 03/19/2025 | 04/14/2025 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | </ |

NVCS By-Name List

April 2025

| No. | Participant's Initials | Former Location | Housing Placement | Date of Housing Referral | Date Placed | Current status | Total No. of Services Received | Itemized Services Received | | | | | | | | |
|--------|------------------------|-----------------------------|---------------------------|--------------------------|-------------|-----------------|--------------------------------|----------------------------|--------------|----------|---------------|-----------------|------------------------------|-----|-----|----------|
| | | | | | | | | Transportation | Food & Drink | Clothing | Hygiene Items | Info / Brochure | Housing Search and Placement | DMH | DMV | Benefits |
| 1 | CD | 901 Truman St. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 6 | | | | | | | | | |
| 2 | AB | 840 Truman St. | Working with other Agency | Not Submitted | Declined | Unhoused in SF | 1 | | | | | | | | | |
| 3 | SM | 1033 San Fernando Rd. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 5 | | | | | | | | | |
| 4 | AV | 1023 Pico St. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 5 | EO | 117 N Macneil St. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 7 | | | | | | | | | |
| 6 | GL | 505 S Huntington St. | Working with DMH | 4/1/25 | Waiting | Unhoused in SF | 1 | | | | | | | | | |
| 7 | AD | 1041 Truman St. | Client Declined Shelter | Not Submitted | Declined | Passing by SF | 0 | | | | | | | | | |
| 8 | DWH | 101 Maclay Ave | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 5 | | | | | | | | | |
| 9 | JP | 412 Maclay Ave | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 3 | | | | | | | | | |
| 10 | FZ | 1035 Maclay Ave | Arleta Homes | 12/10/24 | 12/13/24 | Housed | 0 | | | | | | | | | |
| 11 | CJ | 117 N Macneil | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 44 | | | | | | | | | |
| 12 | RG | 1522 San Fernando Rd. | Waiting | 04/01/25 | Waiting | Waiting | 13 | | | | | | | | | |
| 13 | JD | 120 S Brand | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 14 | ER | Brand and Truman | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 2 | | | | | | | | | |
| 15 | JV | 117 N Macneil St. | Community Bridge | 4/3/25 | 4/3/25 | Housed | 4 | | | | | | | | | |
| 16 | VR | 1212 Pico St. | Working with other Agency | Not Submitted | Declined | Sleeping in Car | 0 | | | | | | | | | |
| 17 | EH | 1212 Pico St. | Working with other Agency | Not Submitted | Declined | Sleeping in Car | 0 | | | | | | | | | |
| 18 | IM | 1126 San Fernando Rd. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 19 | EQ | 1125 Truman St. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 8 | | | | | | | | | |
| 20 | RH | 1705 Truman St. | Working with other Agency | Not Submitted | Declined | Unhoused in SF | 8 | | | | | | | | | |
| 21 | RH | 1701 Truman St. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 2 | | | | | | | | | |
| 22 | JT | 220 N Maclay | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 10 | | | | | | | | | |
| 23 | KLK | 2040 Glenoaks Blvd (F) | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 5 | | | | | | | | | |
| 24 | BC | 2040 Glenoaks Blvd | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 13 | | | | | | | | | |
| 25 | CP | 040 Glenoaks (Loading Dock) | Working with other Agency | Not Submitted | Declined | Unhoused in SF | 3 | | | | | | | | | |
| 26 | GT | 040 Glenoaks (Loading Dock) | Working with other Agency | Not Submitted | Declined | Unhoused in SF | 13 | | | | | | | | | |
| 27 | GZ | 2030 Glenoaks Blvd | Waiting | 04/04/25 | Waiting | Waiting | 7 | | | | | | | | | |
| 28 | CS | 844 Harding Ave | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 29 | FD | 819 Eighth St. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 2 | | | | | | | | | |
| 30 | ID | 117 N Macneil St. | Client Declined Shelter | Not Submitted | Declined | Passing by SF | 2 | | | | | | | | | |
| 31 | JD | 211 S Maclay Ave | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 32 | SC | 801 Truman ST | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 33 | WD | 1707 Truman St | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 34 | EE | 1707 Truman St | Waiting | 04/11/25 | Waiting | Waiting | 4 | | | | | | | | | |
| 35 | ED | 040 Glenoaks (Loading Dock) | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 2 | | | | | | | | | |
| 36 | CR | 828 Harding Ave | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 5 | | | | | | | | | |
| 37 | EA | 1123 Knox St | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 3 | | | | | | | | | |
| 38 | JD | 806 San Fernando Rd | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 39 | DA | 13038 Chippewa ST | Waiting | 04/17/25 | Waiting | Waiting | 4 | | | | | | | | | |
| 40 | NB | 13038 Chippewa ST | Waiting | 04/17/25 | Waiting | Waiting | 3 | | | | | | | | | |
| 41 | AD | 13038 Chippewa ST | Waiting | 04/17/25 | Waiting | Waiting | 1 | | | | | | | | | |
| 42 | JD | 911 Truman | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 43 | LC | 1225 Truman st | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 5 | | | | | | | | | |
| 44 | GR | 300 Park ave | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 45 | AS | 1041 Truman | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 46 | JT | 117 N Macneil | Waiting | 04/22/25 | Waiting | Waiting | 2 | | | | | | | | | |
| 47 | VS | 117 N Macneil | Arroyo Shelter | 4/29/25 | 4/29/25 | Housed | 11 | | | | | | | | | |
| 48 | RD | 208 Park Av | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 2 | | | | | | | | | |
| 49 | MD | 1165 N MacNeil St | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 0 | | | | | | | | | |
| 50 | ME | 117 N Macneil | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 2 | | | | | | | | | |
| 51 | AG | 900 San Fernando Rd. | Client Declined Shelter | Not Submitted | Declined | Unhoused in SF | 2 | | | | | | | | | |
| 52 | | | | | | | | | | | | | | | | |
| 53 | | | | | | | | | | | | | | | | |
| 54 | | | | | | | | | | | | | | | | |
| 55 | | | | | | | | | | | | | | | | |
| TOTALS | | | | | | | | 3 | 27 | 3 | 1 | 7 | 3 | 3 | 1 | 3 |

Housing Programs Report



73

Individuals/families engaged



30

Social Service Referrals



4

Shelter referrals made



1

Family received security deposit assistance



1

Shelter placement



1

Family referred to outside agency for shelter



37

individuals received a meal



1

Family entered motel program



3

Individuals received hygiene items



6

Individuals received clothing



3

Individuals received transportation

The City's Housing Programs operate in partnership with North Valley Caring Services and Home Again Los Angeles.



| Home Again LA (San Fernando Impact / Stats) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| HOM Initials | Family Size | Enrollment/Contact Date | Exit Date | Clothing/Donations | Vision Care | DPS | Call/text | Employment | Housing Resources | HSS | Social Service Referrals | | | | | | | | | | Rental Assistance / Eviction Prevention | | | | | Shelter Assistance | | | | Housing Navigation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | LIFE TAP Card | LA Regional Rider | Legal Resource | ID Waiver | CBST | EDD | Utility Asst | HALA Program | LAHSA Problem Solving | LAHSA Amount | SP Security Deposit | Security Deposit Amount | SP Prevention | SP Prevention Amount | Outcome of Family | Model | 90-day Shelter | Outside Agency | Outcome of Family | HN | Outcome of Family | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | MM | 4 | 01/27/2025 | 03/01/2025 | | | | | | | | | | | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

NVCS By-Name List

March 2025

| | | | | | | | | Itemized Services Received | | | | | | | | |
|--------|------------------------|-----------------------------|------------------------------|--------------------------|-------------|-----------------|--------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| No. | Participant's Initials | Former Location | Housing Placement | Date of Housing Referral | Date Placed | Current status | Total No. of Services Received | Transportation | Food & Drink | Clothing | Hygiene Items | Info / Brochure | Housing Search and Placement | DMH | DMV | Benefits |
| 1 | CF | 14 San Fernando Mission Blv | Arroyo Shelter | 1/31/25 | 03/04/25 | Housed | 5 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | JP | 1161 N Maclay Ave | Client Declined Shelter | Declined | Declined | Unhoused in SF | 12 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 | PEG | 1200 N Maclay Ave | Client Declined Shelter | Declined | Declined | Unhoused in SF | 10 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4 | AG | 1501 Woodworth St. | Client Declined Shelter | Declined | Declined | united with fam | 6 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5 | AB | 1031 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 | RG | 1600 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 10 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7 | CJ | 117 N Macneil St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 15 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8 | GT | 2040 Glenoaks | Working with other agency | Pending | Pending | Unhoused in SF | 5 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9 | BC | 2040 Glenoaks | Client Declined Shelter | Declined | Declined | Unhoused in SF | 10 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10 | KLK | 2040 Glenoaks | Client Declined Shelter | Declined | Declined | Unhoused in SF | 10 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11 | JD | 1049 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12 | SM | 1041 Truman St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13 | AV | 111 Maclay | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14 | VR | 1212 Pico St. | Working with other agency | Pending | Pending | Sleeping in car | 4 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15 | EH | 1212 Pico St. | Working with other agency | Pending | Pending | Sleeping in car | 5 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16 | JD | 1118 Pico St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17 | JT | 220 N Maclay | Client Declined Shelter | Declined | Declined | Unhoused in SF | 10 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18 | JD | 1707 Truman St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 3 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19 | GD | 208 Park Ave | Client Declined Shelter | Declined | Declined | Sleeping in car | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20 | AHD | 208 Park Ave | Referral Submitted | 03/11/25 | Pending | Pending | 4 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21 | JD | 2040 Glenoaks | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 22 | CS | 886 Harding Ave | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23 | MR | 1041 Truman St. | Working with other agency | Pending | Pending | Pending | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24 | EDJRS | 1041 Truman St. | Working with other agency | Pending | Pending | Pending | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 25 | JDP | 901 Truman St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 26 | CD | 1212 Pico St. | Client Declined Shelter | Declined | Declined | Sleeping in car | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 27 | JD | 1212 Pico St. | Client Declined Shelter | Declined | Declined | Sleeping in car | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 28 | KD | 1228 Pico St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 29 | BD | 900 San Fernando | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 30 | DW | 911 San Fernando | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 31 | JD | 911 Truman St | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 32 | JD | 1041 Truman St | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 33 | KJ | 1701 Truman St | Referral Submitted | 03/14/25 | Pending | Pending | 5 | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 34 | CPG | 12980 foothill Bl | Referral Submitted | 03/27/25 | Pending | Pending | 5 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 35 | GL | 505 S Huntington St | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 36 | SA | 11423 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 37 | AA | 11423 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 5 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 38 | OA | 11423 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 4 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 39 | IA | 11423 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 40 | ER | 1040 San Fernando Rd | Placed in Independent Living | 01/18/24 | 01/18/25 | Housed | 2 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 41 | JD | Cesar Chavez memorial | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 42 | CECN | 117 N Macneil St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 43 | EO | 900 San Fernando rd | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 44 | IM | 1101 Truman st | Client Declined Shelter | Declined | Declined | Unhoused in SF | 0 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 45 | RH | 1707 Truman st | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 46 | JD | 54 N Hubbard ave | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 47 | JCI | 928 Truman St | Client Declined Shelter | Declined | Declined | Unhoused in SF | 3 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 48 | CM | 2025 Fourth St | Referral Submitted | 03/26/25 | Pending | Pending | 5 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 49 | RE | 1501 Truman St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 50 | VMM | 1041 Truman St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 51 | AB | 1701 Truman St | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 52 | RD | 1753 Truman St. | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 53 | JD | 2025 Fourth St | Client Declined Shelter | Declined | Declined | Unhoused in SF | 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| TOTALS | | | | | | | | 3 | 37 | 7 | 3 | 7 | 1 | 2 | 0 | 0 |

Housing Programs Report



64

Individuals/families engaged



25

Social Service Referrals



3

Shelter referrals made



1

Family received security deposit assistance



2

Shelter placements



1

Family entered HALA 90-day shelter program



30

Meals distributed



4

Families assisted with housing navigation



10

Individuals received hygiene items



1

Family referred to outside agency for shelter



18

Individuals received clothing



4

Families entered motel program



5

Individuals received transportation

The City's Housing Programs operate in partnership with North Valley Caring Services and Home Again Los Angeles.



NVCS By-Name List

February 2025

| February 2025 | | | | | | | | Itemized Services Received | | | | | | | | |
|---------------|------------------------|---------------------------|----------------------------------|--------------------------|---------------|----------------|--------------------------------|----------------------------|--------------|----------|---------------|-----------------|------------------------------|-----|-----|----------|
| No. | Participant's Initials | Former Location | Housing Placement | Date of Housing Referral | Date Placed | Current status | Total No. of Services Received | Transportation | Food & Drink | Clothing | Hygiene Items | Info / Brochure | Housing Search and Placement | DMH | DMV | Benefits |
| 1 | AB | 905 Truman St. | Waiting | 2/4/25 | Waiting | Waiting | 21 | ✓ | ✓ | | ✓ | ✓ | | | | |
| 2 | EO | 901 San Fernando Rd. | Referral not Submitted | Not Submitted | Waiting | Waiting | 10 | | ✓ | | ✓ | | | | | |
| 3 | JP | 968 Maclay | Client Declined Shelter | Declined | Declined | Declined | 6 | | ✓ | | ✓ | | | ✓ | | |
| 4 | PEL | 1011 Seventh St. | Client Declined Shelter | Declined | Declined | Declined | 16 | | ✓ | | ✓ | | ✓ | | | |
| 5 | MM | 14701 Rinaldi | Tiny Homes Sun Valley | 01/10/25 | 1/14/25 | Housed | 1 | | | | ✓ | | | | | |
| 6 | CF | 111 N Macneil St. | Waiting | 1/31/25 | Waiting | Waiting | 3 | | | | ✓ | | | | | |
| 7 | RC | 900 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 8 | FD | 111 N Macneil | Client Declined Shelter | Declined | Declined | Declined | 1 | | | | ✓ | ✓ | | | | |
| 9 | CA | 505 S Huntington St. | Client Declined Shelter | Declined | Declined | Declined | 3 | | ✓ | | ✓ | | | | | |
| 10 | RPDL | 1242 Pico St. | Client Declined Shelter | Declined | Declined | Declined | 8 | | ✓ | ✓ | ✓ | | | | | |
| 11 | VR | 1212 Pico St. | Client Working with other agency | Not Submitted | Not submitted | Waiting | 9 | | ✓ | | ✓ | ✓ | | | | |
| 12 | EH | 1212 Pico St. | Client Working with other agency | Not Submitted | Not submitted | Waiting | 9 | | ✓ | | ✓ | | | | | |
| 13 | HP | 314 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Declined | 3 | | ✓ | | ✓ | | | | | |
| 14 | VG | 1100 Pico St. | Client Declined Shelter | Declined | Declined | Declined | 4 | | ✓ | | ✓ | | | | | |
| 15 | SM | 1033 Truman St. | Community Bridge | 2/10/25 | 2/10/25 | Housed | 11 | ✓ | ✓ | | ✓ | | ✓ | | | |
| 16 | CJ | 910 First St. | Client Declined Shelter | Declined | Declined | Declined | 26 | ✓ | ✓ | | ✓ | | | | | |
| 17 | JT | 224 N Maclay | Client Declined Shelter | Declined | Declined | Declined | 12 | | ✓ | | ✓ | | | | | |
| 18 | BC | 2040 Glenoaks | Client Declined Shelter | Declined | Declined | Declined | 18 | | ✓ | | ✓ | | | | | |
| 19 | DR | 455 San Fernando Mission | Client Declined Shelter | Declined | Declined | Declined | 4 | | ✓ | | ✓ | | ✓ | | | |
| 20 | AG | 757 S Workmen St. | Client Declined Shelter | Declined | Declined | Declined | 9 | | ✓ | | ✓ | | | | | |
| 21 | JD | 504 Maclay | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 22 | RBL | 1021 Truman | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 23 | JDBS | 1014 San Fernando Mission | Client Declined Shelter | Declined | Declined | Declined | 0 | ✓ | | | ✓ | | | | | |
| 24 | ER | 121 S Brand Bl. | DMH Referral | DMH Referral | Waiting | Waiting | 6 | | ✓ | | ✓ | | | ✓ | | |
| 25 | MP | 1011 Seventh St. | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 26 | AF | 900 San Fernando Rd. | Referral not Submitted | Not Submitted | Not Submitted | Waiting | 5 | | | | ✓ | | | | | |
| 27 | GR | 1015 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 28 | JM | 111 N Macneil St. | Community Bridge | 2/5/25 | 2/5/25 | Housed | 3 | | ✓ | | ✓ | | ✓ | | | |
| 29 | JD | 2040 Glenoaks | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 30 | RF | 1041 Truman St. | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 31 | IM | 1101 Truman St. | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 32 | RG | 2025 Fourth St. | | | | | 6 | ✓ | | | ✓ | | | | | |
| 33 | TL | 2040 B Glenoaks | Client Declined Shelter | Declined | Declined | Declined | 2 | | ✓ | | ✓ | | | | | |
| 34 | JD | 2040 C Glenoaks | Client Declined Shelter | Declined | Declined | Declined | 2 | | ✓ | | ✓ | | | | | |
| 35 | CR | 1011 Seventh St. | Client Declined Shelter | Declined | Declined | Declined | 1 | | ✓ | | ✓ | | ✓ | | | |
| 36 | DB | 907 Truman St. | Client Declined Shelter | Declined | Declined | Declined | 3 | | ✓ | | ✓ | | | | | |
| 37 | JD | 661 Truman St. | Client Declined Shelter | Declined | Declined | Declined | 2 | | ✓ | | ✓ | | | | | |
| 38 | GT | 2040 Glenoaks Blvd | Pending with other Agency | Not Submitted | Not Submitted | Waiting | 3 | | | | ✓ | | | | | |
| 39 | AL | 2040 Glenoaks Blvd | Client Declined Shelter | Declined | Declined | Declined | 3 | | ✓ | | ✓ | | | | | |
| 40 | JD | 1033 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 41 | KD | 1049 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Declined | 2 | | ✓ | | ✓ | | | | | |
| 42 | WD | 2040 Glenoaks Blvd | Client Declined Shelter | Declined | Declined | Declined | 2 | | ✓ | | ✓ | | | | | |
| 43 | CD | 2040 Glenoaks Blvd | Client Declined Shelter | Declined | Declined | Declined | 3 | | ✓ | | ✓ | | | | | |
| 44 | JKT | 910 First St. | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 45 | JD | 901 San Fernando Rd. | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 46 | JD | 1041 Truman | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 47 | JD | 1701 Hubbard | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| 48 | GR | 208 Park Av | Client Declined Shelter | Declined | Declined | Declined | 0 | | ✓ | | ✓ | | | | | |
| TOTALS | | | | | | | | 5 | 30 | 14 | 10 | 6 | 2 | 2 | 0 | 0 |

| Home Again LA February 2025 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------------------|----------------------------|-------------|-----------------|------------|--------------------------|--------------------------------|----------|------------|-------------------|---------------|----------------|----------------|-----------|-------|-----|---------------|-------------------|-----------------------|--------------|-------------------|------------------|----------------|--------------|-------------------|--------------------|----------------|----------------|--|--------------------|----------------------------------|
| | | | | | Social Service Referrals | | | | | | | | | | | | Rental Assistance | | | | Security Deposit | | | | Shelter Assistance | | | | Housing Navigation | |
| | Head of Household Initials | Family Size | Enrollment Date | Exit Date | Clothing | DPSS | CalFresh | Employment | Housing Resources | LIFE TAP Card | Regional Rides | Legal Resource | ID Waiver | CBEST | EDD | Utility Asst. | SF Program | LAHSA Problem Solving | Amount | Outcome of Family | SF Program | Outside Agency | Amount | Outcome of Family | Motel | 90-day Shelter | Outside Agency | Outcome of Family | Housing Navigation | Outcome of Family |
| 1 | PML | 2 | 2/3/2025 | 2/3/2025 | | | | | | | | | | | | 1 | | | | | | | | | | | | | | |
| 2 | DA | 4 | 2/3/2025 | ongoing | | | | 1 | 1 | | | | | | | | | | | | | | | | 1 | | | Family still in motel program | 1 | Family still looking for housing |
| 4 | VM | 2 | 2/10/2025 | 2/10/2025 | | | | | | 1 | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | Exited motel program, referred to LAFH | | |
| 5 | MR | 4 | 01/06/2025 | 02/04/2025 | 1 | | | 1 | | | | | | | | | | | | | | | | | 1 | | | Exited shelter and secured housing | | |
| 6 | DM | 6 | 12/12/2024 | 02/06/2025 | 1 | | | | 1 | | | | | | | 1 | | | | | 1 | | \$1,998.00 | Housed | | 1 | | | 1 | |
| 7 | GE | 6 | 01/28/2025 | ongoing | 1 | | | 1 | 1 | | | | | | | | | | | | | | | | 1 | | | Family still in motel program | 1 | |
| 8 | MV | 4 | 01/31/2025 | ongoing | | | | 1 | 1 | | | | | | | | | | | | | | | | 1 | | | Family still in motel program | 1 | |
| 9 | EO | 1 | 02/10/2025 | ongoing | | | | | | | 3 | | | | | | | | | | | | | | | | | | | |
| 10 | CJ | 1 | 02/10/2025 | ongoing | | | | | | | 5 | | | | | | | | | | | | | | | | | | | |
| 11 | IL | 1 | 02/10/2025 | 02/10/2025 | | | | | | | | | | | | 1 | | | | | | | | | | | | | | |
| 12 | GP | 1 | 02/10/2025 | 02/10/2025 | | | | | | 1 | 1 | | | | | | | | | | | | | | | | | | | |
| 13 | PS | 1 | 02/11/2025 | 02/11/2025 | | | | | | | | | | | | 1 | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | Connected to Tarzana Tx Center/Re newed Hope/Cent ers for Living & Learning. | | |
| 14 | AC | 1 | 02/24/2025 | 02/24/2025 | | | | | 1 | | | | | | | | | | | | | | | | | | 1 | | | |
| 15 | BS | 1 | 02/26/2025 | 02/25/2025 | | | | | 1 | | | | | | | | | | | | | | | | | | | | | |
| 16 | MR | 4 | 02/27/2025 | 02/27/2025 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Individuals | | 39 | | | 3 | Total Social Service Referrals | | | | | | | | | | 25 | Total Families | 0 | Total Amount | \$0.00 | Total Families | 1 | Total Amount | \$1,998.00 | Total Families | | | 6 | Total Families | 4 |



To: Mayor Mary Mendoza and Councilmembers

From: Nick Kimball, City Manager
By: Will Pettener, Assistant to the City Manager

Date: June 16, 2025

Subject: Summary of 2025 Legislative Advocacy & Funding Request Letters

Legislative Activity

Below are legislative advocacy letters submitted in accordance with the City's Legislative Advocacy Policy and Platform (January 1, 2025 – Present):

1. **Oppose SB 79 (Weiner)** re: Transit-Oriented Development (4/2)
2. **Oppose 306 (Schultz)** re: Freeze on State Code Updates for Residential Units (4/2)
3. **Oppose SB 634 (Pérez)** re: Homelessness – Civil and Criminal Penalties (4/9)
4. **Removal of Opposition SB 634 (Pérez)** re: Homelessness - Civil and Criminal Penalties (5/12)
5. **Support AB 468 (Gabriel)** re: Crimes - Looting (5/19)
6. **Oppose AB 1022 (Kalra)** re: Vehicles - Abandonment Removal (5/19)
7. **Oppose SB 16 (Blakespear)** re: Homeless Housing, Assistance, and Prevention Program (5/19)
8. **Support AB 650 (Papan)** re: Planning and Zoning - Housing Element (5/19)
9. **Support** re: Federal Housing Program Funding Sign On Letter through NLC (5/21)

Additionally, the City has submitted letters of support for funding requests and initiatives for the following community-based organizations and legislators (January 1, 2025 – Present):

1. **Habitat LA** – Commemorative Letter for the Los Angeles Builders Ball (2/5)
2. **Assemblymember Celeste Rodriguez** – 2025 Appropriation Requests (3/17)
3. **Climate Smart Communities Initiative (CSCI)** – Support of Joint Grant Application with Climate Resolve (3/17)
4. **Senator Caroline Menjivar** – 2025 Appropriation Requests (3/28)
5. **Congresswoman Rivas** – Kidneys Quest Foundation Appropriation Request (4/25)
6. **LAUSD Superintendent Carvalho** - Support for Police Presence and Partnerships on School Campuses (5/6)
7. **Congresswoman Rivas** – 2025 Appropriation Requests (5/27)

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager
By: Erica Melton, Director of Administrative Services
Sergio Ibarra, Human Resources & Risk Manager

Date: July 7, 2025

Subject: Consideration to Adopt Resolutions Approving the Salary Plan and Table of Organization for Fiscal Year 2025-2026

RECOMMENDATION:

It is recommended that the City Council:

- a. Adopt Resolution No. 8393 (Attachment "A") approving the Salary Plan for Fiscal Year (FY) 2025-2026;
- b. Adopt Resolution No. 8394 (Attachment "B") approving the Table of Organization for FY 2025-2026; and
- c. Authorize the City Manager, or designee, to make non-substantive corrections and execute all related documents.

BACKGROUND:

1. On February 20, 2019, February 3, 2020, and September 16, 2024, the City Council approved an employment agreement (Contract No. 1906) and amendments (Contract No. 1906(a) and 1906(b)), respectively, with the City Manager that includes applicable salaries and benefits.
2. On March 2, 2020, the City Council adopted Resolution No. 7991 to include a monthly stipend for the City's Representative to the Greater Los Angeles County Vector Control District.
3. On March 1, 2021, the City Council approved an extension to the four-year Memorandum Of Understanding (MOU) (Contract No. 1838(a)) with the San Fernando Part-time Employees' Bargaining Unit (SFPEBU), through December 31, 2021. Per the extension, applicable terms and conditions shall remain in effect until a successor agreement is reached between the parties.

Consideration to Adopt Resolutions Approving the Salary Plan and Table of Organization for Fiscal Year 2025-2026

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4. On April 17, 2023, the City Council approved a five-year MOU (Contract No. 2145) with the San Fernando Public Employees' Association (SFPEA) that includes certain changes in salaries and benefits through June 30, 2027. The City Council also approved an extension of same benefits to the unrepresented confidential employees.
5. On November 6, 2023, the City Council approved a MOU (Contract No. 2210) with the San Fernando Police Officers' Association (SFPOA) that includes certain changes in salaries and benefits through June 30, 2028.
6. On March 18, 2024, the City Council adopted Resolution No. 8289 that established the salary and benefits for Department Heads through June 30, 2028.
7. On June 3, 2024, the City Council approved a MOU (Contract No. 2251) with the San Fernando Police Officers' Association - Police Management Unit (SFPOA-PMU) that includes certain changes in salaries and benefits through June 30, 2028.
8. On September 16, 2024, the City Council approved a five-year MOU (Contract No. 2294) with the San Fernando Police Civilians' Association (SFPCA) that includes certain changes in salaries and benefits through June 30, 2029. Per the extension, applicable terms and conditions shall remain in effect until a successor agreement is reached between the parties.
9. On October 21, 2024, the City Council approved a five-year MOU (Contract No. 2305) with the San Fernando Management Group (SFMG) that includes certain changes in salaries and benefits through June 30, 2029. Per the extension, applicable terms and conditions shall remain in effect until a successor agreement is reached between the parties.

ANALYSIS:

A Salary Plan is a formal document that outlines the pay structure for different positions within an organization. It specifies the minimum and maximum salary that can be earned in various job classifications based on qualifications/experience level. Adopting a salary schedule serves several important purposes, including budget planning for predictable salary expenditures, equity in employee compensation across comparable job classifications, and transparency of City employee salaries for the public.

A Table of Organization identifies all of the positions authorized by City Council in each Department. A Table of Organization serves as an internal control mechanism to ensure that only positions authorized by City Council and funded in the adopted budget are filled by City staff.

Consideration to Adopt Resolutions Approving the Salary Plan and Table of Organization for Fiscal Year 2025-2026

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The attached Salary Plan and Table of Organization reflects salaries, benefits and personnel changes funded in the FY 2025-2026 Budget, as well as provisions of applicable MOUs, Resolutions, and Employment Agreements that have already been approved by the City Council. The Salary Plan includes previously negotiated cost of living adjustments (COLA) that were already approved by the City Council for various bargaining units, including five percent (5%) for Department Heads, five percent (5%) for SFMG, five percent (5%) for SFPOA, five percent (5%) for SFPOA-PMU, five percent (5%) for SFPCA, three percent (3%) for SFPEA, three percent (3%) for Unrepresented Confidential Employees; and five percent (5%) for the City Manager (as dictated by the Consumer Price Index and anti-compaction considerations). Similar COLAs were also extended to part-time positions with full-time equivalent classifications.

The existing compensation and benefits plan for both elected officers and non-elected officers, including commissioners, and appointed City representatives, are also included in the Salary Plan.

Approval of the amended Salary Plan and Table of Organization is necessary to implement applicable changes in the FY 2025-2026 Budget, as well as the provisions of applicable MOUs, Resolutions, and Employment Agreements.

BUDGET IMPACT:

Sufficient funds are included in the FY 2025-2026 Budget to cover all the salary and benefit adjustments as stipulated in the MOUs and Employment Agreements.

CONCLUSION:

It is recommended that the City Council adopt Resolution No. 8393 (Attachment “A”) approving the Salary Plan for Fiscal Year (FY) 2025-2026; adopt Resolution No. 8394 (Attachment “B”) approving the Table of Organization for FY 2025-2026; and authorize the City Manager, or designee, to make non-substantive corrections and execute all related documents.

ATTACHMENTS:

- A. Resolution No. 8393 - Citywide Salary Plan
- B. Resolution No. 8394 - Table of Organization

RESOLUTION NO. 8393

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ADOPTING A SALARY PLAN FOR CERTAIN ELECTED, NON-ELECTIVE OFFICERS AND EMPLOYEES OF THE CITY OF SAN FERNANDO AND REPEALING RESOLUTION NO. 8316 ADOPTED JULY 1, 2024, AND ALL RESOLUTIONS AMENDATORY THEREOF AND ALL MOTIONS OR ACTIONS OF THE CITY COUNCIL IN CONFLICT HERewith

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

SECTION 1: The following schedules are hereby adopted as the salary range and step schedules for non- elective officers and employees of the City of San Fernando:

- **SCHEDULE "C": FOR CONFIDENTIAL EMPLOYEES (UNREPRESENTED)**
- **SCHEDULE "DH": FOR DEPARTMENT HEADS (UNREPRESENTED)**
- **SCHEDULE "G": FOR GENERAL - SAN FERNANDO PUBLIC EMPLOYEES' ASSOCIATION (SFPEA)**
- **SCHEDULE "GPD": FOR GENERAL - SAN FERNANDO POLICE CIVILIANS' ASSOCIATION (SFPCA)**
- **SCHEDULE "H": FOR HOURLY EMPLOYEES - SAN FERNANDO PART-TIME EMPLOYEES' BARGAINING UNIT (SFPEBU)**
- **SCHEDULE "HFE": FOR HOURLY FULL-TIME EQUIVALENT - SAN FERNANDO PART-TIME EMPLOYEES' BARGAINING UNIT (SFPEBU)**
- **SCHEDULE "HG": FOR HOURLY EMPLOYEES ABOVE MINIMUM WAGE- SAN FERNANDO PART-TIME EMPLOYEES' BARGAINING UNIT (SFPEBU)**
- **SCHEDULE "M": FOR MANAGEMENT EMPLOYEES - SAN FERNANDO MANAGEMENT GROUP (SFMG)**
- **SCHEDULE "MP": FOR SWORN - SAN FERNANDO POLICE OFFICERS' ASSOCIATION MANAGEMENT UNIT (SFPOA-PMU)**
- **SCHEDULE "P": FOR SWORN - SAN FERNANDO POLICE OFFICERS' ASSOCIATION (SFPOA)**
- **SCHEDULE "PFE": FOR HOURLY FULL-TIME EQUIVALENT – POLICE SERVICE EMPLOYEES**

(Details of the respective schedules are on pages 2 through 7)

**SCHEDULE C
FOR
CONFIDENTIAL EMPLOYEES (UNREPRESENTED)**

| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| 68 | 4929 | 5177 | 5432 | 5704 | 5988 |
| 69 | 5051 | 5300 | 5567 | 5845 | 6138 |
| 70 | 5177 | 5436 | 5708 | 5992 | 6291 |
| 71 | 5306 | 5570 | 5848 | 6141 | 6449 |
| 72 | 5444 | 5720 | 6004 | 6306 | 6622 |
| 73 | 5582 | 5863 | 6156 | 6463 | 6785 |
| 74 | 5723 | 6009 | 6309 | 6625 | 6956 |
| 75 | 5866 | 6160 | 6465 | 6788 | 7130 |
| 76 | 6011 | 6313 | 6629 | 6960 | 7307 |
| 77 | 6154 | 6461 | 6786 | 7125 | 7480 |
| 78 | 6311 | 6626 | 6960 | 7308 | 7670 |
| 79 | 6471 | 6795 | 7136 | 7493 | 7867 |

**SCHEDULE DH
FOR
DEPARTMENT HEADS (UNREPRESENTED)**

| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| 74 | 10259 | 10915 | 11460 | 12034 | 12637 |
| 75 | 12013 | 12614 | 13245 | 13906 | 14602 |
| 76 | 12554 | 13182 | 13841 | 14533 | 15260 |
| 77 | 12745 | 13383 | 14056 | 14762 | 15502 |
| 78 | 13670 | 14354 | 15071 | 15825 | 16616 |
| 79 | 14275 | 14988 | 15736 | 16524 | 17351 |
| 80 | 14703 | 15437 | 16210 | 17019 | 17871 |
| 81 | 15070 | 15824 | 16615 | 17446 | 18318 |
| 82 | 15448 | 16219 | 17031 | 17883 | 18777 |
| 83 | 16192 | 17002 | 17853 | 18746 | 19682 |
| 84 | 16939 | 17785 | 18674 | 19608 | 20588 |
| 85 | 17363 | 18230 | 19142 | 20098 | 21103 |

| SCHEDULE G FOR GENERAL EMPLOYEES (SFPEA) | | | | | |
|---|---------------|---------------|---------------|---------------|---------------|
| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
| 56 | 3181 | 3355 | 3540 | 3735 | 3940 |
| 57 | 3289 | 3470 | 3661 | 6861 | 4074 |
| 58 | 3400 | 3587 | 3784 | 3992 | 4212 |
| 59 | 3515 | 3710 | 3913 | 4128 | 4356 |
| 60 | 3636 | 3863 | 4046 | 4268 | 4503 |
| 61 | 3758 | 3966 | 4184 | 4415 | 4657 |
| 62 | 3887 | 4100 | 4327 | 4564 | 4815 |
| 63 | 4019 | 4239 | 4473 | 4719 | 4979 |
| 64 | 4161 | 4392 | 4633 | 4888 | 5157 |
| 65 | 4185 | 4416 | 4659 | 4915 | 5186 |
| 66 | 4268 | 4482 | 4706 | 4942 | 5214 |
| 67 | 4360 | 4602 | 4852 | 5121 | 5403 |
| 68 | 4926 | 4670 | 4932 | 5198 | 5485 |
| 69 | 4484 | 4733 | 4990 | 5265 | 5553 |
| 70 | 4579 | 4836 | 5097 | 5378 | 5780 |
| 71 | 4604 | 4844 | 5124 | 5404 | 5703 |
| 72 | 4738 | 4999 | 5271 | 5562 | 5866 |
| 73 | 4839 | 5099 | 5381 | 5675 | 5988 |
| 74 | 4885 | 5151 | 5434 | 5734 | 6049 |
| 75 | 4932 | 5207 | 5490 | 5792 | 6109 |
| 76 | 5032 | 5301 | 5595 | 5904 | 6228 |
| 77 | 5131 | 5415 | 5711 | 6026 | 6355 |
| 78 | 5159 | 5439 | 5739 | 6053 | 6388 |
| 79 | 5267 | 5555 | 5861 | 6185 | 6525 |
| 80 | 5346 | 5638 | 5949 | 6277 | 6623 |
| 81 | 5426 | 5725 | 6038 | 6371 | 6721 |
| 82 | 5506 | 5809 | 6131 | 6465 | 6821 |
| 83 | 5589 | 5896 | 6219 | 6562 | 6924 |
| 84 | 5647 | 5958 | 6286 | 6631 | 6995 |
| 85 | 5752 | 6068 | 6401 | 6754 | 7125 |
| 86 | 5839 | 6160 | 6499 | 6857 | 7234 |
| 87 | 5935 | 6261 | 6606 | 6969 | 7353 |
| 88 | 6022 | 6353 | 6704 | 7071 | 7459 |
| 89 | 6113 | 6448 | 6803 | 7179 | 7573 |
| 90 | 6204 | 6545 | 6905 | 7284 | 7685 |
| 91 | 6297 | 6645 | 7010 | 7395 | 7800 |

| | | | | | |
|-----|------|------|------|------|------|
| 92 | 6393 | 6744 | 7115 | 7506 | 7921 |
| 93 | 6489 | 6845 | 7222 | 7620 | 8036 |
| 94 | 6588 | 6951 | 7333 | 7735 | 8164 |
| 95 | 6685 | 7051 | 7438 | 7849 | 8277 |
| 96 | 6785 | 7155 | 7549 | 7966 | 8405 |
| 97 | 6889 | 7266 | 7665 | 8090 | 8534 |
| 98 | 6993 | 7377 | 7782 | 8207 | 8660 |
| 99 | 7096 | 7486 | 7896 | 8334 | 8791 |
| 100 | 7203 | 7601 | 8016 | 8456 | 8922 |
| 101 | 7310 | 7712 | 8136 | 8584 | 9054 |

**SCHEDULE G
FOR
GENERAL EMPLOYEES (SFPEA)**

| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| 102 | 7417 | 7826 | 8256 | 8711 | 9191 |
| 103 | 7528 | 7942 | 8383 | 8842 | 9328 |
| 104 | 7644 | 8061 | 8508 | 8973 | 9469 |
| 105 | 7759 | 8183 | 8634 | 9107 | 9610 |
| 106 | 7874 | 8308 | 8764 | 9246 | 9755 |
| 107 | 7992 | 8433 | 8896 | 9385 | 9901 |
| 108 | 8112 | 8559 | 9029 | 9526 | 10052 |
| 109 | 8236 | 8687 | 9165 | 9670 | 10201 |
| 110 | 8358 | 8818 | 9303 | 9816 | 10356 |
| 111 | 8484 | 8951 | 9443 | 9962 | 10510 |
| 112 | 8612 | 9085 | 9584 | 10113 | 10668 |
| 113 | 8740 | 9221 | 9727 | 10262 | 10827 |
| 114 | 8871 | 9355 | 9873 | 10413 | 10988 |
| 115 | 9004 | 9497 | 10021 | 10570 | 11155 |
| 116 | 9139 | 9639 | 10171 | 10727 | 11320 |
| 117 | 9276 | 9783 | 10325 | 10890 | 11491 |
| 118 | 9416 | 9930 | 10479 | 11054 | 11664 |
| 119 | 9557 | 10079 | 10636 | 11219 | 11838 |

| SCHEDULE GPD FOR GENERAL EMPLOYEES (POLICE DEPARTMENT - SFPCA) | | | | | |
|---|--|--|--|--|--|
|---|--|--|--|--|--|

| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| 74 | 4568 | 4807 | 5059 | 5325 | 5604 |
| 77 | 4776 | 5027 | 5291 | 5569 | 5862 |
| 78 | 4872 | 5128 | 5398 | 5682 | 5980 |
| 83 | 5188 | 5461 | 5748 | 6050 | 6368 |
| 88 | 5518 | 5808 | 6113 | 6434 | 6773 |
| 92 | 5828 | 6134 | 6456 | 6796 | 7153 |
| 94 | 5939 | 6251 | 6579 | 6925 | 7289 |
| 107 | 7389 | 7777 | 8186 | 8616 | 9069 |

| SCHEDULE H FOR PART-TIME HOURLY EMPLOYEES- MINIMUM WAGE (SFPEBU) | | | | | |
|---|--|--|--|--|--|
|---|--|--|--|--|--|

| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| 44 | 16.50 | 17.33 | 18.19 | 19.10 | 20.06 |
| 45 | 16.78 | 17.62 | 18.50 | 19.42 | 20.40 |
| 47 | 17.27 | 18.13 | 19.04 | 19.99 | 20.99 |
| 52 | 18.07 | 18.97 | 19.92 | 20.92 | 21.96 |
| 71 | 21.58 | 22.66 | 23.79 | 24.98 | 26.23 |

| SCHEDULE HFE FOR PART TIME HOURLY EMPLOYEES – FULL TIME EQUIVALENT (SFPEBU) | | | | | |
|--|--|--|--|--|--|
|--|--|--|--|--|--|

| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| 62 | 18.35 | 19.36 | 20.42 | 21.55 | 22.73 |
| 100 | 26.35 | 27.73 | 29.19 | 30.72 | 32.33 |
| 104 | 28.11 | 29.58 | 31.14 | 32.78 | 34.50 |
| 114 | 28.18 | 29.72 | 31.35 | 33.08 | 34.90 |
| 122 | 33.62 | 35.39 | 37.25 | 39.21 | 41.27 |

| SCHEDULE HG FOR PART TIME HOURLY EMPLOYEES – GENERAL ABOVE MINIMUM WAGE (SFPEBU) | | | | | |
|---|---------------|---------------|---------------|---------------|---------------|
| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
| 62 | 18.41 | 19.33 | 20.29 | 21.31 | 22.37 |
| 71 | 21.76 | 22.85 | 23.98 | 25.19 | 26.45 |

| SCHEDULE M FOR MANAGEMENT EMPLOYEES (SFMG) | | | | | |
|---|---------------|---------------|---------------|---------------|---------------|
| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
| 55 | 7440 | 7812 | 8203 | 8613 | 9044 |
| 56 | 7600 | 7890 | 8379 | 8798 | 9238 |
| 57 | 7770 | 8159 | 8567 | 8995 | 9445 |
| 58 | 7938 | 8335 | 8752 | 9190 | 9650 |
| 59 | 8093 | 8498 | 8923 | 9369 | 9837 |
| 60 | 8300 | 8715 | 9151 | 9609 | 10089 |
| 61 | 8508 | 8933 | 9380 | 9849 | 10341 |
| 62 | 8717 | 9153 | 9611 | 10092 | 10597 |
| 63 | 8937 | 9384 | 9853 | 10346 | 10863 |
| 64 | 9157 | 9615 | 10096 | 10601 | 11131 |
| 65 | 9389 | 9858 | 10351 | 10869 | 11412 |
| 66 | 9622 | 10103 | 10608 | 11138 | 11695 |
| 67 | 9863 | 10356 | 10874 | 11418 | 11989 |
| 68 | 10059 | 10562 | 11090 | 11645 | 12227 |
| 69 | 10358 | 10876 | 11420 | 11991 | 12591 |
| 70 | 10814 | 11355 | 11923 | 12519 | 13145 |
| 71 | 10992 | 11542 | 12119 | 12725 | 13361 |
| 72 | 11367 | 11935 | 12532 | 13159 | 13817 |
| 73 | 11740 | 12327 | 12943 | 13590 | 14270 |
| 74 | 12123 | 12240 | 12851 | 13493 | 14167 |
| 75 | 12376 | 12995 | 13645 | 14327 | 15043 |
| 76 | 12808 | 13448 | 14120 | 14826 | 15567 |
| 77 | 13266 | 13929 | 14625 | 15356 | 16124 |
| 78 | 13717 | 14403 | 15123 | 15879 | 16673 |
| 79 | 14186 | 14895 | 15640 | 16422 | 17243 |

| | | | | | |
|-----------|--------------|--------------|--------------|--------------|--------------|
| 80 | 14656 | 15389 | 16158 | 16966 | 17814 |
| 81 | 15140 | 15897 | 16692 | 17527 | 18403 |
| 82 | 15640 | 16422 | 17243 | 18105 | 19010 |

| SCHEDULE MP FOR SWORN POLICE MANAGEMENT (SFPOA-PMU) | | | | | |
|--|---------------|---------------|---------------|---------------|---------------|
| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
| 75 | 14419 | 15140 | 15897 | 16692 | 17527 |

| SCHEDULE P FOR SWORN POLICE EMPLOYEES (SFPOA) | | | | | |
|--|---------------|---------------|---------------|---------------|---------------|
| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
| 73 | 7795 | 8222 | 8379 | 9149 | 9658 |
| 95 | 9688 | 10222 | 10786 | 11379 | 12008 |

| SCHEDULE PFE FOR HOURLY POLICE SERVICE EMPLOYEES - FULL TIME EQUIVALENT (UNREPRESENTED) | | | | | |
|--|---------------|---------------|---------------|---------------|---------------|
| SALARY RANGE NUMBER | STEP A | STEP B | STEP C | STEP D | STEP E |
| 140 | 44.97 | 47.43 | 50.07 | 52.78 | 55.72 |

SECTION 2: ELECTED, NON-ELECTIVE OFFICERS AND EMPLOYEES

The following non-elective officers and employees of the City of San Fernando shall be paid for their services to the City the compensation as hereinafter set forth.

- (A) **SALARY RANGE NUMBER AND SCHEDULES ASSIGNED** – Non-elected officers and employees set forth in this subsection (a) shall be paid the salary and wages for the classification assigned at the range and step of the applicable salary schedule.

| CLASSIFICATION | SALARY RANGE NUMBER/ SCHEDULE | STEP A | STEP B | STEP C | STEP D | STEP E |
|--|--|---------------|--------------|--------------|--------------|--------------|
| Accounting Assistant | 68G | 4426 | 4670 | 4932 | 5198 | 5485 |
| Accounting Technician | 73G | 4839 | 5099 | 5381 | 5675 | 5988 |
| Administrative Assistant | 74G | 4885 | 5151 | 5434 | 5734 | 6049 |
| Assistant Planner | 88G | 6022 | 6353 | 6704 | 7071 | 7459 |
| Assistant to the City Manager | 70M | 10814 | 11355 | 11923 | 12519 | 13145 |
| Associate Planner | 96G | 6785 | 7155 | 7549 | 7966 | 8405 |
| City Clerk | 74DH | 10259 | 10915 | 11460 | 12034 | 12637 |
| City Electrician | 79G | 5267 | 5555 | 5861 | 6185 | 6525 |
| City Manager | FLAT RATE | 22,029 | | | | |
| City Mechanic | 79G | 5267 | 5555 | 5861 | 6185 | 6525 |
| Civil Engineering Assistant II | 104G | 7644 | 8061 | 8508 | 8973 | 9469 |
| Community Development Technician | 80G | 5346 | 5638 | 5949 | 6277 | 6623 |
| Community Preservation Officer | 92GPD | 5828 | 6134 | 6456 | 6796 | 7153 |
| Community Service Officer | 78GPD | 4872 | 5128 | 5398 | 5682 | 5980 |
| Cross Connection Specialist | 83G | 5589 | 5896 | 6219 | 6562 | 6924 |
| Deputy City Clerk/ Management Analyst | 62M | 8717 | 9153 | 9611 | 10092 | 10597 |
| Deputy City Manager/ Economic Development | 83DH | 16192 | 17002 | 17853 | 18746 | 19682 |
| Director of Administrative Services | 79DH | 14275 | 14988 | 15736 | 16524 | 17351 |

| CLASSIFICATION | SALARY RANGE NUMBER/ SCHEDULE | STEP A | STEP B | STEP C | STEP D | STEP E |
|---|--|--------------|--------------|--------------|--------------|--------------|
| Director of Community Development | 79DH | 14275 | 14988 | 15736 | 16524 | 17351 |
| Director of Public Works | 82DH | 15448 | 16219 | 17031 | 17883 | 18777 |
| Director of Recreation and Community Services | 77DH | 12745 | 13383 | 14056 | 14762 | 15502 |
| Executive Assistant | 78G | 5159 | 5439 | 5739 | 6053 | 6388 |
| Executive Assistant to the City Manager | 79C | 6471 | 6795 | 7136 | 7493 | 7867 |
| Housing Coordinator | 103G | 7528 | 7942 | 8383 | 8842 | 9328 |
| Human Resources Assistant | 68C | 4929 | 5177 | 5432 | 5704 | 5988 |
| Human Resources Manager | 77M | 13266 | 13929 | 14625 | 15356 | 16124 |
| Human Resources Technician | 73C | 5582 | 5863 | 6156 | 6463 | 6785 |
| Information Technology System Administrator | 70M | 10814 | 11355 | 11923 | 12519 | 13145 |
| Management Analyst | 62M | 8717 | 9153 | 9611 | 10092 | 10597 |
| Office Clerk | 56G | 3181 | 3355 | 3540 | 3735 | 3940 |
| Payroll Technician | 73C | 5582 | 5863 | 6156 | 6463 | 6785 |
| Planning Manager | 75M | 12376 | 12995 | 13645 | 14327 | 15043 |
| Police Cadet | 73P | 7795 | 8222 | 8679 | 9149 | 9658 |
| Police Chief | 84DH | 16939 | 17785 | 18674 | 19608 | 20588 |
| Police Commander | 75MP | 14419 | 15140 | 15897 | 16692 | 17527 |
| Police Desk Officer | 94GPD | 5939 | 6251 | 6579 | 6925 | 7289 |
| Police Executive Assistant | 88GPD | 5518 | 5808 | 6113 | 6434 | 6773 |
| Police Officer | 73P | 7795 | 8222 | 8679 | 9149 | 9658 |

| CLASSIFICATION | SALARY RANGE NUMBER/ SCHEDULE | STEP A | STEP B | STEP C | STEP D | STEP E |
|---|--|--------------|--------------|--------------|--------------|--------------|
| Police Records Administrator | 107GPD | 7389 | 7777 | 8186 | 8616 | 9069 |
| Police Records Specialist | 74GPD | 4568 | 4807 | 5059 | 5325 | 5604 |
| Police Sergeant | 95P | 9688 | 10222 | 10786 | 11379 | 12008 |
| Program Specialist | 69G | 4484 | 4733 | 4990 | 5265 | 5553 |
| Property Control Officer | 83GPD | 5188 | 5461 | 5748 | 6050 | 6368 |
| Public Works Maintenance Worker | 67G | 4360 | 4602 | 4852 | 5121 | 5403 |
| Public Works Operations Manager | 76M | 12808 | 13448 | 14120 | 14826 | 15567 |
| Public Works Superintendent | 109G | 8236 | 8687 | 9165 | 9670 | 10201 |
| Public Works Supervisor | 91G | 6297 | 6645 | 7010 | 7395 | 7800 |
| Public Works Technician | 80G | 5346 | 5638 | 5949 | 6277 | 6623 |
| Recreation & Community Services Coordinator | 75G | 4932 | 5207 | 5490 | 5792 | 6109 |
| Recreation & Community Services Supervisor | 88G | 6022 | 6353 | 6704 | 7071 | 7459 |
| Senior Accountant | 70M | 10814 | 11355 | 11923 | 12519 | 13145 |
| Senior Maintenance Worker | 77G | 5131 | 5415 | 5711 | 6026 | 6355 |
| Senior Park Maintenance Specialist | 77G | 5131 | 5415 | 5711 | 6026 | 6355 |
| Senior Tree Care Specialist | 77G | 5131 | 5415 | 5711 | 6026 | 6355 |
| Senior Sewer Worker | 82G | 5506 | 5809 | 6131 | 6465 | 6821 |

| CLASSIFICATION | SALARY RANGE NUMBER / SCHEDULE | STEP A | STEP B | STEP C | STEP D | STEP E |
|------------------------------|--|--------------|--------------|--------------|--------------|--------------|
| Senior Water System Operator | 84G | 5647 | 5958 | 6286 | 6631 | 6995 |
| Senior Water Worker | 81G | 5426 | 5725 | 6038 | 6371 | 6721 |
| Sewer Worker | 71G | 4604 | 4844 | 5124 | 5404 | 5703 |
| Social Services Coordinator | 75G | 4932 | 5207 | 5490 | 5792 | 6109 |
| Treasurer Assistant | 70G | 4579 | 4836 | 5097 | 5378 | 5780 |
| Water Operations Manager | 76M | 12808 | 13448 | 14120 | 14826 | 15567 |
| Water Superintendent | 113G | 8740 | 9221 | 9727 | 10262 | 10827 |
| Water System Supervisor | 95G | 6685 | 7051 | 7438 | 7849 | 8277 |
| Water System Operator | 77G | 5131 | 5415 | 5711 | 6026 | 6355 |
| Water Worker I | 72G | 4738 | 4999 | 5271 | 5562 | 5866 |
| Water Worker II | 76G | 5032 | 5301 | 5595 | 5904 | 6228 |

(B) SEASONAL AND HOURLY POSITIONS – Seasonal employees and employees hired on an hourly basis shall be paid hourly rates for assigned classifications as follows:

| CLASSIFICATION | SALARY RANGE NUMBER/ SCHEDULE | STEP A | STEP B | STEP C | STEP D | STEP E |
|---------------------------------|--|--------------|--------------|--------------|--------------|--------------|
| Administrative Assistant | 114HFE | 28.18 | 29.72 | 31.35 | 33.08 | 34.90 |
| City Maintenance Helper | 62HG | 18.41 | 19.33 | 20.29 | 21.31 | 22.37 |
| Community Preservation Officer | 122HFE | 33.62 | 35.39 | 37.25 | 39.21 | 41.27 |
| Community Service Officer | 104HFE | 28.11 | 29.59 | 31.14 | 32.78 | 34.50 |
| Crossing Guard | 44H | 16.50 | 17.33 | 18.19 | 19.10 | 20.06 |
| Day Camp Counselor | 44H | 16.50 | 17.33 | 18.19 | 19.10 | 20.06 |
| Junior Cadet | 45H | 16.78 | 17.62 | 18.50 | 19.42 | 20.40 |
| Management Intern | 71HG | 21.76 | 22.85 | 23.98 | 25.19 | 26.45 |
| Office Clerk | 62HFE | 18.35 | 19.36 | 20.42 | 21.55 | 22.73 |
| Police Cadet | 140PFE | 44.97 | 47.43 | 50.07 | 52.78 | 55.72 |
| Police Reserve Officer | 140PFE | 44.97 | 47.43 | 50.07 | 52.78 | 55.72 |
| Police Records Specialist | 100HFE | 26.35 | 27.73 | 29.19 | 30.72 | 32.33 |
| Pool Attendant/ Cashier | 44H | 16.50 | 17.33 | 18.19 | 19.10 | 20.06 |
| Public Works Maintenance Helper | 62HG | 18.41 | 19.33 | 20.29 | 21.31 | 22.37 |
| Recreation Leader I | 44H | 16.50 | 17.33 | 18.19 | 19.10 | 20.06 |
| Recreation Leader II | 47H | 17.27 | 18.13 | 19.04 | 19.99 | 20.99 |
| Recreation Leader III | 71H | 21.58 | 22.66 | 23.79 | 24.98 | 26.23 |
| Senior Day Camp Counselor | 52H | 18.07 | 18.97 | 19.92 | 20.92 | 21.96 |

(C) COMPENSATION FOR COMMISSIONS, BOARDS, COMMITTEE MEMBERS, AND COUNCIL LIAISON

The members of the following commissions, boards, and committees, as well as City Council Liaison, who are not employees of the City, shall be paid the amount hereinafter specified for each meeting.

| <u>COMMISSION/COMMITTEE/LIAISON</u> | <u>COMPENSATION PER MEETING ATTENDED (NOT TO EXCEED ONE MEETING PER MONTH)</u> |
|---|--|
| Disaster Council | \$100.00 |
| Education Commission | \$100.00 |
| Planning and Preservation Commission | \$100.00 |
| Parks, Wellness, and Recreation Commission | \$100.00 |
| Transportation and Safety Commission | \$100.00 |
| Greater LA County Vector Control District Council Liaison | \$150.00 |
| Metropolitan Water District (MWD) Representative | \$250.00 |

(D) COMPENSATION FOR COUNCIL MEMBERS

The members of the City Council shall be paid compensation in the amount of \$764.53 per month.

For other benefits applicable to Council members, please refer to Section 3(I) below.

SECTION 3: ADDITIONAL COMPENSATION AND BENEFITS

The following elective and non-elective officers, as well as employees shall be paid compensation in addition to the basic salary set forth in Section 2 as follows:

A. GENERAL AND CONFIDENTIAL EMPLOYEES

Salaries and benefits listed here apply to full-time employees assigned to **Schedule G** for General Employees (SFPEA), and to unrepresented full-time Confidential Employees assigned to **Schedule C**.

(1) SALARY

The salary ranges shown under **Schedule G** are consistent with the following provisions negotiated in Contract No. 2145, Article 6.01, and extended to **Schedule C**:

- A. Effective the first full pay period that includes July 1, 2025, unit members shall receive a base salary increase of four percent (3%).
- B. Effective the first full pay period that includes July 1, 2026, unit members shall receive a base salary increase of four percent (3%).

In computing benefits that are a percentage of base salary (e.g., Longevity, Special Assignment Pay, etc.), each benefit is calculated independently over the base salary of each respective employee.

(2) LONGEVITY PAY

- A. The City shall pay unit employees that have completed 10 years of continuous service with the City, an additional 3% above the base salary step.
- B. The City shall pay unit employees that have completed 20 years of continuous service with the City, an additional 1% above the previous first longevity step, for a total of 4% above their base salary.
- C. The City shall pay unit employees that have completed 30 years of continuous service with the City, an additional 1% above the previous second longevity step, for a total of 5% above their base salary.
- D. An employee on leave of absence without pay or any form of leave without pay, with the exception of Federal or State family medical leave and/or military leave under the Uniformed Services Employment and Reemployment Rights Act (USERRA) and/or the California Military and Veterans Code, shall not have such leave time credited as service time for purposes of calculating the years of service.

(3) BILINGUAL BONUS

A monthly bilingual bonus shall be paid to those unit employees that qualify in accordance with the following conditions:

- A. Field Employees: \$50 per month provided:
 - i. The employee has demonstrated to the satisfaction of the City his/her fluency in the Spanish language based on a bi-annual oral testing procedure selected by the City.
 - ii. The employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department Head and approved in writing by the City Manager.
- B. Counter Employees: \$100 per month provided:
 - i. The employee has demonstrated to the satisfaction of the City his/her fluency in the Spanish language based on a bi-annual oral testing procedure selected by the City.
 - ii. The employee is employed in a job classification whose primary duties require the employee to communicate with members of the public.
- C. Written Translation of City Materials: \$25 per month: Employees who otherwise qualify for a bilingual bonus under subsection A and B above, shall receive an additional \$25 per month bilingual bonus when asked to translate City materials to Spanish for official publication.
- D. Grandfather Provision: Any field employee who has received bilingual pay of \$100 per month on a continuous basis since July 1, 2017 will receive the bilingual bonus in accordance with provisions set forth in subsection B above.

(4) OVERTIME

Non-exempt employees who work under the regular 7:30 a.m. - 5:30 p.m., 8a.m. – 5:00 p.m., Monday–Friday schedule, must be paid overtime or granted compensatory time off (CTO) at the employee's request, for all hours worked over forty (40) hours in a seven-day work period. Non-exempt employees who are under the 9/80 or other flex work schedule shall have a designated fixed workweek, and any hours worked over the specified maximum hours within the designated workweek must be paid as overtime or granted compensatory time off at the employee's request. The City shall comply with the provisions of the Fair Labor Standard Act (FLSA), and shall define the parameters of a standard workweek.

Overtime shall be paid at the rate of one and one-half (1.5) times the regular rate of pay for the excess time (overtime hours) worked during the workweek. The payment of overtime to non-exempt, employees will be based upon actual hours worked, which shall include vacation, holiday, and sick time.

Overtime will be equitably distributed amongst qualified employees within their department and classification. The City will develop a form which will be provided to the employee who is offered the overtime and which allows the employee to indicate by his/her signature in what manner they want the overtime to be compensated (i.e. monetarily or through CTO).

The rate at which Contract (i.e., MOU) Overtime is calculated shall not include the City's Cafeteria Plan Allowance, the opt-out allowance, or any cash back an employee may receive from the Cafeteria Plan Allowance as set forth in applicable section of the SFPEA MOU, by choosing benefits that cost less than the Allowance.

(5) COMPENSATORY TIME OFF (CTO)

Unit employees may accrue a maximum of 100 CTO hours. CTO hours in excess of 100 hours must be paid at the rate of one and one-half (1.5) times the regular rate of pay.

The scheduling and use of CTO shall be subject to the approval of the employee's immediate supervisor or their designee. An employee who has requested the use of CTO is permitted to use such time "within a reasonable period" after making the request, unless it is determined that the employee's request would "unduly disrupt" the Department operations or impose an unreasonable burden on the Department's ability to provide services of acceptable quality and quantity for the public during the time required without the use of the employee's services.

(6) COURT APPEARANCE PAY

Any unit employee required to appear in court on behalf of the City during off-duty hours, shall be paid at one and one-half (1½) times his/her regular rate of pay for the duration of the court appearance, with a minimum of two (2) hours.

(7) SHIFT DIFFERENTIAL PAY

The City pays, in addition to base salary, an additional ninety dollars (\$90) per month to unit members required to work swing shift, and one hundred and twenty dollars (\$120)

per month to unit members required to work graveyard shift.

When an employee is assigned to a specific shift eligible for shift differential pay, the employee will be paid the shift differential rate for that shift. In the event an employee works a different shift to fill in for sick leave, vacation, etc., employee will be paid at the rate for his/her assigned shift.

(8) STAND-BY PAY

All employees who are assigned to mandatory stand-by on the weekends and holidays shall be paid stand-by pay at the rate of \$1.50 per hour during the period when they are required to stand-by.

Employees assigned to mandatory stand-by must:

- A. Provide a phone number at which they can be contacted if a stand-by phone is not issued.
- B. Report to work within 1 hour of being contacted.
- C. Not be under the influence of alcohol, unlawful substances, or prescribed drugs that may impair their ability to perform duties.

At no point shall more than three (3) employees be on stand-by from all the divisions combined (including Water, Street and Tree, and Facilities).

(9) SPECIAL PROJECTS BONUS PAY

Employees in Public Works when assigned to the Special Projects Squad shall receive \$5.00 per hour for each hour over their base salary worked on designated special projects. Special Projects pay will not be paid in addition to Inspector pay. No more than three (3) persons will be authorized to receive Special Projects pay for any project; a fourth employee may be assigned to the Special Projects crew at the discretion of the Director of Public Works or their designee.

A “special project” shall be any new project work approved by the Director of Public Works which meets the following first criterion and at least one or more of the remaining criteria:

- A. Nature of Work: Special projects shall typically be one time, unique construction projects, and does not include on-going routine maintenance duties or deferred maintenance duties.
- B. Short Deadline: Work that would normally be performed as contractual services, but due to an immediate deadline, cannot reasonably be procured in a timely manner by the informal or formal City procurement process.

- C. Unique Knowledge/Skills: Work that would normally be performed as contractual services, but may be performed more efficiently or effectively by Public Works employees due to their unique knowledge of the project and/or work conditions, or due to special skills.
- D. Demonstrated Cost Savings: Work that would normally be performed by contractual services, but when assigned to Public Works employees can be performed more efficiently or effectively resulting in demonstrated project cost savings.

(10) WEEKEND BONUS PAY

The City shall provide weekend bonus pay to any employees assigned to rotating weekend work assignments. Employees who request to work the weekend shall not be eligible for Weekend Bonus Pay.

Any eligible employee that is required and scheduled to perform Weekend Shift duties will be compensated at the rate of an additional \$2.50 per hour over his or her base salary, for those hours spent on weekend assignment. To be eligible for Weekend Bonus Pay, the staff member must be regularly assigned and scheduled to work a weekend.

Compensation for weekend shift shall be the employee's base salary plus the weekend bonus pay for hours worked on weekends. Weekend Bonus Pay shall not be included in the determination of Overtime premium rate or comp time. It shall not be combined with other established premium compensation such as stand-by pay, or any other shift pay.

(11) INSPECTOR DUTY PAY

The City agrees to continue the specialized inspector pay provisions consistent with agreed upon procedures including but not limited to requiring approval by the Department Head and providing for no more than one (1) inspector per project except by official exemption.

Any eligible Public Works field/building maintenance and/or utility employee who is required and scheduled to perform Inspector duties, which are outside of the duties provided in their class specification, will be compensated at the rate of an additional \$6.00 per hour over his or her base salary, for those hours actually spent on inspection.

To be eligible for Inspector Duty Pay, the employee must be certified and be on a Certification List created by the appropriate Department Head. An employee qualifies as "certified" for purposes of Inspector Duty Pay if they have (1) received state or local certification in the inspection subject, or in a related field, and/or (2) received and successfully completed City-sponsored trainings in the inspection subject or in a related field.

(12) CALL BACK

Any employee called back to work other than as continuation (immediately preceding or following) of his/her regular established work schedule shall be compensated at the rate of pay equal to one and one-half (1.5) times his/her regular hourly pay. The minimum period to be compensated for any such "callback" time shall be two (2) hours.

(13) WORKING OUT OF CLASS

An employee assigned by his or her Department Head, with City Manager approval, to perform duties outside of his or her job classification on a temporary basis will be paid at the rate of five percent (5%) higher than their current base salary. This five percent working out of class pay shall continue until such time that the Department Head determines that the duties are no longer necessary or the position is reclassified.

(14) ACTING OUT OF CLASS

An employee assigned by his or her Department Head, with City Manager approval to perform duties of a higher level position or to act in a higher capacity outside of their own classification shall be paid at the rate of five percent (5%) higher than their current BASE salary, retroactive to the first day of the assignment, effective the fifth consecutive business day of working in that higher level assignment. If that assignment lasts longer than ten (10) consecutive work days, then the employee shall be paid at Step A of the higher classification or five percent (5%), whichever is higher, effective after the tenth consecutive business day of working in that higher level assignment.

In the event the employee is promoted to the higher level position, and has completed at least six (6) consecutive months in the higher level position to which they were promoted, and has received a satisfactory evaluation within 30 days prior to their promotion, the probation period shall be waived. All consecutive time worked of more than six consecutive months in that higher level position shall be considered time served in the position for seniority as it relates to bumping rights.

No employee shall be assigned to an acting out of class assignment for more than 960 hours per fiscal year during an active recruitment for the vacant position. An employee that exceeds 960 hours when there is no active recruitment, shall be moved to the next salary step after six (6) consecutive months in the acting position, provided they received a satisfactory evaluation.

The City shall ensure that anyone assigned to act in a higher capacity is adequately trained to fulfill the requirements of that higher class. Assignments to perform higher-level duties must be formal and in writing, and approved by the Department Head.

(15) EDUCATION INCENTIVE PAY

Employees who possess a Bachelor degree in a related field from an accredited educational institution shall receive two-percent (2%) above their base salary step effective the first day of the full pay period following the date they submit proof of their degree to the Personnel Division. Employees who possess a Master's degree in a related field from an accredited educational institution shall receive an additional two-percent (2%) above their base salary step effective the first day of the full pay period following the date they submit proof of their degree to the Personnel Division. The employee is not eligible for Education Incentive Pay that for a degree or certificate that is specified as a minimum qualification for their job classification.

(16) OTHER COMPENSATION

The City will provide Certification/License Pay as follows:

- i. Commercial Driver's License (CDL): Five percent (5%) of base rate of pay for a Class B, an additional two percent (2%) of base rate of pay for a Class A. Maximum of seven percent (7%) for CDL Certification pay if an employee possesses a Class A.
- ii. International Municipal Signal Association (IMSA) 1, 2, & 3: Two and one-half percent (2.5%) of base rate of pay for Grade 1, with an additional one percent (1%) of base rate of pay for each additional grade. The Public Works Superintendent classification is required to hold a Grade 1 Certification, therefore, is only eligible for Grades 2 and 3 Certification pay.
- iii. California Water Environment Association (CWEA) Grades 1-4 for sewer collection systems: Two and one-half percent (2.5%) of base rate of pay for Grade 1, with an additional one percent (1%) of base rate of pay for each additional grade. The Public Works Superintendent and Public Works Supervisor classifications are required to hold a Grade 1 certification, therefore, are only eligible for Grades 2, 3, and 4 Certification pay.
- iv. Engineer in Training (EIT): Five percent (5%) of base rate of pay.
- v. Qualified Applicator Certification (QAC license) to inspect/monitor contractor compliance: Two and one-half percent (2.5%) of base rate of pay. This pay shall be in-lieu of "Inspector Pay."
- vi. ISA Aerial Lift/OSHA Aerial & Scissor Lift Certification and Training: Two and one-half percent (2.5%) of base rate of pay.
- vii. International Society of Arboriculture (ISA) Certified Arborist: Five percent (5%) of base rate of pay.
- viii. To qualify for any of the Certification/License Pays identified in subsections (A)-(G), the employee must hold a position in Public Works, such as: Public Works Superintendent, Public Works Supervisor, Public Works Senior Maintenance Worker, Public Works Maintenance Worker, Civil Engineering Assistant II, Water Superintendent, Water System Supervisor, Senior Water Worker, Water Worker I/II, Senior Water System Operator or Cross Connection Specialist, or equivalent, and any new non-clerical job classifications added to the Public Works Department. The employee is not eligible for a Certificate/License Pay that is specified as a minimum qualification for the job classification. In the event a unit member is reclassified at a future date to any of these job classifications they shall get the benefit of subsection (A)-(G) above.
- ix. American Water Works Association (AWWA) Backflow Prevention Tester and Cross-Connection Control Program Specialist: Two and one-half percent (2.5%) for each certification. This Certification/License Pay is only applicable to unit members assigned to the Water Worker I/II and Senior Water Worker classifications.
- x. California State Water Resources Control Board, Water Distribution System Operator Grade D-III: Two and one-half percent (2.5%) of base rate of pay. This

Certification/License Pay is only applicable to unit members assigned to the Water Worker I/II and Senior Water Worker classifications.

- xi. California State Water Resources Control Board, Water Treatment Operator Grade T-II and T-III: Two and one-half percent (2.5%) per certification. This Certification/License Pay is only applicable to unit members assigned to the Water Worker I/II and Senior Water Worker classifications.
- xii. CPR/First Aid Trainer: Five percent (5%) of base rate of pay. This Certification/License Pay is only applicable to unit members in classifications assigned to Recreation & Community Services.
- xiii. Global Identification System (GIS) Certification: Five percent (5%) of base rate of pay. This Certification pay is available to all unit members.
- xiv. Employees will be ineligible for any of the Certification/License Pays listed in subsections (A)-(G) and (I) to (M) upon expiration/termination of the license or certificate.
- xv. Employees receiving any Certification/License Pay set forth in Section 11.12 of this MOU shall not be entitled to Out-of-Class Pay when performing duties authorized by their Certification/License.

(17) HOLIDAY LEAVE

Employees who are required to work on a holiday shall receive holiday compensation at the rate of time and one-half (1 1/2) times their base salary rate of pay in addition to their regular rate of pay for all hours worked.

Each unit employee shall be entitled to the following holidays with pay:

New Year's Day

Martin Luther King, Jr. Day

Presidents' Day

Cesar Chavez Birthday

Memorial Day

Juneteenth

Independence Day

Labor Day

Veterans Day

Thanksgiving Day

Day after Thanksgiving

Christmas Day

Float day (Each July 1, employees will accrue a Floating holiday; if not used within 12 months of receipt of the holiday, the Floating holiday is lost).

(18) OTHER BENEFITS

For other benefits such as uniform allowance, tuition and mileage reimbursements, sick and vacation leave, bereavement, Paid Parental Leave, catastrophic leave, Workers' Compensation, medical, dental, vision insurance, and retirement, and so on, that apply to Schedule G; please refer to their last MOU (Contract No. 2145).

(19) SALARY

The salary ranges shown under Schedule GPD are consistent with the following provisions negotiated in Contract No. 2294, Article 5.01:

- A. Effective the first day of the pay period that includes July 1, 2025, the base salary for each represented unit classification shall be increased by five percent (5%).
- B. Effective the first day of the pay period that includes July 1, 2026, the base salary for each represented unit classification shall be increased by four percent (4%).
- C. Effective the first day of the pay period that includes July 1, 2027, the base salary for each represented unit classification shall be increased by four percent (4%).
- D. Effective the first day of the pay period that includes July 1, 2028, the base salary for each represented unit classification shall be increased by four percent (4%).

If applicable, benefits that are a percentage of base salary will be applied to the employee's base salary only. If an employee is entitled to multiple percentage based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

(20) LONGEVITY PAY

Employees are eligible for longevity pay under the following terms:

- A. Unit employees who have, from date of hire, completed 10 years of continuous service with the City will receive an additional three percent (3%) above the base salary step.
- B. Unit employees who have, from date of hire, completed 20 years of continuous service with the City will receive an additional one percent (1%) above the previous first longevity step, for a total of (4%) above the base salary step.
- C. Unit employees who have, from date of hire, completed 30 years of continuous service with the City will receive an additional once percent (1%) above the previous second longevity step, for a total of five percent (5%) above their base salary step.

An employee on leave of absence without pay, or any form of leave without pay, with the exception of Federal or State family medical leave and/or military leave under the Uniformed Services Employment and Reemployment Rights Act ("USERRA") and/or the California Military and Veterans Code, shall not have such leave time credited as service time for purposes of calculating the years of service.

(21) BILINGUAL PAY

A bonus of \$100.00 per month shall be paid to those unit employees that qualify in accordance with the following conditions:

- A. The employee has demonstrated to the satisfaction of the City his/her fluency in the Spanish language based on written and/or oral testing procedure selected by the City with such testing to be conducted every five years;
- B. The employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department Head and approved in writing by the City Manager.
- C. Written Translation of City Materials: Employees who otherwise qualify for a bilingual bonus under subsection A and B above, shall receive an additional \$25 per month bilingual bonus when asked to translate City materials to Spanish for official publication.

(22) OVERTIME

Non-exempt employees who work under the regular 8a.m. – 5:00 p.m., Monday–Friday schedule, must be paid overtime or granted compensatory time off (CTO) at the employee's request as defined in Article 9, section 9.02 for all hours worked over forty (40) hours in a seven (7) day work period.

Non-exempt employees who are under the 9/80 or other flex work schedule shall have a designated fixed workweek, and any hours worked over the specified maximum hours within the designated workweek must be paid as overtime or granted compensatory time off at the employee's request as defined in Article 9, section 9.02. The City shall comply with the provisions of the Fair Labor Standard Act (FLSA), and shall define the parameters of a standard workweek.

Overtime shall be paid at the rate of one and one-half (1.5) times the regular rate of pay for the excess time (overtime hours) worked during the workweek. The payment of overtime to non-exempt, employees will be based upon actual hours worked.

Overtime will be equitably distributed amongst qualified employees on a rotational basis. Overtime worked cannot interfere with an employee's assigned work schedule, which would allow seven and one-half (7 ½) hours between assigned work shifts (e.g. an employee cannot work a twelve-hour shift followed by an overtime shift or more than four hours; and then work his/her assigned shift consecutively as this would leave less than seven and one-half hours of rest time between assigned shifts).

Overtime offered to bargaining unit employees shall be posted to give bargaining unit members ample time to sign up for the overtime. A senior bargaining unit member may bump a junior bargaining unit member, as long as it does not interfere with the senior bargaining unit member's assigned work shift schedule. If a bargaining unit member calls out sick, overtime (if needed to cover the shift) will be offered on a seniority basis to cover the employee that has called out for his/her work shift (as long as overtime does not interfere with bargaining unit member's assigned shifts).

(23) COMPENSATORY TIME OFF (CTO)

The maximum number of CTO hours any non-exempt, non-sworn employee may accrue is 100 hours. CTO hours in excess of 100 hours must be paid at the rate of one and one-half (1.5) times the regular rate of pay.

The scheduling and use of CTO shall be subject to the approval of the employee's Department Head. An employee who has requested the use of CTO is permitted to use such time "within a reasonable period" after making the request, unless it is determined that the employee's request would "unduly disrupt" the Department operations or impose an unreasonable burden on the Department's ability to provide services of acceptable quality and quantity for the public during the time required without the use of the employee's services.

(24) CALL BACK

Any employee called back to work other than as a continuation (immediately preceding or following) of his/her regular established work schedule, shall be compensated as follows:

- A. When the employee is required to physically report for duty, the employee shall receive 1.5 times his/her regular rate of pay for the actual time worked, with a minimum of three (3) hours compensation for any such "callback."
- B. When the employee is required to perform work by phone or computer, the employee shall receive 1.5 times his/her regular rate of pay for the actual time worked, with a minimum of one hour. Telephone calls/computer/emails under 15 minutes per day shall be deemed *de minimus*, and employees shall receive no call back or compensation for such work.

(25) HOLIDAY LEAVE

Each unit employee shall be entitled to the following holidays with pay (8 hours per holiday):

- New Year's Day
- Martin Luther King, Jr. Day
- Presidents' Day
- Cesar Chavez Birthday
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day
- Floating Holiday

Floating holiday hours are credited each July 1st and must be used before June 30th. Unused floating holiday hours are not to be carried forward.

Employees that work a 5/8 or 9/80 schedule who are required to work on a holiday shall receive holiday compensation at the rate of time and one-half (1-1/2) times their normal rate of pay in addition to pay for all hours worked.

Employees that work a modified 3/12 work week shall be granted the same holidays as above and shall accrue 104 hours of Holiday leave per year, and shall be credited with 52 hours of Holiday leave each January 1st, and an additional 52 hours of Holiday leave each July 1st. Employees on the 3/12 work week shall schedule holiday leave in accordance with Police Departmental procedures.

Employees on the 3/12 work week will only be permitted to carry over 104 hours of accrued but unused holiday leave from one calendar year to the next. Employees on the 3/12 work week who, as of January 1st, have not lowered their accrued Holiday leave to 104 hours or less, shall not accrue additional hours until such time as the employee brings his/her accrual to (or under) the 104-hour cap. At that time, the employee will receive his/her full 52-hour allotment for that half year. Upon employee's separation from the City, any unused holiday leave shall be compensated at his/her regular rate of pay.

(26) UNIFORM ALLOWANCE

The City shall provide uniforms and/or equipment, as well as provide allowances as follows:

- A. Except for the Community Preservation Officer, unit members will receive two (2) complete sets of uniforms at time of hire, with two (2) replacements each year, an initial issue of one outdoor jacket with biennial (every even-numbered year) replacements, and an annual uniform allowance of \$500 per year. Clerical staff also receive one casual polo shirt. The Community Preservation Officer will receive five (5) replacement polo shirts per year, and one outdoor jacket with biennial replacements.
- B. Boots/Shoes: Employees who are required to wear certain shoes/boots for their position will receive \$300 per fiscal year to purchase work shoes/boots. All purchases shall be made in accordance with the City's purchasing policy.
- C. Uniforms shall consist of:
 - Clerical – Shirt/Casual Polo, skirt or pants, blazer, and vest
 - Police Desk Officer – Shirt, skirt or pants, name tag, tie, tie bar, and belt
 - Community Service Officer – Pants, shirt, jacket, polo shirt, belt and name tag
 - Community Preservation Officer – Polo shirt, and jacket

Uniform/Equipment Allowance shall be paid by separate payroll check semi-annually. Worn uniforms may be replaced by the City subject to the Department Head's approval. All worn uniforms must be turned in upon being replaced.

D. Rain Gear: The City shall provide rain gear to employees assigned to work in the rain.

(27) COURT APPEARANCE PAY

Any bargaining unit employee required to appear in court on behalf of the City during off-duty hours, shall be paid at one and one-half (1 ½) times his/her regular rate of pay for the duration of the court appearance, with a minimum of two (2) hours.

(28) WORKING OUT OF CLASS

An employee assigned by his or her Department Head, with City Manager approval, to perform duties outside of his or her job classification on a temporary basis will be paid at the rate of five percent (5%) higher than their current base salary. This 5% working out of class pay shall continue until such time that the Department Head determines that the duties are no longer necessary or the position is reclassified. This provision will not apply to an employee temporarily assigned to fill a vacant higher-level classification, which shall be governed by "Acting Out of Class" provisions below (i.e., Section 9.05 of SFPCL MOU, Contract No. 2294).

(29) ACTING OUT OF CLASS

An employee assigned by his or her Department Head, with City Manager's approval, to perform the duties of a higher level classification due to a vacancy or prolonged absence in that higher level classification (e.g. vacation or other leave of absence) shall be paid as follows:

- A. Effective on the fifth consecutive business day of assignment in that higher-level classification, five percent (5%) higher than their current base salary, retroactive to the first day of the assignment.
- B. If that assignment lasts longer than ten (10) consecutive work days, then the employee shall be paid at Step A of the higher classification, or 5% higher than their current base salary, whichever is greater, effective after the tenth consecutive business day of working in that higher level assignment.

In the event the employee is promoted to the higher-level position, and has completed at least six (6) consecutive months in the higher-level position to which they were promoted, and has received a satisfactory evaluation within 30 days prior to their promotion, the probation period shall be waived. All consecutive time worked of more than six (6) consecutive months in that higher-level position shall be considered time served in the position for seniority as it relates to bumping rights.

No employee shall be assigned to an acting out of class assignment for more than 960 hours. The City shall ensure that anyone assigned to act in a higher capacity is adequately trained to fulfill the requirements of that higher class. Assignments to perform higher-level duties must be formal and in writing, and approved by the Department Head.

(30) CERTIFICATION PAYS

Employees who possess any of the certificates listed below prior to September 1, 2021 shall receive the commensurate certification pay effective the first day of the pay period that includes July 1, 2024. For employees who earned any of the certificates listed below, they will be eligible for such pay effective the first day of the pay period following the date they submit proof of the newly acquired certificate to the Human Resources Division:

A. POST Certification

- i. Dispatcher Intermediate: Employees who hold a Dispatcher Intermediate Certificate from POST shall receive an additional 4% above their base salary step.
- ii. Dispatcher Advanced: Employees who hold a Dispatcher Advanced Certificate from POST shall receive an additional 4% above their base salary step.
- iii. Records Supervisor: Employees who hold a Records Supervisor Certificate from POST shall receive an additional 2.5% above their base salary step.

B. CPR/First Aid/AED Trainer: Employees who hold a CPR/First Aid/AED Trainer certificate from the American Red Cross shall receive an additional 5% above their base salary step.

C. CACEO: Employees who hold certification as a Certified Code Enforcement Officer through the California Association of Code Enforcement Officers shall receive an additional 5% above their base salary step.

D. IAAP: Employees who hold certification as a Certified Administrative Professional from the International Association of Administrative Professionals shall receive an additional 5% above their base salary step.

E. IAPE: Employees who hold certification as a Certified Property and Evidence Specialist from the International Association for Property and Evidence shall receive an additional 5% above their base salary step.

F. CLETS: Employees who hold certification as a Certified CLETS Trainer from the California Department of Justice shall receive an additional 5% above their base salary step.

G. ATSSA: Employees who hold certification as a Certified Traffic Control Technician from the American Traffic Safety Services Association shall receive an additional 5% above their base salary step.

H. NENA: Employees who hold certification as a Certified Emergency Number Professional from the National Emergency Number Association shall receive an additional 5% above their base salary step.

- I. **Building Inspector Pay:** An employee assigned to serve as Community Preservation and Building Inspector shall receive ten percent (10%) above base Community Preservation Officer pay. To serve as Community Preservation and Building Inspector, the employee must hold at least one valid certification as either a Residential Building Inspector or Commercial Building Inspector issued by the International Code Council (ICC) at the time of assignment. Possession of both ICC certificates as a Residential Building Inspector and as a Commercial Building Inspector are a condition of continued assignment within 18 months of the assignment.

(31) OTHER BENEFITS

For other benefits such as tuition and mileage reimbursements, vacation leave, Paid Parental Leave, medical, dental, vision insurance, retirement, and so on, that apply to Schedule GPD, please refer to their specific MOU (Contract No. 2039).

B. PART-TIME EMPLOYEES

Salaries and benefits listed here apply to part-time employees assigned to **Schedules H** (regular Hourly employees), **HFE** (Hourly Full-Time Equivalent employees), **HG** (above minimum wage General Hourly employees), and **PFE** (Hourly Police Service employees), respectively, and reflect stipulations in the last MOU.

Schedule PFE shall apply to police service employees, such as Police Cadet, and Police Reserve Officers when activated for active Police Officer duties on an hourly basis. The salaries and benefits for the San Fernando Part-time Employees' Bargaining Unit (SFPEBU) may change depending on the outcome of pending negotiations.

(1) SALARY

The hourly rates shown under **Schedules H, HFE and HG** reflect stipulations in the last MOU (Reso. No. 8271), as follows:

- A. Classifications without Full-time Equivalency (FTE), categorized as **Schedule HG**, and which have salary ranges above the required minimum wage, shall receive an increase in base salary, which is equal to the average increase received by classifications in the City's full-time non-sworn and non-management bargaining units (i.e., SFPEA and SFPCA). Such increases shall be effective on the same date as the classifications with an FTE.
- B. Classifications with Full-Time Equivalency (FTE), categorized as **Schedule HFE**, shall receive the same increase in base salary as the FTE positions. Such increases shall be effective on the same date as the FTE positions.
- C. For Classifications that are directly impacted by the State mandated Minimum Wage Standard, **Schedule H**, as per State Law, effective January 1, 2025, salaries currently listed in this Resolution reflect no Cost of Living Adjustment.

(2) VACATION LEAVE

In order to facilitate the transition in methodology from accruals based upon continuous years of employment to accruals based upon actual hours of service, the MOU (Contract No. 1838) stipulates as follows:

Effective January 1, 2017, each employee shall accrue vacation leave based upon hours actually worked each pay period, and the leave shall be calculated at a rate based upon total hours of City service, as follows:

- A. An employee with less than ten thousand (10,000) total hours of City service shall not accrue any vacation leave hours.
- B. An employee with then thousand (10,000) and up to twenty thousand (20,000) total hours of City service shall accrue 0.04 hours of vacation leave for each hour actually worked.
- C. An employee with twenty thousand (20,000) and up to twenty-five thousand (25.000) total hours of City service shall accrue 0.06 hours of vacation leave for each hour actually worked.
- D. An employee with twenty-five thousand (25,000) or more total hours of City service shall accrue 0.07 hours of vacation leave for each hour actually worked.

The maximum vacation leave accumulation for each unit employee shall be one hundred (100) hours. Except as otherwise provided hereafter, employees shall cease to accrue any additional hours until the vacation leave bank falls below the maximum accumulation cap. An employee denied vacation due to department staffing issues, who exceeds the maximum vacation accumulation cap due to such denial, shall continue to accrue vacation leave in excess of the cap until the department is able to allow sufficient vacation leave to bring the employee under the cap. However, this provision shall not apply if an employee does not request vacation leave until twenty-four (24) hours or less of reaching the maximum accumulation cap.

Upon death, retirement, or separation from service, an employee or his/her designated beneficiary, shall be paid out for one hundred (100%) of his/her accumulated vacation leave. Such vacation hours shall be paid out at the employee's current hourly base salary at the time of the payout. For stipulations regarding deposit of previously earned paid leave, please refer to the MOU (Contract No. 1838).

(3) BILINGUAL PAY

The City shall pay a bilingual bonus at the end of each month worked, to unit employees that qualify in accordance with the following conditions:

- A. The employee has demonstrated to the satisfaction of the City his/her fluency in the Spanish language based on an oral testing procedure selected by the City; and

- B. The employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department head and approved in writing by the City Manager.

The bonus shall be paid as follows:

- A. An employee who works seventy-nine (79) hours or less per month shall be paid fifty dollars (\$50.00) per month.
- B. An employee who works eighty (80) hours or more per month shall be paid one hundred dollars (\$100.00) per month.

(4) UNIFORM ALLOWANCE/EQUIPMENT

The City shall provide each employee, who is required to wear a uniform, with three (3) complete sets of uniforms upon hire and in July of each fiscal year.

- A. The City will replace up to two (2) sets of uniforms per fiscal year due to damage or excessive wear and tear.
- B. The uniforms shall consist of those that the department deems necessary.
- C. All purchases shall be made in accordance with the City's purchasing policy.
- D. For the purpose of cleaning and laundering such uniforms, the City will continue to provide non-sworn part-time employees in the Police Department with an annual uniform allowance equal to fifty percent (50%) of the amount received by non-sworn full-time employees in the Police Department. As of July 1, 2016, this amount was one hundred and fifty dollars (\$150.00) for eligible employees in this unit.

The City shall provide appropriate gear to employees assigned to work in inclement weather, including but not limited to rain gear and jackets.

Employees who are required to wear specific shoes/boots for their position (i.e. Community Service Officers, Junior Cadets, Community Preservation Officers, and Maintenance Helpers, etc.) shall receive reimbursement for the purchase of such work shoes/boots of up to one hundred dollars (\$100.00) in July of each fiscal year

(5) WORKING OUT OF CLASS

Any assignment to perform duties of a higher level position or act in a higher capacity outside one's job classification will be paid at the rate of at least 5% higher than the employee's current base salary for the duration of such assignment. The City shall ensure that anyone working in a higher capacity is adequately trained to fulfill the requirements of that higher class. Assignments to perform higher-level duties must be formally approved in writing by the Department head.

(6) WORKING OUT OF CLASS

Any assignment to perform duties of a higher level position or act in a higher capacity outside one's job classification will be paid at the rate of at least 5% higher than the employee's current base salary for the duration of such assignment. The City shall ensure that anyone working in a higher capacity is adequately trained to fulfill the requirements of that higher class. Assignments to perform higher-level duties must be formally approved in writing by the Department head.

(7) OTHER BENEFITS

For other part-time employee benefits, please refer to their MOU (Contract No. 1838).

C. POLICE OFFICERS' ASSOCIATION

Salaries and benefits listed here apply to regular full time employees assigned to **Schedule P**, for Sworn Police Officers and Sergeants, and reflect stipulations in the last MOU (Contract No. 2210).

(1) SALARY

The following salary ranges shown under **Schedule P** are consistent with the following provisions negotiated in the last MOU:

- A. Effective on the first day of the first pay period that includes July 1, 2025, the Base Salary for each represented unit classification shall be increased by four percent (5%).
- B. Effective on the first day of the first pay period that includes July 1, 2026, the Base Salary for each represented unit classification shall be increased by five percent (5%).
- C. Effective on the first day of the first pay period that includes July 1, 2027, the Base Salary for each represented unit classification shall be increased by four percent (4%).

If applicable, benefits that are a percentage of base salary will be applied to the employee's base salary only. If an employee is entitled to multiple percentage based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

(2) LONGEVITY PAY

Per Contract No. 2210, Article 6.01(C), effective July 1, 2023, all unit members shall be eligible to receive Longevity pay as follows:

- A. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional five percent (5%) over and above the base salary step for each employee in this category.
- B. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of seven and one-half percent (7½%) over and above the base salary step for each employee in this category.

- C. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of ten percent (10%) over and above the base salary step for each employee in this category.

(3) BILINGUAL PAY

The City shall provide Bilingual Pay of \$46.15 per pay period to employees that satisfy the following conditions:

- A. Employee has satisfactorily demonstrated to the City his/her fluency in the Spanish language, based on written and/or oral testing procedures as selected by the City; and
- B. Employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by the Department head and approved in writing by the City Manager.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Bilingual Premium.

(4) FIELD TRAINING OFFICER

The City shall pay any sworn employee whom the department designates as a Field Training Officer (FTO) additional six percent (6%) per month above his or her base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a) (4) and CCR §571.1(b) (3), Training Premium.

(5) MOTOR OFFICER

The City shall pay any sworn employee whom the department designates as a Motor Officer additional six percent (6%) per month above his or her base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a) (4) and CCR §571.1(b) (3), Motorcycle Patrol Premium.

(6) CANINE OFFICER

Employees who are assigned to canine officer detail are entitled to compensation for the off-duty hours spent caring for, cleaning, grooming, feeding and training their canine and maintaining (including cleaning) their canine vehicle/unit. The City and the Association acknowledge that the Fair Labor Standards Act, which governs the entitlement to compensation for canine duties, entitles the parties to agree to the approximate number of hours per month spent for the performance of canine duties. The Fair Labor Standards Act also allows the City and the Association to agree on appropriate compensation for the performance of canine duties. It is the intent of the City and the Association through the provisions of this article to fully comply with the requirements of the Fair Labor Standards Act. In addition, the City and the Association believe that the following canine pay provision does comply with the requirements of the Fair Labor Standards Act.

The City shall provide special assignment pay to any sworn employee assigned to canine duty in the amount of six percent (6%) above his or her base salary. In addition, the City shall pay each canine officer two (2) hours of premium overtime compensation each week. This amount recognizes that the time spent off duty to care for, clean, feed, groom and train his or her assigned dog and the maintenance (including cleaning) of his or her assigned vehicle/unit shall be considered hours worked. The City and the Association have analyzed this issue and it has been determined that unit members spend, on average, 20 hours per month performing such work off-duty and that the compensation set forth above is adequate.

To the extent permitted by law, the six percent (6%) special assignment pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Canine Officer/Animal Premium.

(7) DETECTIVES

The City shall provide special assignment pay to any sworn employee who works as a Detective in the amount of six percent (6%) above that employee's Base Salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Detective Division Premium.

(8) SCHOOL RESOURCE OFFICER

The City shall provide special assignment pay to any sworn employee who works as a School Resource Officer in the amount of six percent (6%) above that employee's base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(4) and CCR §571.1(b)(3), D.A.R.E. Premium.

(9) POST CERTIFICATE AND EDUCATIONAL INCENTIVE PAYS

To receive Post Certificate and/or Educational Incentive Pay, employees must present certificates or degrees to the City's Personnel Office for verification and payroll

processing. The employee shall be paid effective from the date the certificate or degree was officially received by the Personnel Office. Transcripts shall not be accepted in lieu of eligible certificates or degrees.

The City shall provide Post Certificate/Educational Incentive Pay as follows:

- A. Employees with an intermediate POST certificate will receive an additional four percent (4%) above their base salary.
- B. Employees with an Advanced POST certificate and/or a Bachelor of Arts or Science (BA/BS) Degree will receive an additional four percent (4%) above their base salary.

- C. Employees with a Supervisory POST certificate and/or a Master of Arts or Science (MA/MS) Degree will receive an additional two and one-half percent (2.5%) above their base salary.

Employees that were receiving compensation for possession of an Associate's Degree as of January 1, 2012 are "grandfathered" and will continue to receive compensation in an amount equal to the Intermediate POST compensation. Otherwise, the City does not provide additional compensation for an Associate Degree.

An employee who possesses more than one of the degrees or certificates above shall receive the pay for each degree or certificate possessed. (Example: An employee with a Bachelor's degree and an intermediate POST certificate would receive 4% for the Bachelor's, and 4% for the Intermediate POST, for a total of eight percent (8%) above their base salary. If the employee also had a Master's degree, the employee would receive an additional 2.5%, for a total of 10.5% above his or her base salary.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to CCR §571(a)(2) and CCR §571.1(b)(2), Educational Incentive or POST Incentive, as applicable.

(10) UNIFORM ALLOWANCE

The City shall provide employees a uniform allowance of \$36.92 each pay period (\$960 per year). Any unit employee that does not have an all-weather jacket as of the effective date of this agreement, shall be issued one as soon as possible. Any new employee shall be issued an all-weather jacket upon hire. Employees shall be eligible to have their all-weather jacket replaced once every 5 years, upon their request.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable for all "Classic" members pursuant to C.C.R. §571(a)(5), Uniform Allowance.

(11) OVERTIME

Employees shall receive one and one-half (1.5) times their Regular Rate of Pay for all hours worked in excess of their regularly scheduled hours. In the event an employee takes sick leave on a regularly scheduled workday, and works beyond his/her regularly scheduled

hours on that day, then the employee shall receive straight time compensation for the work beyond their regular schedule up to the duration of the sick leave used that day. Thereafter, all time worked beyond their regularly scheduled hours shall be compensated at one and one-half (1.5) times their Regular Rate of Pay. Employees may elect to be paid for overtime hours worked or receive compensatory time off, but in no event shall their compensatory time banks exceed one hundred (100) hours.

Employees who work a 3/12 - 4/12 schedule shall receive one and one-half (1.5) times their Regular Rate of Pay for hours 80.01 through 84 of each bi-weekly pay period, even though they are part of their regularly scheduled hours.

(12) COMPENSATORY TIME OFF

Employees are permitted to accrue up to one hundred (100) hours of compensatory time off at any given time. Compensatory time off is accrued at one and one-half (1.5) hours for each hour of overtime worked. An employee will be allowed to use accrued but unused compensatory time off in compliance with the requirements of the Fair Labor Standards Act.

(13) CALL BACK COMPENSATION

Any unit employee called back to work other than as a continuation (immediately preceding or following) of his/her regular established work schedule, shall be paid call back compensation as follows:

- A. When the employee is required to physically reports for duty, the employee shall receive one and one-half (1.5) times the Regular Rate of Pay for the actual time worked, with a minimum of three (3) hours.
- B. When the employee is required to performs work by phone or computer, the employee shall receive one and one half (1.5) times the Regular Rate of Pay for the actual time worked, with a minimum of one (1) hour. Telephone calls under 15 minutes per day shall be deemed *de minimus* and receive no compensation.

(14) ON-CALL/STAND-BY FOR COURT

Employees who, during their off-duty hours, are scheduled to appear in court on behalf of the City shall be paid at one and one-half (1.5) times their Regular Rate of Pay for two (2) hours for the morning session and two (2) hours for the afternoon session.

If an employee is placed on-call for court and is subsequently called to testify during that same court session, the employee shall be paid for the combined duration of the actual time spent on-call and the actual time spent in the court appearance, at time and one-half (1.5) times his/her Regular Rate of Pay, with a minimum of two (2) hours.

(15) COURT APPEARANCE PAY

Any employee required to appear in court during off-duty hours, shall be paid at one and one-half (1.5) times his/her regular rate of pay for the duration of the court appearance, with a minimum of two (2) hours.

(16) OUT OF CLASS PAY

Any employee appointed by the Police Chief, with City Manager approval, to act in a higher classification, due to a vacancy or prolonged absence in that higher classification, and serving continuously in said classification for at least fifteen (15) continuous working days shall receive the pay established for said higher classification, at whichever step provides the employee with a minimum increase in compensation of five percent (5%), but in no event higher than the top step, during the acting period, retroactive to the first day of said assignment.

The City shall not assign an employee to an acting out-of-class assignment for more than 960 hours per fiscal year.

(17) PRE-EMPLOYMENT CONTRACT

Any employee hired after July 1, 2008 who voluntarily leaves the City within twenty-four (24) months of accepting employment as a police cadet or police officer, and who obtains employment as a peace officer within the State of California within the subsequent 12 months, will be required to repay the City for the actual cost of the police academy tuition and fees expended on that employee, housing (if applicable due to Academy location), any equipment not returned in good condition, with such repayment not to exceed \$500 per month for each month short of twenty-four (24). Said payments shall not apply to employees who obtained the Basic POST certification prior to obtaining employment with the City. The reimbursement may be accomplished by relinquishing accrued but unused Vacation leave, Holiday leave or CTO leave, or in monthly installments of \$500, or both, at the employee's option.

(18) OTHER BENEFITS

For other benefits such as holiday leave, medical, dental, vision insurance, and retirement, that apply to Schedule P, please refer to their MOU (Contract No. 2210).

E. POLICE MANAGEMENT UNIT

Salaries and benefits listed here apply to regular full time employees assigned to **Schedule MP**, for Sworn Police Commanders, and reflect stipulations in the last approved MOU (Contract No. 2278), effective January 1, 2024.

(1) SALARY

The following salary ranges shown under **Schedule MP** are consistent with the following provisions in Contract No. 2278:

- A. Effective on the first day of the first full pay period beginning after January 1, 2024, the base salary for each represented unit classification shall be increased by four percent (4%).
- B. Effective on the first day of the first full pay period beginning after July 1, 2024, the base salary for each represented unit classification shall be increased by four percent (4%).
- C. Effective on the first day of the first full pay period beginning after July 1, 2025, the base salary for each represented unit classification shall be increased by four percent (5%).
- D. Effective on the first day of the first full pay period beginning after July 1, 2026, the base salary for each represented unit classification shall be increased by five percent (5%).
- E. Effective on the first day of the first full pay period beginning after July 1, 2027, the base salary for each represented unit classification shall be increased by four percent (4%).

If applicable, benefits that are a percentage of base salary shall be applied to the employee's base salary only. If an employee is entitled to multiple percentage based benefits, each benefit will be calculated against base salary independently (i.e., benefits will not be compounded).

(2) ANNUAL LEAVE

Unit employees earn Annual Leave in lieu of Vacation and Sick Leave. Annual Leave is intended to provide time for an employee to be away from the work environment and to enable such employee to return to work mentally and physically refreshed.

The City shall provide for Annual Leave to accrue on a payroll to payroll basis prorated in accordance with the following rates:

- 160 hours for 1-5 years of City service
- 200 hours for 6-10 year of City service
- 240 hours for 11 or more years of City service

Annual Leave may be taken upon prior approval and in the manner prescribed by the Police Chief or his/her designee. **Unit members may accrue up to four hundred (400) hours of Annual Leave.** Upon the employee's separation from City service, the employee shall be compensated for any unused Annual Leave at his or her regular rate of pay.

Annual Leave Cash Out:

An employee may make an irrevocable election to cash out up to eighty (80) hours of accumulated Annual Leave at their regular rate of pay in the following calendar year. On the pay day for the pay period which includes Thanksgiving in the following year, the employee will receive cash for the amount of Annual Leave the employee irrevocably elected to cash out in the prior year, provided the employee still has a minimum of eighty (80) hours of accrued Annual Leave remaining after the cash out. **If, however, the employee's Annual Leave balance would result in less than eighty (80) hours remaining after the cash out, the employee will receive cash for the amount of Annual Leave above eighty (80) hours that the employee has accrued at the time of cash out. An employee that does not make a specific election by December 31st, will be deemed to have elected the same level of cash out as the preceding year.**

(3) MANAGEMENT LEAVE

Management Leave provides a means of compensation for hours worked by exempt employees beyond their normal work schedule.

The City shall provide one hundred and twenty (120) hours of Management Leave per year, to be credited as follows:

A. On January 1 of each year, employees shall be credited with eight (80) hours Management Leave per year. On July 1 of each year, employees shall be credited with an additional forty (40) of Management Leave per year.

B. In the first pay period of December each year, the City shall cash out the employee's accrued balance of unused management leave, not to exceed 100 hours per year. With the exception of the maximum 100 hours of management leave that may be cashed out, all management leave hours must be used in the year earned and cannot be carried over from one calendar year to the next.

At the time of separation, any unused management leave hours will be paid at the employee's current hourly rate of pay, on a pro-rated basis.

(4) LONGEVITY PAY

Per Contract No. 2278, Article 6.01, all unit members shall be eligible to receive Longevity pay as follows:

- A. Upon completion of the fifth year of continuous service as a sworn employee with the City, an additional five percent (5%) over and above the base salary step for each employee in this category.
- B. Upon completion of the tenth year of continuous service as a sworn employee with the City, a total of seven and one-half percent (7.5%) over and above the base salary step for each employee in this category.
- C. Upon completion of the fifteenth year of continuous service as a sworn employee with the City, a total of ten percent (10%) over and above the base salary step for each employee in this category.

(5) UNIFORM ALLOWANCE

The City shall provide employees a Uniform allowance of nine hundred sixty dollars (\$960) per fiscal year, payable in equal installments each pay period (approximately \$36.92 per pay period). Any unit employee that does not have an all-weather jacket as of the effective date of this agreement, shall be issued one as soon as possible. Any new employee shall be issued an all-weather jacket replaced once every 5 years, upon their request.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable for all Classic CalPERS members pursuant to CCR §571(a)(2) and CCR §571.1(a)(5), Uniform Allowance.

(6) OUT OF CLASS PAY

Any employee appointed by the Police Chief, with City Manager approval, to act in a higher classification, due to a vacancy or prolonged absence in that higher classification, and serving continuously in said classification for at least fifteen (15) continuous working days, shall receive the pay established for said higher classification, at whichever step provides the employee with a minimum increase in compensation for five percent (5%), but in no event higher than the top step, during the acting period, retroactive to the first day of said assignment.

The City shall not assign an employee to an acting out of class assignment for more than 960 hours per fiscal year.

(7) CONTRACT DUTY

Unit members who, at the employee's discretion, work special assignments, typically referred to as "Contract Duty" shall be compensated on an hourly basis for all contract duty worked at one and one-half (1.5) times the "Top Step" base pay of a City Police Sergeant plus any longevity and certificate pay to which the employee is entitled.

“Contract Duty” means police services contracted through the City and/or paid for by a private person, business, organization, entity or other government agency. Contract Duty may include police services paid for by grant funds received from other government agencies.

(8) VEHICLES

Employees shall be assigned an unmarked multi-purpose police vehicle for use to and from work locations and for official City business in accordance with City policy.

(9) OTHER BENEFITS

For other benefits such as holiday leave, medical, dental, vision insurance, retirement, and so on, that apply to Schedule MP; please refer to their MOU (Contract No. 2278).

F. NON-SWORN MANAGEMENT EMPLOYEES

Salaries and benefits listed here apply to regular full-time employees designated as non-sworn Management employees (represented by San Fernando Management Group -SFMG) assigned to **Schedule M**, and reflect stipulations in their last MOU (Contract No. 2305).

(1) SALARY

The salaries shown for non-sworn Management (SFMG) employees reflect stipulations from the last negotiated MOU (Contract No. 2305), which expires June 30, 2029.

The Salary ranges shown under Schedule M are consistent with the following provisions negotiated in Contract No. 2305, Article 5.01:

- A. Effective the first day of the pay period that includes January 1, 2025, the City shall increase the base salary for each presented unit classification by four percent (4.0%).
- B. Effective the first day of the pay period that includes July 1, 2025, the City shall increase the base salary for each presented unit classification by five percent (5.0%).
- C. Effective the first day of the pay period that includes July 1, 2026, the City shall increase the base salary for each presented unit classification by four percent (4.0%).
- D. Effective the first day of the pay period that includes July 1, 2027, the City shall increase the base salary for each presented unit classification by four percent (4.0%).
- E. Effective the first day of the pay period that includes July 1, 2028, the City shall increase the base salary for each presented unit classification by two percent (2.0%).

If applicable, benefits that are a percentage of base salary will be applied to the employee's base salary only. If an employee is entitled to multiple percentages-based benefits, each benefits will be calculated against the base salary independently (i.e., benefits will not be compounded)

(2) ACTING PAY

“Acting Pay” is additional compensation provided to an employee who is temporarily assigned the full duties and responsibilities of a higher classification or position, due to the temporary absence or vacancy of the incumbent in that higher position. The employee must perform all of the essential functions of the higher position to qualify for Acting Pay. Employees assigned by their Department Head in writing, and with City Manager approval, to the full duties and responsibilities of a higher classification or position for ten (10) or fewer consecutive business days will be paid at the rate of eight percent (8%) higher than their current base salary.

(3) BILINGUAL PAY

The City shall provide bilingual pay in the amount of \$100.00 per month to employees that satisfy the following conditions:

- i. The employee has satisfactorily demonstrated to the City his/her fluency in the Spanish language based on a bi-annual written and/or oral testing procedures as selected by the City; and
- ii. The employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by his/her Department Head, and approved in writing by the City Manager.

(4) EDUCATION INCENTIVE PAY

Employees who possess a Master’s degree or higher in a related field from an accredited educational institution prior to January 1, 2022 shall receive an additional 2% above their base salary step effective the first day of the full pay period that includes January 1, 2022. For employees who earn their Master’s degree after January 1, 2022, they will be eligible for such pay effective the first day of the pay period following the date they submit proof of their newly acquired degree to the Personnel Division.

Effective the first full pay period after City Council adoption of this MOU(Contract No. 2305), the City shall increase the Education Incentive Pay for those who qualify from 2.0% to 4.0% above their base salary (MOU Adopted 10/21/2024).

(5) LONGEVITY PAY

Eligible Management employees shall receive longevity pay under the following terms:

- i. Employees that have completed 10 years of continuous service with the City from date of hire will receive an additional 3% above their base salary step.
- ii. Employees that have completed 20 years of continuous service with the City from date of hire will receive an additional 1% above their previous first longevity step, for a total of 4% above the base salary.

- iii. Employees that have completed 30 years of continuous service with the City from date of hire will receive an additional 1% above the previous second longevity step, for a total of 5% above the base salary.

An employee on leave of absence without pay, with the exception of Family & Medical Leave (FMLA), and/or military leave under the Uniformed Services Employment and Reemployment Rights Act (USERRA) and/or the California Military and Veterans Code, shall not have such leave time credited as service time for purposes of calculating the years of service.

(6) ANNUAL LEAVE

Employees earn Annual Leave in lieu of vacation and sick leave. Annual Leave is intended to provide for an employee to be away from the work environment and to enable such employee to return to work mentally and physically refreshed.

The City shall provide Annual Leave to accrue on a payroll-to-payroll basis prorated in accordance with the following rates:

- i. 0-4 years of City services: 6.15 hours per period (160/year)
- ii. 5-9 years of City Service: 7.69 hours per pay period (200/year)
- iii. 10 or more years of City Service: 9.23 hours per pay period (240/year)

Employees who transfer into this bargaining unit and have pre-existing Sick leave and/or Vacation accrual balance shall have their Sick Leave converted to Annual Leave at the rate of one hour of Sick Leave to 0.5 hours of Annual Leave; and shall have their Vacation converted to Annual Leave at the rate of one hour of Vacation to one hour of Annual Leave. Such conversion of Sick Leave and Vacation accrual balances shall occur within 30 days of the employee's transfer into the bargaining unit.

Employee may, at the employee's discretion, accrue up to eight hundred (800) hours of Annual Leave. Upon the employee's separation from City service, the employee shall be compensated for any unused Annual Leave at his or her regular rate of pay.

(7) MANAGEMENT LEAVE

The City shall grant each Management employee eighty (80) hours of Management Leave per calendar year, to be credited each January 1. To Management Leave must be used in the year earned, and cannot be carried over from one calendar year to the next. Unused management leave hours will be cashed out in December of each year at the employee's current hourly rate of pay. At the time of separation, any unused management leave hours will be paid at the employee's current hourly rate of pay, on a pro-rated basis.

(8) MILEAGE REIMBURSEMENT

Management employees who are required by the City to use their private vehicles for City business shall be reimbursed for mileage at the prevailing IRS rate.

(9) TUITION REIMBURSEMENT

The City shall reimburse Management employees for pre-approved courses to a maximum of \$3,000 per fiscal year. Approval must be obtained from the City Manager prior to enrolling in the course. Requests for reimbursement and approval must be in accordance with the City's policy on tuition reimbursement.

Tuition reimbursement shall be contingent upon employee satisfactorily completing course(s) with a minimum of a "B" grade, and commit to continued service (employment) to the City of San Fernando for the equivalent of the school units, not to exceed two years.

(10) TECHNOLOGY STIPEND

The City shall provide employees with \$100 per month as a technology stipend for use of personal technology for business purposes. Effective November 1, 2024, the City will increase the technology stipend from \$100 to \$125 per month.

Employees who have received a City-issued cell phone are ineligible for the technology stipend. The City will provide necessary hardware (e.g. laptop) for pre-approved telecommuting assignments. The technology stipend will serve as reimbursement for business use of personal internet connection.

(11) OTHER BENEFITS

For other benefits applicable to Management employees, such as medical, dental, vision insurance, retirement, paid parental leave, and so on, that apply to Schedule M, please refer to their MOU (Contract No. 2305).

G. DEPARTMENT HEADS

Salaries and benefits listed here apply to regular full-time employees designated as Department Heads, assigned to **Schedule DH**, and reflect stipulations in the Council approved Resolution No. 8289 and amendments thereto:

(1) SALARY

For Department Heads, the salary ranges shown under **Schedule DH** reflect the following provisions in Resolution No. 8289:

- A.** Effective on the first day of the first pay period including July 1, 2025, the employee's base salary shall be increased by five percent (5.0%).
- B.** Effective on the first day of the first pay period including July 1, 2026, the employee's base salary shall be increased by five percent (5.0%).
- C.** Effective on the first day of the first pay period including July 1, 2027, the employee's base salary shall be increased by four percent (4.0%).

In computing benefits that are a percentage of base salary (e.g., longevity, bilingual, etc.) each benefit is calculated independently over the base salary of each respective employee.

(2) BILINGUAL PAY

The City shall provide Bilingual Pay of \$46.15 per pay period to Department Heads that satisfy the following conditions:

1. Department Head has satisfactorily demonstrated to the City his/her fluency in the Spanish language, based on written and/or oral testing procedures as selected by the City; and
2. Employee is required in the normal course of his/her duties to communicate in Spanish with members of the public, as determined by and approved in writing by the City Manager.

To the extent permitted by law, this pay shall be reported to CalPERS as compensation earnable and pensionable compensation pursuant to C.C.R. §571(a)(4) and C.C.R. §571.1(b)(3), Bilingual Premium.

(3) LONGEVITY PAY

Eligible Department Heads shall receive longevity pay under the following terms:

- A. An additional 3% above the employee's base salary step upon completion of 10 years of continuous service with the City from date of hire.
- B. An additional 1% above the employee's base salary step, for a total of 4% over and above the base salary upon completion of 20 years of continuous service with the City from date of hire.
- C. An additional 1% above the employee's base salary step, for a total of 5% over and above the base salary upon completion of 30 years of continuous service with the City from date of hire.

Any unit employee on leave of absence without pay with the exception of Family & Medical Leave (FMLA) under the Uniformed Services Employment and Reemployment Rights Act (USERRA) and/or the California Military and Veterans Code, shall not have such leave time credited as service time for purposes of calculating the years of service.

(4) ANNUAL LEAVE

The City shall provide for Annual Leave to accrue on a payroll-to-payroll basis prorated in accordance with the following rates:

- A. 0 – 4 years of service: 6.15 Hours (160 Hours/Year);
- B. 5 – 9 years of service: 7.69 Hours (200 Hours/Year);
- C. 10 or more years of service: 9.23 Hours (240 Hours/Year).

Department Heads who have pre-existing sick leave and/or vacation accrual balances shall convert sick leave to annual leave at the rate of one hour of sick leave to 0.5 hours of annual leave; and convert vacation to annual leave at the rate of one hour of vacation to one hour of annual leave.

Department Heads may, at the employee's discretion, accrue up to four hundred (400) hours of Annual leave. Upon separation from City service, the employee shall be compensated for any unused Annual Leave at his or her regular rate of pay.

(5) MANAGEMENT LEAVE

The City shall provide Department Heads with one-hundred twenty (120) hours of Management Leave per calendar year, to be credited each January 1. Management Leave must be used in the year earned and cannot be carried over from one calendar year to the next. Unused management leave hours will be cashed out in December each year at the employee's current rate of pay. At the time of separation, any unused management leave hours will be paid at the employee's current hourly rate of pay.

(6) CAR ALLOWANCE

Department Heads will receive a City-provided vehicle or car allowance of \$400/month as compensation for attendance at off-site meetings, conferences, professional development, and any other business-related travel. Department heads receiving a City-provided vehicle or car allowance will not be reimbursed for mileage.

(7) TECHNOLOGY REIMBURSEMENT

Department heads may elect to receive a technology reimbursement of \$125/month in lieu of a City-issued cell phone. Department heads that continue to receive a City-issued phone will not receive the reimbursement.

(8) WELLNESS REIMBURSEMENT

The City shall reimburse certain wellness expenses in an amount not to exceed \$750 each fiscal year. Employees must request reimbursement using a City approved form, and supply valid receipts at time of reimbursement. Unused funds will not be carried over to the following fiscal year.

(9) OTHER BENEFITS

For other benefits such as severance pay, medical, dental, vision, retirement, paid parental leave and so on, that apply to the Department Heads, please refer to Resolution Nos. 8289.

H. CITY MANAGER

The salary and benefits listed for the City Manager reflects the negotiated provisions in Contract Nos. 1906, 1906(a) and 1906(b).

(1) SALARY

The salary shown for the City Manager in this salary schedule reflects a Flat Rate as per the following stipulations in Contract No. 1906:

- A. Effective July 1st of each calendar year, during the term of the Agreement, the City Manager's base salary shall be adjusted by a percentage equal to the annual percentage change to the May Consumer Price Index for All Urban Consumers (CPI-U) for the Los Angeles-Long Beach-Anaheim area.

Per the latest report issued by the U.S. Department of Labor, Bureau of Labor Statistics, the May 2025 CPI is 3%. However, per Contract 1906(b) Anti-Compaction Adjustment, a 7% adjustment was implemented from Police Chief to City Manager's salary.

- B. Effective February 1, 2020, and each July 1st thereafter, the City Manager shall contribute two percent (2%) of his base salary toward the City's CalPERS pension cost until his contribution totals eight percent (8%).
- C. Effective February 1, 2020, the City shall deposit the sum of Five Hundred Dollars (\$500) per month in employee's 457 Deferred Compensation Plan.

(2) MISCELLANEOUS BENEFITS

The City Manager shall receive the following benefits in the manner prescribed under Resolution No. 8289 (which established the Salary and Benefits for Department Heads): Annual Leave, Management Leave, Bereavement Leave, Paid Parental Leave, Wellness Reimbursement, Holidays, and Automobile Allowance.

(3) OTHER BENEFITS

For other benefits such as severance pay, medical, dental, vision, retirement, and so on, that apply to the City Manager, please refer to Contract Nos. 1906 and 1906 (a).

I. CITY COUNCIL

In addition to the compensation reported under Section 2 (D), members of the City Council shall also receive the following benefits (City Council Benefits Resolution):

(1) AUTOMOBILE ALLOWANCE

The City shall provide City Council members with an automobile allowance in the amount of Four Hundred Dollars (\$400) per month to assist the members with the cost of using and operating their own private vehicle, and to offset expenses such as gasoline, auto insurance, maintenance, repair, and other automobile related costs and expenses.

(2) MEDICAL, DENTAL AND VISION INSURANCE

City Council members shall receive any and all employee medical, dental, and vision insurance benefits otherwise accorded the City's executive management employees (Department Heads). However, where a fixed Cafeteria Plan allotment is provided for purchase of medical, dental, and vision insurance, and the Councilmember does not spend his or her entire allotment, the balance shall be placed into a deferred compensation plan (Section 457 Plan) maintained by the City.

(3) RETIREMENT

City Council members shall be entitled to retirement benefits, as per the stipulations of the State of California Public Employees' Retirement Laws for elected officials.

(4) TECHNOLOGY REIMBURSEMENT

City Council members may elect to receive a technology reimbursement of \$125/month in lieu of a City-issued cell phone. Members that elect to receive a City-issued phone will not receive the reimbursement.

(5) WELLNESS REIMBURSEMENT

The City shall reimburse City Council members up to annual maximum of \$750 for reimbursable "wellness" expenses specifically incurred for health and welfare to the extent defined and permitted by Government Code, Section 53200(d). Medical exams, uninsured medical care costs, vision and dental expenses may qualify as health and welfare benefits. However, health club/fitness center membership, registration fees for health classes, and entrance fees for competitive events shall not qualify as health and welfare benefits.

SECTION 4: EMPLOYEES PLACED IN SAME STEP

For the purpose of placing this Resolution in effect as of the first day of the first pay period that includes July 1, 2025 and for the purpose of interpretation, each employee shall be placed in that salary step which he or she presently occupies in the range set forth for said position.

SECTION 5: INTERPRETATION INEQUITY

In case of an inequity of hardship affecting any employee in a particular classification by reason of the adoption of this Resolution, the Council may adjust the same and the Council's action thereon as entered on the minutes shall be final. The Council shall determine all matters of interpretation of this Resolution and placement of employees in the proper salary steps and classification, and Council's decision on such matters as entered on the minutes shall be final.

SECTION 6: INTENT OF COUNCIL

It is the specific intent of the City Council that all officers and employees of the City for whom a salary range is specified in this Resolution or any amendment hereto shall be governed by the provisions of this Resolution.

SECTION 7: REPEAL

Resolution No. 8316, adopted June 20, 2024, all Resolutions amendatory thereof or in conflict herewith and all motions and actions of the City Council in conflict herewith or covering the same matters heretofore adopted or taken to be the same are hereby repealed.

SECTION 8: EFFECTIVE DATE

The City Clerk shall certify to the passage of this Resolution, and the same shall be in full force and effect as of the first day of the first pay period that includes July 1, 2025.

PASSED, APPROVED, AND ADOPTED THIS 7th day of July 2025.

Mary Mendoza, 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. 8393, 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 7th day of July 2025, 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 July 2025.

Julia Fritz, City Clerk

RESOLUTION NO. 8394

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING THE TABLE OF ORGANIZATION FOR THE 2025-2026 FISCAL YEAR, AND ALL RESOLUTIONS AMENDATORY THEREOF, AND ALL MOTIONS OF THE CITY COUNCIL IN CONFLICT HERewith

WHEREAS, the City Council of the City of San Fernando is scheduled to adopt the Fiscal Year (FY) 2025-2026 Budget on June 30, 2025; and

WHEREAS, the Budget to be adopted for FY 2025-2026 has provisions for various positions and classifications; and

WHEREAS, it is necessary that said positions be assigned to specific departments, divisions and activities by title and number; and

WHEREAS, it is necessary that a new Table of Organization be adopted to reflect the positions assigned to specific departments, divisions, and activities by title and number.

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

SECTION 1: That that portion of the said Table of Organization adopted on July 1, 2024, per Resolution No. 8317, and all Resolutions amendatory thereof, be repealed, and that a new Table of Organization be added assigning the positions to the departments, divisions and activities as herein designated per attached **Exhibit "A"**.

SECTION 2: Except as amended herein, all other provisions of the said Table of Organization adopted on July 1, 2024, per Resolution No. 8317, remains unchanged and in full force and effect.

SECTION 3: The City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and her certification to be filed in the office of the City Clerk.

PASSED, APPROVED, AND ADOPTED THIS 7th day of July 2025.

Mary Mendoza, 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. 8394, 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 7th day of July 2025, 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 July 2025.

Julia Fritz, City Clerk

**CITY OF SAN FERNANDO
FY 2025-2026 - TABLE OF ORGANIZATION**

| <u>DEPARTMENT/TITLE</u> | <u>BUDGETED HOURS (PER WEEK)</u> | <u>FULL TIME EQUIVALENT (FTE) STATUS</u> | <u>AVG NUMBER OF PERSONNEL IN POSITION</u> |
|---|--|--|--|
| <u>CITY MANAGER'S OFFICE</u> | | | |
| City Manager | 40 | 1 | 1 |
| Deputy City Mgr/Economic Development | 40 | 1 | 1 |
| Assistant to the City Manager | 40 | 1 | 1 |
| Executive Assistant to the City Manager | 40 | 1 | 1 |
| Social Services Coordinator | 40 | 1 | 1 |
| Housing Coordinator | 40 | 1 | 1 |
| Management Intern (P/T) | 18.4 | 0.46 | 1 |
| TOTAL | 258.4 | 6.46 | 7 |
| <u>CITY CLERK</u> | | | |
| City Clerk | 40 | 1 | 1 |
| Deputy City Clerk/Management Analyst | 40 | 1 | 1 |
| TOTAL | 80 | 2.00 | 2 |
| <u>ADMINISTRATIVE SERVICES</u> | | | |
| Director of Administrative Services | 40 | 1 | 1 |
| Accounting Assistant | 40 | 1 | 1 |
| Accounting Technician | 80 | 2 | 2 |
| Senior Accountant | 40 | 1 | 1 |
| Payroll Technician | 40 | 1 | 1 |
| Treasurer Assistant | 40 | 1 | 1 |
| Management Intern (P/T) | 18.4 | 0.46 | 1 |
| <u>Information Technology Division</u> | | | |
| Information Technology System Admin. | 40 | 1 | 1 |
| <u>Human Resources Division</u> | | | |
| Human Resources & Risk Manager | 40 | 1 | 1 |
| Human Resources Technician | 40 | 1 | 1 |
| Human Resources Assistant | 40 | 1 | 1 |
| Administrative Assistant (P/T) | 18.4 | 0.46 | 1 |
| TOTAL | 476.8 | 11.92 | 13 |
| <u>COMMUNITY DEVELOPMENT</u> | | | |
| Director of Community Development | 40 | 1 | 1 |
| Planning Manager | 40 | 1 | 1 |
| Administrative Assistant | 40 | 1 | 1 |
| Associate Planner | 40 | 1 | 1 |
| Community Development Technician | 40 | 1 | 1 |
| Community Preservation Officer | 120 | 3 | 3 |
| Community Preservation Officer (P/T) | 38 | 0.95 | 2 |
| Management Intern (P/T) | 18.4 | 0.46 | 1 |
| TOTAL | 376.4 | 9.41 | 11 |

POLICE

| | | | |
|---------------------------------|------|------|----|
| Chief of Police | 40 | 1 | 1 |
| Police Commander | 80 | 2 | 2 |
| Police Sergeant | 200 | 5 | 5 |
| Police Corporal | 200 | 5 | 5 |
| Police Officer | 880 | 22 | 22 |
| Community Service Officer | 80 | 3 | 3 |
| Management Analyst | 40 | 1 | 1 |
| Police Desk Officer | 280 | 7 | 7 |
| Police Executive Assistant | 40 | 1 | 1 |
| Police Records Administrator | 40 | 1 | 1 |
| Police Records Specialist | 80 | 2 | 2 |
| Property Control Officer | 40 | 1 | 1 |
| Senior Desk Officer | 40 | 1 | 1 |
| Police Records Specialist (P/T) | 40 | 0.46 | 1 |
| Community Service Officer (P/T) | 40 | 0.46 | 1 |
| Crossing Guard (P/T) | 40 | 1 | 6 |
| Junior Cadet (P/T) | 78.4 | 1.96 | 4 |

| | | | |
|--------------|-----------------|--------------|-----------|
| TOTAL | 2,238.40 | 55.88 | 64 |
|--------------|-----------------|--------------|-----------|

PUBLIC WORKS

| | | | |
|--|------|------|---|
| Director of Public Works/City Engineer | 40 | 1 | 1 |
| Senior Management Analyst | 40 | 1 | 1 |
| Executive Assistant | 40 | 1 | 1 |
| Public Works Technician | 40 | 1 | 1 |
| Public Works Operations Manager | 40 | 1 | 1 |
| Management Intern (P/T) | 18.4 | 0.46 | 1 |

Electrical Division

| | | | |
|------------------|----|---|---|
| City Electrician | 40 | 1 | 1 |
|------------------|----|---|---|

Engineering Division

| | | | |
|--------------------------------|----|---|---|
| Civil Engineering Assistant II | 80 | 2 | 2 |
|--------------------------------|----|---|---|

Facility Maintenance Division

| | | | |
|---------------------------------|-----|---|---|
| Public Works Superintendent | 40 | 1 | 1 |
| Public Work Supervisor | 80 | 1 | 1 |
| Senior Maintenance Worker | 40 | 1 | 1 |
| Public Works Maintenance Worker | 160 | 4 | 4 |

Equipment Maintenance Division

| | | | |
|---------------|----|---|---|
| City Mechanic | 40 | 1 | 1 |
|---------------|----|---|---|

Street Services Division

| | | | |
|---------------------------------------|------|------|---|
| Public Work Supervisor | 80 | 1 | 1 |
| Senior Park Maintenance Specialist | 40 | 1 | 1 |
| Senior Sewer Worker | 40 | 1 | 1 |
| Senior Tree Care Specialist | 40 | 1 | 1 |
| Public Works Maintenance Worker | 160 | 4 | 4 |
| Sewer Worker | 40 | 1 | 1 |
| Public Works Maintenance Helper (P/T) | 55.2 | 1.38 | 2 |

| | | | | |
|---|---------------------------------------|---------------|------------|--|
| <u>PUBLIC WORKS (Continued)</u> | | | | |
| | <u>Water Services Division</u> | | | |
| Water Operations Manager | 40 | 1 | 1 | |
| Water Superintendent | 40 | 1 | 1 | |
| Cross Connection Specialist | 40 | 1 | 1 | |
| Senior Water System Operator | 40 | 1 | 1 | |
| Water System Operator | 40 | 1 | 1 | |
| Senior Water Worker | 40 | 1 | 1 | |
| Water System Supervisor | 80 | 2 | 2 | |
| Water Worker I | 40 | 1 | 1 | |
| Water Worker II | 80 | 2 | 2 | |
| TOTAL | 1,593.60 | 37.84 | 39 | |
| <u>RECREATION & COMMUNITY SERVICES</u> | | | | |
| Director of Rec. & Community Services | 40 | 1 | 1 | |
| Administrative Assistant | 40 | 1 | 1 | |
| Executive Assistant | 40 | 1 | 1 | |
| Rec & Comm Services Supervisor | 80 | 2 | 2 | |
| Rec & Comm Services Coordinator | 120 | 3 | 3 | |
| Office Clerk | 40 | 1 | 1 | |
| Management Intern (P/T) | 18.4 | 0.46 | 1 | |
| Office Clerk (P/T) | 18.4 | 0.46 | 1 | |
| Day Camp Counselor (P/T) | 58.7 | 1.47 | 5 | |
| Recreation Leader I (P/T) | 214.4 | 5.36 | 23 | |
| Recreation Leader II (P/T) | 128.8 | 3.22 | 13 | |
| Recreation Leader III (P/T) | 85.6 | 2.14 | 6 | |
| Senior Day Camp Counselor (P/T) | 25.0 | 0.63 | 3 | |
| TOTAL | 909.30 | 22.73 | 61 | |
| GRAND TOTAL | | | | |
| | 5,932.90 | 146.24 | 197 | |

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager
By: Will Pettener, Assistant to the City Manager

Date: July 7, 2025

Subject: Consideration to Authorize Submittal of a Grant Application to the Board of State Community Corrections for the Proposition 47 Grant Program

RECOMMENDATION:

It is recommended that the City Council:

- a. Authorize the submittal of a grant application to the Board of State Community Corrections (BSCC) (Attachment "A") in the amount of \$3,865,349 for the Proposition 47 Grant Program – Cohort 5 (Prop 47 Grant); and
- b. Authorize the City Manager, or designee, to make non-substantive changes and execute all related documents.

BACKGROUND:

1. In October 2024, the first San Fernando Community Coalition to Prevent Gang Violence was hosted, which was created by Chief Fabian Valdez to collaborate with law enforcement agencies and community organizations to create comprehensive, coordinated strategies to reduce gang involvement and gang-related incidents in and around San Fernando. The Coalition, which has grown in 2025, includes San Fernando Police Department (SFPD) personnel, Los Angeles Police Department (LAPD) Command Staff, Los Angeles District Attorney's Office representatives, City staff, local non-profits, and community stakeholders.
2. On April 10, 2025, BSCC released the Prop 47 Grant to California Public Agencies, as defined in the Request for Proposals (Attachment "B"). This initiative allocates \$127 million for mental health services, substance use disorder treatment, and diversion programs for individuals within the criminal justice system.
3. On June 23, 2025, the City applied for the grant to ensure the deadline was met. This staff report has been provided to the City Council to receive retroactive approval for the submittal.

Consideration to Authorize Submittal of a Grant Application to the Board of State Community Corrections for the Proposition 47 Grant Program

Page 2 of 4

ANALYSIS:

Programs that provide mental health services, substance use disorder treatment, and diversion options for individuals in the criminal justice system are vital for building safer, healthier communities. These programs address the root causes of criminal behavior—such as untreated mental illness or addiction—by offering support and rehabilitation instead of relying solely on incarceration. By helping individuals stabilize their lives and reintegrate into society, these programs promote long-term public safety, strengthen families, and reduce recidivism.

The City Council has identified public safety as a top priority for San Fernando and has been very supportive of the Community Coalition to Prevent Gang Violence. Through the Strategic Goal to *Focus on Community First*, which aims to increase quality of life by enhancing public safety and fostering relationships with local community organizations, staff has identified the Prop 47 grant as an opportunity to build on the City's existing partnership with Hope the Mission (HTM), which currently works with the City through the Substance Abuse and Mental Health Services Administration (SAMHSA) grant. Building on these established relationships and expanding to a longer-term partnership will foster a more effective collaboration to serve the community.

Prop 47 Grant.

The BSCC is the designated state administering agency for the Prop 47 grant, which is state funded through the voter approval of Proposition 47 in 2014. The goal for the California "Safe Neighborhoods and Schools Act," which created the Prop 47 grant program, is to:

- Ensure that prison spending is focused on violent and serious offenses.
- Maximize alternatives for nonserious, nonviolent crime.
- Invest savings generated from this act into prevention and support programs in K–12 schools, victim services, and mental health and drug treatment.

While the grant application is only eligible to public agencies, at least 50% of the award must be dedicated to a Community Based Organization (CBO), with a recommendation from the granting agency to submit a budget of at least 70% of the funds going to the CBO. The grant may fund mental health treatment, substance use disorder treatment, and/or diversion programs. The target population is people involved in the justice system who have mental health issues or substance use disorders. Additionally, funding priorities for the grant program includes housing-related assistance, community-based supportive services such as job skills training, case management and civil legal services.

Proposed Partnership with HTM.

Hope the Mission (HTM) is a nonprofit 501(3)(c) organization based in Los Angeles County, dedicated to addressing poverty, hunger, and homelessness through a holistic, multidisciplinary approach. HTM offers a variety of services that include mental health support, housing assistance, and substance abuse treatment.

Consideration to Authorize Submittal of a Grant Application to the Board of State Community Corrections for the Proposition 47 Grant Program

Page 3 of 4

Hope the Mission's Mental Health Department is comprised of nearly 20 full-time staff members including licensed mental health care coordinators, substance use disorder counselors, peer support specialists, clinicians, and case managers. Together, they provide crisis intervention, case management, and community outreach services. HTM staff have experience working with individuals facing serious mental illness and substance use disorders, and the department has established partnerships with local agencies, such as the Department of Mental Health and Tarzana Treatment Centers, to ensure clients have access to specialized services. HTM's approach emphasizes collaboration with local agencies to provide comprehensive support tailored to the diverse needs of clients.

Joint Proposal.

To reduce gun violence as well as the risk of being a victim of gun violence, the proposed application requests funding to leverage the City's existing partnership with HTM to expand existing mental health and homeless services, specifically for youth, teen, and transitional young adults. The grant application lists the City as the lead agency, with HTM named as a Non-governmental Organization (NGO) Subcontractor. If awarded to the City, the grant will provide needed funding for continued mental health and support services, especially as the current SAMSHA grant funding period ends on September 29, 2025. The City's application is requesting \$3,865,349, which will be disbursed directly to the City. The maximum amount of funding that could be requested for the grant was \$8,000,000.

Proposals selected for funding will be under agreement with the BSCC from October 1, 2025 to June 30, 2029. The term of the grant agreement includes a three-year service delivery period, with a three-month start up and six-month closeout and evaluation period built in. If the City is awarded the grant, staff will return to the City Council with a resolution to formally accept the award and appropriate funds.

BUDGET IMPACT:

There is no budget impact for submitting a grant application as it is included in each Department's Work Plan. The Prop 47 Grant is a reimbursement grant and requires the City to enter into an agreement with BSCC to administer the grant. Disbursement of grant funds occurs on a reimbursement basis only for costs incurred during the reporting period and is contingent upon the grantee complying with all grant requirements and appropriation of sufficient funds.

If the City is awarded grant funds through the Prop 47 Grant Program, staff will return to City Council with a resolution to formally accept the award and appropriate funds.

Consideration to Authorize Submittal of a Grant Application to the Board of State Community Corrections for the Proposition 47 Grant Program

Page 4 of 4

CONCLUSION:

It is recommended that the City Council authorize the submittal of a grant application to BSCC in the amount of \$3,865,349 for the Prop 47 Grant – Cohort 5; and authorize the City Manager, or designee, to make non-substantive changes and execute all related documents.

ATTACHMENT:

- A. Prop 47 Grant – Cohort 5 Submission
- B. Prop 47 Grant – Cohort 5 Request for Proposals [\(provided digitally through weblink\)](#)

| | | |
|-------|--|--------------|
| Title | City of San Fernando | 06/23/2025 |
| | by Will Pettener in Proposition 47 Grant Program, Cohort 5 - Request for Proposals | id. 50893324 |
| | wpettener@sfcity.org | |

Original Submission 06/23/2025

| | |
|--|---|
| Proposition 47 Cohort 5 | checked |
| Proposition 36 Activities | unchecked |
| Applicant Category | Large Scope Project - applying for more than \$2 million and up to \$8 million |
| SUBMITTING A PROPOSAL FOR PROPOSITION 47 GRANT FUNDS | <p>The Proposition 47, Safe Neighborhoods and Schools Act Grant Program, Request for Proposals (RFP) is divided into four sections: Applicant Information, Project Title and Project Summary Proposal Narrative and Budget (with key Attachments) Key Project Contacts Other Attachments: Mandatory and Optional Each section has fields that require a response. Applicants will be prompted to provide written text, numerical input, radial button choices, and upload attachments. Documents in Word, Excel, and/or PDF are allowable formats for upload attachments. Some responses requiring narrative text input have a limited number of allowable characters for those fields. If a character limit has been enabled for a specific response field, a character counter will display the number of characters allowed and will then show the number of characters remaining as text is entered into the response field. Character limits include all text, punctuation, and spaces. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit." Applicants may start and stop their application, as needed, during the solicitation period. However, to save the information entered into the BSCC-Submittable Application, applicants must select "Save Draft" at the bottom of the application before existing. Applicants are prohibited from submitting the Proposition 47, Safe Neighborhoods and Schools Act Grant Program application until all mandatory fields are completed (those with a red asterisk), character limits are in compliance, and required documents have been uploaded. Applicants should read the Proposition 47, Safe Neighborhoods and Schools Act RFP prior to completing this application process. The RFP contains all the necessary information to successfully complete and submit the Proposition 47, Safe Neighborhoods and Schools Act application. This document can be found at: https://www.bscc.ca.gov/s_bsccprop47/</p> |

| | |
|--|--|
| CONFIDENTIALITY NOTICE: | All documents submitted as a part of the Proposition 47, Safe Neighborhoods and Schools Act Grant Program proposal are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, § 6250 et seq.) |
| APPLICANT INFORMATION, PROJECT TITLE AND PROJECT SUMMARY | This section requires information about the applicant and the proposed project. |
| Name of Applicant | City of San Fernando |
| Tax Identification Number | 95-6000779 |
| Applicant's Physical Address | 117 N. Macneil Street San Fernando CA 91340 US |
| Applicant's Mailing Address (if different than physical address) | |
| Mailing Address For Reimbursement Payments | 117 N Macneil Street ATTN: Erica Melton, Administrative Services Director San Fernando CA 91340 US |
| Project Title | SAYLESS (Supporting All Youth through Learning, Engagement and Services in San Fernando) |
| Project Summary | SAYLESS (Supporting All Youth through Learning, Engagement, and Services in San Fernando) is a collaborative initiative between the San Fernando Police Department (SFPD) and Hope the Mission's Mental Health Department. The project supports re-entry, school-aged, and transitional-aged youth by providing mental health and substance use disorder treatment, diversion opportunities, and connections to education, employment, housing, and other vital resources. SAYLESS aims to reduce justice system involvement and promote long-term stability through trauma-informed, culturally competent care. Building on the success of Proposition 47 Cohort II, the partnership leverages interdepartmental and interdisciplinary collaboration to reinvest Prop 47 savings into prevention and support services for vulnerable youth. Program outcomes will be measured using SMART goals and objectives to collect both quantitative and qualitative data. |

PROJECT
NARRATIVE AND
BUDGET

Complete the following sections: Section 1. Project Need Section 2. Community Engagement Including: Proposition 47 Local Advisory Committee Membership Roster (Attachment C) and Proposition 47 Local Advisory Committee Letter(s) of Agreement (Attachment D) Section 3. Project Description Including: Proposition 47 Project Work Plan (Attachment B) Section 4. Data Collection and Project Evaluation Section 5: Budget Attachment - Proposal Budget Table and Budget Narrative (Attachment A) The required attachments are stand-alone documents available on the BSCC Proposition 47 Homepage: https://www.bscc.ca.gov/s_bsccprop47/ . Download, complete, and upload where prompted.

Section 1. Project Need

Following the passage of Senate Bill (SB) 823, California realigned responsibility for justice-involved youth to counties. In response, Los Angeles County Probation established three Secure Youth Treatment Facilities (SYTFs), including the Barry J. Nidorf SYTF (BJN-SYTF), located just four miles from the San Fernando Police Department (SFPD). Youth returning from these facilities often face complex behavioral health challenges. Studies show that 50%–70% of justice-involved youth have a diagnosable behavioral health disorder, and up to 70% have experienced significant trauma. These challenges are compounded by stigma, a lack of access to care, and social instability upon reentry. SAYLESS targets this population by linking re-entry youth to local mental health and support services to reduce recidivism and promote recovery.

The second target group is school-aged youth. The City of San Fernando includes San Fernando Elementary (0.6 miles from SFPD), San Fernando Middle (0.1 miles), and San Fernando High School (1.1 miles). According to the 2023 California School Dashboard, chronic absenteeism is 26% at the elementary school, 35% at the middle school, and 42% at the high school. Suspension rates at the middle and high schools exceed state averages, while graduation rates at SF High (84%) trail the county average (88.6%). These indicators suggest youth are disengaging from education and may be at risk for system involvement. SAYLESS addresses these risks through early intervention, counseling, and behavioral health services in partnership with Hope the Mission's Mental Health Department.

The third population is transitional-aged youth (TAY), defined as individuals aged 16 to 25 by the Los Angeles County Department of Mental Health (LACDMH). TAY are often aging out of children's systems—mental health, child welfare, and juvenile justice—and face heightened vulnerability. Many experience their first serious mental health crisis during this period. According to the 2023 Greater Los Angeles Homeless Count, 34% of all unsheltered young adults in the county are aged 18–24, and many are dually impacted by behavioral health needs and justice involvement. Youth of color are overrepresented in these systems. SAYLESS provides a critical link for TAY transitioning to adulthood, aiming to increase stability and reduce risk through integrated mental health and wraparound support. The City of San Fernando, home to roughly 24,000 residents, faces systemic socio-economic barriers that heighten youth vulnerability. Residents of the city have limited access to local behavioral health providers. Given its proximity to major juvenile justice facilities and the concentration of schools and TAY in need, San Fernando is well-positioned to leverage Proposition 47 funding to close critical service gaps. Through its interdepartmental collaboration between SFPD and Hope the Mission's Mental Health Department, SAYLESS is uniquely designed to intervene across the spectrum of youth development. The project's focus on re-entry, school-based prevention, and TAY support aligns with Prop 47 goals to reduce recidivism, increase access to behavioral health care, and reinvest savings into underserved communities. Targeted programming supported by SMART-based evaluation will ensure measurable, equitable outcomes for San Fernando youth.

Section 2.
Community
Engagement

Multiple meetings were held between the San Fernando Police Department (SFPD) and Hope the Mission's Mental Health Department (HTM MHD), ensuring equal representation from both agencies. The selection of municipal and public stakeholders was deliberate, reflecting the City of San Fernando's diverse community makeup and unique needs. Proposals were presented to each stakeholder, outlining an overview of their role, the best ways to represent their constituents, and gauging their specific interests.

The City of San Fernando regularly offers opportunities for community members to engage in Proposition 47 Local Advisory Committee meetings. Some stakeholders have already participated in similar collaborative meetings between SFPD and HTM MHD through an existing Substance Abuse and Mental Health Services Administration (SAMHSA) grant. Building on these established relationships, expanding to a larger, longer-term partnership will foster a more comprehensive, effective collaboration to serve the community.

Proposition 47 Local Advisory Committee Membership Roster (Attachment C)

[Attachment-C-Prop-47-Advisory-Committee-Membership-Roster.pdf](#)

Proposition 47 Local Advisory Committee Letter(s) of Agreement (Attachment D)

[Attachment-D-Prop-47-Advisory-Committee-Letter-of-Agreement_6-23-2025.pdf](#)

Section 3. Project
Description

Youth reentering society from incarceration face a critical transition – one that no single agency can fully support. However, through collaboration, agencies can bridge service gaps and improve outcomes. This project addresses that need through a partnership between the San Fernando Police Department (SFPD) and Hope the Mission's Mental Health Department (HTM's MHD). Together, they will provide comprehensive services to youth in three focus areas: juvenile justice re-entry, school-based intervention, and transitional-aged youth (TAY) support.

Juvenile Justice Re-Entry Support

SFPD will serve as the first point of contact with the Barry J. Nidorf Secure Youth Treatment Facility (BJN-SYTF). Before release, SFPD will gather data via a standardized referral form, capturing identity markers and demographic metrics for reporting. HTM's MHD will then contact the youth to offer voluntary services, including assessments for mental health, substance use, and case management needs.

This collaboration builds on the strong foundation of a current SAMHSA grant, under which HTM's MHD staff have worked with SFPD on de-escalation calls, mental health referrals, and participation in community events. These efforts allow for an efficient ramp-up and timely delivery of services.

Youth in the justice system often experience significant behavioral health needs. Over 50% have open mental health cases, and nearly 25% are prescribed psychotropic medication. Youth of color – particularly African American and Hispanic youth – are disproportionately represented. Best practices from programs like the Maya Angelou Academy (D.C.) and youth services in Chicago recommend individualized education plans,

interagency coordination, and tailored services to reduce recidivism and improve outcomes.

This project replicates those promising approaches, using interdisciplinary teams to implement evidence-based assessments and personalized treatment plans. These plans aim to reduce functional impairments and provide wraparound services in education, employment, housing, and healthcare. The framework aligns with the Judicial Council of California's findings that judicial supervision combined with rehabilitative support improves long-term success.

The project will also follow five proven practices in mental health services within correctional settings:

1. Screening, evaluation, and classification;
2. Crisis intervention and short-term treatment;
3. Discharge planning;
4. Court liaison mechanisms; and
5. Contracting procedures.

Goal 1: As a result of the collaborative efforts between SFPD and HTM's MHD, youth released from BJN-SYTF will demonstrate decreased recidivism.

Objectives:

Increase re-entry youth access to diversion programs (Jan 1, 2026 – Dec 31, 2028)

Increase re-entry youth access to education, vocational, and employment resources

Increase re-entry youth access to housing resources

School-Based Youth Support:

The second project focus area targets students at San Fernando Elementary, Middle, and High Schools. The 2023–2024 California School Dashboard highlights key non-academic indicators: chronic absenteeism, suspension rates, and graduation rates.

San Fernando Elementary School

Chronic absenteeism: (35.6% in 2023; 19.9% in 2024)

Suspension: (0.0% in 2023; 0.2% in 2024)

San Fernando Middle School:

Chronic absenteeism: (38.2% in 2023; 24.0% in 2024)

Suspension: (0.2% in 2023; 4.4% in 2024)

San Fernando High School:

Suspension: (1.7% in 2023; Green 0.6% in 2024)

Graduation: (88.7% in 2023; 94.7% in 2024)

The HTM MHD team will provide early intervention for students struggling with attendance, behavior, or at risk of dropping out. Services will complement the schools' academic goals and support students' overall well-being.

Goal 2: As a result of the collaborative efforts between SFPD and HTM's MHD, school-aged youth will decrease dropout rates.

Objectives:

Decrease chronic absenteeism (Jan 1, 2026 – Dec 31, 2028)

Decrease suspension rates

Increase graduation rates

Transitional-Aged Youth (TAY):

The final population includes youth ages 16–25, identified by Los Angeles County as a critical developmental group. Many TAY are aging out of child-serving systems and face complex challenges, including unemployment, homelessness, behavioral health needs, and early parenthood.

Research shows TAY are less likely to be employed, earn less than peers, and experience racial and gender disparities. The RAND Corporation reports that more than 50% are unemployed. San Diego's Behavioral Health Employment Plan offers a replicable model to address these challenges through cross-system collaboration, employment-focused training, and cultural competency.

HTM's MHD will implement similar strategies. MHCs will lead job fairs, application workshops, host employer meet-and-greets, and maintain job boards. They will also support integration through resource events and creative expression programs. These services will be trauma-informed and culturally responsive, prioritizing empowerment and independence.

Goal 3: As a result of the collaborative efforts between SFPD and HTM's MHD, TAY in San Fernando will increase agency, engagement, and identification of strengths and needs.

Objectives:

Increase TAY linkages to education, employment, and independent living supports (Jan 1, 2026 – Dec 31, 2028)

Increase TAY access to mental health and substance use services

Decrease homelessness or risk of homelessness

Staffing and Implementation Plan

The project will deploy three interdisciplinary teams, each comprising:

A Mental Health Professional (MHP) – licensed or associate registered with the California Board of Behavioral Sciences;

A Substance Use Disorder Counselor (SUDC) – registered with the California Consortium of Addiction Programs and Professionals;

A Mental Health Case Manager (MHCM) – an individual with lived experience, system impact, or relevant life and educational background (disclosure of lived experience is not required).

In addition, a Clinical Director (CD) and a Data Analyst (DA) will provide ongoing clinical oversight and performance evaluation. All staff will prioritize cultural competence, and where possible, Spanish-speaking providers will be recruited. According to the 2020 U.S. Census, 69.4% of San Fernando residents speak Spanish at home, and 91% identify as Hispanic/Latino.

HTM's MHD has already participated in numerous community outreach efforts alongside SFPD, including:

- Community Events: Festival of Books, The Valley Awakens;
- School/Parent Events: Parent Academy, SF Middle School STEM Fair;
- Resource Fairs: Homeless Connect Day, Mental Health Day Fair, Public

Health Food Distribution, Senior Fest

These pre-existing efforts allow for immediate service expansion and strong community integration.

Sustainability and Leveraging Other Funds

To extend impact and reduce reliance on Proposition 47 funds, the project will prioritize leveraging the following sources:

- Drug Medi-Cal Treatment Program and Mental Health Services Act (MHSA) for behavioral health services;
- Department of Housing and Urban Development (HUD) funds for housing-related services;
- In kind services provided by the City through regular hours worked charged to the City's general Fund for all staff hours used over the course of the project.

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U.S. Census Bureau. (2020). American community survey 5-year estimates. <https://data.census.gov/cedsci/>

Proposition 47 Project Work Plan (Attachment B)

[Attachment-B-Project-Work-Plan-FINAL.pdf](#)

Section 4. Data Collection and Project Evaluation

All Mental Health Professionals (MHPs), Substance Use Disorder Counselors (SUDCs), and Mental Health Case Managers (MHCMS) will be responsible for collecting assessment data at intake, every six months, and at the conclusion of services. Documentation will be entered into Exym, the project's electronic health record (EHR) system. Exym supports detailed reporting features, including "All Activities by Clinician," "Demographics," and "Outcome Measures Due/Outcome Score Changes," which will be used to monitor service delivery and client progress.

Each of the three target populations—re-entry youth, school-aged youth, and transitional-aged youth (TAY)—has one goal and three corresponding, measurable objectives. Progress toward these objectives will be reviewed quarterly through both internal evaluation and external oversight, with input from all stakeholders. This continuous feedback loop will guide program adjustments and support data-informed decision-making throughout the project.

The implementation timeline includes:

Start-up Phase (October 1 – December 31, 2025): Staff onboarding, training, stakeholder coordination, and finalization of workflows.

Implementation Phase (January 1, 2026 – December 31, 2028): Full-scale program operations and service delivery.

Close-out Phase (January 1 – June 30, 2029): Final evaluation, performance analysis, reporting, and sustainability planning.

Section 5. Budget Attachment- Proposal Budget Table and Budget Narrative (Attachment A)

[Attachment-A-Prop-47-Cohort-5-Budget_6.23.25.xlsx](#)

KEY PROJECT CONTACTS

This sub-section requires information about the key project contact individuals that will be acting as the project administrators of the grant. This section requires names and contact information for the individuals identified as the Project Director, Financial Officer, Day-to-Day Project Contact, Day-to-Day Fiscal Contact, and the Authorized Officer with signing authority.

Project Director

Jennifer
Spatig

Project Director's Title

Management Analyst (Police Department)

Project Director's Physical Address

910 First Street
San Fernando
CA
91340
US

Project Director's Email Address

jspatig@sfcity.org

Project Director's Phone Number

+18188981254

| | |
|---|---|
| Financial Officer | Erica Melton |
| Financial Officer's Title | Director of Administrative Services |
| Financial Officer's Physical Address | 117 N Macneil Street San Fernando CA 91340 US |
| Financial Officer's Email Address | emelton@sfcity.org |
| Financial Officer's Phone Number | +18188987307 |
| Day-To-Day Program Contact | Phebie Zaky |
| Day-To-Day Program Contact's Title and Agency/Department/Organization | Sr Director of Mental Health Programs, Hope the Mission |
| Day-To-Day Program Contact's Physical Address | 16641 Roscoe Place North Hills CA 91343 US |
| Day-To-Day Program Contact's Email Address | phebie.z@hopethemission.org |
| Day-To-Day Program Contact's Phone Number | +18182771553 |
| Day-To-Day Fiscal Contact | Erica Melton |
| Day-To-Day Fiscal Contact's Title with Agency/Department/Organization | Director of Administrative Services, City of San Fernando |
| Day-To-Day Fiscal Contact's Physical Address | 117 Macneil Street San Fernando CA 91340 US |

Day-To-Day Fiscal
Contact's Email
Address

emelton@sfcity.org

Day-To-Day Fiscal
Contact's Phone
Number

+18188987307

Name of Authorized
Officer*

Kanika
Kith

I hereby certify I am
vested by the
Applicant with the
authority to enter into
contract with the
BSCC, and the
grantee and any
subcontractors will
abide by the laws,
policies, and
procedures
governing this
funding.

checked

Date of Assurance

6/23/2025

Authorized Officer's
Title and
Agency/Department

Interim City Manager, City of San Fernando

Authorized Officer's
Physical Address

117 Macneil Street
San Fernando
CA
91340
US

Authorized Officer's
Email Address

kkith@sfcity.org

Authorized Officer's
Phone Number

+18188987316

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager
By: Fabian Valdez, Police Chief

Date: July 7, 2025

Subject: Consideration to Approve an Agreement with the Los Angeles County Police Chiefs Association Accepting Urban Area Security Initiative 2024 Grant Funds for Security Enhancements to the Police Station, and Adopt a Resolution Appropriating the Funds

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a Subaward Agreement (Attachment "A" – Contract No. 2393) with Los Angeles County Police Chiefs Association accepting Urban Area Security Initiative (UASI) 2024 Grant Funds in the amount of \$82,982 for Police Station security enhancements;
- b. Adopt Resolution No. 8395 (Attachment "B") amending the Fiscal Year (FY) 2025-2026 Budget to appropriate the grant expenditures and revenues for the UASI 2024 Grant funds in the amount of \$82,982; and
- c. Authorize the City Manager, or designee, to execute the agreement and all related documents.

BACKGROUND:

1. During the Fiscal Year 2023-2024 budget process, the Police Department requested an enhancement to construct police station upgrades, specifically a security gate and fencing to secure the Detective Parking Lot area on the north side of the police station; however, due to limited resources and the potential for non-General Fund funding sources, the enhancement request was not included in the proposed budget.
2. In October 2023, an application was submitted to the Los Angeles County Police Chiefs Association (LACPCA) for UASI Funds to install a controlled access security gate in the Detective Parking Lot and enhance the security gates in the Patrol Parking Lot on the south side of the police station with privacy screens.

Consideration to Approve an Agreement with the Los Angeles County Police Chiefs Association Accepting Urban Area Security Initiative 2024 Grant Funds for Security Enhancements to the Police Station, and Adopt a Resolution Appropriating the Funds

Page 2 of 3

3. On November 23, 2023, UASI Working Groups met to finalize the UASI 2024 Discipline Funding Allocations. Project allocations, including SFPD's project proposal, were presented to the UASI Approval Authority and approved on December 12, 2023.
4. On November 29, 2023, the Police Department received a funding award notification from LACPCA in the amount of \$82,982.
5. On June 4, 2025, the Police Department received the draft UASI 24 Subrecipient Agreement for review and execution.

ANALYSIS:

The Urban Area Security Initiative (UASI) Grant Program, authorized by the United States Congress and executed by the Department of Homeland Security in 2003, is designed to fortify communities against potential terrorist threats and other hazards. The program helps large urban areas enhance their capacity to prepare for, prevent, respond to, and recover from natural, technological, and human caused disasters such as acts of terrorism. These authorized funds may be used by local jurisdictions for assessing and developing security strategies, equipment, training personnel, and conducting training exercises with first responders to prepare for the events.

The Police Department actively participates in the UASI grant program, aiming to secure funding to bolster existing security measures. This involvement is facilitated through its membership in the Los Angeles County Police Chiefs Association (LACPCA). In recent years, San Fernando has used UASI grant funds for the Everbridge emergency mass notification system, purchase of automatic license plate readers patrol vehicles and personal protective equipment, a mobile security/surveillance camera trailer, and station security measures.

The San Fernando Police Department applied for the 2024 UASI Grant to address critical security vulnerabilities at the Police Station that remain despite recent enhancements funded by previous UASI allocations. While prior grant funds supported improvements such as surveillance cameras and physical access controls, key areas of the facility – including the unsecured Detective Parking Lot (near the front entrance to the Police Department) – remain exposed to unauthorized access, posing significant risks to officer safety and operational readiness.

The Department sought additional UASI funding to complete these security upgrades by installing a controlled access gate and wrought iron fencing to protect the Detective Parking Lot, as well as adding mesh to the Patrol Parking Lot gate (existing gated parking area on Brand) to prevent unauthorized surveillance. These measures are essential for enhancing the safety of personnel, securing department assets, and ensuring an effective emergency response.

Consideration to Approve an Agreement with the Los Angeles County Police Chiefs Association Accepting Urban Area Security Initiative 2024 Grant Funds for Security Enhancements to the Police Station, and Adopt a Resolution Appropriating the Funds

Page 3 of 3

In December 2023, the Department received notification of award for \$82,982. UASI Grant funds were approved for the purchase and installation of the following:

- One (1) Motorized Control Sliding Access Gate 20' x 8' in the Detective Parking Lot
- 90' of 3' high guardian style wrought iron on NW block wall in the Detective Parking Lot
- 70' of 8' high guardian style wrought iron with mesh in the Patrol Parking Lot
- One (1) wrought iron pedestrian door in the Detective Parking Lot
- One (1) wrought iron manual sliding gate in the Detective Parking Lot
- One (1) slide gate operator in the Detective Parking Lot
- Safety devices, one (1) safety loop, and one (1) open loop in the Detective Parking Lot

The physical safety and wellbeing of Police Department personnel is a priority and is in line with the City Council Strategic Goal to Focus on Community First by ensuring the Police Department has adequate resources for personnel, equipment, training and community-based policing options.

BUDGET IMPACT:

This is a reimbursement grant, where the City purchases the items and submits for reimbursement, which is 100% funded by the grant. Adoption of the attached Resolution is necessary to amend the FY 2025-2026 Adopted Budget to appropriate the grant revenues (010-3696-3753) and expenditures (010-220-3753-4600) for the UASI 2024 Grant. The grant performance period is from September 1, 2024 to May 31, 2027. Funds must be expended by January 31, 2027.

CONCLUSION:

It is recommended that the City Council approve a Subaward Agreement (Attachment "A" – Contract No. 2393) with Los Angeles County Police Chiefs Association accepting Urban Area Security Initiative (UASI) 2024 Grant Funds in the amount of \$82,982 for Police Station security enhancements; adopt Resolution No. 8395 (Attachment "B") amending the Fiscal Year (FY) 2025-2026 Budget to appropriate the grant expenditures and revenues for the UASI 2024 Grant funds in the amount of \$82,982; and authorize the City Manager, or designee, to execute the agreement and all related documents.

ATTACHMENTS:

- A. Contract No. 2393 - UASI 2024 Sub recipient Award Agreement
- B. Resolution No. 8395

SUBAWARD AGREEMENT

Subrecipient: City of San Fernando

Title: FY 2024 Urban Area Security Initiative (UASI) Grant Program

City Contract Number _____

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EXHIBITS

| | |
|-----------|---|
| Exhibit A | DHS Standard Conditions |
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| Exhibit E | CalOES Forms |
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AGREEMENT NUMBER _____ OF CITY CONTRACTS
BETWEEN
THE CITY OF LOS ANGELES
AND CITY OF SAN FERNANDO

THIS SUBAWARD AGREEMENT ("Agreement" or "Contract") is made and entered into by and between the City of Los Angeles, a municipal corporation (the "City"), and the City of San Fernando, (the "Subrecipient"). In consideration of the mutual covenants set forth herein and the mutual benefits to be derived therefrom, the City and Subrecipient (each a "Party" and collectively, the "Parties") agree as follows:

I. GENERAL INFORMATION

§1.1 Federal Award Information

The "Federal award" (as such term is defined in the Code of Federal Regulations ("CFR"), 2 CFR §200.38, and used in this Agreement) is the Fiscal Year (FY) 2024 Urban Area Security Initiative Grant Program, FAIN #EMW-2024-SS-05088, CFDA #97.067, Federal Award Date September 1, 2024. This is not a "Research & Development" award as defined in 2 CFR §200.87 and 200.331, and there is no "indirect cost rate" for this federal award as defined in 2 CFR §200.56 and 200.331.

The "Federal awarding agency" (as such term is defined in 2 CFR §200.36 and used in this Agreement) is the United States Department of Homeland Security, Federal Emergency Management Agency, Grants Program Directorate ("DHS").

The State of California, through its Governor's Office of Emergency Services ("CalOES"), acts as the "pass-through entity" (as such term is defined in 2 CFR §200.74 and used in this Agreement) for the subaward of the Federal award to the City for the benefit of the Los Angeles/Long Beach Urban Area ("LA/LBUA") in the amount of \$49,119,978.00.

The City, acting through its Mayor's Office of Public Safety ("Mayor's Office"), acts as the pass-through entity for this subaward of the Federal award to Subrecipient.

§1.2 Subaward Information and Period of Performance

Subrecipient hereby accepts the following subaward ("Subaward") of the Federal award upon the terms and conditions set forth in this Agreement:

Subaward amount: **\$82,982.00**

Subaward Period of Performance ("Term"): **September 1, 2024
to May 31, 2027**

Match Requirement: **None**

Subrecipient Identifier: 868471335

Indirect Cost Rate for Subaward: **None**

The term of this Agreement shall be the "Term" as set forth in this Section 1.2.

§1.3 Parties and Notice

The Parties to this Agreement, and their respective representatives who are authorized to administer this Agreement and to whom formal notices, demands and communications shall be given are as follows:

| | |
|------------------------------|--|
| Party: | City of Los Angeles |
| Authorized Representative: | Robert Clark, Deputy Mayor |
| Authorized Department: | Mayor's Office of Public Safety |
| Address, Phone, Fax, E-mail: | 200 N. Spring Street, Room 303 Los Angeles, CA 90012 Phone: (213) 978-0687 Email: robert.clark@lacity.org |

| | |
|--------|----------------------|
| Party: | City of San Fernando |
|--------|----------------------|

| | |
|------------------------------|--|
| Authorized Representative: | Jennifer Spatig |
| Authorized Department: | San Fernando Police Department |
| Address, Phone, Fax, E-mail: | 910 1 st Street, San Fernando, CA 91340 Email: jspatig@sfcity.org |

Copy to:

Formal notices, demands and communications to be given hereunder by either Party shall be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested and shall be deemed communicated as of the date of mailing. If the name of the person designated to receive the notices, demands or communications or the address of such person is changed, written notice shall be given, in accordance with this section, within five business days of said change.

§1.4 Authorities

The Los Angeles City Council and the City's Mayor have accepted the Federal award and have authorized the City to execute this Agreement (C.F. # 24-0975, 3/5/2025).

Subrecipient warrants that it has obtained written authorization from its governing board or authorized body to execute this Agreement and accept and use the Subaward. Subrecipient further warrants that such written authorization specifies that Subrecipient, governing board or authorized body agree:

- a. That any liability arising out of the performance of this Agreement shall be the responsibility of Subrecipient, governing board or authorized body.
- b. That Subaward funds shall not be used to supplant expenditures controlled by governing board or authorized body.
- c. That the official executing this Agreement is authorized to do so.

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II. SUBAWARD TERMS AND CONDITIONS

§2.1 Summary of Requirements

By executing this Agreement, Subrecipient hereby agrees that it shall comply with all terms and conditions set forth in this Agreement, which includes all guidance, regulations and requirements (collectively, "Requirements") of the Federal awarding agency and CalOES that are applicable to a recipient and/or subrecipient of a Federal award or grant. Such Requirements are set forth in the following documents and incorporated herein by this reference: (1) Department of Homeland Security FY 2024 Homeland Security Grant Program Notice of Funding Opportunity ("DHS NOFO"), (2) FY 2024 DHS Standard Terms and Conditions ("DHS Standard Conditions") (**Exhibit A**), (3) FEMA Information Bulletins ("IB"), (4) CalOES 2024 Homeland Security Grant Program California Supplement to the Federal Notice of Funding Opportunity ("CalOES Supplement"), (5) CalOES 2024 Standard Assurances for All CalOES Federal Grant Programs ("CalOES Assurances") (**Exhibit B**), (6) CalOES Grant Management Memos ("GMM"), and (7) the cost principles, uniform administrative requirements and audit requirements for federal grant programs as housed in Title 2, Part 200 of the CFR and in updates issued by the Office of Management and Budget ("OMB") on <http://www.whitehouse.gov/omb/>.

Subrecipient hereby certifies that it has the institutional, managerial and financial capability to ensure proper planning, management and completion of its projects being funded by the Subaward (**Exhibit C**).

§2.2 City Administrative Requirements

- A. Subrecipient acknowledges and agrees that the City is acting as a "pass-through entity" (as such term is defined in 2 CFR §200.74 and used in this Agreement) for this Subaward and that the City shall have the rights and obligations relating to this Subaward and its administration as set forth in this Agreement and in 2 CFR Part 200.
- B. Subrecipient and the City have previously completed a mutually approved Budget/Expenditure Plan as incorporated in the Financial Management Forms Workbook (the "Workbook"), which is pending approval by CalOES (the "Budget") and is attached hereto as **Exhibit C**. Upon approval by CalOES, such Budget shall be the effective Budget for this Agreement. The Workbook contains detailed listings of items and projects and the amount of Subaward funds allocated for such items and projects. The City shall provide Subrecipient with an electronic Workbook of Subrecipient's projects. Subrecipient shall use the Subaward funds strictly in accordance with the Workbook, and any expenditures not so made shall be deemed disallowed under this Subaward.

Any request by Subrecipient to modify the Workbook must be made in writing and accompanied by a completed Modification Request Form

(attached hereto as **Exhibit D**), all required supporting documentation and a revised Workbook showing such modification. Workbook modification requests must be submitted prior to deadlines set by the City. Inaccurate or incomplete requests shall be returned to the Subrecipient for revision. Subrecipient shall not expend any funds on modified Workbook items until such modification is approved by the City and CalOES.

- C. Subrecipient previously submitted to the City a Project Application in connection with the Subaward, which included a Project Timeline (“Project Timeline”) setting forth milestones and completion dates for projects funded under the Subaward. Subrecipient shall manage its projects in accordance with the Project Timeline and provide, in a timely manner, any plans and reports requested by the City regarding the status of such projects. If a Workbook modification request requires a modification to the Project Timeline, Subrecipient shall update the Project Timeline accordingly and submit it along with its Workbook modification request for approval.
- D. Subrecipient shall complete and deliver to the City all forms required by CalOES pertinent to the implementation of Subrecipient’s projects under the Subaward. Such forms, which are collectively attached hereto as **Exhibit E**, include: (1) an aviation equipment request form, (2) a watercraft equipment request form, (3) an Environmental and Historical Preservation (“EHP”) request form, and (4) a sole source procurement request form. Approval of such requests and forms shall be made by the City and CalOES in their respective sole discretion. Subrecipient acknowledges that all such forms must be approved by the City and CalOES **prior** to expending Subaward funds. Failure to gain advance approval of such completed requests and forms by the City and CalOES may result in the disallowance of such costs incurred by Subrecipient.
- E. Subrecipient agrees that any equipment, product, service or activity funded with this Subaward shall comply with any and all technological and/or interoperability specifications and standards as may be approved by the LA/LBUA region, and any such equipment, product, service or activity not so compliant shall be not eligible for funding by this Subaward. Subrecipient shall further ensure that it retains from its contractors, subcontractors, and vendors all rights related to inventions, copyrightable materials, and data for which the Federal awarding agency and CalOES has rights to, as more fully set forth in 2 CFR §315 and Section 2.3.P. of this Agreement.
- F. Any “equipment” (as such term is defined in 2 CFR §200.33 and used in this Agreement) acquired or obtained with Subaward funds: (1) shall be made available pursuant to applicable terms of the California Disaster and Civil Defense Master Mutual Aid Agreement in consultation with

representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the jurisdiction of the LA/LBUA, and deployed with personnel trained in the use of such equipment in a manner consistent with the California Law Enforcement Mutual Aid Plan or the California Fire Services and Rescue Mutual Aid Plan; (2) shall be consistent with needs as identified in the State Homeland Security Strategy and will be deployed in conformance with that Strategy; and (3) shall have an LA/LBUA identification decal affixed to it, and, when practical, shall be affixed where it is readily visible and prominently marked as follows: *"Purchased with funds provided by the U.S. Department of Homeland Security."*

Subrecipient shall take a physical inventory of all equipment acquired or obtained with Subaward funds and reconcile the results with equipment records at least once every year.

- G. This Subaward is not a "fixed amount award" as such term is defined in 2 CFR §200.45. Subrecipient agrees that disbursement of this Subaward to Subrecipient shall be made on a reimbursement method. If Subrecipient requests advance payment of Subaward funds, Subrecipient shall comply with, and provide evidence to the City of compliance with, the criteria and obligations related to the use of advance payments as set forth in 2 CFR §200.305 as well as satisfying any other City and CalOES requirements for advance payments.

In requesting reimbursement from Subaward funds, Subrecipient shall provide to the City a completed Reimbursement Request Form (attached hereto as Exhibit D) along with invoices, purchase orders, proof of delivery, proof of payment and payroll records, timesheets, receipts and any other supporting documentation necessary to fully and accurately describe the expenditure of funds for which reimbursement from the Subaward is requested (collectively, the "Reimbursement Request"). All such supporting documentation for the Reimbursement Request shall satisfy applicable Federal, State and City audit and review standards and requirements. Such documentation shall be prepared at the sole expense and responsibility of Subrecipient, and the City and the Subaward will not reimburse the Subrecipient for any costs incurred for such preparation. The City reserves the right to request additional supporting documentation to substantiate costs incurred at any time. Inaccurate and/or incomplete Reimbursement Requests shall be returned to Subrecipient for revision.

The City shall forward Reimbursement Requests to CalOES for payment within thirty (30) days of receipt, provided such request is deemed accurate and complete. The City shall reimburse Subrecipient within thirty (30) days of its receipt of funds from CalOES.

Final Reimbursement Requests for this Subaward must be received by the City no later than One Hundred Twenty (120) days prior to the end of the Term to allow the City sufficient time to complete close-out activities for this Subaward (the "Reimbursement Deadline"). Any Reimbursement Request submitted after the Reimbursement Deadline shall be rejected unless approved by the Mayor's Office in advance of the Reimbursement Deadline. After the Reimbursement Deadline, any unexpended Subaward funds may be re-directed to other needs across the LA/LBUA region. The City will notify Subrecipient, in writing, when unexpended Subaward funds may be re-directed.

- H. Subrecipient acknowledges that the City makes no commitment to disburse Subaward funds beyond the terms set forth herein and that funding for all periods during the Subaward Term is subject to the continuing availability to the City of federal funds for this Subaward from CalOES and the Federal awarding agency. This Agreement may be terminated immediately upon written notice to Subrecipient of any loss or reduction of Subaward funds.
- I. Subrecipient shall comply with all federal, state, and local laws and regulations for vaccine requirements. Each Subrecipient shall comply with their own policies and mandates for Covid-19 vaccine requirements.

§2.3 DHS and CalOES Requirements

Subrecipient shall comply with all Requirements promulgated by DHS (which is the Federal awarding agency for this Subaward) and CalOES which are applicable to this particular Subaward and set forth in Section 2.1. Some of these DHS and CalOES Requirements are set forth below in this Section 2.3.

- A. Subrecipient will not use Subaward funds to supplant (replace) funds that have been budgeted for the same purpose through non-federal sources. Upon request by the City, CalOES and/or the Federal awarding agency, Subrecipient shall be required to demonstrate and document that a reduction in non-Federal resources occurred for reasons other than the receipt or expected receipt of Subaward funds. Subrecipient shall not charge any costs allocable under this Subaward to any other Federal award to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of Federal awards, or for other reasons. Subrecipient shall not be delinquent in the repayment of any Federal debt. Subrecipient must request instruction from the City and CalOES for proper disposition of any original or replacement equipment acquired with Subaward funds.
- B. Subrecipient shall comply with the requirement of 31 U.S.C. Section 3729-3733, which sets forth that no subgrantee, recipient or subrecipient of

federal funds or payments shall submit a false claim for payment, reimbursement or advance. Subrecipient agrees to be subject to the administrative remedies as found in 38 U.S.C. Section 3801-3812 for violations of this requirement.

- C. Subrecipient shall comply with the provisions of *DHS Specific Acknowledgements and Assurances* section set forth in the DHS Standard Conditions and the *Reporting Accusations and Findings of Discrimination* section of the CalOES Assurances.
- D. Subrecipient shall comply with the provisions of the *Lobbying and Political Activities* section set forth in the CalOES Assurances. In connection thereto, Subrecipient hereby certifies that:
 - 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of Subrecipient, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
 - 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, Subrecipient shall complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying" in accordance with its instructions.
 - 3. Subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Subrecipient shall comply with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and §§7324-7328) which limits the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

- E. As required by Executive Orders (EO) 12549 and 12689, and 2 CFR §200.213 and codified in 2 CFR Part 180, Subrecipient shall provide protection against waste, fraud and abuse by debarring or suspending

those persons deemed irresponsible in their dealings with the Federal government. Subrecipient hereby certifies that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 2. Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph 2.3.G.b. above; and
 4. Have not within a three-year period preceding this Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.
- F. Subrecipient shall comply with the Drug-Free Workplace Act of 1988 (41 U.S.C. §701 *et seq.*) which is adopted at 2 CFR Part 3001. In connection thereto, Subrecipient hereby certifies that it will or will continue to provide a drug-free workplace and a drug-free awareness program as outlined in such Act.
- G. Subrecipient shall comply with all Federal statutes relating to non-discrimination, including, without limitation, those statutes and provisions set forth in the *Non-Discrimination and Equal Employment Opportunity* section of the CalOES Assurances.

Subrecipient hereby certifies that it will comply with the Americans with Disabilities Act, 42 U.S.C. §12101 *et seq.*, and its implementing regulations (ADA), the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), Pub. L. 110-325 and all subsequent amendments, Section 504 of the Rehabilitation Act of 1973 (Rehab. Act), as amended, 29 U.S.C. 794 and 24 CFR Parts 8 and 9, the Uniform Federal Accessibility Standards (UFAS), 24 CFR, Part 40, and the Fair Housing Act, 42 U.S.C. 3601, *et seq.*; 24 CFR Parts 100, 103, and 104 (FHA) and all implementing regulations. Subrecipient will provide reasonable accommodations to allow qualified individuals with disabilities to have access to and to participate in its programs, services and activities in

accordance with the provisions of the ADA, the ADAAA, the Rehab Act, the UFAS and the FHA and all subsequent amendments. Subrecipient will not discriminate against persons with disabilities or against persons due to their relationship to or association with a person with a disability. Any contract entered into by Subrecipient (or any subcontract thereof), relating to this Agreement, to the extent allowed hereunder, shall be subject to the provisions of this paragraph.

- H. Subrecipient shall comply with the provisions set forth in the *Environmental Standards* section of the CalOES Assurances.
- I. Subrecipient shall comply with the provisions set forth in the *Reporting-Accountability* section of the CalOES Assurances, which relate to compliance with the Federal Funding Accountability and Transparency Act and statutory requirements for whistleblower protections.
- J. Subrecipient shall comply with the provisions set forth in the *Human Trafficking* section of the CalOES Assurances, which relate to compliance with the Trafficking Victims Protection Act (TVPA) of 2000.
- K. Subrecipient shall comply with the provisions set forth in the *Labor Standards* section and *Worker's Compensation* section of the CalOES Assurances, which relate to compliance with various Federal statutes regarding labor standards and State worker's compensation requirements.
- L. Subrecipient shall comply with the provisions set forth in the *Property-Related* section of the CalOES Assurances and the provisions applicable to construction projects as set forth in the *Certifications Applicable to Federally-Funded Construction Projects* section of the CalOES Assurances.
- M. Subrecipient acknowledges the applicability of the Freedom of Information Act and the California Public Records Act to certain information as more fully set forth in the *Freedom of Information Act* section of the CalOES Assurances.
- N. Subrecipient shall comply with the provisions set forth in the *Best Practices for Collection and Use of Personally Identifiable Information (PII)* section of the CalOES Assurances.
- O. Subrecipient shall comply with the provisions set forth in the *Acknowledgement of Federal Funding from DHS and Use of DHS Seal, Logo and Flags* section of the CalOES Assurances, which relate to requirements for acknowledging the use of federal funds and obtaining approval for use of various DHS seals and logos.

- P. Subrecipient shall affix applicable copyright notices as required under the *Copyright* section of the CalOES Assurances and shall comply with and be subject to the provisions set forth in the *Patents and Intellectual Property Rights* section of the DHS Standard Conditions and the CalOES Assurances.
- Q. If the total value of Subrecipient's currently active grants, cooperative agreements, and procurement contracts from all Federal assistance office exceeds \$10,000,000.00 for any period of time during the period of performance of this Subaward, Subrecipient shall comply with the provisions set forth in the *Reporting of Matters Related to Recipient Integrity and Performance* section of the DHS Standard Conditions and the CalOES Assurances.
- R. Subrecipient shall comply with the SAFECOM Guidance for Emergency Communication Grants when using Subaward funds in connection with emergency communication equipment, including provisions on technical standards that ensure and enhance interoperable communications.
- S. Subrecipient shall establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or presents the appearance of personal or organizational conflict of interest or personal gain. Subrecipient shall comply with all Federal and State conflict of interest laws and regulations.
- T. Subrecipient shall comply with California Vehicle Code sections 23123 and 23123.5, and the provisions set forth in the *Use of Cellular Device While Driving is Prohibited* section of the CalOES Assurances.
- U. Subrecipient must ensure that any project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.
- V. Subrecipient shall comply with the provisions set forth in the following sections of the DHS Standard Conditions and the CalOES Assurances; (1) *Energy Policy and Conservation Act*, (2) *Hotel and Motel Fire Safety Act of 1990*, (3) *Terrorist Financing E.O. 13224*, (4) *USA Patriot Act of 2001*, (5) *Fly America Act of 1974*, and (6) *Whistleblower Protections and Whistleblower Protection Act*.
- W. Subrecipient acknowledges and shall comply with the following Special Conditions and Corrective Actions applicable to this UASI 24 Subaward:
1. Subaward funding is subject to restricted drawdown for the duration of the Term;

2. Subrecipient shall submit sufficient documentation to support expenditures prior to reimbursement or advance of funds. Documentation must include invoices, timesheets, evidence supporting overtime and backfill costs, canceled checks or other proof of payment, and copies of related contracts (See §2.2.G). CalOES may request additional procurement material. CalOES will not issue reimbursement or advance payment until the documentation is reviewed and the payment is determined to be adequately supported;
3. The professional services agreement between Motorola and LA-RICS for the LMR System may not be used to purchase subscriber equipment unless meeting one of four federal exceptions to necessitate noncompetitive procurement;
4. Failure to comply with these conditions may result in disallowed costs or additional restrictions on current and future subaward funding, pursuant to 2 CFR §200.205 and §200.338.

§2.4 Uniform Requirements for Federal Awards

Subrecipient acknowledges that this Subaward is a “Federal award” as such term is defined in 2 CFR §200.38 and that Subrecipient’s use of this Subaward is subject to the uniform administrative requirements, cost principles, and audit requirements for Federal awards which are codified in 2 CFR Part 200 (the “Uniform Requirements”). Subrecipient agrees that it is considered a “non-Federal entity” and a “subrecipient” as such terms are defined in 2 CFR §§200.69 and 200.93, respectively. Thus, Subrecipient hereby agrees to comply with, and be subject to, all provisions, regulations and requirements applicable to a “subrecipient” and a “non-Federal entity” as set forth in the Uniform Requirements. Further, Subrecipient agrees that the City and CalOES are each a “pass-through entity” as such term is defined in 2 CFR §200.74 and that each of them shall have the rights and remedies of a “pass-through entity” in relation to this Subaward and Subrecipient as set forth in the Uniform Requirements. Without limitation, some of these Uniform Requirements are set forth below in this Section 2.4.

- A. Subrecipient shall disclose to the City any potential conflict of interest in connection to this Subaward and its use in accordance with 2 CFR §200.112.
- B. Subrecipient shall comply with the mandatory disclosure requirements for violations of Federal criminal law involving fraud, bribery, or gratuity as set forth in 2 CFR §200.113.
- C. Subrecipient acknowledges that the City may impose additional specific conditions to this Subaward in accordance with 2 CFR §200.207, and Subrecipient shall comply with such conditions, including, but not limited to, the sampling of procurements and equipment to ensure grant compliance during the City’s bi-annual monitoring. Subrecipient shall also

submit any annual certifications and representations deemed required by the City in accordance with 2 CFR §200.208.

D. Financial Management and Internal Controls

Subrecipient shall comply with the requirements for a non-Federal entity regarding financial management and the establishment of a financial management system, all as more fully set forth in 2 CFR §200.302. Further, Subrecipient shall comply with the requirements set forth in 2 CFR §200.303, which relate to certain obligations required of Subrecipient to maintain internal controls over the use of this Subaward.

Subrecipient shall complete and submit an annual Grants Management Assessment Form to the City (Exhibit G) to evaluate risk and determine grant funding eligibility.

E. In the event this Subaward requires cost sharing or matching of funds from Subrecipient, Subrecipient shall comply with the cost sharing and matching requirements set forth in 2 CFR §200.306.

F. Subrecipient shall comply with the requirements relating to program income as more fully set forth in 2 CFR §200.307.

G. Property Standards

When property (real, tangible or intangible) is, in whole or in part, improved, developed, purchased or otherwise acquired with Subaward funds, Subrecipient shall comply with the regulations set forth in 2 CFR §§200.310 through 200.316 ("Property Regulations"). These Property Regulations include, without limitation, provisions related to the following:

1. Requirements for insurance coverage for real property and equipment.
2. Requirements for title, use, disposition and transfer of title of "real property" (as defined in 2 CFR §200.85).
3. Regulations involving Federally-owned and exempt property.
4. Requirements for title, use, management (including recordkeeping, inventory, control systems and maintenance procedures), and disposition of "equipment" (as defined in 2 CFR §200.33).
5. Requirements for title, use and disposition of "supplies" (as defined in 2 CFR §200.94).
6. Requirements for title, rights, use and disposition of "intangible property" (as defined in 2 CFR §200.59). Such requirements include, without limitation, (a) a reservation of rights by the Federal awarding agency to a royalty-free, non-exclusive and irrevocable right to use certain copyrighted work or work subject to copyright, (b) the rights of the Federal government to data produced under the Subaward, (c) the applicability of the Freedom of Information Act to

certain research data produced or acquired under the Subaward, and (d) Subrecipient's compliance with applicable regulations governing patents and inventions, including government wide regulations codified at 37 CFR Part 401.

Subrecipient agrees that it shall hold in trust all real property, equipment and intangible property acquired, developed or improved with Subaward funds in accordance with the provisions set forth in 2 CFR §200.316.

H. Procurement and Contracting Regulations

When procuring and/or contracting for property and/or services that are to be paid or reimbursed by any amount of Subaward funds, Subrecipient shall comply with all regulations applying to "non-Federal entities" as set forth in 2 CFR §§200.318 through 200.326 (the "Procurement Regulations"). These Procurement Regulations include, without limitation, provisions requiring the following:

1. Documentation and use of procurement procedures in compliance with Procurement Regulations.
2. Contracting oversight and maintenance of written standards of conduct covering conflicts of interest.
3. Compliance with federal standards regarding procurement and award of contracts, competition, and procurement methods.
4. Affirmative steps required to encourage contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.
5. Compliance with Section 6002 of the Solid Waste Disposal Act in the procurement of recovered materials.
6. Requirement to perform a cost or price analysis in connection with procurements.
7. Bonding requirements.
8. Requirement to make procurement documentation available for review by the City, CalOES and the Federal awarding agency.

In addition, Subrecipient must include in all of its contracts paid or reimbursed in whole or in part with Subaward funds the provisions set forth in Appendix II to 2 CFR Part 200 (Contract Provisions for non-Federal Entity Contracts under Federal Awards) as required by 2 CFR §200.326.

I. Financial and Performance Monitoring and Reporting

Subrecipient shall comply with the monitoring requirements for a non-Federal entity as set forth in 2 CFR §200.328, which requires the Subrecipient to oversee and monitor activities supported by the Grant to

assure compliance with applicable Federal requirements and performance expectations. Further, Subrecipient shall comply with the financial and performance reporting requirements for a non-Federal entity as set forth in 2 CFR §§200.327 to 200.329 and any other reporting requirements that may be promulgated by the Federal awarding agency, CalOES or the City in accordance with such regulations. Such reporting requirements include the provision of any information required for the assessment or evaluation of any activities funded by the Subaward and the reporting of information related to real property in which the Federal government retains an interest.

Subrecipient acknowledges that the City, as a “pass-through entity,” may make various findings, determinations, evaluations and reports regarding Subrecipient and its use of Subaward funds, as set forth in 2 CFR §§200.330 to 200.332. In accordance with such regulations, Subrecipient shall comply with, and timely grant to the City and its auditors, any monitoring requests, requests for on-site access to facilities, equipment and personnel, and requests for any other information as may be authorized under such regulations. Subrecipient shall also timely grant to the City and its auditors access to Subrecipient’s records and financial statements as required under 2 CFR §200.331(a)(5). In addition, Subrecipient shall comply with any conditions that may be placed upon Subrecipient as part of the City’s risk evaluation of Subrecipient under 2 CFR §200.331(b).

J. Record Retention and Access

Subrecipient shall comply with all records retention, maintenance, storage, transmission, and collection requirements applicable to a non-Federal entity as set forth in 2 CFR §§200.333 to 200.335.

In accordance with the provisions set forth in 2 CFR §200.336, Subrecipient hereby grants the Federal awarding agency, the Inspectors General, the Comptroller General of the United States, CalOES, and the City, or any of their authorized representatives, the right of access to any documents, papers, or other records of Subrecipient which are pertinent to the Subaward, in order to make audits, examinations, excerpts, and transcripts. This right also includes timely and reasonable access to Subrecipient’s personnel for the purpose of interview and discussion related to such documents. These access rights shall not be limited to any required record retention period but last as long as the records are retained, and access shall not otherwise be limited unless as specifically permitted under 2 CFR §§200.336 to 200.337.

Subrecipient shall require any of its subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with the provisions of this Section.

K. Cost Principles

Subrecipient shall comply with the cost principles for federal awards as set forth in 2 CFR Part 200 Subpart E (“Cost Principles”). Subrecipient acknowledges and agrees that any costs incurred by Subrecipient may only be charged to or reimbursed by Subaward funds if it is incurred in compliance with all Requirements for the Subaward and is also deemed allowable and allocable under the Subaward in accordance with the provisions set forth in the Cost Principles.

L. Audit Requirements

By virtue of using Subaward funds, Subrecipient acknowledges and agrees that it is subject to the provisions set forth in 2 CFR Part 200 Subpart F (“Audit Requirements”). Subrecipient shall comply with all provisions applicable to a non-Federal entity and an “auditee” (as defined in 2 CFR §200.6) as set forth in such Audit Requirements, including the requirement to conduct a single audit if applicable.

M. Closeout and Post Closeout

Subrecipient shall comply with the obligations applicable to a non-Federal entity as it pertains to the closeout of this Subaward as set forth in 2 CFR §200.343. Subrecipient acknowledges and agrees that it shall continue to comply with the post closeout obligations set forth in 2 CFR §200.344 after closeout of the Subaward and expiration of the Term of this Agreement.

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III. STANDARD PROVISIONS

§3.1 Independent Party

Subrecipient is acting hereunder as an independent party, and not as an agent or employee of the City. No employee of Subrecipient is, or shall be, an employee of the City by virtue of this Agreement, and Subrecipient shall so inform each employee organization and each employee who is hired or retained under this Agreement. Subrecipient shall not represent or otherwise hold out itself or any of its directors, officers, partners, employees, or agents to be an agent or employee of the City by virtue of this Agreement.

§3.2 Construction of Provisions and Titles Herein

All titles, subtitles, or headings in this Agreement have been inserted for convenience and shall not be deemed to affect the meaning or construction of any of the terms or provisions hereof. The language of this Agreement shall be construed according to its fair meaning and not strictly for or against either party. The word "Subrecipient" herein and in any amendments hereto includes the party or parties identified in this Agreement. The singular shall include the plural. If there is more than one Subrecipient as identified herein, unless expressly stated otherwise, their obligations and liabilities hereunder shall be joint and several. Use of the feminine, masculine, or neuter genders shall be deemed to include the genders not used.

§3.3 Applicable Law, Interpretation and Enforcement

1. Each party's performance hereunder shall comply with all applicable laws of the United States of America, the State of California, the County and City of Los Angeles, including but not limited to, laws regarding health and safety, labor and employment, wage and hours and licensing laws which affect employees. This Agreement shall be enforced and interpreted under the laws of the State of California without regard to conflict of law principles. Subrecipient shall comply with new, amended, or revised laws, regulations, and/or procedures that apply to the performance of this Agreement.

2 In any action arising out of this Agreement, Subrecipient consents to personal jurisdiction, and agrees to bring all such actions, exclusively in state and federal courts located in Los Angeles County, California.

3 If any part, term or provision of this Agreement shall be held void, illegal, unenforceable, or in conflict with any law of a federal, state or local government having jurisdiction over this Agreement, the validity of the remaining parts, terms or provisions of this Agreement shall not be affected thereby.

§3.4 Integrated Agreement

This Agreement sets forth all of the rights and duties of the parties with respect to the subject matter hereof, and replaces any and all previous agreements or understandings, whether written or oral, relating thereto. This Agreement may be amended only as provided for herein.

§3.5 Excusable Delays

In the event that performance on the part of any party hereto shall be delayed or suspended as a result of circumstances beyond the reasonable control and without the fault and negligence of said party, none of the parties shall incur any liability to the other parties as a result of such delay or suspension.

Circumstances deemed to be beyond the control of the parties hereunder shall include, but not be limited to, acts of God or of the public enemy; insurrection; acts of the Federal Government or any unit of State or Local Government in either sovereign or contractual capacity; fires; floods; epidemics; quarantine restrictions; strikes, freight embargoes or delays in transportation; to the extent that they are not caused by the party's willful or negligent acts or omissions and to the extent that they are beyond the party's reasonable control.

§3.6 Breach

Except for excusable delays as described in §3.5 herein, if any party fails to perform, in whole or in part, any promise, covenant, or agreement set forth herein, or should any representation made by it be untrue, any aggrieved party may avail itself of all rights and remedies, at law or equity, in the courts of law. Said rights and remedies are cumulative of those provided for herein except that in no event shall any party recover more than once, suffer a penalty or forfeiture, or be unjustly compensated.

§3.7 Prohibition Against Assignment or Delegation

Subrecipient may not, unless it has first obtained the written permission of the City:

- A. Assign or otherwise alienate any of its rights hereunder, including the right to payment; or
- B. Delegate, subcontract, or otherwise transfer any of its duties hereunder.

§3.8 Indemnification

A. Each of the parties to this Agreement is a public entity. In contemplation of the provisions of Section 895.2 of the Government Code of the State of California imposing certain tort liability jointly upon public entities, solely by reason of such entities being parties to an Agreement as defined by Section 895 of said Code, the parties hereto, as between themselves, pursuant to the authorization contained in Sections 895.4 and 895.6 of said Code, will each assume the full liability imposed upon it or upon any of its officers, agents, or employees by law, for injury caused by a negligent or wrongful act or omission occurring in the performance of this Agreement, to the same extent that such liability would be imposed in the absence of Section 895.2 of said Code. To achieve the above-stated purpose, each party indemnifies and holds harmless the other party solely by virtue of said Section 895.2. The provision of Section 2778 of the California Civil Code is made a part hereto as if fully set forth herein. Subrecipient certifies that it has adequate self-insured retention of funds to meet any obligation arising from this Agreement.

- B. Pursuant to Government Code Sections 895.4 and 895.6, the parties shall each assume the full liability imposed upon it, or any of its officers, agents or employees, by law for injury caused by any negligent or wrongful act or omission occurring in the performance of this Agreement.
- C. Each party indemnifies and holds harmless the other party for any loss, costs, or expenses that may be imposed upon such other party by virtue of Government Code section 895.2, which imposes joint civil liability upon public entities solely by reason of such entities being parties to an agreement, as defined by Government Code section 895.
- D. In the event of third-party loss caused by negligence, wrongful act or omission by both Parties, each party shall bear financial responsibility in proportion to its percentage of fault as may be mutually agreed or judicially determined. The provisions of Civil Code Section 2778 regarding interpretation of indemnity agreements are hereby incorporated.

§3.9 Subcontractor Assurances

Subrecipient shall contractually obligate all of its contractors, subcontractors and vendors funded by Subaward funds as may be required to ensure that Subrecipient can comply with all of the Requirements and other provisions of this Agreement.

§3.10 Remedies for Noncompliance

Subrecipient acknowledges and agrees that, in the event Subrecipient fails to comply with the terms and conditions of this Agreement or with any Requirements referenced in Section 2.1 above, the Federal awarding agency, CalOES or the City shall have the right to take one or more of the actions set forth in 2 CFR §200.338. Such actions may include, without limitation, the withholding of cash payments, suspension and/or termination of the Subaward, and the disallowing of certain costs incurred under the Subaward. Any costs incurred by Subrecipient during a suspension or after termination of the Subaward shall not be considered allowable under the Subaward unless allowed under 2 CFR §200.342. Subrecipient shall be liable to the Federal awarding agency, CalOES and the City for any Subaward funds the Federal awarding agency or CalOES determines that Subrecipient used in violation of any Requirements reference in Section 2.1 above, and Subrecipient shall indemnify and hold harmless the City for any sums the Federal awarding agency or CalOES determines Subrecipient used in violation of such Requirements.

Subrecipient shall be granted the opportunity to object to and challenge the taking of any remedial action by the Federal awarding agency, CalOES or the City in accordance with the provisions set forth in 2 CFR §200.341.

§3.11 Termination

Subrecipient acknowledges and agrees that the Subaward, and any obligation to disburse to or reimburse Subrecipient in connection thereto, may be terminated in whole or in part by the Federal awarding agency, CalOES or the City as set forth in 2 CFR §200.339. Subrecipient shall have the right to terminate the

Subaward only as set forth in 2 CFR §200.339. In the event the Subaward is terminated, all obligations and requirements of this Agreement and the Grant shall survive and continue in full force and effect in connection with any portion of the Subaward remaining prior to such termination, including, without limitation, the closeout and post closeout requirements set forth in this Agreement.

§3.12 Amendments

Any change in the terms of this Agreement, including the performance period of the Subaward and any increase or decrease in the amount of the Subaward, which are agreed to by the City and Subrecipient shall be incorporated into this Agreement by a written amendment properly executed and signed by the person authorized to bind the parties thereto.

§3.13 Complete Agreement

This Agreement sets forth all of the rights and duties of the parties with respect to the subject matter hereof, and replaces any and all previous agreements or understandings, whether written or oral, relating thereto. This Agreement may be amended only as provided for herein and neither verbal agreement nor conversation with any officer or employee of either party shall affect or modify any of the terms and conditions of this Agreement.

This Agreement may be executed in one or more counterparts, and by the parties in separate counterparts, each of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same agreement. The parties further agree that facsimile signatures or signatures scanned into .pdf (or signatures in another electronic format designated by City) and sent by e-mail shall be deemed original signatures.

This Agreement includes twenty-one (21) pages and six Exhibits which constitute the entire understanding and agreement of the parties.

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IN WITNESS WHEREOF, the City and Subrecipient have caused this Subaward Agreement to be executed by their duly authorized representatives.

| | |
|--|---|
| <p>APPROVED AS TO FORM: HYDEE FELDSTEIN SOTO, City Attorney By: _____ Barak Vaughn, Deputy City Attorney Date: _____</p> | <p>For: THE CITY OF LOS ANGELES KAREN BASS, Mayor By signing below, the signatory attests that they have no personal, financial, beneficial, or familial interest in this contract. By: _____</p> |
| <p>ATTEST: PETTY F. SANTOS, Interim City Clerk By: _____ Deputy City Clerk Date: _____</p> | <p>Karen Bass, Mayor Date _____</p> |
| <p>APPROVED AS TO FORM: By: _____ Richard Padilla, City Attorney Date: _____</p> | <p>For: CITY OF SAN FERNANDO By: _____ Kanika Kith, Interim City Manager Date: _____</p> |
| <p>ATTEST: By: _____ Julia Fritz, City Clerk Date: _____</p> | <p>[SEAL]</p> |

City Business License Number: _____
Internal Revenue Service ID Number: _____
Council File/OARS File Number: C.F. #24-0975; Date of Approval: 3/5/25
City Contract Number: _____

EXHIBIT A

FY 2024 DHS STANDARD TERMS AND CONDITIONS

The Fiscal Year (FY) 2024 Department of Homeland Security (DHS) Standard Terms and Conditions apply to all new federal awards of federal financial assistance (federal awards) for which the federal award date occurs in FY 2024 and flow down to subrecipients unless a term or condition specifically indicates otherwise. For federal awards that may involve continuation awards made in subsequent FYs, these FY 2024 DHS Standard Terms and Conditions will apply to the continuation award unless otherwise specified in the terms and conditions of the continuation award. The United States has the right to seek judicial enforcement of these terms and conditions.

All legislation and digital resources are referenced with no digital links. These FY 2024 DHS Standard Terms and Conditions are maintained on the DHS website at www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions.

A. Assurances, Administrative Requirements, Cost Principles, Representations, and Certifications

- I. Recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non- Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the federal awarding agency.

B. Recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in effect as of the federal award date and located at 2 C.F.R. Part 200 and adopted by DHS at 2 C.F.R. § 3002.10. General Acknowledgements and Assurances

All recipients and subrecipients must acknowledge and agree to provide DHS access to records, accounts, documents, information, facilities, and staff pursuant to 2 C.F.R. § 200.337.

- I. Recipients must cooperate with any DHS compliance reviews or compliance investigations.
- II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities and personnel.
- III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
- IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements required by law, federal regulation, Notice of Funding Opportunity, federal award specific terms and conditions, and/or federal awarding agency program guidance.
- V. Recipients must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receiving the Notice of Award for the first award under which this term applies. Recipients of multiple federal awards from DHS should only submit one completed tool for their organization, not per federal award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active federal award, not every time a federal award is made. Recipients must submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in these DHS Standard Terms and

FY 2024 DHS STANDARD TERMS AND CONDITIONS

Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. DHS Civil Rights Evaluation Tool | Homeland Security

The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension to the 30-day deadline if the recipient identifies steps and a timeline for completing the tool. Recipients must request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

C. Standard Terms & Conditions

I. Acknowledgement of Federal Funding from DHS

Recipients must acknowledge their use of federal award funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal award funds.

II. Activities Conducted Abroad

Recipients must coordinate with appropriate government authorities when performing project activities outside the United States obtain all appropriate licenses, permits, or approvals.

III. Age Discrimination Act of 1975

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (codified as amended at 42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

IV. Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101– 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

V. Best Practices for Collection and Use of Personally Identifiable Information

Recipients who collect personally identifiable information (PII) as part of carrying out the scope of work under a federal award are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

VI. Civil Rights Act of 1964 – Title VI

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964, Pub. L. No. 88-352 (codified as amended at 42 U.S.C. § 2000d *et seq.*), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21. Recipients of an award from the Federal Emergency Management Agency (FEMA) must also comply with FEMA's implementing regulations at 44 C.F.R. Part 7.

FY 2024 DHS STANDARD TERMS AND CONDITIONS

VII. Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284 (codified as amended at 42 U.S.C. § 3601 *et seq.*) which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex, as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

VIII. Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 to any work first produced under federal awards and also include an acknowledgement that the work was produced under a federal award (including the federal award number and federal awarding agency). As detailed in 2 C.F.R. § 200.315, a federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes and to authorize others to do so.

IX. Debarment and Suspension

Recipients must comply with the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689 set forth at 2 C.F.R. Part 180 as implemented by DHS at 2 C.F.R. Part 3000. These regulations prohibit recipients from entering into covered transactions (such as subawards and contracts) with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

X. Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).

XI. Duplicative Costs

Recipients are prohibited from charging any cost to this federal award that will be included as a cost or used to meet cost sharing or matching requirements of any other federal award in either the current or a prior budget period. (See 2 C.F.R. § 200.403(f)). However, recipients may shift costs that are allowable under two or more federal awards where otherwise permitted by federal statutes, regulations, or the federal financial assistance award terms and conditions.

XII. Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (codified as amended at 20 U.S.C. § 1681 *et seq.*), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17. Recipients of an award from the Federal Emergency Management Agency (FEMA) must also comply with FEMA's implementing regulations at 44 C.F.R. Part 19.

XIII. Energy Policy and Conservation Act

Recipients must comply with the requirements of the Energy Policy and Conservation Act,

FY 2024 DHS STANDARD TERMS AND CONDITIONS

Pub. L. No. 94-163 (1975) (codified as amended at 42 U.S.C. § 6201 *et seq.*), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

XIV. False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729-3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)

XV. Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

XVI. Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving recipient-owned, recipient-rented, or privately owned vehicles when on official government business or when performing any work for or on behalf of the Federal Government. Recipients are also encouraged to conduct the initiatives of the type described in Section 3(a) of E.O. 13513.

XVII. Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (a list of certified air carriers can be found at: [Certificated Air Carriers List | US Department of Transportation, https://www.transportation.gov/policy/aviation-policy/certificated-air-carriers-list](https://www.transportation.gov/policy/aviation-policy/certificated-air-carriers-list)) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

XVIII. Hotel and Motel Fire Safety Act of 1990

Recipients must ensure that all conference, meeting, convention, or training space funded entirely or in part by federal award funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a.

XIX. John S. McCain National Defense Authorization Act of Fiscal Year 2019

Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. The statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

XX. Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

FY 2024 DHS STANDARD TERMS AND CONDITIONS

XXI. Lobbying Prohibitions

Recipients must comply with 31 U.S.C. § 1352 and 6 C.F.R. Part 9, which provide that none of the funds provided under a federal award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification. Per 6 C.F.R. Part 9, recipients must file a lobbying certification form as described in Appendix A to 6 C.F.R. Part 9 or available on Grants.gov as the Grants.gov Lobbying Form and file a lobbying disclosure form as described in Appendix B to 6 C.F.R. Part 9 or available on Grants.gov as the Disclosure of Lobbying Activities (SF-LLL).

XXII. National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969, Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 *et seq.*) (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

XXIII. Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

XXIV. Non-Supplanting Requirement

Recipients of federal awards under programs that prohibit supplanting by law must ensure that federal funds supplement but do not supplant non-federal funds that, in the absence of such federal funds, would otherwise have been made available for the same purpose.

XXV. Notice of Funding Opportunity Requirements

All the instructions, guidance, limitations, scope of work, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this federal award are incorporated by reference. All recipients must comply with any such requirements set forth in the NOFO. If a condition of the NOFO is inconsistent with these terms and conditions and any such terms of the Award, the condition in the NOFO shall be invalid to the extent of the inconsistency. The remainder of that condition and all other conditions set forth in the NOFO shall remain in effect.

XXVI. Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 *et seq.* and applicable regulations governing inventions and patents, including the regulations issued by the Department of Commerce at 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Awards, Contracts, and Cooperative Agreements) and the standard patent rights clause set forth at 37 C.F.R. § 401.14.

XXVII. Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section

FY 2024 DHS STANDARD TERMS AND CONDITIONS

6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act at 42 U.S.C. § 6962) and 2 C.F.R. § 200.323. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

XXVIII. Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (codified as amended at 29 U.S.C. § 794), which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

XXIX. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of the federal award, then the recipient must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated by reference.

XXX. Reporting Subawards and Executive Compensation

For federal awards that equal or exceed \$30,000, recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation set forth at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated by reference.

XXXI. Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

- (1) all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- (2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
- (3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

FY 2024 DHS STANDARD TERMS AND CONDITIONS

Waivers

When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. The agency should notify the recipient for information on the process for requesting a waiver from these requirements.

- (a) When the Federal agency has determined that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that:
- (1) applying the domestic content procurement preference would be inconsistent with the public interest;
 - (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
 - (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office.

There may be instances where an award qualifies, in whole or in part, for an existing waiver described at ["Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov](#).

Definitions

The definitions applicable to this term are set forth at 2 C.F.R. § 184.3, the full text of which is incorporated by reference.

XXXII. SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. The SAFECOM Guidance is updated annually and can be found at [Funding and Sustainment | CISA](#).

XXXIII. Terrorist Financing

Recipients must comply with E.O. 13224 and applicable statutory prohibitions on transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible for ensuring compliance with the E.O. and laws.

XXXIV. Trafficking Victims Protection Act of 2000 (TVPA)

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Trafficking Victims Protection Act of 2000, Pub. L. No. 106-386, § 106 (codified as amended at 22 U.S.C. § 7104). The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated by reference.

FY 2024 DHS STANDARD TERMS AND CONDITIONS

XXXV. Universal Identifier and System of Award Management

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated reference.

XXXVI. USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

XXXVII. Use of DHS Seal, Logo and Flags

Recipients must obtain written permission from DHS prior to using the DHS seals, logos, crests, or reproductions of flags, or likenesses of DHS agency officials. This includes use of DHS component (e.g., FEMA, CISA, etc.) seals, logos, crests, or reproductions of flags, or likenesses of component officials.

XXXVIII. Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections at 10 U.S.C § 470141 U.S.C. § 4712.

EXHIBIT B



FY 2024 Standard Assurances For Cal OES Federal Non-Disaster Preparedness Grant Programs

As the duly authorized representative of the Applicant, I hereby certify that the Applicant has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application, within prescribed timelines.

The requirements outlined in these assurances apply to Applicant and any of its subrecipients.

I further acknowledge that the Applicant is responsible for reviewing and adhering to all requirements within the:

- (a) Applicable Federal Regulations (see below);
- (b) Federal Program Notice of Funding Opportunity (NOFO);
- (c) Federal Preparedness Grants Manual;
- (d) California Supplement to the NOFO; and
- (e) Federal and State Grant Program Guidelines.

Federal Regulations

Government cost principles, uniform administrative requirements, and audit requirements for federal grant programs are set forth in Title 2, Part 200 of the Code of Federal Regulations (C.F.R.) and adopted by the Department of Homeland Security (DHS) at 2 C.F.R. Part 3002.10. Updates are issued by the Office of Management and Budget (OMB) and can be found at <http://www.whitehouse.gov/omb/>.

In the event Cal OES determines that changes are necessary to the subaward after a subaward has been made, including changes to period of performance or terms and conditions, Applicants will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Applicant acceptance of the changes to the subaward.

State and federal grant award requirements are set forth below. The Applicant hereby agrees to comply with the following:

1. Proof of Authority

The Applicant will obtain proof of authority from the city council, governing board, or authorized body in support of this project. This written authorization must specify that the Applicant and the city council, governing board, or authorized body agree:



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- (a) To provide all matching funds required for the grant project and that any cash match will be appropriated as required;
- (b) Any liability arising out of the performance of this agreement shall be the responsibility of the Applicant and the city council, governing board, or authorized body;
- (c) Grant funds shall not be used to supplant expenditures controlled by the city council, governing board, or authorized body;
- (d) The Applicant is authorized by the city council, governing board, or authorized body to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost, if any) to ensure proper planning, management and completion of the project described in this application; and
- (e) The official executing this agreement is authorized by the Applicant.

This Proof of Authority must be maintained on file and readily available upon request.

2. Period of Performance

The period of performance is specified in the Award. The Applicant is only authorized to perform allowable activities approved under the award, within the period of performance.

3. Lobbying and Political Activities

As required by Section 1352, Title 31 of the United States Code (U.S.C.), for persons entering into a contract, grant, loan, or cooperative agreement from an agency or requests or receives from an agency a commitment providing for the United States to insure or guarantee a loan, the Applicant certifies that:

- (a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.



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- (b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (c) The Applicant shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

The Applicant will also comply with provisions of the Hatch Act (5 U.S.C. §§ 1501- 1508 and §§ 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

Finally, the Applicant agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation, or policy without the express written approval from the California Governor's Office of Emergency Services (Cal OES) or the federal awarding agency.

4. Debarment and Suspension

As required by Executive Orders 12549 and 12689, and 2 C.F.R. § 200.214 and codified in 2 C.F.R. Part 180, Debarment and Suspension, the Applicant will provide protection against waste, fraud, and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the federal government. The Applicant certifies that it and its subrecipients:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;



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- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (4)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (federal, state, or local) terminated for cause or default.

Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

5. **Non-Discrimination and Equal Employment Opportunity**

The Applicant will comply with all state and federal statutes relating to non-discrimination, including:

- (a) Title VI of the Civil Rights Act of 1964 (Public Law (P.L.) 88-352 and 42 U.S.C. § 2000d et. seq.) which prohibits discrimination on the basis of race, color, or national origin and requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services;
- (b) Title IX of the Education Amendments of 1972, (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex in any federally funded educational program or activity;
- (c) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794), which prohibits discrimination against those with disabilities or access and functional needs;
- (d) Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. § 12101 et seq.), which prohibits discrimination on the basis of disability and requires buildings and structures be accessible to those with disabilities and access and functional needs;
- (e) Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age;
- (f) Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd—2), relating to confidentiality of patient records regarding substance abuse treatment;
- (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), relating to nondiscrimination in the sale, rental or financing of housing as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units — i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators) — be designed and constructed with certain accessible features (See 24 C.F.R. § 100.201);



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- (h) Executive Order 11246, which prohibits federal contractors and federally assisted construction contractors and subcontractors, who do over \$10,000 in Government business in one year from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identification or national origin;
- (i) Executive Order 11375, which bans discrimination on the basis of race, color, religion, sex, sexual orientation, gender identification, or national origin in hiring and employment in both the United States federal workforce and on the part of government contractors;
- (j) California Public Contract Code § 10295.3, which prohibits discrimination based on domestic partnerships and those in same sex marriages;
- (k) DHS policy to ensure the equal treatment of faith-based organizations, under which the Applicant must comply with equal treatment policies and requirements contained in 6 C.F.R. Part 19;
- (l) The California's Fair Employment and Housing Act (FEHA) (California Government Code §§ 12940-12957), as applicable. FEHA prohibits harassment and discrimination in employment because of ancestry, familial status, race, color, religious creed (including religious dress and grooming practices), sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, genetic information, medical condition, age, pregnancy, denial of medical and family care leave, or pregnancy disability leave, military and veteran status, and/or retaliation for protesting illegal discrimination related to one of these categories, or for reporting patient abuse in tax supported institutions;
- (m) Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and
- (n) The requirements of any other nondiscrimination statute(s) that may apply to this application.

Civil Rights Policies for Program Beneficiaries and Subrecipients of DHS funding, pertaining to the following are available on the Cal OES website:

- Non-discrimination in Programs & Services
- Reasonable Accommodation for Program Beneficiaries
- Language Access Policy



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6. Drug-Free Workplace

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 et seq.), the Applicant certifies that it will maintain a drug-free workplace and a drug-free awareness program as outlined in the Act.

7. Environmental Standards

The Applicant will comply with state and federal environmental standards, including:

- (a) The California Environmental Quality Act (CEQA) (California Public Resources Code §§ 21000-21177), to include coordination with the city or county planning agency;
- (b) CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000-15387);
- (c) The Federal Clean Water Act (CWA) (33 U.S.C. § 1251 et seq.), which establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters;
- (d) The Federal Clean Air Act of 1955 (42 U.S.C. § 7401) which regulates air emissions from stationary and mobile sources;
- (e) Institution of environmental quality control measures under the National Environmental Policy Act (NEPA) of 1969 (P.L. 91-190); the Council on Environmental Quality Regulations for Implementing the Procedural Provisions of NEPA; and Executive Order 12898 which focuses on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities;
- (f) Evaluation of flood hazards in floodplains in accordance with Executive Order 11988;
- (g) Executive Order 11514 which sets forth national environmental standards;
- (h) Executive Order 11738 instituted to assure that each federal agency empowered to enter into contracts for the procurement of goods, materials, or services and each federal agency empowered to extend federal assistance by way of grant, loan, or contract shall undertake such procurement and assistance activities in a manner that will result in effective enforcement of the Clean Air Act and the Federal Water Pollution Control Act Executive Order 11990 which requires preservation of wetlands;
- (i) The Safe Drinking Water Act of 1974, (P.L. 93-523);
- (j) The Endangered Species Act of 1973, (P.L. 93-205);



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- (k) Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.);
- (l) Conformity of Federal Actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); and
- (m) The Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

The Applicant shall not be: 1) in violation of any order or resolution promulgated by the State Air Resources Board or an air pollution district; 2) subject to a cease-and-desist order pursuant to section 13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or 3) determined to be in violation of federal law relating to air or water pollution.

8. Audits

For subrecipients expending \$1,000,000 or more in federal grant funds annually, the Applicant will perform the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and C.F.R., Part 200, Subpart F Audit Requirements.

9. Cooperation and Access to Records

The Applicant must cooperate with any compliance reviews or investigations conducted by DHS. In accordance with 2 C.F.R. § 200.337, the Applicant will give the awarding agency, the Comptroller General of the United States and, if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award. The Applicant will require any subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with this provision.

10. Conflict of Interest

The Applicant will establish safeguards to prohibit the Applicant's employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

11. Financial Management

False Claims for Payment - The Applicant will comply with 31 U.S.C §§ 3729-3733 which provides that Applicant shall not submit a false claim for payment, reimbursement, or advance.



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12. Reporting - Accountability

The Applicant agrees to comply with applicable provisions of the Federal Funding Accountability and Transparency Act (FFATA) (P.L. 109-282), including but not limited to (a) the reporting of subawards obligating \$30,000 or more in federal funds, and (b) executive compensation data for first-tier subawards as set forth in 2 C.F.R. Part 170, Appendix A. The Applicant also agrees to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A.

13. Whistleblower Protections

The Applicant must comply with statutory requirements for whistleblower protections at 10 U.S.C. § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. § 4304 and § 4310.

14. Human Trafficking

The Applicant will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) which prohibits the Applicant or its subrecipients from: (1) engaging in trafficking in persons during the period of time that the award is in effect; (2) procuring a commercial sex act during the period of time that the award is in effect; or (3) using forced labor in the performance of the award or subawards under the award.

15. Labor Standards

The Applicant will comply with the following federal labor standards:

- (a) The Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), as applicable, and the Copeland Act (40 U.S.C. § 3145 and 18 U.S.C. § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction contracts or subcontracts, and
- (b) The Federal Fair Labor Standards Act (29 U.S.C. § 201 et seq.) as they apply to employees of institutes of higher learning (IHE), hospitals and other non-profit organizations.

16. Worker's Compensation

The Applicant must comply with provisions which require every employer to be insured to protect workers who may be injured on the job at all times during the performance of the work of this Agreement, as per the workers compensation laws set forth in California Labor Code §§ 3700 et seq.



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17. Property-Related

If applicable to the type of project funded by this federal award, the Applicant will:

- (a) Comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchase;
- (b) Comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires federal award subrecipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more;
- (c) Assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. § 469a-1 et seq.); and
- (d) Comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4831 and 24 CFR Part 35) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

18. Certifications Applicable Only to Federally-Funded Construction Projects

For all construction projects, the Applicant will:

- (a) Not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project;
- (b) Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications; and
- (c) Provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.



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19. Use of Cellular Device While Driving is Prohibited

The Applicant is required to comply with California Vehicle Code sections 23123 and 23123.5. These laws prohibit driving motor vehicle while using an electronic wireless communications device to write, send, or read a text-based communication. Drivers are also prohibited from the use of a wireless telephone without hands-free listening and talking, unless to make an emergency call to 911, law enforcement, or similar services.

20. California Public Records Act and Freedom of Information Act

The Applicant acknowledges that all information submitted in the course of applying for funding under this program, or provided in the course of an entity's grant management activities that are under Federal control, is subject to the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the California Public Records Act, California Government Code §7920.000 et seq. The Applicant should consider these laws and consult its own State and local laws and regulations regarding the release of information when reporting sensitive matters in the grant application, needs assessment, and strategic planning process.

21. Acknowledgment of Federal Funding from DHS

The Applicant must acknowledge its use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

22. Activities Conducted Abroad

The Applicant must coordinate with appropriate government authorities when performing project activities outside the United States and obtain all appropriate licenses, permits, or approvals.

23. Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. If the Applicant collects PII, the Applicant is required to have a publicly-available privacy policy that describes standards on the usage and maintenance of the PII they collect. The Applicant may refer to the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as a useful resource.



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24. Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 to any work first produced under federal awards and also include an acknowledgment that the work was produced under a federal award (including the federal award number and federal awarding agency). As detailed in 2 C.F.R. § 200.315, a federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes and to authorize others to do so.

25. Duplicative Costs

Applicants are prohibited from charging any cost to this federal award that will be included as a cost or used to meet cost sharing or matching requirements of any other federal award in either the current or a prior budget period. (See 2 C.F.R. § 200.403(f)). However, recipients may shift costs that are allowable under two or more federal awards where otherwise permitted by federal statutes, regulations, or the federal financial assistance award terms and conditions.

26. Energy Policy and Conservation Act

The Applicant must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

27. Federal Debt Status

The Applicant is required to be non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

28. Fly America Act of 1974

The Applicant must comply with Preference for United States Flag Air Carriers: (a list of certified air carriers can be found at: Certificated Air Carriers List | US Department of Transportation, <https://www.transportation.gov/policy/aviation-policy/certificated-air-carriers-list>) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.



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29. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, the Applicant must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. § 2225a.

30. Non-supplanting Requirement

If the Applicant receives federal financial assistance awards made under programs that prohibit supplanting by law, the Applicant must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non- federal sources.

31. Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq. and applicable regulations governing inventions and patents, including the regulations issued by the Department of Commerce at 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Awards, Contracts, and Cooperative Agreements) and the standard patent rights clause set forth at 37 C.F.R. § 401.14.

32. SAFECOM

If the Applicant receives federal financial assistance awards made under programs that provide emergency communication equipment and its related activities, the Applicant must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

33. Terrorist Financing

The Applicant must comply with Executive Order 13224 and United States law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. The Applicant is legally responsible for ensuring compliance with the Order and laws.

34. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the Applicant's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, the Applicant must comply with the requirements set forth in the



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government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

35. USA Patriot Act of 2001

The Applicant must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

36. Use of DHS Seal, Logo, and Flags

The Applicant must obtain written permission from DHS prior to using the DHS seals, logos, crests, or reproductions of flags, or likenesses of DHS agency officials. This includes use of DHS component (e.g., FEMA, CISA, etc.) seals, logos, crests, or reproductions of flags, or likenesses of component officials.

37. Performance Goals (HSGP and NSGP)

In addition to the Biannual Strategy Implementation Report submission requirements outlined in the Preparedness Grants Manual, the Applicant must demonstrate how the grant-funded project addresses the core capability gap associated with each project. The capability gap reduction must be addressed in the Project Description of the BSIR for each project.

38. Applicability of DHS Standard Terms and Conditions to Tribes

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon the Applicant and flow down to any of its subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and

Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

39. Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

The Applicant must comply with the “Build America, Buy America” Act (BABAA), enacted as part of the Infrastructure Investment and Jobs Act and Executive Order 14005. Applicants receiving a federal award subject to BABAA requirements may not use federal financial assistance funds for infrastructure projects unless:



FY 2024 Standard Assurances For Cal OES Federal Non-Disaster Preparedness Grant Programs

- (a) All iron and steel used in the project are produced in the United States – this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- (b) All manufactured products used in the project are produced in the United States – this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
- (c) All construction materials are manufactured in the United States – this means that all manufacturing processes for the construction material occurred in the United States.

The "Buy America" preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. It does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Per section 70914(c) of BABAA, FEMA may waive the application of a Buy America preference under an infrastructure program in certain cases.

40. E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety

Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

FY 2024 Standard Assurances For Cal OES Federal Non-Disaster Preparedness Grant Programs

IMPORTANT

The purpose of these assurances is to obtain federal and state financial assistance, including any and all federal and state grants, loans, reimbursement, contracts, etc. Applicant recognizes and agrees that state financial assistance will be extended based on the representations made in these assurances. These assurances are binding on Applicant, its successors, transferees, assignees, etc. as well as any of its subrecipients. Failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

All appropriate documentation, as outlined above, must be maintained on file by the Applicant and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Applicant may be ineligible for award of any future grants if Cal OES determines that the Applicant: (1) has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

All of the language contained within this document must be included in the award documents for all subawards at all tiers. Applicants are bound by the DHS Standard Terms and Conditions 2024, Version 2, hereby incorporated by reference, which can be found at: <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>.

The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant.

Applicant: LA-LB UASI

Signature of Authorized Agent: _____

Printed Name of Authorized Agent: Gabriela V. Jasso

Title: Director of Grants and Finance

Date: 1/15/2025

EXHIBIT C

| Line # | | | | | Project Information | | | | | | | | | | |
|-------------------|----------------|---------------|------------|---------------------|---------------------|--------------|------------|--|----------------|------|-----------|---|----------------------|------------------------------|---------------------------------|
| National Priority | Project Letter | Master Item # | Sub-Line # | Mayor's Office ID # | IJ | Jurisdiction | Department | Project Title | Funding Source | Disc | Solution | Sub-Solution | Expenditure Category | Sub-Line #'s Total Allocated | Master Item #'s Total Allocated |
| | G | 22 | 82 | 31 | IJ-3 | San Fernando | Police | Station Security - Physical Access Control | HSGP-UASI | LE | Equipment | Physical Security Enhancement Equipment | N/A | \$ 82,982.00 | |

EXHIBIT D

LA/LB UASI Modification Request Form

Please fill out the Modification Request Form, and associated Project Timeline, and submit it to your Grant Specialist. Include the project details for each line # affected by the modification request. For new line #'s being created, leave the Project Letter, Item #, and Sub-Line # columns in the 'Modified To' section blank- your Grant Specialist will assign them. You **MUST** include the reason for the modification request. Your Grant Specialist will advise if your modification request requires additional information. Additionally, you **MUST** attach a completed ledger(s) with the proposed changes. Formulas are embedded in the Form to automatically calculate the \$ Change, and the Form is balanced when the Totals (highlighted yellow) in the 'Modified From' and the 'Modified To' sections are equal. Modification requests are submitted to CalOES on a monthly basis. To be considered for that month's modification request, please submit by the 15th of each month.



REQUIREMENTS FOR SUBMISSION:

| Jurisdiction | Department | Name of Representative | Email Address | Phone Number | Today's Date | Grant Year |
|-------------------------------------|------------|---|---------------|--|--------------|--|
| | | | | | | |
| <i>Grant Specialist to complete</i> | | Summary and reason for modification request: | | Are the modified ledgers attached electronically? | | Will the project require approvals? |
| Contract Amount | \$ - | | | Equipment Ledger | | EHP |
| Revised Amount | \$ - | | | Training Ledger | | Sole Source |
| Amendment Y/N? | | | | Organization Ledger | | EOC |
| 25% Increase | \$ - | | | Planning Ledger | | Watercraft |
| Council/14.8 Y/N? | | | | Exercise Ledger | | Aircraft |

Modified From:

| | Project Letter | Item # | Sub Line # | Project Name | Investment Justification (IJ) | Disc | Solution | Sub-Solution | \$ Before | \$ After | \$ Change | Action | APPR # | FMU ONLY |
|---------------|----------------|--------|------------|--------------|-------------------------------|------|----------|--------------|-----------|----------|-------------|--------|--------|----------|
| From | | | | | | | Train | | | | \$ - | | | |
| From | | | | | | | | | | | \$ - | | | |
| From | | | | | | | | | | | \$ - | | | |
| From | | | | | | | | | | | \$ - | | | |
| From | | | | | | | | | | | \$ - | | | |
| Total: | | | | | | | | | | | \$ - | | | |

Modified To:

| | Project Letter | Item # | Sub Line # | Project Name | Investment Justification (IJ) | Disc | Solution | Sub-Solution | \$ Before | \$ After | \$ Change | Action | APPR # | FMU ONLY |
|---------------|----------------|--------|------------|--------------|-------------------------------|------|----------|--------------|-----------|----------|-------------|--------|--------|----------|
| To | | | | | | | | | \$ - | \$ - | \$ - | | | |
| To | | | | | | | | | \$ - | \$ - | \$ - | | | |
| To | | | | | | | | | \$ - | \$ - | \$ - | | | |
| To | | | | | | | | | \$ - | \$ - | \$ - | | | |
| To | | | | | | | | | \$ - | \$ - | \$ - | | | |
| Total: | | | | | | | | | | | \$ - | | | |

MOPS Use Only:

| Grant Specialist | Date Received | Date Approved by MOPS | Modification # | Notes |
|-------------------------|---------------|-----------------------|----------------|-------|
| | | | | |
| | | | | |
| FMU Verification-- Name | Date Reviewed | Modification # | Notes | |
| | | | | |

EXHIBIT E

**REQUEST FOR NONCOMPETITIVE PROCUREMENT AUTHORIZATION**

| | | |
|--|---|---|
| Grant Program: | List the grant the procurement being charged to. | |
| Grant Award No.(s): | List the grant award number(s) – if multiple awards, list each award number separately, and number. Continue using these numbers to link remaining information in this section to applicable grant award. | FIPS #: Cal OES assigned FIPS # of the direct subrecipient. |
| Subrecipient Name: | List the name of the Cal OES direct subrecipient. | |
| If Subaward, list second-tier Subrecipient: | If applicable, list the name of the second-tier Subrecipient (entity initiating the procurement). | |
| Project No.(s): | List the project number(s) for this procurement. | Feedback # (if applicable): If applicable, list the CSTI assigned feedback number(s) for the HSGP related training(s). |
| Project Title(s): | List the project title(s). | |
| Requested Amount: | Enter the requested amount(s) under the Grant award(s). | Contract Total: Enter the contract total. |
| Vendor: | List the name of the vendor that is providing item(s)/service(s) for this procurement. | |

Please complete the following questions based on the entity making the purchase.

- Describe what the proposed vendor/contractor will provide:**
Provide a short synopsis about what you are attempting to purchase.
- Has Cal OES approved a noncompetitive procurement for this item(s)/service(s) in the past?**

☐ Yes ☐ No

 If Yes, attach the most recent Cal OES approval letter and Noncompetitive Procurement Authorization form.
 No further supporting documentation needed, at this time.
- Is this noncompetitive procurement being made under a multi-year contract?**
Is the term of the contract longer than one year?

☐ Yes ☐ No

 If No, proceed to question 6.
- If Yes to Question 3, has Cal OES approved a noncompetitive procurement in the past under this multi-year contract?**

☐ Yes ☐ No

If No, proceed to question 6.

5. **If Cal OES has previously approved a noncompetitive procurement under this multi-year contract, have there been any modifications since that approval?**
Have there been any amendments to the contract such as an extension or increase in the contract amount since the last approval?

☐ Yes ☐ No

Note: A price/cost analysis must be performed with every procurement above the Simplified Acquisition Threshold (SAT) including modifications. Modifications include any change to the original contract, including extensions.

If Yes, proceed to question 8.

If No, proceed to question 10.

6. **Indicate which of the following circumstances resulted in your organization's need to enter into a noncompetitive contract and describe the details of those circumstances for this request under the following below.**
Choose one of the following and insert the details of those circumstances on the form.

- The item is available only from a single source. (Describe and detail the process used to make that determination.)*
- A public necessity or emergency for the requirement will not permit a delay resulting from competitive solicitation. (Describe the necessity or emergency. Provide details.)*
- After solicitation of a number of sources, the competition was determined inadequate. (Describe the solicitation process that determined competition was inadequate. Provide details including the length of the solicitation.)*

7. **Describe your organization's standard procedures when considering a noncompetitive procurement, including the conditions under which a noncompetitive procurement is allowed, and any other applicable criteria (i.e., approval requirements, monetary thresholds, etc.).**

Insert here the description of your organization's procurement procedures, including approval thresholds, and noncompetitive procurement approval procedures.

8. **Attach a copy of the cost/price analysis for this procurement or contract modification if above the SAT.**

9. **Do you have documentation to support profit negotiation?**
Documentation to be retained in subrecipient procurement file.

☐ Yes ☐ No

Note: Profit must be negotiated for each contract in which there is no price competition and in all cases where cost analysis is performed.

10. Certification:

This is to certify that, to the best of our knowledge and belief, the data furnished on this form is accurate, complete and current. We further certify that this procurement has followed local procurement policies, and state and federal guidelines. We understand that any fraudulent information contained on this form may affect the allowability of federal funding for this item and/or have an effect on future Cal OES funding for this organization.

| | | | |
|-----------------------|---|------------|-------|
| Purchasing Agent: | Name: Purchasing Agent of entity conducting procurement. | Signature: | Date: |
| Primary Subrecipient: | Name: This should be Cal OES' direct Subrecipient. | Signature: | Date: |

| |
|----------------------------------|
| Cal OES Internal Use Only |
|----------------------------------|

| |
|-----------------|
| Date Submitted: |
|-----------------|

| |
|--|
| Procurement Type: <input type="checkbox"/> Single Source <input type="checkbox"/> Public Emergency <input type="checkbox"/> Inadequate Competition |
|--|

| |
|-----------------------|
| Attachments enclosed: |
|-----------------------|

- | |
|--|
| <input type="checkbox"/> Previous Approval Letter <input type="checkbox"/> Previous Noncompetitive Procurement Authorization Request form for this item(s)/service(s) <input type="checkbox"/> Cost/Price Analysis <input type="checkbox"/> Other Supporting Documents: _____ |
|--|

| |
|---|
| Program Representative Review - Comments: |
|---|

| |
|-------------------------------|
| Unit Chief Review - Comments: |
|-------------------------------|

| |
|---|
| <input type="checkbox"/> Approved <input type="checkbox"/> Denied |
|---|

| |
|---|
| Grants Procurement Compliance Manager – Comments: |
|---|

| | |
|--|-------|
| Grants Procurement Compliance Manager: | Date: |
|--|-------|

Federal Emergency Management Agency

ENVIRONMENTAL AND HISTORIC PRESERVATION SCREENING FORM

OMB Control Number: 1660-0115

Expiration: 3/31/2026

Paperwork Burden Disclosure Notice

Public reporting burden for this data collection is estimated to average 7.2833 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, Washington, DC, 20472, Paperwork Reduction Project (1660-0115).

PRIVACY NOTICE

The collection of this information is authorized by the National Environmental Policy Act of 1969, as amended, Pub. L. No. 91-190, § 102, 42 U.S.C. §§ 4321-4347; and National Historic Preservation Act of 1966, as amended, Pub. L. No. 89-665, § 102, 16 U.S.C. § 470.

This information is being collected for the primary purpose of determining eligibility and administration of FEMA Preparedness Grant Programs and to ensure compliance with existing laws and regulations regarding the environment and historic preservation.

The disclosure of information on this form is required by law and failure to provide the information requested may delay or prevent the organization from receiving grant funding.

Directions for completing this form: This form is designed to initiate and facilitate the environmental and historic preservation (EHP) compliance review for your FEMA preparedness grant-funded project(s). FEMA conducts its EHP compliance reviews in accordance with National Environmental Policy Act (NEPA) and other EHP-related laws and executive orders. In order to initiate EHP review of your project, you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds. **Be advised that completion of this form does not complete the EHP review process.** You will be notified by FEMA when your review is complete and/or if FEMA needs additional information.

This form should be completed electronically. The document is available in both Word and Adobe Acrobat (pdf) formats at this website: <http://www.fema.gov/library/viewRecord.do?fromSearch=fromsearch&id=4802>. The following website has additional guidance and instructions on the EHP review process and the information required for the EHP review: <https://www.fema.gov/environmental-planning-and-historic-preservation-compliance>.

Submit the completed form through your grant administrator who will forward it to GPDEHPInfo@fema.dhs.gov. Please use the subject line: **EHP Submission: Project Title, location, Grant Award Number (Example, EHP Submission: Courthouse Camera Installation, Any Town, State, 12345; 2011-SS-0xxxx).**

SECTION A. PROJECT INFORMATION

DHS Grant Award Number: _____

Grant Program: _____

Recipient: _____

Recipient POC: _____

Mailing Address: _____

E-Mail: _____

Sub-recipient: _____

Sub-recipient POC: _____

Mailing Address: _____

E-Mail: _____

Estimated cost of project: _____

Project title: _____

Project location (physical address or latitude-longitude): _____

Project Description. Provide a complete project description. The project description should contain a summary of what specific action is proposed, where it is proposed, and how it will be implemented. Include a brief description of the objectives the project is designed to accomplish (the purpose), and the reason the project is needed. Use additional pages if necessary. If multiple sites are involved, provide the summary for each site:

SECTION B. PROJECT TYPE

Based on the proposed project activities, determine which project type applies below and complete the corresponding sections that follow. For multi-component projects or those that may fit into multiple project types, complete the sections that best apply and fully describe all major components in the project description. If the project involves multiple sites, information for each site (such as age of structure, location, ground disturbance, etc.) must be provided. Attach additional pages to this submission, if needed.

1. ☐ **Purchase of equipment.** Projects in this category involve the purchase of equipment that will require installation on or in a building or structure. Complete other portions of Section B as needed. Complete Section C.1.
2. ☐ **Training and exercises.** Projects in this category involve training exercises with any field-based components, such as drills or full-scale exercises. Complete Section C.2.
3. ☐ **Renovations/upgrades/modifications or physical security enhancements to existing structures.** Projects in this category involve renovations, upgrades, retrofits, and installation of equipment or systems in or on a building or structure. Examples include, but are not limited to: interior building renovations; electrical system upgrades; sprinkler systems; vehicle exhaust systems; closed circuit television (CCTV) cameras; security fencing; access control for an area, building, or room; bollards; motion detection systems; alarm systems; security door installation or upgrades; lighting; and audio-visual equipment (projectors, smart boards, whiteboards, monitors, displays, and projector screens). Complete Section C.3.
4. ☐ **Generator installation.** Projects in this category involve installation of new or replacement generators, to include the concrete pads, underground fuel and electric lines, and if necessary, a fuel storage tank. Complete Section C.4.
5. ☐ **New construction/addition.** Projects in this category involve new construction, addition to, or expansion of a facility. These projects involve construction of a new building, or expansion of the footprint or profile of a current structure. Complete Section C.5.
6. ☐ **Communication towers, antennas, and related equipment.** Projects in this category involve construction of new or replacement communications towers, or installation of communications-related equipment on a tower or building or in a communications shelter or building. Complete Section C.6.
7. ☐ **Other.** Projects that do not fit in any of the categories listed above. Complete Section C.7.

SECTION C. PROJECT TYPE DETAILS

Check the box that applies to the proposed project and complete the corresponding details.

1. ☐ **Purchase of equipment.** *If the entire project is limited to purchase of mobile/portable equipment and there is no installation needed, this form does not need to be completed and submitted.*
 - a. Specify the equipment, and the quantity of each: _____
 - b. Complete Section D.

2. ☐ **Training and exercises.** *If the training is classroom and discussion-based only, and is not field-based, this form does not need to be completed and submitted.*
 - a. Describe the scope of the proposed training or exercise (purpose, materials, and type of activities required): _____
 - b. Provide the location of the training or exercise (physical address or latitude-longitude): _____
 - c. Would the training or exercise take place at an existing facility which has established procedures for that particular proposed training or exercise, and that conforms with existing land use designations? ☐ Yes ☐ No
 - If yes, provide the name of the facility and the facility point of contact (name, telephone number, and e-mail address): _____
 - If no, provide a narrative description of the area where the training or exercise would occur (e.g., exercise area within four points defined by latitude-longitude coordinates): _____
 - Does the field-based training/exercise differ from previously permitted training or exercises in any way, including, but not limited to frequency, amount of facilities/land used, materials or equipment used, number of participants, or type of activities? _____
 - If yes, explain any differences between the proposed activity and those that were approved in the past, and the reason(s) for the change in scope: _____
 - If no, provide reference to previous exercise (e.g., FEMA grant name, number, and date): _____
 - d. Would any equipment or structures need to be installed to facilitate training? _____
 - If yes, complete Section D.

3. ☐ **Renovations/upgrades/modifications, or physical security enhancements to existing structures.** **If so, Complete Section D.**

4. ☐ **Generator installation.**

a. Provide capacity of the generator (kW): _____

b. Identify the fuel to be used for the generator (diesel/propane/natural gas): _____

c. Identify where the fuel for the generator would be stored (e.g. stand-alone tank, above or below ground, or incorporated in generator): _____

d. Complete Section D.

5. ☐ **New construction/addition.**

a. Provide detailed project description (site acreage, new facility square footage/number of stories, utilities, parking, stormwater features, etc): _____

b. Provide technical drawings or site plans of the proposed project: ☐ Attached

c. Complete Section D.

6. ☐ **Communication towers, antennas, and related equipment.**

a. Provide the current net height (in feet above ground level) of the existing tower or building (with current attached equipment): _____

b. Provide the height (in feet above ground level) of the existing tower or building after adding/replacing equipment: _____

Complete items 6.c through 6.q below ONLY if this project involves construction of a new or replacement communications tower. Otherwise continue to Section D.

c. Provide the ground-level elevation (feet above mean sea level) of the site of the proposed communications tower: _____

d. Provide the total height (in feet above ground level) of the proposed communications tower or structure, including any antennas to be mounted: _____

- If greater than 199 feet above ground level, state why this is needed to meet the requirements of the project: _____

e. Would the tower be free-standing or require guy wires? ☐ Free standing ☐ Guy wires

- If guy wires are required, state the number of bands and the number of wires per band: _____

- Explain why a guyed tower is needed to meet the requirements of this project: _____

f. What kind of lighting would be installed, if any (e.g., white strobe, red strobe, or steady burning)? _____

g. Provide a general description of terrain (e.g., mountainous, rolling hills, flat to undulating): _____

h. Describe the frequency and seasonality of fog/low cloud cover: _____

i. Provide a list of habitat types and land use at and adjacent to the tower site (within ½ mile), by acreage and percentage of total (e.g., woodland conifer forest, grassland, agriculture, water body, marsh): _____

j. Is there evidence of bird roosts or rookeries present within ½ mile of the proposed site? ☐ Yes ☐ No

• Describe how presence/absence of bird roosts or rookeries was determined: _____

k. Identify the distance to the nearest wetland area (e.g., forested swamp, marsh, riparian, marine) and coastline if applicable: _____

l. Distance to nearest existing telecommunication tower: _____

m. Have measures been incorporated for minimizing impacts to migratory birds? ☐ Yes ☐ No

• If yes, describe: _____

n. Has a Federal Communications Commission (FCC) registration been obtained for this tower? ☐ Yes ☐ No

• If yes, provide Registration #: _____

• If no, why? _____

o. Has the FCCE106 process been completed? ☐ Yes ☐ No

p. Has the FCC Tower Construction Notification System (TCNS) process been completed? ☐ Yes ☐ No

• If yes, describe: _____

q. Would any related equipment or structures need to be installed (e.g., backup generator and fuel source, communications shelter, fencing, or security measures)? ☐ Yes ☐ No

• If yes, explain where and how each installation would be done. Provide details about generator capacity (kW), fuel source, fuel location and tank volume, amount of fencing, and size of communication shelter: _____

r. Complete Section D.

7. ☐ **Other:** Complete this section if the proposed project does not fit any of the categories above.

a. Provide a complete project description: _____

b. Complete Section D.

SECTION D. PROJECT DETAILS

Complete all of the information requested below.

1. ☐ **Project Installation**

- a. Explain how and where renovations/upgrades/modifications would take place, or where equipment/systems will be installed:

- b. Would ground disturbance be required to complete the project or training? ☐ Yes ☐ No

- If yes, provide total extent (depth, length, and width) of each ground-disturbing activity. Include both digging and trenching. For example, light poles and fencing have unique ground-disturbing activities (e.g., six light poles, 24" diameter x 4' deep; trenching 12" x 500' x 18" deep; 22 fence posts, 12" diameter x 3' deep, and 2 gate posts, 18" diameter x 3' deep):

- If yes, describe the current disturbed condition of the area (e.g., parking lot, road right-of-way, commercial development):

- c. Would the equipment use the existing infrastructure for electrical distribution systems? ☐ Yes ☐ No

- If no, describe power source and detail its installation at the site:

2. ☐ **Age of structure/building at project site**

- a. Provide the year the existing building(s) or structure(s) on/in/nearest to the location involved in the proposed project was built:

- If the building or structure involved is over 45 years old and significant renovation, rehabilitation, or modification has occurred, provide the year(s) modified and briefly describe the nature of the modification(s):

- b. Are there any structures or buildings that are 50 years old or older in or adjacent to the project area? ☐ Yes ☐ No

- If yes, provide the location of the structure(s), ground-level color photographs of the structure(s), and identify their location(s) on an aerial map:

- c. Is the project site listed in the National Register of Historic Places (National Register), or in/near a designated local or National Register Historic District? The internet address for the National Register is: <http://nrhp.focus.nps.gov/>

☐ Yes ☐ No

- If yes, identify the name of the historic property, site and/or district and the National Register document number:

3. ☐ **Site photographs, maps and drawings**

a. Attach site photographs. Site photographs are required for all projects. Use the following as a checklist for photographs of your project. Attach photographs to this document or as accompanying documents in your submission.

• Labeled, color ground-level photographs of the project site: ☐ Required

• Labeled, color photograph of each location where equipment would be attached to a building or structure: ☐ Required

• Labeled, color aerial photographs of the project site: ☐ Required

• Labeled, color aerial photographs that show the extent of ground disturbance (if applicable): ☐ Attached

• Labeled, color ground-level color photographs of the structure from each exterior side of the building/structure (applicable only if building/structure is more than 45 years old): ☐ Attached

b. Are there technical drawings or site plans available? ☐ Yes ☐ No

• If yes, attach: ☐ Attached

Appendix A has guidance on preparing photographs for EHP review

4. ☐ **Environmental documentation**

a. Is there any previously completed environmental documentation for this project at this proposed project site (e.g., Environmental Assessment, or wetland delineation, or cultural/archaeological study)? ☐ Yes ☐ No

• If yes, attach documentation with this form: ☐ Attached

b. Is there any previously completed agency coordination for this project (e.g., correspondence with the U.S. Fish and Wildlife Service, State Historic Preservation Office, Tribal Historic Preservation Office)? ☐ Yes ☐ No

• If yes, attach documentation with this form: ☐ Attached

c. Was a NEPA document prepared for this project? ☐ Yes ☐ No

• If yes, what was the decision? (Check one, and please attach):

☐ Finding of No Significant Impact (FONSI) from an Environmental Assessment (EA) or

☐ Record of Decision (ROD) from an Environmental Impact Statement (EIS).

Name of preparing agency: _____

Date Attached: _____

Appendix A. Guidance for Supporting Photographs for EHP Grant Submissions

Photographs are a vital component of the EHP review process and add an additional level of understanding about the nature and scope of the project. They also provide pre-project documentation of site conditions. Please follow the guidance provided below when preparing photographs for your EHP submission. The following pages provide examples of best practices used in earlier EHP submissions.

Minimum requirements for photographs

1. Photographs should be in color.
2. Label all photographs with the name of facility, location (city/county, state) and physical location (physical address or latitude-longitude).
3. Label the photographs to clearly illustrate relevant features of the project, such as location of installed features (e.g., cameras, fences, sirens, antennas, generators) and ground disturbance. See examples below.
4. Identify ground disturbance. Adding graphics to a digital photograph is a means to illustrate the size, scope and location of ground disturbing activities.

Best Practices

1. Provide photographs in a separate file.
2. Place no more than 2 pictures per page.
3. Compressing pictures files (such as with Microsoft Picture Manager)¹ or saving the file in PDF format will reduce the size of the file and facilitate e-mail submissions.
4. Identify the photograph file with the project name so that it can be matched to the corresponding FEMA EHP screening form.
5. Maximum file size for enclosures should not exceed 12 MB. If the total size of files for an EHP submission exceeds 12 MB, send the submission in multiple e-mails.
6. If necessary, send additional photographs or data in supplemental e-mails. Please use the same e-mail subject line with the additional label: 1 of x, 2 of x, . . . x of x.

Options for Creating Photographs

1. Obtain an aerial photograph. There are multiple online sources for aerial photographs.
2. For the aerial photograph, use the screen capture feature (Ctrl + Print Screen keys) and copy the image to photograph editing software, such as Paint, or PhotoShop¹. Use that software to crop the image so the photo has the content necessary.
3. Open PowerPoint, or other graphics-oriented software, and paste the aerial or ground-level photograph on the canvas.
4. Use drawing tools, such as line drawing and shapes, to indicate the location of project features (for example: fencing, lighting, sirens, antennas, cameras, generators).
5. Insert text to label the features and to label the photograph.
6. Use drawing tools to identify ground-disturbing activities (if applicable).
7. Save the file with the project name or grant number so that it can be appropriately matched to the corresponding FEMA EHP screening form. Include this file with the EHP screening when submitting the project.

Appendix A. Supporting Photographs for EHP Grant Submissions

Example Photographs

Aerial Photographs. The example in Figure 1 provides the name of the site, physical address and proposed location for installing new equipment. This example of a labeled aerial photograph provides good context of the surrounding area.



Figure 1. Example of labeled, color aerial photograph.

Ground-level photographs. The ground-level photograph in Figure 2 supplements the aerial photograph in Figure 1, above. Combined, they provide a clear understanding of the scope of the project. This photograph has the name and address of the project site, and uses graphics to illustrate where equipment will be installed.



Figure 2. Example of ground-level photograph showing proposed attachment of new equipment.

Appendix A. Supporting Photographs for EHP Grant Submissions

Ground-level photograph with equipment close-up. Figure 3 includes a pasted image of a CCTV camera that would be placed at the project site. Using desktop computer software, such as PowerPoint¹, this can be accomplished by inserting a graphic symbol (square, triangle, circle, star, etc.) where the equipment would be installed. This example includes the name and location of the site. The site coordinates are in the degree-minute-second format.

New CCTV
Camera



Figure 3. Ground-level photograph with graphic showing proposed equipment installation.

Ground-level photograph with excavation area close-up. The example in Figure 4 shows the proposed location for the concrete pad for a generator and the ground disturbance to connect the generator to the building's electrical service. This information can be illustrated with either an aerial or ground-level photograph, or both. This example has the name and physical address of the project site.

Trenching from
generator to
building's
electrical service:
22 ft x 18 in x 6
in.

Generator Pad,
4 ft x 10 ft x 8 in



Figure 4. Ground-level photograph showing proposed ground disturbance area.

Appendix A. Supporting Photographs for EHP Grant Submissions

Communications equipment photographs. The example in Figure 5 supports a project involving installation of equipment on a tower. Key elements are identifying where equipment would be installed on the tower, name of the site and its location. This example provides site coordinates in decimal format.



Any County Tower, State: 12.3456° N, 34.5678° W

Figure 5. Ground-level photograph showing proposed locations of new communications equipment on an existing tower.

Interior equipment photographs. The example in Figure 6 shows the use of graphic symbols to represent security features planned for a building. The same symbols are used in the other pictures where the same equipment would be installed at other locations in/on the building. This example includes the name of the facility and its physical address.

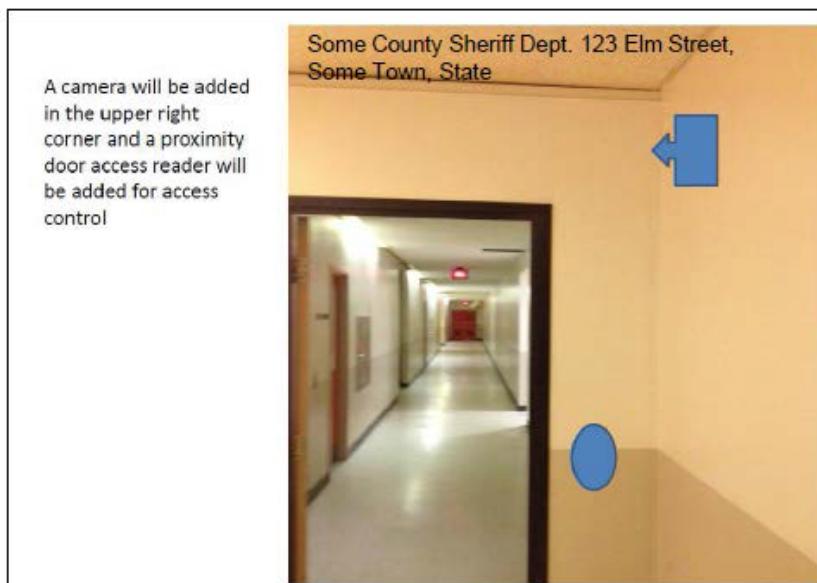


Figure 6. Interior photograph showing proposed location of new equipment.

Ground-level photographs of nearby historic structures and buildings. Consultation with the State Historic Preservation Office (SHPO) may be required for projects involving structures that are more than 50 years old, or are on the National Register of Historic Places. In that event, it will be necessary to provide a color, ground-level photograph of each side of the building/structure.

1 Use of brand name does not constitute product endorsement, but is intended only to provide an example of the type of product capable of providing an element of the EHP documentation.

California Governor's Office of Emergency Services**WATERCRAFT REQUEST**

Subgrantee Name: _____

Homeland Security Grant Program FY _____ Grant Number _____ Cal OES ID# _____

Urban Area Security Initiative (UASI) FY _____ Grant Number _____ Cal OES ID# _____

Other Program FY _____ Grant Number _____ Cal OES ID# _____

Project Amount: UASI \$ _____ SHSP \$ _____

1. Indicate the type of equipment for this request (choose only one of the following).

| |
|---|
| Watercraft _____ Watercraft- Related Equipment _____ |
|---|

2. Please provide a description of the area that will be served by the requested equipment.

| Equipment & Description | Cost | AEL number |
|-------------------------|------|------------|
| | | |
| | | |
| | | |

3. Please justify the need for the watercraft and how the requested platform best meets that need as compared to other options. Include the cost, discipline, and funding source.
4. Please describe the active, operating waterway patrol unit and certify on signed letterhead that no expenses will be charged against the grant award for the operation of such unit.
5. Please identify the applicable goals and objectives in your State/Urban Area Homeland Security Strategy that the requested watercraft addresses, and the waterway identified as critical asset requiring state and/or local prevention and response capabilities.
6. Please explain how the requested watercraft fits into the State/Urban Area's integrated operational plans and vulnerability assessment.

California Governor's Office of Emergency Services**WATERCRAFT REQUEST**

7. Please describe how this watercraft will be used operationally and which response assets will be deployed using the requested watercraft.
8. Please describe how this watercraft will be utilized on a regular, non-emergency basis.
9. Please describe what types of terrorism incident response and prevention equipment with which the requested watercraft will be outfitted. Include any specialized navigational, communications, safety, and operational equipment necessary to enable such watercraft to support the homeland security mission. Please certify on signed letterhead that licensing, registration fees, insurance, and all ongoing operational expenses are the responsibility of the grantee or the local units of government and are not allowable under this grant.
10. Attach letters of endorsement, if applicable.

Submitted by: _____ Date: _____
(Name) (Signature)

**REQUEST FOR AVIATION OR AVIATION-RELATED EQUIPMENT**

Subgrantee Name: _____

Homeland Security Grant Program FY_____Grant Number_____Cal OES ID#_____

Urban Area Security Initiative (UASI) FY_____Grant Number_____Cal OES ID#_____

Other Program FY_____Grant Number_____Cal OES ID#_____

Project Amount: UASI \$_____ SHSP \$_____

1. Indicate the type of aircraft/aviation equipment for this request (choose only one of the following).

| | |
|----------------|----------------------------------|
| Aircraft _____ | Aviation-Related Equipment _____ |
|----------------|----------------------------------|

2. Please provide a description of the area that will be served by the requested equipment.

| Equipment & Description | Cost | AEL# |
|-------------------------|------|------|
| | | |
| | | |
| | | |
| | | |
| | | |

3. Please justify the need for the aircraft/aviation equipment, and how the requested platform best meets that need as compared to other options. Include the cost, discipline, and funding source.



REQUEST FOR UAS OR DRONE EQUIPMENT

4. Please identify the applicable goals and objectives in your State/Urban Area Homeland Security Strategy that the requested aircraft/aviation equipment addresses.

5. Please explain how the requested aircraft/aviation equipment fits into the State/Urban Area's integrated operational plans.

6. Please explain what types of terrorism incident response and prevention equipment with which the requested aircraft/aviation equipment will be outfitted.

7. Please describe how this aircraft/aviation equipment will be used operationally and which response assets will be deployed using the requested aircraft/aviation equipment.

8. Please describe how this aircraft/aviation equipment will be utilized on a regular, non-emergency basis.

- Submitted by: _____ Date: _____
(Name) (Signature)

EXHIBIT F

Mayor's Office of Public Safety
City of Los Angeles
Subrecipient Grants Management Assessment



| Risk Scoring | |
|--------------|-----------|
| 1 | Very Low |
| 2 | Low |
| 3 | Medium |
| 4 | High |
| 5 | Very High |

| Information | | | | | | Mayor's Office Use Only |
|---|-----|-------------|----|-----|----------|-------------------------|
| Date of Risk Assessment | | | | | | |
| Grant Name and Grant Year | | | | | | |
| Subrecipient Name | | | | | | |
| Type of Non-Federal Entity (Local, JPA, Non-Profit) | | | | | | |
| Grant Administration | Yes | In Progress | No | N/A | Comments | Scoring |
| 1. Prior to receiving a subaward from the City of Los Angeles, did the organization receive a Federal grant (direct or indirectly) within the past 3 years? If yes, please indicate the total number of Federal awards in the Comments section. | | | | | | |
| 2. Does the organization have written policies and procedures in place in accordance with 2 CFR Part 200, that include procedures for procurement, travel, and contractual services and records retention? | | | | | | |
| 3. Does the organization have a method in place to track projects performed under Federal awards? | | | | | | |
| 4. Does the organization have a method in place to track revenues and expenditures separately and distinctly from other sources of revenues and expenditures? | | | | | | |
| 5. Does the organization have a method in place to track costs incurred against the approved grant budget? | | | | | | |
| Personnel | Yes | In Progress | No | N/A | Comments | Scoring |
| 6. Are the individuals with primary responsibility for fiscal and administrative oversight of the grant familiar with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200)? | | | | | | |
| 7. Does the organization have a structure in place whereby the preparer of documents is different than the approver? | | | | | | |
| 8. Are timesheets used to track the time staff spend on specific grants? | | | | | | |
| Audits | Yes | In Progress | No | N/A | Comments | Scoring |
| 9. Did the organization receive more than \$750,000 in Federal awards in the past fiscal year? If No, skip to Question 13. | | | | | | |
| 10. Was a single audit completed per OMB Circular A-133? If No, skip to Question 13. | | | | | | |
| 11. Did the single audit result in 'No Findings?' if Yes, skip to Question 13. | | | | | | |
| 12. If findings were identified, have the findings been resolved? | | | | | | |
| Monitoring | Yes | In Progress | No | N/A | Comments | Scoring |
| 13. Does the organization have documented policies and procedures in place related to fraud investigations and reporting? | | | | | | |
| 14. Does the organization have equipment monitoring policies in place, including the tracking and safeguarding of equipment? | | | | | | |
| 15. Does the organization inventory grant-funded equipment at least every two years? | | | | | | |
| Final Score | | | | | | |

Name/Title of Preparer

Signature Date

Name/Title of Mayor's Office Reviewer #1

Signature Date

Name/Title of Mayor's Office Reviewer #2

Signature Date

RESOLUTION NO. 8395

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, AMENDING THE BUDGET FOR FISCAL YEAR 2025-2026
ADOPTED ON JUNE 30, 2025, ALLOCATING FUNDS FOR THE URBAN AREA
SECURITY INITIATIVE (UASI) 2024 GRANT FUNDS**

WHEREAS, the City Council has received and considered the proposed adjustment to the budget for Fiscal Year 2025-2026, commencing July 1, 2025, and ending June 30, 2026; and

WHEREAS, the City Council has determined that it is necessary to amend the revenues and expenditures of the current City budget to accept and approve a Subaward Agreement (Contract No. 2393) with Los Angeles County Police Chiefs Association for Urban Area Security Initiative (UASI) 2024 Grant Funds for Police Station security enhancements; and

WHEREAS, an annual budget for the City of San Fernando for Fiscal Year beginning July 1, 2025 and ending June 30, 2026, a copy of which is on file in the City Clerk's Office, was adopted on June 30, 2025.

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

SECTION 1. The following adjustments are made to the City Budget:

ALLOCATION OF FUNDS FOR URBAN AREA SECURITY INITIATIVE (UASI) GRANT FUNDS

| | |
|---------------------------|----------|
| Increase in Revenues | \$82,982 |
| Account No. 010-3696-3753 | |

| | |
|-------------------------------|----------|
| Increase in Expenditures | \$82,892 |
| Account No. 010-220-3753-4600 | |

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 7th day of July, 2025.

Mary Mendoza, 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. 8395 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 7th day of July, 2025, 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 July, 2025.

Julia Fritz, City Clerk

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager
By: Fabian Valdez, Police Chief
Jennifer Spatig, Management Analyst

Date: July 7, 2025

Subject: Consideration to Approve a Grant Agreement with California Highway Patrol Accepting Cannabis Tax Fund Grant Program funds to Support Selective Traffic Enforcement Details and Adopt a Resolution Appropriating the Funds

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a Grant Agreement with California Highway Patrol (CHP) (Attachment "A" – Contract No. 2394) accepting Cannabis Tax Fund Grant Program (CTFGP) funds, in the amount of \$189,866.43 to help address the dangers of impaired driving involving alcohol and/or drugs by conducting driving under the influence (DUI) Checkpoints, Saturation Patrols, and purchasing a drug testing device and breathalyzer accessories to assist in DUI prevention and enforcement efforts;
- b. Adopt Resolution No. 8396 (Attachment "B") amending the budget for Fiscal Year (FY) 2025-2026 to appropriate the grant revenues and expenses; and
- c. Authorize the City Manager, or designee, to make non-substantive changes and execute all related documents.

BACKGROUND:

1. On July 15, 2024, the City Council accepted grant funds in the amount of \$103,412.20 from the CHP Cannabis Tax Fund Grant Program. These funds supported the Police Department's efforts to prevent and address DUI and Driving Under the Influence of Drugs (DUID) through enforcement activities such as checkpoints and saturation patrols, as well as training and the purchase of related equipment.

Consideration to Approve a Grant Agreement with California Highway Patrol Accepting Cannabis Tax Fund Grant Program funds to Support Selective Traffic Enforcement Details and Adopt a Resolution Appropriating the Funds

Page 2 of 4

2. On January 21, 2025, the City Council authorized the preparation and submittal of a grant application for certain grant related activities from the California Highway Patrol for the FY 2025-26 CHP Cannabis Tax Fund Grant.
3. On February 28, 2025, the Police Department submitted a grant application requesting funds in the amount of \$189,866.43.
4. On June 13, 2025, the Police Department received notice of intent to award (Attachment "C").

ANALYSIS:

With the passage of Proposition 64, the Control Regulate, and Tax Adult Use of Marijuana Act (AUMA) in November 2016, California voters mandated the State set aside funding for CHP to award grants to local governments. These grants aim to reduce impaired driving crashes, increase public awareness about the dangers of impaired driving, and make California's roadways safer. Proposition 64 allocated approximately \$13 million, with a \$500,000 cap per grant application, for eligible small and mid-size law enforcement organizations/agencies with 100 employees or fewer. These organizations/agencies must have the primary function of enforcing traffic laws, which includes responding to calls, making arrests, and issuing citations pursuant to the California Penal Code, California Vehicle Code, and California Health and Safety Code.

The Cannabis Tax Fund Grant Program (CTFGP), which was created through AUMA, focuses on local community-based activities that shift public perspectives and expand the number of law enforcement activities utilized to help mitigate alcohol and drug-impaired driving. The grant program performance period is one (1) year, from July 1, 2025, through June 30, 2026.

The CTFGP provides funding to support DUI and DUID enforcement, including related activities such as public outreach and education, equipment purchases, and personnel training for departments awarded the grant. Grant applicants were required to outline the activities, equipment, training, and public outreach and education they requested to be funded by this grant. The funded activities and associated costs covered by this grant include:

- Increased DUI and DUID enforcement efforts such as DUI/DUID Saturation Patrols and DUI/DUID Sobriety Checkpoints.
- Drug Evaluation and Classification Program Courses such as Standard Field Sobriety Test (SFST) Training, Advanced Roadside Impaired Driving Enforcement (ARIDE) Training, Drug Recognition Expert (DRE) Training and other trainings that help increase the law enforcement personnel's knowledge in detecting and removing impaired drivers from the roadway.

Consideration to Approve a Grant Agreement with California Highway Patrol Accepting Cannabis Tax Fund Grant Program funds to Support Selective Traffic Enforcement Details and Adopt a Resolution Appropriating the Funds

Page 3 of 4

- Registration fees for approved conferences directly related and necessary to complete grant funded activities included in the project.
- General prevention education and community outreach designed to educate the public about the dangers of impaired driving. Allowable education and community outreach activities include:
 - 1) Presentations to high school and/or college students that directly focus on “Drive High=DUI” or other campaign messages against impaired driving.
 - 2) Educational and outreach materials such as brochures and pamphlets.
 - 3) Social Media costs associated with DUI/DUID education/prevention and community outreach.

Allowable grant expenditures also included non-expendable, tangible, property having a normal useful life of more than one (1) year and an acquisition cost of at least \$5,000. Equipment must be directly related and necessary to complete grant-funded activities included in the project. This could include: DUI Checkpoint Message Boards, DUI Checkpoint Traffic Signs, Preliminary Alcohol Screening (PAS) Devices, Replacing outdated or worn supplies, such as reflective traffic vests, flashlights, and power generators, etc.

The Police Department received grant funding for the following efforts, activities, and equipment to decrease the incidents of DUI/DUID in San Fernando.

- 1) Two (2) DUI/DUID Checkpoints during the grant period.
- 2) Three (3) DUI/DUID Saturation Patrols.
- 3) One (1) TruNarc Testing Kit and One (1) TruNarc Solution Kit
- 4) One (1) Preliminary Alcohol Screening (PAS) Device Printer, 10 Drink Sniffers, 500 PAS Device Mouthpieces
- 5) Standard Field Sobriety Test (SFST) and Advanced Roadside Impaired Driving Enforcement (ARIDE) Training, and Drug Recognition Expert (DRE) Certification for Officers.

BUDGET IMPACT:

The CHP CTFGP funds will cover the cost of the approved grant activities. As a reimbursable grant, it requires the Police Department to enter into an agreement with CHP to administer the grant. Adoption of the attached resolution is necessary to amend the FY 2025-2026 Adopted Budget to appropriate the grant revenues (110-3696-3744) and expenditures (110-220-3744-Various) for the CHP Cannabis Tax Grant.

Consideration to Approve a Grant Agreement with California Highway Patrol Accepting Cannabis Tax Fund Grant Program funds to Support Selective Traffic Enforcement Details and Adopt a Resolution Appropriating the Funds

Page 4 of 4

CONCLUSION:

Staff recommends that the City Council accept the CHP Cannabis Tax Fund Grant Program (CTFGP) funds, appropriate the grant funds, and authorize the City Manager or designee to take all necessary actions to execute and implement the grant.

ATTACHMENTS:

- A. Contract No. 2394 - CHP Cannabis Tax Fund Grant Program Agreement
- B. Resolution No. 8396
- C. Letter of Intent to Award

| | |
|---|--|
| 1. GRANT TITLE FY25/26 CTFGP Law Enforcement – San Fernando Police Department | |
| 2. NAME OF ORGANIZATION/AGENCY San Fernando Police Department | |
| 3. ORGANIZATION/AGENCY SECTION TO ADMINISTER GRANT | |
| 4. PROJECT PERFORMANCE PERIOD From: 07/01/2025 To: 06/30/2026 | 5. PURCHASE ORDER NUMBER |
| 6. GRANT OPPORTUNITY INFORMATION DESCRIPTION Law Enforcement grants provide financial assistance to allied agencies for the education, prevention, and the enforcement of laws related to driving under the influence of alcohol and other drugs, including cannabis and cannabis products. The intent of the program is to educate the public regarding the dangers of impaired driving, enforce impaired driving laws on the roadway, and improve the Organization/Agency's effectiveness through training and development of new strategies. | |
| 7. FUNDS ALLOCATED UNDER THIS GRANT AGREEMENT SHALL NOT EXCEED \$189,866.43 | |
| 8. TERMS AND CONDITIONS The Grantee agrees to complete the Project, as described in the Project Description. The Grantee's Grant Application, and the California Code of Regulations, Title 13, Division 2, Chapter 13, Sections 1890.00-1890.27, are hereby incorporated into this Grant Agreement by reference. The parties hereto agree to comply with the Terms and Conditions of the following attachments: <ul style="list-style-type: none">• Schedule A – Project Description, Problem Statement, Goals and Objectives, and Method of Procedure• Schedule B – Detailed Budget Estimate• Schedule B-1 – Budget Narrative We, the officials named below, hereby swear, under penalty of perjury under the laws of the State of California, that we are duly authorized to legally bind the Grant recipient to the above-described Grant Terms and Conditions. IN WITNESS WHEREOF, this Grant Agreement is executed by the parties hereto. | |
| 9. APPROVAL SIGNATURES A. AUTHORIZED OFFICIAL OF ORGANIZATION/AGENCY Name: Kanika Kith Title: Interim City Manager Phone: (818) 898-1202 Address: 117 Macneil Street San Fernando, CA 91340 E-Mail: kkith@sfcity.org _____ (Signature) _____ (Date) | B. AUTHORIZED OFFICIAL OF CHP Name: Andrew Beasley Phone: (916) 843-4360 Title: Captain Fax: (916) 322-3169 Address: 601 North 7th Street Sacramento, CA 95811 E-Mail: ABeasley@chp.ca.gov _____ (Signature) _____ (Date) |
| C. ACCOUNTING OFFICER OF CHP Name: M. V. Fojas Phone: (916) 843-3531 Title: Commander Fax: (916) 322-3159 Address: 601 North 7th Street Sacramento, CA 95811 E-Mail: Michelle.Fojas@chp.ca.gov _____ (Signature) _____ (Date) | 10. AUTHORIZED FINANCIAL CONTACT TO RECEIVE REIMBURSEMENT PAYMENTS Name: Jennifer Spatig Title: Management Analyst Phone: (818) 898-1202 Address: 117 Macneil Street San Fernando, CA 91340 |

TERMS AND CONDITIONS

Grantee shall comply with the California Code of Regulations, Title 13, Division 2, Chapter 13 Section 1890, et seq. and all other Terms and Conditions noted in this Grant Agreement. Failure by the Grantee to comply may result in the termination of this Grant Agreement by the California Highway Patrol (hereafter referred to as State). The State will have no obligation to reimburse the Grantee for any additional costs once the Grant Agreement has been terminated.

A. EXECUTION

1. The State (the California Highway Patrol) hereby awards, to the Grantee, the sum of money stated on page one of this Grant Agreement. This funding is awarded to the Grantee to carry out the Project set forth in the Project Description and the terms and conditions set forth in this Grant Agreement.
2. The funding for this Grant Agreement is allocated pursuant to California Revenue and Taxation Code Section 34019(f)(3)(B). The Grantee agrees that the State's obligation to pay any sum under this Grant Agreement is contingent upon availability of funds disbursed from the California Cannabis Tax Fund to the State. If there is insufficient funding, the State shall have the option to either: 1) terminate this Grant Agreement; whereby, no party shall have any further obligations or liabilities under this Grant Agreement, or 2) negotiate a Grant Agreement Amendment to reduce the grant award and scope of work to be provided under this Grant Agreement.
3. The Grantee is not to commence or proceed with any work in advance of receiving notice that the Grant Agreement is approved. Any work performed by the Grantee in advance of the date of approval by the State shall be deemed volunteer work and will not be reimbursed by the State.
4. The Grantee agrees to provide any additional funding, beyond what the State has agreed to provide, pursuant to this Grant Agreement, and necessary to complete or carry out the Project, as described in this Grant Agreement. Any modification or alteration of this Grant Agreement, as set forth in the Grant Application submitted by the Grantee and on file with the State, must be submitted in writing thirty (30) calendar days in advance to the State for approval.
5. The Grantee agrees to complete the Project within the timeframe indicated in the Project Performance Period, which is on page one of this Grant Agreement.

B. PROJECT ADMINISTRATION

1. The Grantee shall submit all reimbursements, progress, performance, and/or other required reports concerning the status of work performed in furtherance of this Grant Agreement on a quarterly basis, or as requested by the State.
2. The Grantee shall provide the State with a final report showing all Project expenditures, which includes all State and any other Project funding expended, within sixty (60) calendar days after completion of this Grant Agreement.
3. The Grantee shall ensure all equipment which is purchased, maintained, operated, and/or developed is available for inspection by the State.
4. Equipment purchased through this Grant Agreement shall be used for the education, prevention, and enforcement of impaired driving laws, unless the Grantee is funding a portion of the purchased price not dedicated to impaired driving and that portion is not part of the Project costs. Equipment purchased under this Grant Agreement must only be used for approved Project-related purposes, unless otherwise approved by the State in writing.
5. Prior to disposition of equipment acquired under this Grant Agreement, the Grantee shall notify the State via e-mail, and by telephone, by calling the California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit at (916) 843-4360.

TERMS AND CONDITIONS

C. PROJECT TERMINATION

1. Grantee or the State may terminate this Grant Agreement at any time prior to the commencement of the Project. Once the Project has commenced, this Grant Agreement may only be terminated if the party withdrawing provides thirty (30) calendar days written notice of their intent to withdraw.
 - a. If by reason of force majeure the performance hereunder is delayed or prevented, then the term end date may be extended by mutual consent for the same amount of time of such delay or prevention. The term "force majeure" shall mean any fire, flood, earthquake, or public disaster, strike, labor dispute or unrest, embargo, riot, war, insurrection or civil unrest, any act of God, any act of legally constituted authority, or any other cause beyond the Grantee's control which would excuse the Grantee's performance as a matter of law.
 - b. Grantee agrees to provide written notice of an event of force majeure under this Grant Agreement within ten (10) calendar days of the commencement of such event, and within ten (10) calendar days after the termination of such event, unless the force majeure prohibits Grantee from reasonably giving notice within this period. Grantee will give such notice at the earliest possible time following the event of force majeure.
2. Any violations of law committed by the Grantee, misrepresentations of Project information by the Grantee to the State, submission of falsified documents by the Grantee to the State, or failure to provide records by the Grantee to the State when requested for audit or site visit purposes may be cause for termination. If the Project is terminated for the reasons described in this paragraph, the State will have no obligation to reimburse the Grantee for any additional costs once the Grant Agreement has been terminated.
3. The State may terminate this Grant Agreement and be relieved of any payments should the Grantee fail to perform the requirements of this Grant Agreement at the time and in the manner herein provided. Furthermore, the Grantee, upon termination, shall return grant funds not expended by the Grantee as of the date of termination.
4. If this Grant Agreement is terminated, the State may choose to exclude the Grantee from future Grant Opportunities.

D. FINANCIAL RECORDS

1. The Grantee agrees the State, or their designated representative, shall have the right to review and to copy all records and supporting documentation pertaining to the performance of this Grant Agreement. Grantee agrees to maintain such records for possible audit for a minimum of five (5) years after final payment, unless a longer period of records retention is stipulated or required by law. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Furthermore, the Grantee agrees to include a similar right for the State to audit all records and interview staff in any subcontract related to performance of this Grant Agreement.

E. HOLD HARMLESS

1. The Grantee agrees to indemnify, defend, and save harmless the State, its officials, agents and employees from any and all claims and losses accruing or resulting to any and all Grantee's staff, contractors, subcontractors, suppliers, and other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Grant Agreement, and from any and all claims and losses accruing or resulting to any person, agency, firm, corporation who may be injured or damaged by the Grantee in performance of this Grant Agreement.

TERMS AND CONDITIONS

F. NONDISCRIMINATION

1. The Grantee agrees to comply with State and federal laws outlawing discrimination, including, but not limited to, those prohibiting discrimination because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (including cancer or genetic characteristics), sexual orientation, political affiliation, position in a labor dispute, age, marital status, and denial of statutorily-required employment-related leave. (GC 12990 [a-f] and CCR, Title 2, Section 8103.)

G. AMERICANS WITH DISABILITIES ACT

1. The Grantee assures the State it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

H. DRUG-FREE WORKPLACE

1. The Grantee shall comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
 - a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:
 - i. The dangers of drug abuse in the workplace.
 - ii. The person's or Organization/Agency's policy of maintaining a drug-free workplace.
 - iii. Any available counseling, rehabilitation, and employee assistance programs.
 - iv. Penalties that may be imposed upon employees for drug abuse violations.
 - c. Every employee who works on the Project will:
 - i. Receive a copy of the company's drug-free workplace policy statement.
 - ii. Agree to abide by the terms of the company's statement as a condition of employment on the Grant Agreement.
2. Failure to comply with these requirements may result in suspension of payments under this Grant Agreement, or termination of this Grant Agreement, or both, and Grantee may be ineligible for award of any future Grant Agreements if the department determines that any of the following has occurred:
 - a. The Grantee has made false certification or violated the certification by failing to carry out the requirements, as noted above. (GC 8350 et seq.)

I. LAW ENFORCEMENT AGENCIES

1. All law enforcement Organization/Agency/Agency Grantees shall comply with California law regarding racial profiling. Specifically, law enforcement Organization/Agency/Agency Grantees shall not engage in the act of racial profiling, as defined in California Penal Code Section 13519.4.

TERMS AND CONDITIONS

J. LABOR CODE/WORKERS' COMPENSATION

1. The Grantee is advised and made aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Grantee affirms to comply with such provisions before commencing the performance of the work of this Grant Agreement, (refer to Labor Code Section 3700).

K. GRANT APPLICATION INCORPORATION

1. The Grantee agrees the Grant Application and any subsequent changes or additions approved or required by the State is hereby incorporated into this Grant Agreement.

L. STATE LOBBYING

1. The Grantee is advised that none of the funds provided under this Grant Agreement may be used for any activity specifically designed to urge or influence a state or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a state official, whose salary is supported by this Grant Agreement, from engaging in direct communications with the state or local legislative officials, in accordance with customary state and/or local practice.

M. REPRESENTATION AND WARRANTIES

1. The Grantee represents and warrants that:
 - a. It is validly existing and in good standing under the laws of the State of California, has, or will have the requisite power, authority, licenses, permits, and the like necessary to carry on its business as it is now being conducted and as contemplated in this Grant Agreement, and will, at all times, lawfully conduct its business in compliance with all applicable federal, state, and local laws, regulations, and rules.
 - b. It is not a party to any Grant Agreement, written or oral, creating obligations that would prevent it from entering into this Grant Agreement or satisfying the terms herein.
 - c. If the Grantee is a Nonprofit Organization/Agency, it will maintain its "Active" status with the California Secretary of State, maintain its "Current" status with the California Attorney General's Registry of Charitable Trusts, and maintain its federal and State of California tax-exempt status. If the Grantee subcontracts with a Nonprofit as part of this Grant Agreement, the Grantee shall ensure the Nonprofit will maintain its "Active" status with the California Secretary of State, maintain its "Current" status with the California Attorney General's Registry of Charitable Trusts, and maintain its federal and State of California tax-exempt status.
 - d. All of the information in its Grant Application and all materials submitted are true and accurate.

N. AIR OR WATER POLLUTION VIOLATION

1. Under the state laws, the Grantee shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

TERMS AND CONDITIONS

O. GRANTEE NAME CHANGE

1. Grantee agrees to immediately inform the State, in writing, of any changes to the name of the person within the Organization/Agency/Agency with delegated signing authority.
2. An Amendment is required to change the Grantee's name, as listed on this Grant Agreement. Upon receipt of legal documentation of the name change, the State will process the Amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said Amendment.

P. RESOLUTION

1. A county, city, district, or other local public body shall provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body, which by law, has authority to enter into a Grant Agreement, authorizing execution of the Grant Agreement.

Q. PAYEE DATA RECORD FORM STD. 204

1. This form shall be completed by all non-governmental Grantees.

R. FINANCIAL INFORMATION SYSTEM FOR CALIFORNIA GOVERNMENT AGENCY TAXPAYER ID FORM

1. This form shall be completed by all Grantees.

S. CONFLICT OF INTEREST

1. This section serves to make the Grantee aware of specific provisions related to current or former state employees. If Grantee has any questions regarding the status of any person rendering services or involved with the Grant Agreement, the Grantee shall contact the State (California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit) immediately for clarification.
2. Current State Employees:
 - a. No officer or employee shall engage in any employment, activity, or enterprise, from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any state agency, unless the employment, activity, or enterprise is required, as a condition of regular state employment.
 - b. No officer or employee shall contract on their own behalf, as an independent Grantee, with any state agency to provide goods or services.
3. Former State Employees:
 - a. For the two-year period from the date they left state employment, no former state officer or employee may enter into a contract in which they engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to this Grant Agreement while employed in any capacity by any state agency.
 - b. For the 12-month period from the date they left state employment, no former state officer or employee may enter into a contract with any state agency if they were employed by that state agency in a policy-making position in the same general subject area as the proposed Grant Agreement within the 12-month period prior to their leaving state service.
4. The authorized representative of the Grantee Organization/Agency, named within this Grant Agreement, warrants their Organization/Agency and its employees have no personal or financial interest and no present or past employment or activity, which would be incompatible with

TERMS AND CONDITIONS

participating in any activity related to this Grant Agreement. For the duration of this Grant Agreement, the Organization/Agency and its employees will not accept any gift, benefit, gratuity or consideration, or begin a personal or financial interest in a party who is associated with this Grant Agreement.

5. The Grantee Organization/Agency and its employees shall not disclose any financial, statistical, personal, technical, media-related, and/or other information or data derived from this Grant Agreement, made available for use by the State, for the purposes of providing services to the State, in conjunction with this Grant Agreement, except as otherwise required by law or explicitly permitted by the State in writing. The Grantee shall immediately advise the State of any person(s) who has access to confidential Project information and intends to disclose that information in violation of this Grant Agreement.
6. The Grantee will not enter into any Grant Agreement or discussions with third parties concerning materials described in paragraph five (5) prior to receiving written confirmation from the State that such third party has a Grant Agreement with the State, similar in nature to this one.
7. The Grantee warrants that only those employees who are authorized and required to use the materials described in paragraph 5 will have access to them.
8. If the Grantee violates any provisions in the above paragraphs, such action by the Grantee shall render this Grant Agreement void.

T. EQUIPMENT-USE TERMS

1. The Grantee agrees any equipment purchased under this Grant Agreement shall be used for impaired driving efforts.
2. Law Enforcement Projects:
 - a. Oral Fluid Drug Screening Devices and Cannabis/Marijuana Breath Testing Equipment - The Grantee agrees to ensure all personnel using road-side drug testing equipment, including oral fluid drug testing devices and/or cannabis/marijuana breath testing devices, purchased with grant funds from this Grant Agreement, are trained to recognize alcohol and drug impairment. At a minimum, personnel using these devices should receive Standardized Field Sobriety Testing training. These personnel are also encouraged to attend Advanced Roadside Impaired Driving Enforcement and Drug Recognition Evaluator training. Prior to using these devices, the Grantee agrees to obtain permission from their local prosecutor's office, establish a policy ensuring appropriate use, and require the staff using these devices to receive appropriate training, which may include training from the manufacturer. This will help ensure the equipment is used appropriately. The Grantee shall advise the State (California Highway Patrol, Impaired Driving Section, Cannabis Grants Unit) of any legal challenges or other items of significance that may affect the use or legal acceptance of these devices. Additionally, the State may request additional information about the performance of these devices, including information about their use, accuracy, and feedback from personnel using the devices.
 - b. Law Enforcement Vehicles – The Grantee agrees any law enforcement vehicles purchased with Grant funds, from this Grant Agreement, will be primarily used for the enforcement of driving under the influence laws and/or providing public education, related to the dangers of driving under the influence. Additionally, any vehicle purchased using funds from this Grant Agreement shall comply with all California Vehicle Code and California Code of Regulation requirements. The State may require the Grantee to mark these vehicles with a decal and/or emblem, indicating the vehicle is used for driving under the influence enforcement.

Schedule A

San Fernando Police Department

All grant awards, including any adjustments to requested funding, were made by the Cannabis Grants Unit based on the merits of the Grant Application, scale of operation, and in accordance with the Request for Application (RFA) requirements and associated regulations. As a result, not all Project activities and items detailed in Schedule A are applicable. Refer to Schedule B - Detailed Budget Estimate for approved Budget line items and Project activities. Project activities and items that are not clearly identified/specified in the Grant Agreement must be submitted to and approved by CGU prior to purchase.

Project Description

The San Fernando Police Department is seeking funding from the CHP Cannabis Tax Fund Grant Program to continue the momentum of DUI/DUID enforcement efforts initiated in FY 2024-25. The primary goal of this project is to further reduce incidents of driving under the influence of alcohol or drugs by conducting targeted DUI/DUID checkpoints and saturation patrols and providing SFST, ARIDE, and DRE Classroom training for Department personnel. Additionally, the Department is requesting funds to purchase one TruNarc Drug Testing Kit, additional PAS device mouthpieces, drink sniffers and a PAS device printer. Each of these requests will further enhance the Departments DUI/DUID enforcement efforts.

The goal of this program is to improve enforcement capabilities, serve as a deterrent for impaired driving; ultimately, reducing the risk of DUI/DUID-related collisions and fatalities. The continued enforcement efforts, combined with advanced drug testing technology, will help promote road safety and ensure a safer community for the residents of San Fernando.

Problem Statement & Proposed Solution

Problem Statement

San Fernando continues to face challenges related to road safety and impaired driving. According to Police Department data, there were 26 DUI collisions in 2021, 27 in 2022, and 26 in 2023. However, with 2024-2025 grant funding for DUI enforcement, the number of DUI collisions dropped to 14 in 2024. Despite this substantial reduction in collisions, DUI arrests remain below 2021 levels. Arrests declined from 110 in 2021 to 63 in 2023 but saw a slight increase in 2024, with 69 arrests. While these trends show progress in DUI enforcement, San Fernando still has considerable room for improvement.

In recent years, the Police Department's ability to conduct special DUI enforcement operations has been hindered by personnel shortages and limited funding for overtime. The Department recognizes the ongoing need for targeted DUI interventions to address impaired driving in San Fernando. Securing grant funding will improve the Department's capacity to conduct these operations by covering costs for overtime, equipment, and training, strengthening its efforts to combat impaired driving.

Proposed Solution

The San Fernando Police Department understands the critical role of DUI/DUID enforcement, including checkpoints, saturation patrols, and community outreach, in reducing impaired driving incidents. Effective DUI/DUID enforcement is essential for enhancing road safety and minimizing the risks associated with impaired driving. This proposal seeks funding from the CHP Cannabis Tax Fund Grant Program to support initiatives that bolster DUI/DUID enforcement and prevention efforts in San Fernando.

In 2024-25, the Department saw a reduction in DUI-related collisions and a slight increase in DUI arrests, signaling the effectiveness of recent enforcement efforts funded through a 2024-25 CTFGP grant. The Department is committed to continuing this positive trend by conducting enforcement and outreach efforts to further reduce the frequency of impaired driving incidents. The objectives of this proposal will include DUI/DUID checkpoints and saturation patrols to deter, detect, and apprehend impaired drivers; and regular public outreach efforts to raise awareness of the dangers of impaired driving, educate community members, and promote safe driving practices. Additionally, the San Fernando Police Department will send officers to SFST, DRE Classroom, and ARIDE training to enhance their ability to detect and remove impaired drivers from the city's streets.

Schedule A

The objectives of the San Fernando DUI/DUID Prevention Program for the 2025-26 grant year are as follows:

1. Conduct a minimum of two (2) DUI/DUID checkpoints to serve as a visual deterrent to impaired drivers.
2. Conduct at least two (3) DUI/DUID saturation patrols during the grant period to detect and apprehend drivers who are under the influence of alcohol or drugs.
3. Present DUI/DUID information to participants in the Police Department's Parent Academy, Community Academy, and Neighborhood Watch groups.
4. Distribute educational materials to community residents during National Night Out in October and the Department Open House in May.
5. Purchase one (1) TruNarc Drug Testing Kit to enhance the Department's capability to identify controlled substances for presumptive evidence for filing charges.
6. Purchase additional mouthpieces, drink sniffers, and a printer for PAS devices purchased with 2024-2025 CTFGP funds.
7. Send at least four (4) officers to ARIDE and SFST training (one officer to each class per quarter) and one (1) officer to DRE training.

The San Fernando Police Department believes these objectives form a comprehensive strategy to continue reducing DUI-related collisions and to increase in DUI arrests. This will lead to safer roads for all travelers in San Fernando.

Performance Measures/Scope of Work **DUI/DUID Checkpoints**

Number of Checkpoints: 2

Timeline: Q1 = 1 checkpoint, Q3 = 1 checkpoint

Quantitative Measurement: Aim to reduce DUI/DUID incidents by 10% by the end of the grant period, increase the number of DUI/DUID-related arrests by 10% by the end of the grant period.

Justification: DUI/DUID checkpoints serve as a visible deterrent to impaired driving and increase the likelihood of identifying and removing intoxicated drivers from the roads. This will help reduce DUI/DUID-related collisions and enhance roadway safety for the community.

Saturation Patrols

Number of Saturation Patrols: 3

Timeline: Q2 = 1 saturation patrol, Q3 = 1 saturation patrol Q4 = 1 saturation patrol

Quantitative Measurement: Increase arrests for DUI/DUID by 10% by the end of the grant period. Anticipate detecting and apprehending at least 2-3 impaired drivers per patrol, with the goal of reducing impaired driving incidents by 10% by the end of the grant period.

Justification: Saturation patrols act as a targeted enforcement strategy, increasing the chances of detecting impaired drivers through high-visibility patrols. This proactive approach supports the project's goal of reducing DUI/DUID-related incidents and promoting public safety.

Purchase of Equipment

One (1) TruNarc Drug Testing Kit and one (1) TruNarc Solution Kit

Number of TruNarcs Purchased: 1

Number of TruNarc Solution Kits Purchased: 1

Timeline: Q1 = Purchase, Q2 = Training, Q2-Q4 = Use of equipment in roadside enforcement

Schedule A

Quantitative Measurement: Conduct at least six (6) drug tests per quarter, with the ability to submit presumptive evidence to the District Attorney for filing.

Justification: The TruNarc device will allow officers to quickly and safely detect substances including narcotics, stimulants, depressants, hallucinogens, analgesics, and synthetic marijuana. The system provides real-time results for presumptive evidence, thus expediting the filing of charges against those apprehended for DUI/DUID and other drug-related offenses. By eliminating the need for direct contact with substances or using field-testing kits, the TruNarc system improves officer safety while also enhancing the speed and accuracy of on-site assessments. The TruNarc drug testing kit will boost the Department's capacity to efficiently enforce drug-impaired driving laws by providing officers with an essential tool for fast, reliable substance identification. The purchase aligns directly with the CHP Cannabis Tax Grant Program's goals of preventing drug-impaired driving and enhancing overall enforcement capabilities.

Purchase PAS Device Accessories (Printer, Mouthpieces, Drink Sniffers)

Number of Mouthpieces Purchased: 500

Number of Drink Sniffers Purchased: 10

Number of PAS Device Printers Purchased: 1

Timeline: Q1 = Purchase, Q2-Q4 = Use of equipment in roadside enforcement

Quantitative Measurement: Conduct at least six (6) roadside tests per quarter, with the ability to identify controlled substances during traffic stops and DUI/DUID checkpoints.

Justification: These items will complement the PAS devices previously acquired with 2025 CHP Cannabis Grant funds and ensure continued operational efficiency in the field.

PAS Mouthpieces: The additional PAS mouthpieces are necessary for maintaining health and safety compliance during DUI/DUID checkpoints, preventing cross-contamination and ensuring accurate readings.

Drink Sniffers: These tools allow officers to efficiently detect alcohol in open containers during stops, enhancing the effectiveness of DUI/DUID enforcement.

Printer: A new printer will streamline documentation of reports, citations, and checkpoint summaries in the field, improving data management and expediting official records.

Officer Training

SFST Training

Timeline: Q1 = 2 officers trained in SFST, Q3 = 2 officer trained in SFST

Quantitative Measurement: Train a total of four (4) officers in SFST, thus preparing them for ARIDE training and, ultimately, increasing the Department's ability to detect impaired drivers.

Justification: SFST training provides officers with the necessary skills to identify impairment during traffic stops and serves as a prerequisite for advanced training like ARIDE and DRE, enhancing the department's ability to reduce impaired driving incidents and promote public safety.

ARIDE Training

Timeline: Q2 = 2 officers to complete ARIDE training, Q4 = 2 officers to complete ARIDE Training

Quantitative Measurement: Provide Advanced Roadside Impaired Driving Enforcement (ARIDE) training for four (4) officers to enhance their ability to detect and assess impaired drivers.

Justification: ARIDE training builds on SFST skills, enabling officers to better identify drug-impaired drivers. Training four officers will enhance DUI enforcement and support the project's traffic safety goals.

Schedule A

DRE Training

Timeline: Q1-Q2 = 1 officer to complete DRE training

Quantitative Measurement: Send one (1) officer to complete Drug Recognition Expert (DRE) training, increasing the Department's capacity to identify and evaluate drug-impaired drivers.

Justification: DRE training equips officers with specialized skills to identify drivers impaired by drugs other than alcohol, enhancing SFPD's ability to conduct thorough investigations and support successful prosecutions. This training will strengthen the Department's impaired driving enforcement efforts in the community.

Project Performance Evaluation **DUI/DUID Checkpoints**

Method of Evaluation: SFPD will conduct two DUI/DUID checkpoints during the grant period. Quantitative data will be captured by tracking the number of DUI/DUID incidents before and after the checkpoints, as well as the number of DUI/DUID arrests made at each checkpoint.

Impact Measurement: The goal is to reduce DUI/DUID incidents by 10% and increase DUI/DUID-related arrests by 10%. Qualitative feedback will be gathered via City Council meetings about their perception of the effectiveness of the checkpoints.

Communication Plan: SFPD will share checkpoint results and their impact on road safety through internal reports to department leadership and external updates to the Traffic and Public Safety Committee (TPSC) and City Council. Community engagement feedback will be shared with local residents via social media and during public meetings.

Saturation Patrols

Method of Evaluation: Three saturation patrols will be conducted during the grant period. SFPD will collect quantitative data on the number of DUI/DUID-related arrests made during each patrol and compare those figures with prior patrols.

Impact Measurement: The goal is to increase DUI/DUID arrests by 10% by the end of the grant period, with the expectation of detecting and apprehending 2-3 impaired drivers per patrol. Qualitative feedback will be collected from officers participating in patrols to assess the effectiveness of patrol strategies.

Communication Plan: SFPD will provide regular updates to internal stakeholders, including department leadership, on the patrol outcomes. Reports summarizing patrols and their impact will be presented to the TPSC and City Council and shared with the community via public safety reports and social media.

Community Education and Outreach

Method of Evaluation: SFPD will present impaired driving information to community members through three scheduled presentations (Parent Academy, Community Academy, Neighborhood Watch). Quantitative data will be captured by tracking the number of attendees (target: 25 participants per session) and the distribution of educational materials.

Impact Measurement: The goal is to engage at least 100 community members throughout the year.

Qualitative feedback will be gathered from participants on how the presentations influenced their understanding of DUI/DUID prevention.

Communication Plan: SFPD will compile community education data into reports shared with internal stakeholders and external groups such as the TPSC and City Council. Outreach efforts and feedback will also be communicated through press releases, social media posts, and community newsletters.

TruNarc Drug Testing Kit

Method of Evaluation: SFPD will purchase one (1) TruNarc drug testing kit and one (1) TruNarc Solution Kit and begin using them upon completion of training. Quantitative data will be collected on the number of roadside tests conducted (minimum of six tests per quarter) and the identification of controlled substances.

Schedule A

Impact Measurement: The goal is to enhance the detection of drug-impaired drivers. Feedback from officers using the TruNarc kits will be collected to assess the ease of use and effectiveness in DUI/DUID investigations, DA filings, and enforcement.

Communication Plan: Data on the use of TruNarc kits and their impact on DUI/DUID detection will be reported to internal stakeholders and presented to the TPSC and City Council. External communication will include press releases and updates to the public on the enhanced enforcement capabilities.

Officer Training

Method of Evaluation: SFPD will send four officers to ARIDE and SFST training, and one officer to DRE training throughout the grant period. Quantitative data will include the number of officers trained and the number of DUI/DUID-related arrests made.

Impact Measurement: The goal is to increase the department's ability to identify impaired drivers. Qualitative feedback will be collected from trained officers regarding how the training enhanced their DUI/DUID enforcement skills.

Communication Plan: Training outcomes and their impact on DUI/DUID enforcement will be communicated to internal stakeholders through performance reports.

Program Sustainability

At the conclusion of the grant period, the Department will continue to provide messaging to community organizations about the dangers of driving under the influence of alcohol or drugs. Officers and command staff will continue to participate in Neighborhood Watch, Business Watch, Parent Academy and will provide regular reminders of DUI/DUID dangers and enforcement efforts. Additionally, SFPD will continue to send personnel to officer training in DUI/DUID enforcement to enhance Department skills and effectiveness; thereby reducing the need for external assistance. Well-trained personnel will maximize the impact of enforcement efforts, contributing to sustained reductions in impaired driving.

The Department will use data to guide its decisions, helping to figure out where resources are needed the most. By looking at patterns and areas with the highest risk, the Department can focus its efforts more effectively and make the best use of the resources available.

By implementing these strategies, the Department aims to reduce its reliance on grant funding while maintaining high effectiveness in combating impaired driving and ensuring public safety. Through sustained enforcement, community engagement, and partnerships, the program will contribute to long-term reductions in DUI/DUID incidents in the San Fernando community.

Administrative Support

San Fernando Police Department personnel are experienced in organizing and managing the logistics of DUI checkpoints and saturation patrols. Their responsibilities include selecting appropriate locations, scheduling operations, deploying equipment, and assigning staff. Additionally, administrative staff keeps detailed records of DUI arrests, citations, and related enforcement actions, ensuring that all documentation is properly completed, filed, and stored according to legal and regulatory standards.

When it comes to officer training and certifications, the administrative team is proficient in coordinating DUI enforcement training. They make sure officers receive the necessary education, track certification statuses, and schedule refresher courses to maintain compliance with all requirements. On March 3, 2025, the Department's Operations Commander completed the DUI Checkpoint and Management Course.

The Police Department also has a well-established community outreach program. Experienced personnel lead public awareness campaigns and educational efforts to discourage impaired driving, including managing communications, organizing presentations, and distributing materials to the public.

In terms of grant management, administrative staff are skilled in identifying funding opportunities, preparing grant proposals, and overseeing awarded grants for DUI enforcement initiatives. They ensure compliance with grant conditions, monitor spending, and submit timely reports to funding agencies. With this strong administrative support, the San Fernando Police Department is able to enhance the coordination and efficiency of its DUI operations, improving communication and ultimately reducing impaired driving incidents and related traffic collisions within the community.

Schedule B**Detailed Budget Estimate**

| Award Number | Organization/Agency | Total Amount |
|---------------------|--------------------------------|---------------------|
| 23423 | San Fernando Police Department | \$189,866.43 |

| Cost Category | Line Item Name | Total Cost to Grant |
|---------------------------|--------------------------------|----------------------------|
| Other Direct Costs | PAS Device Accessories | \$905.80 |
| Category Sub-Total | | \$905.80 |
| Personnel | Backfill | \$74,429.34 |
| | DUI Saturation Patrols | \$21,756.52 |
| | DUI Checkpoints | \$45,960.77 |
| Category Sub-Total | | \$142,146.63 |
| Travel | DRE Training - Attend Travel | \$150.00 |
| | ARIDE Training - Attend Travel | \$1,640.00 |
| | SFST Training - Attend Travel | \$2,460.00 |
| Category Sub-Total | | \$4,250.00 |
| Equipment | TruNarc Drug Testing Device | \$42,564.00 |
| Category Sub-Total | | \$42,564.00 |
| Grant Total | | \$189,866.43 |

Schedule B-1 Budget Narrative

San Fernando Police Department

Prior to engaging in grant-funded Saturation Patrols, DUI Checkpoints, or other enforcement activities in areas where the grantee does not have primary traffic jurisdiction, the grantee should consult with the agency having primary traffic jurisdiction.

Other Direct Costs

PAS Device Accessories

\$905.80

Accessories for the PAS devices purchased with the 2024-25 CHP CTFGP Funds = \$905.80

Alco-Sensor VXL Mouthpieces: Quantity 500 x \$0.29/each = \$145

Alco Sensor FST/VXL Drink Sniffer Replacements: Quantity 10 x \$0.50/each = \$5.10

Martel MCP 1880 Universal Thermal Printer 1 @ \$585.00

Tamperproof Thermal DP/Martel Paper Roll 2-1/4" Wd x 37'4" Lg: 2 rolls @ \$11.50 each = \$23.00

Taxes and Shipping = \$147.70

Total Cost for PAS Accessories = \$905.80

Personnel

DUI Saturation Patrols

\$21,756.52

3 Saturation Patrols = \$21,756.52

1 Police Sergeant per Saturation Patrol @ \$193.02/hour for 24 hours (8 hours x 3 saturation patrols x 1 sergeant).

Total Sergeant OT = \$4,632.48

Benefits \$4,632.48 x .1845 = \$854.69

Total Sergeant OT and Benefits for 3 Saturation Patrols = \$5,487.17

3 Police Officers per Saturation

Patrol @\$154.01 for 72 hours (8 hours x 3 saturation patrols x 3 officers).

Total Police Officer OT = \$11,088.72

Benefits: \$11,088.72 x .1845 = \$2,045.87

Total Officer OT and Benefits for 3 Saturation Patrols = \$13,134.59

1 Desk Officer per Saturation Patrol @ \$60.90 for 24 hours (8 hours x 3 saturation patrols x 1 officer) = Total Desk Officer OT = \$1,461.60

Benefits: \$1461.60 x .1845 = \$269.67

Total Desk Officer OT & Benefits for 3 patrols = \$1,731.27.

1 CSOs (for impounds) per Saturation Patrol @ \$49.37 for 24 hours (8 hours x 3 Saturation Patrols x 1 CSO) =

Total CSO OT = \$1,184.88

Benefits: \$1184.88 x .1845 = \$218.61

Total CSO OT and Benefits for 3 patrols = \$1,403.49

DUI Checkpoints

\$45,960.77

Two (2) DUI/DUID Checkpoints = \$45,960.77

Sworn Personnel:

2 Sergeants per checkpoint @ \$193/hour for 32 hours (8 hours x 2 checkpoint x 2 sergeants). Total OT = \$6,176 x .1845 benefits = \$7,315.47

10 Officers per checkpoint @ \$154.01/hour for 160 hours (8 hours x 2 patrols x 10 officers). Total Officer OT = \$24,641.60 x .1845 benefits = \$29,187.98

Schedule B-1 Budget Narrative

San Fernando Police Department

Prior to engaging in grant-funded Saturation Patrols, DUI Checkpoints, or other enforcement activities in areas where the grantee does not have primary traffic jurisdiction, the grantee should consult with the agency having primary traffic jurisdiction.

Civilian Personnel:

Police Executive Assistant (Counts vehicles, records cars pulled off of line and reason)

1 Police Executive Assistant per checkpoint @ \$56.68/hour for 16 hours (8 hours x 2 checkpoints x 1 assistant).

Total executive assistant OT = \$906.80 x .1845 benefits = \$1,074.10

Records Administrator (Enters Citation Information/Assigning DR numbers)

1 Police Records Administrator per checkpoint @ \$80.08/hour for 16 hours (8 hours x 2 checkpoints x 1 records administrator). Total records administrator OT = \$1,281.20 x .1845 benefits = \$1,517.58

Records Clerk (Assists with Citation Information)

1 Police Records Clerk per checkpoint @ \$40.39/hour for 16 hours (8 hours x 2 checkpoints x 1 records clerk). Total records clerk OT = \$646.19 x .1845 benefits = \$765.41

Community Service Officers (CSO) (Runners with license plate and other vehicle information, Impound vehicles)

3 CSOs per checkpoint @ \$49.37/hour for 48 hours (8 hours x 2 checkpoints x 3 CSOs). Total CSO OT = \$2,369.52 x .1845 benefits = \$2,806.70

Desk Officers (Dispatch and process arrestees)

2 Police Desk Officers per checkpoint @ \$60.90/hour for 32 hours (8 hours x 2 checkpoints x 2 Desk Officers). Total desk officer OT = \$1,948.77 x .1845 benefits = \$2,308.32

Property Officer (Assists with entering citation information and assigning DRs)

1 Police property officer per checkpoint @ \$51.98/hour for 16 hours (8 hours x 2 checkpoints x 1 property officer).

Total property officer OT = \$831.75 x .1845 benefits = \$985.20.

Backfill

\$74,429.34

DRE:

Backfill for 1 officer to attend DRE Classroom Training = \$21,890.98

Backfill for Training = 12 hours/day for 10 days = 120 hours x \$154.01 = \$18,481.20 x .1845 benefits = \$21,890.98

ARIDE:

Backfill for officers to attend 4 ARIDE training courses (1 officer/quarter) = \$26,619.18

Training Backfill = 3 days training and travel x 12 hours/day = 36 hours backfill. 36 hours x 154.01 =

\$5,544.36/training session x .1845 = \$6,567.29

\$6,567.29 x 4 trainings = \$26,269.18

SFST:

Backfill for officers to attend 4 SFST training courses (1 officer/quarter) = \$26,269.18

Training Backfill = 3 days training and travel x 12 hours/day = 36 hours backfill. 36 hours x 154.01 =

\$5,544.36/training session x .1845 = \$6,567.29

\$6,567.29 x 4 trainings = \$26,269.18

Schedule B-1 Budget Narrative

San Fernando Police Department

Prior to engaging in grant-funded Saturation Patrols, DUI Checkpoints, or other enforcement activities in areas where the grantee does not have primary traffic jurisdiction, the grantee should consult with the agency having primary traffic jurisdiction.

Travel

DRE Training - Attend Travel

\$150.00

DRE Classroom Course in Glendale, CA 7/21/25 to 7/31/25

Meal Reimbursement: \$15/day for 10 days = (Lunch per diem rate per City of San Fernando) \$150

Travel from SFPD to Burbank in City Vehicle.

ARIDE Training - Attend Travel

\$1,640.00

ARIDE Training for 4 Officers (1 per quarter) = \$1,640

Hotel: \$160 per night

2 nights @ \$160 per night = \$320

Per Diem (2 dinners, 2 breakfasts, 2 lunches) \$45 per day for 2 days travel=\$90 (per City of San Fernando Per Diem rates).

\$90 + \$320 = \$410 total/per training

Total ARIDE training cost for 4 officers = \$410 x 4 = \$1,640.

SFST Training - Attend Travel

\$2,460.00

SFST Training for 4 officers (1 per quarter) = \$3264

Hotel: \$160

3 nights @ \$160 per night = \$480

Per Diem (3 dinners @\$20 each, 3 breakfasts @ \$10 each, and 3 lunches @ \$15 each) for 4 days travel (per City of San Fernando per diem rates) = \$135

\$480 + \$135 = \$615 total/per training

Total SFST Training Travel for 4 officers = \$615 x 4 = \$2,460

Equipment

TruNarc Drug Testing Device

\$42,564.00

TruNarc & Solution Kit = \$42,564

TruNarc Unlimited Model with 5-year warranty, PC TruNarc administrative software, unlimited access to eLearning course and software updates for the life of the instrument. Includes on-site training for up to 12 students.

Cost per Unit: \$37,762.22

Requesting 2 units - one for Property and Evidence officer and one for field.

TruNarc Solution Kit (Type H) for identification of heroin, heroin/fentanyl mixtures, low dose fentanyl and synthetic marijuana. Price for 1000 kits = \$764.

1 TruNarc Device @ \$41,800 + 1 Type H Kit @ \$764 = \$42,564.

RESOLUTION NO. 8396

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING THE BUDGET FOR FISCAL YEAR 2025-2026 ADOPTED ON JUNE 30, 2025, APPROPRIATING CALIFORNIA HIGHWAY PATROL CANNABIS TAX FUND GRANT PROGRAM FUNDS FOR FISCAL YEAR 2025-2026

WHEREAS, the City Council has received and considered the proposed adjustment to the budget for Fiscal Year 2025-2026, commencing July 1, 2025, and ending June 30, 2026; and

WHEREAS, the City Council has determined that it is necessary to amend the revenues and expenditures of the current City budget to accept the California Highway Patrol Cannabis Tax Fund Grant Program (CTFGP) funds, to help address the dangers of impaired driving involving alcohol and/or drugs by conducting driving under the influence (DUI) Checkpoints, Saturation Patrols, and purchasing tools to assist in DUI prevention and enforcement efforts; and

WHEREAS, an annual budget for the City of San Fernando for Fiscal Year beginning July 1, 2025 and ending June 30, 2026, a copy of which is on file in the City Clerk's Office, was adopted on June 30, 2025.

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

SECTION 1. The following adjustments are made to the City Budget:

SECTION 2.

ALLOCATION OF FUNDS FOR CALIFORNIA HIGHWAY PATROL CANNABIS TAX FUND GRANT PROGRAM (CHP CTFGP) GRANT

| | |
|---------------------------|----------------------|
| Increase in Revenues | <u>\$ 189,866.43</u> |
| Account No. 110-3696-3744 | |

| | |
|-------------------------------|----------------------|
| Increase in Expenditures | <u>\$ 189,866.43</u> |
| Account No. 110-220-3744-4105 | \$ 142,146.63 |
| Account No. 110-220-3744-4300 | \$ 43,469.80 |
| Account No. 110-220-3744-4360 | \$ 4,250.00 |

SECTION 3. 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 7th day of July, 2025.

Mary Mendoza, 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. 8396 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 7th day of July, 2025, 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 July, 2025.

Julia Fritz, City Clerk

State of California-Transportation Agency

GAVIN NEWSOM, Governor

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

601 North 7th Street
Sacramento, CA 95811
(916) 843-4360
(800) 735-2929 (TT/TDD)
(800) 735-2922 (Voice)



June 13, 2025

File No.: 060.17344.17369

Jennifer Spatig
San Fernando Police Department
910 First Street
San Fernando, CA 91340

Dear Ms. Spatig:

On behalf of the California Highway Patrol (CHP), it is my pleasure to inform you, the San Fernando Police Department, is conditionally approved for Cannabis Tax Fund Grant Program (CTFGP) funding in the amount of \$189,866.43. The purpose of this grant funding is to help your agency reduce and mitigate the impacts of impaired driving in your community.

The official Grant Agreement for signature is forthcoming. In order to execute your Grant Agreement, please provide documentation from a local governing body, authorizing your organization to receive this grant funding, to the Cannabis Grants Unit, by email at CGUGrants@chp.ca.gov, as soon as possible. Refer to California Code of Regulations Title 13, Division 2, Chapter 13, Section 1890.13(g) for additional information.

The CHP looks forward to partnering with you and your agency on this project in an effort to make California's roadways a safer place to travel. If you have any questions, please feel free to contact the Cannabis Grants Unit at (916) 843-4360.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. W. Headrick".

M. W. HEADRICK, Chief
Enforcement and Planning Division

Safety, Service, and Security*An Internationally Accredited Agency*

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager
By: Wendell Johnson, Director of Public Works
Fabian Valdez, Chief of Police
Isabella Tapia, Interim Management Analyst

Date: July 7, 2025

Subject: A Continued Public Hearing to Consider and Approve Introduction for First Reading of an Ordinance Amending Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code to Implement a Residential Parking Permit Program and to Modify Parking Restrictions of Certain Vehicles Including for use as Human Habitations

RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing;
- b. Pending public testimony, approve introduction for first reading Ordinance No. 1735 (Attachment "A") in title only, and waive further reading "An Ordinance Of The City Council of the City Of San Fernando, California, Amending Chapter 90 (Traffic And Vehicles) of the San Fernando Municipal Code to implement a Residential Parking Permit Program and to modify parking restrictions of Campers, Recreational Vehicles, Utility Trailers and other Vehicles including those used for human habitation".

BACKGROUND:

1. On April 15, 1991, the City Council established a Residential Parking Permit (RPP) Program with the adoption of Ordinance No. 1379.
2. On August 16, 2021, the City Council adopted the Citywide Parking Management Master Plan that, along with other parking related elements, recommended amendments and other modifications to the City's current Residential Parking Permit Program.
3. In Fiscal Year (FY) 2022-2023, the City Council approved \$100,000 in funding to engage a consultant to provide Residential Parking Permit Program implementation services.

A Continued Public Hearing to Consider and Approve Introduction for First Reading an Ordinance Amending Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code to Implement a Residential Parking Permit Program and to Modify Parking Restrictions of Certain Vehicles Including for use as Human Habitations

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4. On July 15, 2024, the City Council approved a Professional Services Agreement (Contract No. 2268) with Dixon Resources Unlimited (“Dixon”) for residential parking implementation professional consulting services in an amount to not exceed \$84,735.
5. Since August 2024, staff and Dixon began conducting parking utilization studies, internal needs assessment with staff, and community engagement through a community wide survey and two (2) rounds of community meetings.
6. On November 7, 2024, and April 16, 2025, staff and Dixon met with the Parking Ad Hoc Committee—composed of Councilmembers Fajardo and Garcia—to provide project updates and gather feedback.
7. On April 3, 2025, the Transportation and Public Safety Commission received and filed a presentation on the Citywide Residential Parking Permit Program.
8. On April 14, 2025, the Planning and Preservation Commission received and filed a presentation on the Citywide Residential Parking Permit Program.
9. On May 19, 2025, the City Council received a presentation on the Citywide Residential Parking Permit Program. The City Council had clarifying questions on the implementation of the program, but no questions on the ordinance.

ANALYSIS:

The purpose of establishing a Citywide Residential Parking Permit Program in the City is to help ensure that on-street parking in residential neighborhoods remains accessible to residents. As the City continues to grow and attract more regional traffic from nearby commercial areas, schools, and transit corridors, residential streets are increasingly impacted by non-resident and overflow parking. This program is intended to reduce parking congestion, improve neighborhood quality of life, and prioritize parking availability for residents. Additionally, it supports traffic safety by minimizing illegal or obstructive parking, discourages long-term vehicle storage by non-residents, and promotes fair and efficient use of limited public parking resources within residential zones.

Much of Chapter 90 of the San Fernando Municipal Code was last adopted and updated by the City 1957.

The attached ordinance amends Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code (“SFMC”) which contains regulations related to traffic, parking, and vehicle operations within the City. Parking was noted as a top City Council priority for the 2025-2026 Fiscal Year. This is partially due to the growth in density throughout the City, which has led to an increasingly

A Continued Public Hearing to Consider and Approve Introduction for First Reading an Ordinance Amending Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code to Implement a Residential Parking Permit Program and to Modify Parking Restrictions of Certain Vehicles Including for use as Human Habitations

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difficult parking landscape for all to navigate. As such, these amendments were drafted to address and improve the parking experience for those who live or visit the City of San Fernando.

The revitalization of the City's existing RPP Program will update its guidelines to fit the current parking needs of the community. The goal is to decrease the amount of cars using the curb space in our residential areas, increase parking availability, and improve the safety of our residents. The ordinance also aims to prevent the use of vehicles for human habitation which further mitigates parking congestion and improves neighborhood safety. These new regulations, however, will be paired with the City's ongoing efforts to provide support and resources to the City's unhoused residents. The ordinance also modernizes language in the parking meter section of the SFMC, which will provide guidance on who has the authority to update parking meter fees. This is to both enhance flexibility with fluctuating service costs and allow the City to reinvest increased revenue into enhancing the community's overall parking experience.

Full Ordinance language is provided in Attachment "A" and a redline version of the amendments to Chapter 90 is provided in Attachment "B".

Residential Parking Permit Program.

The RPP Program offers several benefits to neighborhoods by prioritizing parking access for residents in areas with limited availability. By designating specific block faces for resident use during certain hours, the program aims to reduce parking congestion caused by non-resident or long-term visitor parking. These programs improve convenience and accessibility for residents, reduce traffic circulation caused by drivers searching for parking, and enhance safety on residential streets. A well-managed RPP Program helps to create a more livable and harmonious community environment by supporting mobility, neighborhood tranquility, and quality of life.

The RPP Program first established by the City in 1992 has not been updated since. These proposed ordinance updates and revitalizes the existing RPP program by increasing flexibility and efficiency within the program, and by creating flexibility to address the fluctuating parking demands of residents.

Proposed RPP Program Amendments.

The proposed amendments to the RPP Program include allowing the City's RPP Administrative Guidelines (the "Administrative Policy") to govern the process for establishing new permit zones. Under these changes, the minimum qualifications for creating a new permit zone would include approximately 1,500 feet of street frontage or four (4) contiguous block faces on both sides of the street. Any proposed RPP zone would require formal approval by the City Council following a recommendation from the Transportation and Public Safety Commission.

Placing implementation guidelines in the Administrative Policy gives City staff the flexibility to make timely updates and adjustments in response to the community's evolving parking needs, while maintaining oversight and accountability through the existing approval process.

A Continued Public Hearing to Consider and Approve Introduction for First Reading an Ordinance Amending Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code to Implement a Residential Parking Permit Program and to Modify Parking Restrictions of Certain Vehicles Including for use as Human Habitations

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Restrictions on Human Habitation in Camper Vehicles.

In recent years, community concerns have grown regarding the use of vehicles—including family cars, RVs, and campers—being parked on City streets for use as living quarters. For example, over a 12-month period (June 2024 to June 2025), the Police Department received 10 calls-for-service regarding the same trailer repeatedly parked in the same location, despite prior advisements to the owner to relocate the trailer onto private property. Thus far in 2025, the Police Department received a total of 30 reports of abandoned vehicles through the GoGov application. These concerns have also been raised at community forums, by residents, and local businesses. Specific issues include the reduction of available street parking and safety concerns, particularly when these vehicles are parked for extended periods near schools or in residential neighborhoods.

To address these concerns, the attached ordinance prohibits any vehicle, including recreational vehicles, campers and the like from being used for human habitation anywhere in the City. The ordinance identifies various factors for law enforcement to consider when assessing whether a vehicle is in fact being used for habitation including the use of blankets, food and equipment for preparing meals, receptacles for holding human waste etc.

Restrictions on the Parking of Recreational Vehicles, Utility Trailers and Campers.

The ordinance also restricts overnight on-street parking of recreational vehicles, utility trailers and campers between the hours of 2:00 a.m. and 6:00 a.m. as permitted under the California Vehicle Code. Exceptions are made for vehicles that are temporarily disabled with the understanding that they must be removed within 24 hours and in two (2) other circumstances whether is used by the City or pursuant to permits in connection with construction activities etc.

Restrictions on Parking Adjacent to Schools.

The ordinance also prohibits the parking of campers, RV's and utility trailers within 250 feet of any school, except (i) in cases where the vehicle is being loaded or unloaded between the hours of 9:00 a.m. and 3:00 p.m. but in no instance for a period in excess of three (3) hours; or, as with the general prohibition referenced above (ii) the vehicle is temporarily disabled, used by the City or used by parties duly authorized by the City in connection with permitted construction activities.

Violations of these provisions will be subject to an escalating fine schedule, beginning with a \$100 fine for the first violation, \$200 for the second, and \$500 for the third and subsequent violations. These proposed changes are intended to preserve parking access for residents, enhance public safety—particularly near sensitive locations such as schools—and promote appropriate use of public streets in accordance with community expectations.

Parking Payment Device Rates Amendments.

Since 2024, the City has engaged in a comprehensive reevaluation of its parking payment device program, with a particular emphasis on the City's more than 300 parking meters. This has included removing meters no longer compliant with state law, and the phasing out of old coin meters with new smart meters that accept several forms of payment.

A Continued Public Hearing to Consider and Approve Introduction for First Reading an Ordinance Amending Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code to Implement a Residential Parking Permit Program and to Modify Parking Restrictions of Certain Vehicles Including for use as Human Habitations
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Proposed Payment Device Rates Amendments

To ensure that parking meter rates remain responsive to changing operational costs, evolving demand, and policy objectives such as promoting turnover in high-demand areas or supporting local businesses, staff recommends that the City Council delegate authority to the City Manager, or their designee, to adjust parking meter fees. This process would begin with the City Council adopting the parking fees as part of the Fee Schedule. Then during a fiscal year, the City Manager, or designee, will have the authority to update the rates no more than \$0.50, in \$0.25 increments. These decisions would be based on the available parking data, and operational costs. Should the rates be updated more than \$0.50 in a fiscal year, this change would have to be approved by the City Council. This authority would allow for timely adjustments based on data-driven assessments, industry best practices, or in response to special circumstances (e.g., construction impacts, pilot programs, or economic recovery initiatives).

BUDGET IMPACT:

There is no direct budget impact to pass amendments to Chapter 90, Traffic and Vehicles. The proposed residential parking permit and parking device program amendments only establish language to allow the City to create future programs, at which time staff will return to City Council for formal adoption of resolutions, procedures and/or associated fees. Parking enforcement is a part of the Police Department's regular work plan and, therefore, included in the Fiscal Year 2025-2026 Adopted Budget.

CONCLUSION:

Staff recommends that the City Council conduct a public hearing; pending public testimony, to consider approving introduction for first reading, in title only, and waive further reading of Ordinance No. 1735 titled, "An Ordinance of the City Council of the City of San Fernando, California, amending Chapter 90 (Traffic And Vehicles) of the San Fernando Municipal Code to implement a Residential Parking Permit Program and to modify parking restrictions of Campers, Recreational Vehicles, Utility Trailers and other Vehicles including those used for human habitation".

ATTACHMENTS:

- A. Ordinance No. 1735
- B. Amendments to Chapter 90 (Redline Version)

ORDINANCE NO. 1735**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, AMENDING CHAPTER 90 (TRAFFIC AND VEHICLES) OF THE SAN FERNANDO MUNICIPAL CODE TO IMPLEMENT A RESIDENTIAL PARKING PERMIT PROGRAM AND TO MODIFY PARKING RESTRICTIONS OF CAMPERS, RECREATIONAL VEHICLES, UTILITY TRAILERS AND OTHER VEHICLES INCLUDING THOSE USED FOR HUMAN HABITATION**

WHEREAS, "[t]he initial grant of power in [California Vehicle Code] section 22507 broadly empowered localities to regulate parking within their jurisdiction" (Freidman v. City of Beverly Hills (1996) 47 CA4th 436, 443); and

WHEREAS, the language of Vehicle Code Section 22507 harmonized and read as a whole, shows that the state turned over regulation of parking minutiae to localities (Freidman v. City of Beverly Hills 47 CA4th 436, 443); and

WHEREAS, the parking of any type of vehicle on certain streets or highways may be prohibited or restricted, during all or certain hours of a day, where signs or markings giving adequate notice of such regulations have been placed (Vehicle Code Section 22507);

WHEREAS, Vehicle Code section 22507 provides that local authorities may, by ordinance or resolution, prohibit or restrict the stopping, parking, or standing of vehicles, including, but not limited to, vehicles that are six feet or more in height (including any load thereon) within 100 feet of any intersection, on certain streets or highways, or portions thereof, during all or certain hours of the day; and

WHEREAS, local authorities may, ordinance or resolution, prohibit or otherwise restrict the stopping, parking, or standing of vehicles on certain streets or highways, or portions thereof, during all or certain hours of the day and such restrictions may apply to any type of vehicle (Vehicle Code Section 22507; People v. Garth (1991) 234 CA3d 1797, 1800)

WHEREAS, Vehicle Code section 22507.5 further provides that local authorities may, by ordinance or resolution, prohibit or restrict the parking or standing of vehicles on certain streets or highways, or portions thereof, between the hours of 2 a.m. and 6 a.m.

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

SECTION 1. Section 90-1 (Definitions) of Article I (General) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Generally. *Whenever any words or phrases used in this chapter are not defined in this section, but are defined in the state Vehicle Code, such definitions are incorporated in this chapter and shall be deemed to apply to such words and phrases used in this chapter as though set forth in full in this section. Unless otherwise provided under this Chapter, the various defined terms set forth under Vehicle Code sections 100 through 680 when used in this chapter shall have the same meaning as set forth under Vehicle Code sections 100 through 680 as the same may be amended from time to time by the legislature.*

Central traffic district means all streets and portions of streets within the area described as follows:

Commencing at the intersection of the centerline of the Southern Pacific Railroad right-of-way with the northwesterly boundary of the city; thence proceeding southwesterly along the northwesterly boundary of the city to the southwesterly boundary thereof; thence southeasterly along the southwesterly boundary to the centerline of Meyer Street (also city boundary line); thence southwesterly along the centerline of Meyer Street to the southwesterly line of Celis Street; thence along the southwesterly line of Celis Street to the northwesterly line of Workman Street; thence southwesterly along the northwesterly line of Workman Street to the southwesterly line of Pico Street; thence southeasterly along the southwesterly line of Pico Street to the northwesterly line of Carlisle Street; thence southwesterly along the northwesterly line of Carlisle Street to the southwesterly line of Kewen Street; thence southeasterly along the southwesterly line of Kewen Street to the southeasterly line of Chatsworth Drive; thence northeasterly along the southeasterly line of Chatsworth Drive to the southwesterly line of Pico Street; thence southeasterly along the southwesterly line of Pico Street to the southeasterly line of Wolfskill Street; thence northeasterly along the southeasterly line of Wolfskill Street to the southwesterly line of Celis Street; thence southeasterly along the southwesterly line of Celis Street to the southeasterly boundary of the city; thence northeasterly along the southeasterly boundary to the centerline of the Southern Pacific Railroad right-of-way; thence northwesterly along the centerline to the southeasterly line of Brand Boulevard; thence along the southeasterly line of Brand Boulevard to the northeasterly line of Second Street and its southeasterly prolongation; thence northwesterly along the northeasterly line of Second Street and its prolongation to the northwesterly line of Macneil Street; thence northeasterly along the northwesterly line of Macneil Street to the northeasterly line of Third Street; thence northwesterly along the northeasterly line of Third Street to the southeasterly line of Hagar Street; thence southwesterly along the southeasterly line of Hagar Street and the prolongation thereof to the centerline of the Southern Pacific Railroad right-of-way; thence northwesterly along such centerline to the northwesterly city limits and the point of beginning.

Holidays means January 1, February 12, the third Monday in February, the last Monday in May, June 19, July 4, the first Monday in September, September 9, the second Monday in October, November 11, Thanksgiving Day and December 25. If January 1, February 12, July 4, September 9, November 11, Thanksgiving Day, or December 25 falls upon a Sunday, the Monday following is a holiday.

Loading zone means the space adjacent to a curb reserved for the exclusive use of vehicles during the loading or unloading of passengers or materials.

Official time standard means, whenever certain hours are named in this chapter, the standard time or daylight-saving time as may be in current use in the city.

Park or parking shall have the same meaning as set forth under Vehicle Code § 463 as the same may be amended from time to time.

Oversized vehicle means, any vehicle which exceeds twenty feet (20') in length, seven feet (7'") in width or eight feet (8') in height.

Parking payment device includes any parking meter, pay station, web application, or other device, that when an approved method of payment is used to purchase time for parking, the parking time for one or more vehicles is indicated.

Parkway means that portion of a street other than a roadway or a sidewalk.

Passenger loading zone means the space adjacent to a curb reserved for the exclusive use of vehicles during the loading or unloading of passengers.

Pedestrian shall have the same meaning as set forth under Vehicle Code § 467 as the same may be amended from time to time by the legislature.

Police officer means any sworn officer of the city police department, or any officer authorized to direct or regulate traffic or to make arrests for violations of traffic regulations.

SECTION 2. Stop or stopping, shall have the same meaning as set forth under Vehicle Code § 587 as the same may be amended from time to time by the legislature. Section 90-202 (Parking adjacent to schools) of Division 1 (Generally) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby retitled and amended in its entirety now state the following:

90-202 Parking adjacent to schools.

- (a) The Public Works Director, or designee, is authorized to erect signs indicating no parking upon that side of any street adjacent to any school property when such parking would, in his/her opinion, interfere with traffic or create a hazardous situation. When official signs are erected indicating no parking upon that side of a street adjacent to any school property, no person shall park a vehicle, or any other covered vehicle as defined under Section 90-221(a) in any such designated place.
- (b) Except as otherwise permitted under paragraph (c) of this Section, below, no person may park or stop any camper, recreational vehicles or utility trailer upon any highway, street, alley, or public way or upon any public place otherwise ordinarily used for vehicular parking within two hundred and fifty (250) feet of any school at any time. For purposed of this section, distance shall be measured without regard to intervening structures ("as the crow flies").
- (1) For purposes of this section, the terms "camper", "recreational vehicle" and "utility trailer" shall have the same meaning as set forth under Section 92-220(b) of this chapter.

- (2) *For purposes of this section the term “school” means, a school as evidenced by the State Department of Education school directory, a public school instructing children in grades kindergarten through 12, as authorized by the State Department of Education or a private school instructing children in grades kindergarten through 12 that has filed a verification of private school affidavit with the State Department of Education pursuant to Section 33190 of the State Education Code.*
- (c) *Paragraph (b) of this Section notwithstanding, a recreational vehicle, utility trailer or camper may be temporarily stopped or parked at times and/or locations otherwise prohibited under paragraph (b) of this section, above, under the following limited circumstances:*
- (1) *The recreational vehicle, utility trailer or camper is in the process of being loaded or unloaded between the hours of 9 AM and 3 PM but in no instance for a period that exceeds three (3) consecutive hours in a single day. “Loading or unloading” or “load(ed) or unload(ed)” means transferring of people, supplies, goods, materials, equipment or personal property between (either to or from) a recreational vehicle, camper or utility trailer on the one hand and a building, facility or structure located on a real property parcel immediately adjacent to the location where the recreational vehicle, camper or utility trailer is parked or stopped.*
- (2) *The recreational vehicle, utility trailer or camper is disabled or unmovable in such a manner and to such an extent that it is impossible to avoid stopping and temporarily leaving the disabled recreational vehicle, utility vehicle or camper on that portion of the highway, street, alley or public way or upon any public place otherwise ordinarily used for vehicular parking, provided. The foregoing notwithstanding, the disabled recreational vehicle, utility vehicle or camper must be removed at the owner’s expense within twenty-four (24) hours of the City issuing notice to have it so removed. City further reserves the right to immediately remove, also at the owner’s expense, any recreational vehicle, utility trailer or camper that poses an immediate hazard or threat to the public health, safety or welfare.*
- (3) *The recreational vehicle, utility trailer or camper is leased or owned by any permittee granted a permit for construction or repair work under any of the provisions of this code or by a public utility engaged in work for which no such permit is required, or a vehicle leased or owned by any contractor hired by such permittee or public utility, provided the recreational vehicle, utility trailer or camper is used in connection with such construction or repair work and is parked upon the construction or repair site, or within thirty (30) feet thereof as measured from the limits of the work area as specified in the permit, and only during the period of the actual construction; or*
- (4) *The recreational vehicle, utility trailer or camper is leased or owned by a city department or a contractor or vendor hired by a city department for construction or repair work, or by a subcontractor thereof, provided such recreational vehicle, utility trailer or camper is used in connection with such construction or repair work*

and is parked upon the construction or repair site, or within such other distance the City, in its sole discretion, may prescribe as measured from the limits of the work area, and only during the period of the actual construction or repair.

- (d) Appropriate signs or markings giving adequate notice of the restrictions provided for in this section shall be placed upon the affected streets and rights-of-way. Notice of removal of vehicle for violation of this section shall also be provided.*
- (e) A violation of this section shall be deemed an infraction for a first violation; second and subsequent violations of the same section within a 12-month period may be prosecuted as an infraction or misdemeanor. Any person convicted of an infraction under this chapter shall be subject to a fine in an amount established by resolution of the City Council. The City Council is authorized to adopt and amend, by resolution, a schedule of fines and fees applicable to violations of this section.*

Any person convicted of a misdemeanor for violating this chapter may be punished by a fine or by imprisonment in jail for a period of not more than six months or by both fine and imprisonment.

SECTION 3. Section 90-205 (Prohibited in specified places) of Division 1 (Generally) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-205. Prohibited in specified places.

The City Engineer shall appropriately sign or mark the following places, and when so signed or marked no person shall stop, stand or park a vehicle in any of such places:

- (1) At any place within 20 feet of a point on the curb immediately opposite the midblock end of a safety zone.*
- (2) At any place within 20 feet of a crosswalk at an intersection in the central traffic district or in any business district, except that a bus may stop at a designated bus stop.*
- (3) Within 20 feet of the approach to any marked or unmarked crosswalk, traffic signal, boulevard stop sign or official electric flashing device.*
- (4) At any place where the city traffic engineer determines that it is necessary in order to eliminate dangerous traffic hazards.*

SECTION 4. Section 90-210 (Curb Markings) of Division 1 (Generally) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-210. Curb Markings.

- (a) The City Engineer is authorized, subject to the provisions and limitations of this chapter, to place and when required in this chapter shall place the following curb markings to indicate parking or standing regulations, and such curb markings shall have the meanings as set forth:*

1. *Red shall mean no stopping, standing or parking at any time except as permitted by the state Vehicle Code, and except that a bus may stop in a red zone marked or signed as a bus zone.*
 2. *Where signs or yellow curb markings are in place, the specific area shall prohibit stopping, standing or parking at all times, unless limited to specific times as indicated by posted signage, for any purpose other than the active loading or unloading of passengers or materials, provided that the loading or unloading of passengers shall not consume more than three minutes and the loading or unloading of materials not more than 20 minutes.*
 3. *Where signs or white curb markings are in place, the specific area shall prohibit stopping, standing or parking for any purpose other than loading or unloading of passengers, or for the purpose of depositing mail in an adjacent mailbox, which shall not exceed three minutes, and such restrictions shall apply at all times, unless limited to specific times as indicated by posted signage, and except as follows:*
 - a. *When such zone is in front of a hotel or in front of a mailbox, the restrictions shall apply at all times.*
 - b. *When such zone is in front of a theater, the restrictions shall apply at all times, except when such theater is closed.*
 4. *Where signs or green curb markings are in place, the specific area shall prohibit standing or parking for longer than 15 minutes at all times, unless limited to specific times as indicated by posted signage.*
 5. *Blue shall mean parking limited exclusively to the vehicles of disabled persons and disabled veterans.*
- (b) *When the City Engineer, as authorized under subsection (a) of this section, has caused curb markings to be placed, no person shall stop, stand or park a vehicle adjacent to any such legible curb marking in violation of any of the subsections of subsection (a) of this section.*

SECTION 5. Sections 90-211 through 90-213 of Division 1 (Generally) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby repealed, amended, and retitled in their entirety and replaced with the following amended sections which state the following: :

Sec. 90-211. Time-limited parking zones.

(a) One-hour parking limitation.

Central traffic district. When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle within the central traffic district, except for such streets as are set forth in section 90-948 of this chapter, during the hours and days indicated by posted signage, for a period of time longer than one hour.

Business districts outside of central traffic district. When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle within a business district outside of the central traffic district, except for such streets as are set forth in section 90-948 of this chapter, during the hours and days indicated by posted signage, for a period of time longer than one hour.

When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle on such streets as are set forth in section 90-954, during the hours and days indicated by posted signage, for a period of time longer than one hour.

(b) Two-hour parking limitation on certain streets between certain hours.

When authorized signs are in place giving notice thereof, no person shall stop, stand, or park any vehicle on any of the streets enumerated in [section 90-948](#) of this chapter for a period of time longer than two hours at any during the hours and days indicated by posted signage.

(c) Three-hour parking limitation on municipal parking lots between certain hours.

When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle on any of the municipal parking lots enumerated in [section 90-949](#) [Section 90-949](#) for a period of time longer than three hours at any time during the hours and days indicated by posted signage.. However, this section shall not apply to any vehicle which has affixed thereon a valid permit for parking on such municipal parking lot, issued pursuant to any city ordinance or resolution.

Sec. 90-2212. Unlimited time for parking on municipal parking lots between certain hours.

When authorized signs are in place giving notice thereof, any person may stop, stand or park any vehicle on any of the municipal parking lots enumerated in section 90-950 of this chapter during the hours and days indicated by posted signage.

SECTION 6. ***Section 90-213. [Reserved]*** Section 90-215 (Prohibited in central traffic district between certain hours.) of Division 1 (Generally) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended in its entirety to now read as follows:

Sec. 90-215. Prohibited in central traffic district between certain hours.

(a) When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle upon any street in the central traffic district during the hours and days indicated by posted signage, for any purpose other than loading or unloading of passengers or materials subject to the limitations of section 90-249.

(b) When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle upon any of the following enumerated streets in the central traffic district of the city during the hours and days indicated by posted signage for any

purpose other than the loading or unloading of passengers or materials subject to the limitations of section 90-249: San Fernando Road between Mission Boulevard and Kittridge Street.

- (c) When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle upon any of the following enumerated streets or portions of streets in the central traffic district of the city during the hours and days indicated by posted signage, for any purpose other than the loading or unloading of passengers or materials subject to the limitations of section 90-249: the northwesterly side of Maclay Avenue between Celis Street and Pico Street.*

SECTION 7. Section 90-217 (Overnight parking.) of Division 1 (Generally) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended in its entirety and retitled to now read as follows:

Sec. 90-7217. Overnight parking of Commercial Vehicles.

- (a) Commercial vehicles. No person shall stop, stand or park any commercial vehicle having a manufacturer's gross vehicle weight rating of 10,000 pounds or more on any street during the hours and days indicated by posted signage.*
- (b) Exceptions. Subsection (a) of this section shall not apply to commercial vehicles making pickups or deliveries of goods, wares and merchandise from or to any building and structure located on the restricted streets or highways or for the purpose of delivering materials to be used in the actual and bona fide repair, alteration, remodeling or construction of any building or structure upon the restricted streets or highways for which a building permit has previously been obtained.*
- (c) Oversize vehicles. No person shall stop, stand or park any oversize vehicles on any street during the hours and days indicated by posted signage.*
- (d) Signing. Pursuant to Vehicle Code § 22507, signs giving adequate notice of the prohibitions contained in this section shall be placed within the city limits.*
- (e) Prohibited street locations. Prohibiting any vehicular parking during the hours and days indicated by posted signage on the following city streets:*
- (1) Arroyo Street between Fifth Street and the north city limits.*

SECTION 8. Section 90-220 (Parking of trailers semitrailer, camp trailers and recreational trailers) of Division 1 (Generally) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby retitled and amended in its entirety now state the following:

Sec. 90-220. Parking of Recreational Vehicles, Utility Trailers and Campers.

(a) *No person may stop or park a recreational vehicle, utility trailer or camper upon any highway, street, alley, or public way or upon any public place otherwise ordinarily used for vehicular parking anywhere within the territorial boundaries of the City of San Fernando between the hours of 2:00 AM to 6:00 AM.*

(b) *The words, terms, phrases, and their derivations set forth in this section have the meanings set forth below.*

“Recreational vehicle” means a vehicle or trailer which is capable of human habitation or designed or used for recreational camping or travel use, whether self-propelled or mounted on or drawn by another vehicle, or any structure inspected, approved and designated a recreational vehicle by and bearing the insignia of the state of California or any other state or federal agency having the authority to approve recreational vehicles. For purposes of this definition, the term, “Recreational Vehicle” includes, without limitation, any of the following:

- (i) camp trailer, as defined by California Vehicle Code section 242;*
- (ii) fifth-wheel travel trailer, as defined by California Vehicle Code section 324;*
- (iii) housecar, as defined by California Vehicle Code section 362;*
- (iv) trailer coach, as defined by California Vehicle Code section 635;*
- (v) mobilehome, as defined by California Vehicle Code section 396;*
- (vi) boat, watercraft and/or trailer for a boat or watercraft;*
- (vii) trailers designed to carry persons, property or animals on its own structure and to be drawn by a motor vehicle*
- (viii) recreational vehicle, as defined by California Health and Safety Code section 18010; and*
- (ix) a park trailer as defined by California Health and Safety Code section 18009.3.*

“Utility Trailer” means a non-motorized vehicle designed to carry persons, property, animals, waste, materials, or any other items on its own structure and to be drawn by another motor vehicle which is not designed for recreational purposes. The term “utility trailer” is inclusive of “semitrailer” within the meaning of Vehicle Code section 550.

“Camper” means a structure designed to be mounted upon a motor vehicle and to provide facilities for human habitation or camping purposes. “Camper” shall include those campers defined as slide-in campers or truck campers under the California Health and Safety Code.

(c) *Paragraph (a) of this Section notwithstanding, a recreational vehicle, utility trailer or camper may be temporarily stopped or parked at times and/or locations otherwise prohibited under paragraph (a) of this section, above, under the following limited circumstances:*

- (1) The recreational vehicle, utility trailer or camper is disabled or unmovable in such a manner and to such an extent that it is impossible to avoid stopping and temporarily leaving the disabled recreational vehicle, utility vehicle or camper on*

that portion of the highway, street, alley or public way or upon any public place otherwise ordinarily used for vehicular parking, provided. The foregoing notwithstanding, the disabled recreational vehicle, utility vehicle or camper must be removed at the owner's expense within twenty-four (24) hours of the City issuing notice to have it so removed. City further reserves the right to immediately remove, also at the owner's expense, any recreational vehicle, utility trailer or camper that poses an immediate hazard or threat to the public health, safety or welfare.

- (2) The recreational vehicle, utility trailer or camper is leased or owned by any permittee granted a permit for construction or repair work under any of the provisions of this code or by a public utility engaged in work for which no such permit is required, or a vehicle leased or owned by any contractor hired by such permittee or public utility, provided the recreational vehicle, utility trailer or camper is used in connection with such construction or repair work and is parked upon the construction or repair site, or within thirty (30) feet thereof as measured from the limits of the work area as specified in the permit, and only during the period of the actual construction; or*
- (3) The recreational vehicle, utility trailer or camper is leased or owned by a city department or a contractor or vendor hired by a city department for construction or repair work, or by a subcontractor thereof, provided such recreational vehicle, utility trailer or camper is used in connection with such construction or repair work and is parked upon the construction or repair site, or within such other distance the City, in its sole discretion, may prescribe as measured from the limits of the work area, and only during the period of the actual construction or repair.*
- (d) A violation of this section shall be deemed an infraction for a first violation; second and subsequent violations of the same section within a 12-month period may be prosecuted as an infraction or misdemeanor. Any person convicted of an infraction under this chapter shall be subject to a fine in an amount established by resolution of the City Council. The City Council is authorized to adopt and amend, by resolution, a schedule of fines and fees applicable to violations of this section.*

Any person convicted of a misdemeanor for violating this chapter may be punished by a fine or by imprisonment in jail for a period of not more than six months or by both fine and imprisonment.

SECTION 9. Division 1 (Generally) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended by the addition of a new Section 90-221 entitled "Human Habitation of Vehicles Prohibited" which shall state the following:

Sec. 90-221. Prohibited Human Habitation.

- (a) It is unlawful for any person(s) to use covered vehicles and equipment for temporary or permanent human habitation on or in any highway, street, alley, or public way or*

upon any public place otherwise ordinarily used for vehicular parking, except as otherwise authorized and legally permissible at a designated public campground or licensed mobile home park.

- (b) "Covered vehicle(s) and equipment" means and includes "campers", "recreational vehicles", "utility trailers" as each term is defined under Section 90-220(b) of this chapter and also includes "vehicles" as the unmodified term is defined under paragraph (d) of this section.*
- (c) "Human habitation" shall mean the use of a covered vehicle as a living accommodation or dwelling or for overnight sleeping, lodging or camping. Evidence of human habitation includes, but is not limited to (i) sleeping in a covered vehicle and/or the presence of sleeping bags, bedrolls, blankets, sheet and pillows (ii) the preparation of meals, including the heating or cooking of food, inside or immediately adjacent to a covered vehicle, and/or the presence of kitchen utensils, cookware and other cooking equipment; (iii) the presence of bottles, buckets or other containers for the storage of human waste; (iv) the obscuring of some or all of the windows of a covered vehicle; and/or (v) any other activity where it reasonably appears, in light of all the circumstances, that one or more persons is/are using a covered vehicle as a living accommodation or dwelling or for overnight sleeping, lodging or camping. The use of a covered vehicle for any of the above-referenced activities or under any of the above-referenced circumstances and conditions shall per se constitute "human habitation" for purposes of this section.*
- (d) "Vehicle" means any vehicle or other device by which any person or property may be propelled, moved, or drawn upon any public street, highway or any other portion of the public right-of-way. The term "vehicle" includes, but is not limited to, any vehicle within the meaning of Vehicle Code section 670 and any "motor vehicle" vehicle within the meaning of Vehicle Code section 415.*
- (e) A violation of this section shall be deemed an infraction for a first violation; second and subsequent violations of the same section within a 12-month period may be prosecuted as an infraction or misdemeanor. Any person convicted of an infraction under this chapter shall be subject to a fine in an amount established by resolution of the City Council. The City Council is authorized to adopt and amend, by resolution, a schedule of fines and fees applicable to violations of this section.*

Any person convicted of a misdemeanor for violating this chapter may be punished by a fine or by imprisonment in jail for a period of not more than six months or by both fine and imprisonment.

SECTION 10. Division 3 (Parking Meters) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is retitled as:

"Parking Payment Devices".

SECTION 11. Section 90-281 (Establishment of zones.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-281. Establishment of zones.

- (a) For purposes of this section, a paid parking device shall mean any device used to accept payment for parking, such as parking meters, pay stations, mobile devices or other methods approved by the City Manager, and the term paid parking zone means an area in which signs, paid parking devices or curb markings prescribe a designated period for parking of vehicles.*
- (b) The City Council, on the recommendation of the City Manager or their designee, shall by resolution from time to time as traffic conditions require, designate paid parking zones, upon such streets or portions of streets of the City of San Fernando as are selected for the location of paid parking zones; and the City Manager or their designee shall install or cause to be installed appropriate paid parking devices and signage and shall cause paid parking spaces to be designated within paid parking zones in such numbers and in such places as may be necessary for the regulation, control and inspection of the vehicles therein.*

SECTION 12. Section 90-282 (Resolution authorizing installation and location.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-282. Resolution authorizing installation and location.

The city council may, by resolution, specify the streets or portions of streets or city-owned or leased off-street parking lots within paid parking zones wherein the parking payment devices shall be installed, together with the maximum parking time limit thereon. The city engineer is authorized and directed to install or direct the installation of parking payment devices in such paid parking zones as so directed by the city council for the purpose and in such numbers and at such places as may be necessary to the regulation, control and inspection of the parking of vehicles therein, including the reservation of loading zones for commercial vehicles.

SECTION 13. Section 90-285 (Parking beyond legal parking time.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-285. Parking beyond legal parking time.

- (a) It shall be unlawful for any person to cause, allow or permit any vehicle registered in their name or operated or controlled by them to be upon any street or city-owned or leased off-street parking lot within a paid parking zone, in any space adjacent to which a parking payment device is installed, for more than the maximum parking time limit fixed and established by resolution of the city council and indicated in the paid parking*

space or any time during which the parking payment device is indicating that such space is illegally in use other than such time as it is necessary to operate the parking payment device to show legal parking, between the operational hours of any day.

- (b) Each hour of continued parking during which the parking payment device is showing a signal indicating that such space is illegally in use shall constitute a separate offense and shall be punishable as such.*

SECTION 14. Section 90- 286 (Operation as Prescribed by Council.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, standing and Parking) or Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby retitled and amended in its entirety to now state the following:

Sec. 90-286. Operation of parking payment devices.

- (a) The legal method of payment, the parking time allowed following the deposit of the approved legal method of payment, and the directions which shall appear on the parking payment devices shall be established by the City Manager or designee.*
- (b) The base parking rates and maximum parking time limits shall be set by the City Council and includes in the City's adopted Fee Schedule.*
- (c) During each fiscal year, the City Manager, or designee, shall have the authority to adjust parking payment device rates up or down by no more than \$0.50 per hour in \$0.25 increments, based on average occupancy rates, in order to achieve a target occupancy rate of 85 percent. Any increase over \$0.50 per hour in a fiscal year shall require City Council approval.*

SECTION 15. Section 90-287 (Deposit of coins.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby retitled to read "Payment Required" and amended in its entirety to now state the following:

Sec. 90-287. Payment required.

When a vehicle is parked in any space regulated by a parking payment device within a paid parking zone, established in accordance with the provisions of this Chapter, the operator of said vehicle shall, upon entering said parking space or zone, immediately initiate a parking session using a City-approved method of payment, according to the time interval desired within the maximum limit and the posted parking rates, unless the paid parking device indicates at the time such vehicle is parked that an unexpired portion remains of the period of time for which a payment has previously been deposited.

SECTION 16. Section 90-288 (Temporary permits for use of metered spaces.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby retitled and amended to state the following:

Sec. 90-288. Temporary permits for use of paid parking spaces.

- (a) Use for public displays. The city council upon application therefor may grant temporary permits for the use of paid parking spaces for public display purposes.*
- (b) Parking of construction equipment. The chief of police upon application may grant a permit for parking of construction equipment where necessary because of construction work on abutting property.*
- (c) Posting no parking signs and parking payment device hoods. The chief of police is authorized (i) where it is required to facilitate the movement of traffic, and (ii) where a permit has been issued for the use of paid parking spaces to post no parking signs or hoods prohibiting parking in paid parking spaces. The chief of police shall conspicuously post on each parking payment device for each paid parking space wherein parking is to be prohibited or limited in use, as provided in this subsection, no parking signs or hoods over the parking payment devices.*
- (d) Parking in violation of no parking sign or hood. Any person, except for those given permission by the city council, parking a vehicle in any paid parking space which has been conspicuously posted with a no parking sign or hood as provided in subsection (c) of this section shall be guilty of a violation of this Code.*
- (e) Illegal posting of no parking sign or hood. Any person posting a no parking sign or hood on any parking payment device on a paid parking space not included in the permit shall be guilty of a violation of this Code.*
- (f) Charges and deposits. The council may, by resolution, provide and establish a charge to be made when public display or construction equipment is to be parked in a paid parking space, which charge shall be paid in advance to the police department or such other department as the council may determine by resolution. The council, by resolution, may also provide for a deposit for hoods or signs and provide the necessary means or methods of evidencing the method of payment of such charge by stickers or other similar device.*

SECTION 17. Section 90-289 (Use of slugs.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-289. Use of slugs.

It shall be unlawful for any person to deposit or cause to be deposited in any parking payment device any slug, device or other substitute for lawful payment.

SECTION 18. Section 90-290 (Injuring or damaging.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-290. Injuring or damaging.

It shall be unlawful for any unauthorized person to operate or for any person to deface, injure, tamper with or willfully break, destroy or impair the usefulness of any paid parking device or time limit signage installed pursuant to this division or to hitch any animal thereto or to lean any bicycle against any parking payment device.

SECTION 19. Section 90-291 (Collection and deposit of moneys.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-291. Collection and deposit of moneys.

It shall be the duty of the city council to designate some person to make regular collections of the money deposited in paid parking devices and to deliver such money to the city treasurer. It shall be the duty of the city treasurer to count the money and place it in a special account to be known as Parking & Maintenance Operations Fund. Such person making such collections shall be bonded in the sum of \$1,000.00 to ensure the faithful performance of their duties.

SECTION 20. Section 90-292 (Use of moneys collected.) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-292. Use of moneys collected.

All charges for use of paid parking spaces as provided in this division are levied and assessed as the fee to provide for the proper regulation, control and inspection of traffic upon the public streets or off-street parking lots, as the case may be, and to cover the cost of supervising, regulating and inspecting the parking of vehicles in the paid parking zones provided for in this division and the cost of the acquisition, installation, operation, maintenance, repair and replacement of parking payment devices and expenses incidental thereto and the acquisition by purchase or lease, establishment, improvement, operation, maintenance, repair and replacement of off-street parking facilities.

SECTION 21. Section 90-293 (Enforcement; issuing citations) of Division 3 (Parking Payment Devices) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-293. Enforcement; issuing citations.

(a) It shall be the duty of the police department to enforce this division.

(b) It shall be the duty of each community service officer to keep an account of and report the number of each parking payment device which indicates that vehicle occupying the parking space associated with each parking payment device is or has been parked in violation of this division, the date and hour of such violation, the make and state license number of such vehicle and any other facts, a knowledge of which is necessary to a thorough understanding of the circumstances attending such violation.

- (c) *The community service officer shall issue and attach in writing a citation for illegal parking in the same form and subject to the same procedure provided for by this chapter or city ordinances and state laws applicable to traffic regulations within the city.*

SECTION 22. Section 90-452 (Designation of parking permit districts.) of Division 8 (Parking Permit Program) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-452. Designation of parking permit districts.

- (a) *Generally. Parking permit districts may be established, modified or dissolved by a City Council resolution. The City Council, upon recommendation of the Transportation and Public Safety Commission, shall consider for designation as parking permit districts those areas satisfying the criteria established in subsection (b) of this section for the creation of such districts. When the Council determines that the criteria, rules, and procedures required in this division have been met, it may establish, by resolution, parking permit districts with appropriate boundaries and parking restrictions. A motor vehicle displaying a valid parking permit or guest permit may be parked and shall be exempt from the parking restrictions established pursuant to the authority of this division in the parking permit district for which permit is issued.*

Designation of residential permit parking areas will be limited to areas with a recommended minimum street-frontage of approximately 1,500 feet, or four contiguous block faces on both sides of the street, that experience impacts from external parking demand which include factors such as commercial areas, recreational areas, schools and neighboring cities. The following shall be the process by which the City Council can consider any such area for designation as a residential permit parking area:

- (b) *Process and criteria. Consistent with this chapter, the Public Works Director or his/her designee is authorized to establish and maintain written administrative rules and regulations ("Guidelines") as he or she deems necessary or appropriate to govern the process and terms for the issuance of parking permits. The Guidelines shall be subject to the review and approval by the Transportation and Public Safety Commission, and the City Council. The Guidelines may include, but are not limited to, the following elements: requirements for applications for parking permits, requirements for permit zone size, requirements for the petitioning process, and procedures for removing a permit zone. The Guidelines shall be maintained electronically in the Public Works Department.*

SECTION 23. Section 90-455 (Parking permit exemption.) of Division 8 (Parking Permit Program) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-455. *Parking permit exemption.*

- (a) *A motor vehicle upon which a valid annual parking permit or guest permit is displayed or validated shall be permitted to be parked on any block within the parking permit district for which it was issued without being limited by parking restrictions established pursuant to this division. Nothing contained in this section shall exempt permitted vehicles from any other traffic and parking regulations, statutes, or ordinances of either the state or the city. Except as provided in subsection (c) of this section, all other motor vehicles which do not display a valid parking permit or guest permit, which are parked within a parking permit district, shall be subject to the parking restrictions of this division. Any violation of this division shall subject the violator to the penalties of this chapter.*
- (b) *A parking permit shall not guarantee or reserve to the holder thereof an on-street parking space within the designated parking permit district.*
- (c) *In addition to vehicles displaying a valid parking permit issued pursuant to this division, the following vehicles shall be exempt from parking restrictions established pursuant to this division:*
- (1) *A motor vehicle, identified as owned by or operated under contract to a utility, whether privately, municipally or publicly owned, when used in the construction, operation, removal, or repair of utility property or facilities or engaged in authorized work in the designated parking permit district.*
 - (2) *(A motor vehicle owned by or operated under contract to a governmental agency, when used in the course of official government business.*
 - (3) *A motor vehicle owned by or operated under contract to a commercial business, when used in the loading or unloading of property when otherwise used in connection with or in aid of the performance of a service to or on a property in the parking permit district.*
 - (4) *Police vehicles, authorized emergency vehicles, or city-owned vehicles when used for official business.*

SECTION 24. Section 90-460 (Definitions.) of Division 9 (Electric Vehicle Charging Stations) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-460. *Definitions.*

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this division, except where the context clearly indicates a different meaning:

Charging means an electric vehicle parked at an electric vehicle charging station and is electrically connected to the charging station equipment while actively charging.

Electric vehicle means a "motor vehicle" as defined in the California Vehicle Code, and (i) which displays the State of California Air Board ZEV (zero emission vehicle) sticker or (ii) any vehicle defined by the air resources board as "off-vehicle charge capable" meaning a vehicle having the capability to charge a battery from an off-vehicle electric energy source that cannot be connected or coupled to the vehicle in any manner while the vehicle is being driven.

Electric vehicle charging station or charging station means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, as it reads on the effective date of this division, and delivers electricity from a source outside of an electric vehicle into a plug-in electric vehicle.

SECTION 25. Section 90-461 (Designation of electric vehicle parking spaces.) of Division 9 (Electric Vehicle Charging Stations) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-461. Designation of electric vehicle parking spaces.

- (a) Designation of parking spaces. The public works director, or designee, is authorized in accordance with the purposes of this division to designate spaces in off-street public parking facilities for the exclusive parking of electric vehicles that are connected to electric vehicle charging stations for the purpose of transfer of electricity to the battery or other energy storage device of an electric vehicle.*
- (b) Signs or markings. Upon designation of a parking space or spaces for the exclusive use of electric vehicles pursuant to subsection (a) of this section, above, the public works department shall place signs or markings giving adequate notice that the parking space or spaces are restricted and to be used only for the active charging of such electric vehicles. The signs or markings shall be in compliance with Section 22511 of the California Vehicle Code indicating that vehicles left standing in violation of the restriction may be removed. The parking restriction shall not apply to the designated parking spaces until the sign or markings have been placed.*

SECTION 26. Section 90-462 (Electric vehicle parking restriction.) of Division 9 (Electric Vehicle Charging Stations) of Article IV (Stopping, Standing and Parking) of Chapter 90 (Traffic and Vehicles) of the San Fernando Municipal Code is hereby amended as follows:

Sec. 90-462. Electric vehicle parking restriction.

- (a) Where a sign designating a parking space for the exclusive use of actively charging electric vehicles is posted, no person shall park in that space:*
 - (1) Any nonelectric motor vehicle;*
 - (2) Any electric vehicle that is not connected to the electric vehicle charging station;*
 - (3) Any electric vehicle that is not actively charging; or*
 - (4) Any electric vehicle that has been charging for a period of time that exceeds the posted maximum allowable time limit for parking for all vehicles in the parking lot*

where the electric vehicle charging station is located; or if the parking lot or other location where the electric vehicle charging station is located does not have a maximum allowable time limit for parking, a period in excess of four hours.

(b) The police department and such other parking enforcement personnel as the city may designate are authorized to cite and/or remove or cause the removal of vehicles parked in violation of this section in accordance with Section 22511 of the California Vehicle Code.

SECTION 27. The City Clerk shall cause this ordinance or a summary hereof to be published in a newspaper of general circulation, published in the County of Los Angeles and circulated in the City, and if applicable, to be posted, in accordance with Section 36933 of the California Government Code; shall certify to the adoption of this ordinance and shall cause a certified copy of this ordinance, together with proof of publication, to be filed in the Office of the City Clerk.

SECTION 28. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 29. The City Clerk shall certify the passage of this Ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a local newspaper of general circulation and which is hereby designated for that purpose.

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

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

ATTEST:

Julia Fritz, City Clerk

APPROVED AS TO FORM:

Richard A. Padilla, City Attorney

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Ordinance No. 1735 which was introduced on July 7, 2025, and adopted by the City Council of the City of San Fernando, California at a regular meeting thereof held on the ____ day of _____, ____, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

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

Julia Fritz, City Clerk

AMENDMENTS TO CHAPTER 90 (TRAFFIC AND VEHICLES)

Of the San Fernando Municipal Code

Red Lined Version

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ARTICLE I. - IN GENERAL

SEC. 90-1. - DEFINITIONS.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Generally. Whenever any words or phrases used in this chapter are not defined in this section, but are defined in the state Vehicle Code, such definitions are incorporated in this chapter and shall be deemed to apply to such words and phrases used in this chapter as though set forth in full in this section. Unless otherwise provided under this Chapter, the various defined terms set forth under Vehicle Code sections 100 through 680 when used in this chapter shall have the same meaning as set forth under Vehicle Code sections 100 through 680 as the same may be amended from time to time by the legislature.

~~State Law reference—Definitions, Vehicle Code §§ 100—680.~~

Central traffic district means all streets and portions of streets within the area described as follows:

Commencing at the intersection of the centerline of the Southern Pacific Railroad right-of-way with the northwesterly boundary of the city; thence proceeding southwesterly along the northwesterly boundary of the city to the southwesterly boundary thereof; thence southeasterly along the southwesterly boundary to the centerline of Meyer Street (also city boundary line); thence southwesterly along the centerline of Meyer Street to the southwesterly line of Celis Street; thence along the southwesterly line of Celis Street to the northwesterly line of Workman Street; thence southwesterly along the northwesterly line of Workman Street to the southwesterly line of Pico Street; thence southeasterly along the southwesterly line of Pico Street to the northwesterly line of Carlisle Street; thence southwesterly along the northwesterly line of Carlisle Street to the southwesterly line of Kewen Street; thence southeasterly along the southwesterly line of Kewen Street to the southeasterly line of Chatsworth Drive; thence northeasterly along the southeasterly line of Chatsworth Drive to the southwesterly line of Pico Street; thence southeasterly along the southwesterly line of Pico Street to the southeasterly line of Wolfskill Street; thence northeasterly along the southeasterly line of Wolfskill Street to the southwesterly line of Celis Street; thence southeasterly along the southwesterly line of Celis Street to the southeasterly boundary of the city; thence northeasterly along the southeasterly boundary to the centerline of the Southern Pacific Railroad right-of-way; thence northwesterly along the centerline to the southeasterly line of Brand Boulevard; thence along the southeasterly line of Brand Boulevard to the northeasterly line of Second Street and its southeasterly prolongation; thence northwesterly along the northeasterly line of Second Street and its prolongation to the northwesterly line of Macneil Street; thence northeasterly along the northwesterly line of Macneil Street to the northeasterly line of Third Street; thence northwesterly along the northeasterly line of Third Street to the southeasterly line of Hagar Street; thence southwesterly along the southeasterly line of Hagar Street and the prolongation thereof to the centerline of the Southern Pacific Railroad right-of-way; thence northwesterly along such centerline to the northwesterly city limits and the point of beginning.

Holidays means January 1, February 12, the third Monday in February, the last Monday in May, July 4, the first Monday in September, September 9, the second Monday in October, November 11, Thanksgiving Day and December 25. If January 1, February 12, July 4, September 9, November 11, Thanksgiving Day, or December 25 falls upon a Sunday, the Monday following is a holiday.

Loading zone means the space adjacent to a curb reserved for the exclusive use of vehicles during the loading or unloading of passengers or materials.

Official time standard means, whenever certain hours are named in this chapter, the standard time or daylight saving time as may be in current use in the city.

Park or parking ~~shall have the same meaning as set forth under Vehicle Code § 463 as the same may be amended from time to time. means the standing of any vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers.~~

State Law reference — ~~Park or parking defined, Vehicle Code § 463.~~

Oversized vehicle ~~means, any vehicle which exceeds twenty feet (20') in length, seven feet (7') in width or eight feet (8') in height.~~

Parking payment device ~~includes any parking meter, pay station, web application, or other device, that when an approved method of payment is used to purchase time for parking, the parking time for one or more vehicles is indicated.~~

Parkway means that portion of a street other than a roadway or a sidewalk.

Passenger loading zone means the space adjacent to a curb reserved for the exclusive use of vehicles during the loading or unloading of passengers.

Pedestrian ~~shall have the same meaning as set forth under Vehicle Code § 467 as the same may be amended from time to time by the legislature. means any person who is afoot or who is using a means of conveyance propelled by human power other than a bicycle. The term "pedestrian" includes any person who is operating a self-propelled wheelchair, invalid tricycle, or motorized quadricycle and, because of physical disability, is otherwise unable to move about as a pedestrian, as specified in the preceding sentence.~~

State Law reference — ~~Pedestrian defined, Vehicle Code § 467.~~

Police officer means ~~every~~ any sworn officer of the city police department or any officer authorized to direct or regulate traffic or to make arrests for violations of traffic regulations.

~~Stop, when required, means complete cessation of movement.~~

Stop or stopping, ~~shall have the same meaning as set forth under Vehicle Code § 587 as the same may be amended from time to time by the legislature. when prohibited, means any cessation of movement of a vehicle, whether occupied or not, except when necessary to avoid compliance with other traffic or in compliance with the directions of a police officer or official traffic control device or signal.~~

State Law reference — ~~Stop or stopping defined, Vehicle Code § 587.~~

(Code 1957, § 13.1)

Cross reference— Definitions generally, § 1-2.

ARTICLE IV. - STOPPING, STANDING AND PARKING

DIVISION 1. - GENERALLY

Sec. 90-202. - Parking adjacent to schools.

(a) The ~~city traffic engineer~~Public Works Director, or designee, is authorized to erect signs indicating no parking upon that side of any street adjacent to any school property when such parking would, in his opinion, interfere with traffic or create a hazardous situation. ~~When official signs are erected indicating no parking upon that side of a street adjacent to any school property, no person shall park a vehicle park a vehicle or any other covered vehicle as defined under Section 90-221(a) in any such designated place.~~

~~(b)When official signs are erected indicating no parking upon that side of a street adjacent to any school property, no person shall park a vehicle in any such designated place.~~

(b) Except as otherwise permitted under paragraph (c) of this Section, below, no person may park or stop any camper, recreational vehicle or utility trailer upon any highway, street, alley, or public way or upon any public place otherwise ordinarily used for vehicular parking within two hundred and fifty (250) feet of any school at any time. For purposes of this section distance shall be measured without regard to intervening structures (“as the crow flies”).

(1) For purposes of this section, the terms “camper”, “recreational vehicle” and “utility trailer” shall have the same meaning as set forth under Section 92-220(b) of this chapter.

(2) For purposes of this section the term “school” means, a school as evidenced by the State Department of Education school directory, a public school instructing children in grades kindergarten through 12, as authorized by the State Department of Education or a private school instructing children in grades kindergarten through 12 that has filed a verification of private school affidavit with the State Department of Education pursuant to Section 33190 of the State Education Code.

(c) Paragraph (b) of this Section notwithstanding, a “recreational vehicle”, “utility trailer or camper may be temporarily stopped or parked at times and/or locations otherwise prohibited under paragraph (b) of this section, above, under the following limited circumstances:

(1) The recreational vehicle, utility trailer or camper is in the process of being loaded or unloaded between the hours of 9 AM and 3 PM but in no instance for a period that exceeds three (3) consecutive hours in a single day. “Loading or unloading” or “load(ed) or unload(ed)” means transferring of people, supplies, goods, materials, equipment or personal property between (either to or from) a recreational vehicle, camper or utility

trailer on the one hand and a building, facility or structure located on a real property parcel immediately adjacent to the location where the recreational vehicle, camper or utility trailer is parked or stopped.

(2) The recreational vehicle, utility trailer or camper is disabled or unmovable in such a manner and to such an extent that it is impossible to avoid stopping and temporarily leaving the disabled recreational vehicle, utility vehicle or camper on that portion of the highway, street, alley or public way or upon any public place otherwise ordinarily used for vehicular parking, provided. The foregoing notwithstanding, the disabled recreational vehicle, utility vehicle or camper must be removed at the owner's expense within twenty-four (24) hours of the City issuing notice to have it so removed. City further reserves the right to immediately remove, also at the owner's expense, any recreational vehicle, utility trailer or camper that poses an immediate hazard or threat to the public health, safety or welfare.

(3) The recreational vehicle, utility trailer or camper is leased or owned by any permittee granted a permit for construction or repair work under any of the provisions of this code or by a public utility engaged in work for which no such permit is required, or a vehicle leased or owned by any contractor hired by such permittee or public utility, provided the recreational vehicle, utility trailer or camper is used in connection with such construction or repair work and is parked upon the construction or repair site, or within thirty (30) feet thereof as measured from the limits of the work area as specified in the permit, and only during the period of the actual construction; or

(4) The recreational vehicle, utility trailer or camper is leased or owned by a city department or a contractor or vendor hired by a city department for construction or repair work, or by a subcontractor thereof, provided such recreational vehicle, utility trailer or camper is used in connection with such construction or repair work and is parked upon the construction or repair site, or within such other distance the City, in its sole discretion, may prescribe as measured from the limits of the work area, and only during the period of the actual construction or repair.

(d) Appropriate signs or markings giving adequate notice of the restrictions provided for in this section shall be placed upon the affected streets and rights-of-way. Notice of removal of vehicle for violation of this section shall also be provided.

(e) A violation of this section shall be deemed an infraction for a first violation; second and subsequent violations of the same section within a 12-month period may be prosecuted as an infraction or misdemeanor. Any person convicted of an infraction under this chapter shall be subject to a fine in an amount established by resolution of the City Council. The City Council is authorized to adopt and amend, by resolution, a schedule of fines and fees applicable to violations of this section.

Any person convicted of a misdemeanor for violating this chapter may be punished by a fine or by imprisonment in jail for a period of not more than six months or by both fine and imprisonment.

(Code 1957, § 13.68)

Cross reference— Streets, sidewalks and other public places, Cch. 74.

Sec. 90-205. - Prohibited in specified places.

The Ccity traffic-Eengineer shall appropriately sign or mark the following places, and when so signed or marked no person shall stop, stand or park a vehicle in any of such places:

- (1) At any place within 20 feet of a point on the curb immediately opposite the midblock end of a safety zone.
- (2) At any place within 20 feet of a crosswalk at an intersection in the central traffic district or in any business district, except that a bus may stop at a designated bus stop.
- (3) Within 20 feet of the approach to any marked or unmarked crosswalk traffic signal, boulevard stop sign or official electric flashing device.
- (4) At any place where the city traffic engineer determines that it is necessary in order to eliminate dangerous traffic hazards.

(Code 1957, § 13.71)

Sec. 90-210. - Curb markings.

(a) The Ccity traffic-Eengineer is authorized, subject to the provisions and limitations of this chapter, to place and when required in this chapter shall place the following curb markings to indicate parking or standing regulations, and such curb markings shall have the meanings as set forth:

- (1) Red shall mean no stopping, standing or parking at any time except as permitted by the state Vehicle Code, and except that a bus may stop in a red zone marked or signed as a bus zone.

~~(2) Where signs or yellow curb markings are in place, the specific area shall mean no prohibit stopping, standing or parking at any time between 7:00 a.m. and 6:00 p.m. of any day except Sundays and holidays all times, unless limited to specific times as indicated by posted signage~~ for any purpose other than the active loading or unloading of passengers or materials, provided that the loading or unloading of passengers shall not consume more than three minutes and the loading or unloading of materials not more than 20 minutes.

(2)

- (3) ~~Where signs or white curb markings are in place, the specific area shall prohibit mean no~~ stopping, standing or parking for any purpose other than loading or unloading of passengers, or for the purpose of depositing mail in an adjacent mailbox, which shall not exceed three minutes, and such restrictions shall apply ~~between 7:00 a.m. and 6:00 p.m. of any day, except Sundays and holidays at all times, unless limited to specific times as indicated by posted signage,~~ and except as follows:

- a. When such zone is in front of a hotel or in front of a mailbox, the restrictions shall apply at all times.

~~b.~~ When such zone is in front of a theater, the restrictions shall apply at all times, except when such theater is closed.

b.

~~(4) Where signs or green curb markings are in place, the specific area shall mean no prohibit standing or parking for longer than 15 minutes at any time between 7:00 a.m. and 6:00 p.m. of any day, except Sundays and holidays, at all times, unless limited to specific times as indicated by posted signage.~~

(4)

(5) Blue shall mean parking limited exclusively to the vehicles of disabled persons and disabled veterans.

(b) When the ~~Ceity traffic E~~engineer, as authorized under subsection (a) of this section, has caused curb markings to be placed, no person shall stop, stand or park a vehicle adjacent to any such legible curb marking in violation of any of the subsections of subsection (a) of this section.

(Code 1957, §§ 13.78, 13.79)

State Law reference— Authority, Vehicle Code § 21458.

Sec. 90-211. - ~~One-hour parking limitation~~ Time- limited parking zones.

(a) One- hour parking limitation.

Central traffic district. When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle within the central traffic district, except for such streets as are set forth in [section 90-948](#) of this chapter, during the hours and days indicated by posted signage between the hours of 7:00 a.m. and 6:00 p.m. of any day, except Sundays and holidays, for a period of time longer than one hour.

Business districts outside of central traffic district. When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle within a business district outside of the central traffic district, except for such streets as are set forth in [section 90-948](#) of this chapter, during the hours and days indicated by posted signage between the hours of 7:00 a.m. and 6:00 p.m. of any day, except Sundays and holidays, for a period of time longer than one hour.

When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle on such streets as are set forth in section 90-954, during the hours and days indicated by posted signage between the hours of 7:00 a.m. and 6:00 p.m. of any day, except Sundays and holidays, for a period of time longer than one hour.

~~Sec. 90-212. -- Two-hour parking limitation on certain streets between certain hours.~~

~~(a)~~(b) Two hour parking limitation on certain streets between certain hours.

When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle on any of the streets enumerated in [section 90-948](#) of this chapter for a period

of time longer than two hours at any ~~time between the hours of 7:00 a.m. and 6:00 p.m. of any day, except Sundays and holidays.~~ during the hours and days indicated by posted signage.

Sec. 90-213. ~~Three-hour parking limitation on municipal parking lots between certain hours.~~

~~(b)~~(c) Three-hour parking limitation on municipal parking lots between certain hours.

When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle on any of the municipal parking lots enumerated in [section 90-949](#) for a period of time longer than three hours at any time during the hours and days indicated by posted signage. ~~between the hours of 7:00 a.m. and 6:00 p.m. of any day, except Sundays and holidays.~~ However, this section shall not apply to any vehicle which has affixed thereon a valid permit for parking on such municipal parking lot, issued pursuant to any city ordinance or resolution.

(Code 1957, §§ 13.80, 13.81; Ord. No. 1544, § 1, 10-6-2003) (Code 1957, § 13.82)(Code 1957, § 13.82.1)

Sec. 90-214. - Unlimited time for parking on municipal parking lots between certain hours.

When authorized signs are in place giving notice thereof, any person may stop, stand or park any vehicle on any of the municipal parking lots enumerated in section 90-950 of this chapter ~~between the hours of 9:00 a.m. and 9:00 p.m. of any day.~~ during the hours and days indicated by posted signage.

(Code 1957, § 13.82.2)

Sec. 90-215. - Prohibited in central traffic district between certain hours.

- (a) When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle upon any street in the central traffic district during the hours and days indicated by posted signage ~~between the hours of 4:30 p.m. and 6:00 p.m. of any day, except Sundays and holidays,~~ for any purpose other than loading or unloading of passengers or materials subject to the limitations of section 90-249.
- (b) When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle upon any of the following enumerated streets in the central traffic district of the city during the hours and days indicated by posted signage ~~between the hours of 2:30 a.m. and 6:00 a.m. of any day~~ for any purpose other than the loading or unloading of passengers or materials subject to the limitations of section 90-249: San Fernando Road between Mission Boulevard and Kittridge Street.
- (c) When authorized signs are in place giving notice thereof, no person shall stop, stand or park any vehicle upon any of the following enumerated streets or portions of streets in the central traffic district of the city during the hours and days indicated by posted signage ~~between the hours of 3:00 p.m. and 6:00 p.m. of any day, except Sundays and holidays,~~ for any purpose other than the loading or unloading of passengers or materials subject to the limitations of section 90-249: the northwesterly side of Maclay Avenue between Celis Street and Pico Street.

(Code 1957, § 13.83)

Sec. 90-217. - Overnight parking of commercial vehicles.

- (a) *Commercial vehicles.* No person shall stop, stand or park any commercial vehicle having a manufacturer's gross vehicle weight rating of 10,000 pounds or more on any street during the hours and days indicated by posted signage ~~between the hours of 2:00 a.m. and 6:00 a.m.~~
- (b) *Exceptions.* Subsection (a) of this section shall not apply to commercial vehicles making pickups or deliveries of goods, wares and merchandise from or to any building and structure located on the restricted streets or highways or for the purpose of delivering materials to be used in the actual and bona fide repair, alteration, remodeling or construction of any building or structure upon the restricted streets or highways for which a building permit has previously been obtained.
- (c) *Oversize vehicles.* No person shall stop, stand or park any oversize vehicles on any street during the hours and days indicated by posted signage.
- ~~(c)~~(d) *Signing.* Pursuant to Vehicle Code § 22507, signs giving adequate notice of the prohibitions contained in this section shall be placed within the city limits.
- ~~(d)~~(e) *Prohibited street locations.* Prohibiting any vehicular parking during the hours and days indicated by posted signage ~~between the hours of 2:00 a.m. and 6:00 a.m.~~ on the following city streets:
- (1) Arroyo Street between Fifth Street and the north city limits.

(Code 1957, § 13.85; Ord. No. 1558, § 1, 11-15-2004)

Sec. 90-220. - Parking of trailers, semitrailers, camp trailers, and recreational trailers. Parking of recreational vehicles, utility trailers and campers.

- (a) No person may stop shall park a any recreational vehicle, utility trailer or camper upon any highway, street, alley, or public way or upon any public place otherwise ordinarily used for vehicular parking anywhere within the territorial boundaries of the City of San Fernando between the hours of 2:00 AM to 6:00 AM.
~~trailer, semitrailer, camp trailer, or recreational trailer upon any highway, street, alley, or public way or upon any public place otherwise ordinarily used for vehicular parking unless the trailer, semitrailer, camp trailer, or recreational trailer is at all times, while so parked, attached to a vehicle capable of moving the trailer, semitrailer, camp trailer, or recreational trailer in a normal manner upon the highway, street, alley or public way.~~
- ~~(b) (b)The provisions of this section shall not apply to any trailer, semitrailer, camp trailer, or recreational trailer which is:
In the process of being loaded or unloaded, but in no instance for a period that exceeds two hours;~~

~~Disabled in such a manner and to such an extent that it is impossible to avoid stopping and temporarily leaving, for a period not to exceed 24 hours, the disabled trailer, semitrailer, camp trailer recreational trailer on that portion of the highway, street, alley or public way or upon any public place otherwise ordinarily used for vehicular parking;~~

~~Leased or owned by any permittee granted a permit for construction or repair work under any of the provisions of this code or by a public utility engaged in work for which no such permit is required, or a vehicle leased or owned by any contractor hired by such permittee or public utility, provided the trailer, semitrailer, camp trailer or recreational trailer is used in connection with such construction or repair work and is parked upon the construction or repair site, or within 150 feet thereof as measured from the limits of the work area as specified in the permit, and only during the period of the actual construction; or~~

~~Leased or owned by a city department or a contractor or vendor hired by a city department for construction or repair work, or by a subcontractor thereof, provided such trailer, semitrailer, camp trailer, or recreational trailer is used in connection with such construction or repair work and is parked upon the construction or repair site, or within 150 feet thereof as measured from the limits of the work area, and only during the period of the actual construction or repair.~~

~~(c) A violation of this section shall be an infraction punishable in accordance with the provisions of of this City Code.~~

(b) The words, terms, phrases, and their derivations set forth in this section have the meanings set forth below.

“Recreational vehicle” means a vehicle or trailer which is capable of human habitation or designed or used for recreational camping or travel use, whether self-propelled or mounted on or drawn by another vehicle, or any structure inspected, approved and designated a recreational vehicle by and bearing the insignia of the state of California or any other state or federal agency having the authority to approve recreational vehicles. For purposes of this definition, the term, “Recreational Vehicle” includes, without limitation, any of the following:

- (i) camp trailer, as defined by California Vehicle Code section 242;
- (ii) fifth-wheel travel trailer, as defined by California Vehicle Code section 324;
- (iii) house car, as defined by California Vehicle Code section 362;
- (iv) trailer coach, as defined by California Vehicle Code section 635;
- (v) mobile home, as defined by California Vehicle Code section 396;
- (vi) boat, watercraft and/or trailer for a boat or watercraft;
- (vii) trailers designed to carry persons, property or animals on its own structure and to be drawn by a motor vehicle
- (viii) recreational vehicle, as defined by California Health and Safety Code section 18010; and
- (ix) a park trailer as defined by California Health and Safety Code section 18009.3.

“Utility Trailer” means a non-motorized vehicle designed to carry persons, property, animals, waste, materials, or any other items on its own structure and to be drawn by another motor

vehicle which is not designed for recreational purposes. The term “utility trailer” is inclusive of “semitrailers” within the meaning of Vehicle Code section 550.

“Camper” means a structure designed to be mounted upon a motor vehicle and to provide facilities for human habitation or camping purposes. “Camper” shall include those campers defined as slide-in campers or truck campers under the California Health and Safety Code.

(c) Paragraph (a) of this Section notwithstanding, a recreational vehicle, utility trailer or camper may be temporarily stopped or parked at times and/or locations otherwise prohibited under paragraph (a) of this section, above, under the following limited circumstances:

(1) The recreational vehicle, utility trailer or camper is disabled or unmovable in such a manner and to such an extent that it is impossible to avoid stopping and temporarily leaving the disabled recreational vehicle, utility vehicle or camper on that portion of the highway, street, alley or public way or upon any public place otherwise ordinarily used for vehicular parking, provided. The foregoing notwithstanding, the disabled recreational vehicle, utility vehicle or camper must be removed at the owner’s expense within twenty-four (24) hours of the City issuing notice to have it so removed. City further reserves the right to immediately remove, also at the owner’s expense, any recreational vehicle, utility trailer or camper that poses an immediate hazard or threat to the public health, safety or welfare.

(2) The recreational vehicle, utility trailer or camper is leased or owned by any permittee granted a permit for construction or repair work under any of the provisions of this code or by a public utility engaged in work for which no such permit is required, or a vehicle leased or owned by any contractor hired by such permittee or public utility, provided the recreational vehicle, utility trailer or camper is used in connection with such construction or repair work and is parked upon the construction or repair site, or within thirty (30) feet thereof as measured from the limits of the work area as specified in the permit, and only during the period of the actual construction; or

(3) The recreational vehicle, utility trailer or camper is leased or owned by a city department or a contractor or vendor hired by a city department for construction or repair work, or by a subcontractor thereof, provided such recreational vehicle, utility trailer or camper is used in connection with such construction or repair work and is parked upon the construction or repair site, or within such other distance the City, in its sole discretion, may prescribe as measured from the limits of the work area, and only during the period of the actual construction or repair.

(d) A violation of this section shall be deemed an infraction for a first violation; second and subsequent violations of the same section within a 12-month period may be prosecuted as an infraction or misdemeanor. Any person convicted of an infraction under this chapter shall be subject to a fine in an amount established by resolution of the City Council. The City Council is authorized to adopt and amend, by resolution, a schedule of fines and fees applicable to violations of this section.

Any person convicted of a misdemeanor for violating this chapter may be punished by a fine or by imprisonment in jail for a period of not more than six months or by both fine and imprisonment.

_(Ord. No. 1556, § 1, 10-4-2004)

Sec. 90-221. – Prohibited Human Habitation

- (a) It is unlawful for any person(s) to use covered vehicles and equipment vehicle for temporary or permanent human habitation on or in any highway, street, alley, or public way or upon any public place otherwise ordinarily used for vehicular parking, except as otherwise authorized and legally permissible at a designated public campground or licensed mobile home park.
- (b) “Covered vehicle(s) and equipment” means and includes “campers”, “recreational vehicles”, “utility trailers” as each term is defined under Section 90-220(b) of this chapter and also includes “vehicles” as the unmodified term is defined under paragraph (d) of this section.
- (c) “Human habitation” shall mean the use of a covered vehicle as a living accommodation or dwelling or for overnight sleeping, lodging or camping. Evidence of human habitation includes, but is not limited to (i) sleeping in a covered vehicle and/or the presence of sleeping bags, bedrolls, blankets, sheet and pillows (ii) the preparation of meals, including the heating or cooking of food, inside or immediately adjacent to a covered vehicle, and/or the presence of kitchen utensils, cookware and other cooking equipment; (iii) the presence of bottles, buckets or other containers for the storage of human waste; (iv) the obscuring of some or all of the windows of a covered vehicle; and/or (v) any other activity where it reasonably appears, in light of all the circumstances, that one or more persons is/are using a covered vehicle as a living accommodation or dwelling or for overnight sleeping, lodging or camping. The use of a covered vehicle for any of the above-referenced activities or under any of the above-referenced circumstances and conditions shall per se constitute “human habitation” for purposes of this section.
- (d) “Vehicle” means any or device by which any property may be propelled, moved, or drawn upon any public street, highway or any other portion of the public right-of-way. The term “” includes, but is not limited to, anywithin the meaning of Vehicle Code section 670 and any “motor vehicle” vehicle within the meaning of Vehicle Code section 415.
- (e) A violation of this section shall be deemed an infraction for a first violation; second and subsequent violations of the same section within a 12-month period may be prosecuted as an infraction or misdemeanor. Any person convicted of an infraction under this chapter shall be subject to a fine in an amount established by resolution of the City Council. The City Council is authorized to adopt and amend, by resolution, a schedule of fines and fees applicable to violations of this section.
Any person convicted of a misdemeanor for violating this chapter may be punished by a fine or by imprisonment in jail for a period of not more than six months or by both fine and imprisonment.

DIVISION 3.- ~~PARKING METERS~~ PARKING PAYMENT DEVICES.

Sec. 90-281. - Establishment of zones.

~~All streets or portions of streets within the city on which the abutting property is zoned for business or industry under the city zoning ordinance in and all streets or portions of streets on which the abutting property may be zoned for business or industry and all city-owned or leased off-street parking lots are declared to be parking meter zones. If parking meters are installed, as provided in this division, along the curb next to or adjacent to any parking space in such zones, this division shall govern parking in such parking space.~~

- (a) For purposes of this section, a paid parking device shall mean any device used to accept payment for parking, such as parking meters, pay stations, mobile devices or other methods approved by the City Manager, and the term paid parking zone means an area in which signs, paid parking devices or curb markings prescribe a designated period for parking of vehicles.
- (b) The City Council, on the recommendation of the City Manager or their designee, shall by resolution from time to time as traffic conditions require, designate paid parking zones, upon such streets or portions of streets of the City of San Fernando as are selected for the location of paid parking zones; and the City Manager or their designee shall install or cause to be installed appropriate paid parking devices and signage and shall cause paid parking spaces to be designated within paid parking zones in such numbers and in such places as may be necessary for the regulation, control and inspection of the vehicles therein.

(Code 1957, § 13.96)

Sec. 90-282. - Resolution authorizing installation and location.

The City Council may, by resolution, specify the streets or portions of streets or city-owned or leased off-street parking lots within paid parking zones ~~the parking meter zones~~ wherein the ~~parking meters~~ parking payment devices shall be installed, together with the maximum parking time limit thereon. The City Engineer is authorized and directed to install or direct the installation of parking payment devices in such paid parking zones ~~of parking meters in such parking meter zones~~ as so directed by the ~~City Council~~ for the purpose and in such numbers and at such places as may be necessary to the regulation, control and inspection of the parking of vehicles therein, including the reservation of loading zones for commercial vehicles.

(Code 1957, § 13.97)

Sec. 90-285. - Parking beyond legal parking time.

- (a) It shall be unlawful for any person to cause, allow or permit ~~or suffer~~ any vehicle registered in ~~his~~ their name or operated or controlled by ~~him~~ them to be upon any street or city-owned or leased off-street parking lot within a ~~paid parking zone~~ parking meter zone, in any space adjacent to which a parking ~~payment device~~ meter is installed, for more than the maximum parking time limit fixed and established by ~~resolution~~ ordinance of the ~~City Council~~ city council and indicated in the ~~paid parking meter~~ space or any time during which the ~~meter~~ parking payment device is ~~showing a signal~~ indicating that such space is illegally in use other than such

time as it is necessary to operate the ~~meter parking payment device~~ to show legal parking, between the operational hours ~~of 8:00 a.m. and 6:00 p.m. of any day, except that such parking limitations shall not be operative on any Sunday or legal holiday, other than Saturday afternoon.~~

- (b) Each hour of continued parking during which the ~~parking payment device meter~~ is showing a signal indicating that such space is illegally in use shall constitute a separate offense and shall be punishable as such.

(Code 1957, § 13.100)

Sec. 90-286. - Operation as prescribed by council.

~~The denomination of the United States coin that shall be deposited in parking meters, the parking time allowed following the deposit of such coin and the directions which shall appear on the parking meters shall be such as may be prescribed by the city council by resolution.~~

- (a) The legal method of payment, the parking time allowed following the deposit of the approved legal method of payment, and the directions which shall appear on the parking payment devices shall be established by the City Manager or designee.
- (b) The base parking rates and maximum parking time limits shall be set by the City Council and includes in the City's adopted Fee Schedule.
- (c) During each fiscal year, the City Manager, or designee, shall have the authority to adjust parking payment device rates up or down by no more than \$0.50 per hour in \$0.25 increments, based on average occupancy rates, in order to achieve a target occupancy rate of 85 percent. Any increase over \$0.50 per hour in a fiscal year shall require City Council approval.

(Code 1957, § 13.101)

Sec. 90-287. - Deposit of coins.

When a vehicle is parked in any space regulated by a parking payment device within a paid parking zone, established in accordance with the provisions of this Chapter, the operator of said vehicle shall, upon entering said parking space or zone, immediately initiate a parking session using a City-approved method of payment, according to the time interval desired within the maximum limit and the posted parking rates, unless the paid parking device indicates at the time such vehicle is parked that an unexpired portion remains of the period of time for which a payment has previously been deposited.

- ~~(a) Required. Each parking meter shall be so designated that the deposit of a coin of the United States will set the mechanism of the meter in motion or will permit the mechanism to be so set in motion that the meter will show the unexpired parking time applicable to the parking space adjacent to the meter. The meter, when such parking time has expired, shall so indicate by a visible sign.~~
- ~~(b) Waiver by council. The council may, by resolution, provide and establish a daily or portion thereof, weekly, monthly, quarterly, semiannual or annual charge payable in advance for the use of a parking meter space in each city owned or leased off-street parking lot, and the city~~

~~council, by resolution, may restrict the number of such spaces in any such lot that shall be rented on such basis. The council, by resolution, shall provide the necessary means or methods of evidencing the payment of such charge by parking meter hoods, stickers, cards, or other similar device.~~

~~(c) *Exception when rental charge paid in advance.* When any person has paid in advance the daily or portion thereof, weekly, monthly, quarterly, semiannual or annual rental charge prescribed by the city council and during the period when the parking meter hood, sticker, card, or other similar device evidencing the payment of such charge is valid and in effect and when such parking meter hood, sticker, card, or device is displayed in the manner to be prescribed by resolution by the city council, a vehicle may be parked and remain parked in:~~

~~(1) A parking meter space in an off-street parking lot without the deposit of any coin in the parking meter, and when such parking meter indicates illegal parking; or~~

~~(2) A parking space in an off-street parking lot where no parking meters are installed without being in violation of of this chapter.~~

(Code 1957, §§ 13.102—13.104)

Sec. 90-288. - ~~Temporary permits for use of metered spaces.~~ Temporary permits for use of paid parking spaces.

- (a) *Use for public displays.* The City Council upon application therefor may grant temporary permits for the use of paid parking ~~parking meter~~ spaces for public display purposes.
- (b) *Parking of construction equipment.* The chief of police upon application may grant a permit for parking of construction equipment where necessary because of construction work on abutting property.
- (c) *Posting no parking signs and parking payment device ~~meter hoods~~.* The chief of police is authorized (i) where it is required to facilitate the movement of traffic, and (ii) where a permit has been issued for the use of paid parking ~~parking meter~~ spaces to post no parking signs or hoods prohibiting parking in paid parking ~~the parking meter~~ spaces. The chief of police shall conspicuously post on each ~~parking payment device~~ parking payment device ~~parking meter~~ for each paid parking ~~meter~~ space wherein parking is to be prohibited or limited in use, as provided in this subsection, no parking signs or hoods over the parking payment device ~~meters~~.
- (d) *Parking in violation of no parking sign or hood.* Any person, except for those given permission by the city council, parking a vehicle in any paid parking ~~meter~~ space which has been conspicuously posted with a no parking sign or hood as provided in subsection (c) of this section shall be guilty of a violation of this Code.
- (e) *Illegal posting of no parking sign or hood.* Any person posting a no parking sign or hood on any parking ~~meter~~ payment device on a paid parking space not included in the permit shall be guilty of a violation of this Code.

- (f) *Charges and deposits.* The City Council may, by resolution, provide and establish a charge to be made when public display or construction equipment is to be parked in a paid parking ~~meter~~ space, which charge shall be paid in advance to the police department or such other department as the council may determine by resolution. The City Council, by resolution, may also provide for a deposit for hoods or signs and provide the necessary means or methods of evidencing the method of payment of such charge by stickers or other similar device.

(Code 1957, § 13.105)

Sec. 90-289. - Use of slugs.

It shall be unlawful for any person to deposit or cause to be deposited in any parking payment device ~~meter~~ any slug, device or other substitute for lawful payment ~~a coin of the United States~~.

(Code 1957, § 13.106)

Sec. 90-290. - Injuring or damaging.

It shall be unlawful for any unauthorized person to operate or for any person to deface, injure, tamper with or ~~wilfully~~ willfully break, destroy or impair the usefulness of any paid parking device ~~meter~~ or time limit signage installed pursuant to this division or to hitch any animal thereto or to lean any bicycle against any ~~meter~~ parking payment device.

(Code 1957, § 13.107)

Sec. 90-291. - Collection and deposit of moneys.

It shall be the duty of the City Council to designate some person to make regular collections of the money deposited in paid parking ~~meters~~ devices and to deliver such money to the city treasurer. It shall be the duty of the city treasurer to count the money and place it in a special account to be known as ~~parking meter fund~~ Parking & Maintenance Operations Fund. Such person making such collections shall be bonded in the sum of \$1,000.00 to ensure the faithful performance of ~~his~~ their duties.

(Code 1957, § 13.108)

Sec. 90-292. - Use of moneys collected.

All charges for use of paid parking ~~meter~~ spaces as provided in this division are levied and assessed as the fee to provide for the proper regulation, control and inspection of traffic upon the public streets or off-street parking lots, as the case may be, and to cover the cost of supervising, regulating and inspecting the parking of vehicles in the paid parking ~~meter~~ zones provided for in this division and the cost of the acquisition, installation, operation, maintenance, repair and replacement of parking payment devices ~~meters~~ and expenses incidental thereto and the acquisition by purchase or lease, establishment, improvement, operation, maintenance, repair and replacement of off-street parking facilities.

(Code 1957, § 13.109)

Sec. 90-293. - Enforcement; issuing citations.

- (a) It shall be the duty of the police department to enforce this division.
- (b) It shall be the duty of each community service officer to keep an account of and report the number of each parking ~~payment device meter~~ which indicates that vehicle occupying the parking space ~~associated with each adjacent to such~~ parking ~~meter payment device~~ is or has been parked in violation of this division, the date and hour of such violation, the make and state license number of such vehicle and any other facts, a knowledge of which is necessary to a thorough understanding of the circumstances attending such violation.
- (c) The community service officer shall issue and attach in writing a citation for illegal parking in the same form and subject to the same procedure provided for by this chapter or city ordinances and state laws applicable to traffic regulations within the city.

(Code 1957, § 13.110)

DIVISION 8.- PARKING PERMIT PROGRAM

Sec. 90-452. - Designation of parking permit districts.

- (a) *Generally.* Parking permit districts may be established, modified or dissolved by a City Council ~~city council~~ resolution. The City Council, upon recommendation of the ~~traffic~~ Transportation and Public Safety Commission, shall consider for designation as parking permit districts those areas satisfying the criteria established in subsection (b) of this section for the creation of such districts. When the ~~council~~ Council determines that the criteria, rules, and procedures required in this division have been met, it may establish, by resolution, parking permit districts with appropriate boundaries and parking restrictions. A motor vehicle displaying a valid parking permit or guest permit may be parked and shall be exempt from the parking restrictions established pursuant to the authority of this division in the parking permit district for which permit is issued.

Designation of residential permit parking areas will be limited to areas with a recommended minimum street-frontage of approximately 1,500 feet, or four contiguous block faces on both sides of the street, that experience impacts from external parking demand which include factors such as commercial areas, recreational areas, schools and neighboring cities. The following shall be the process by which the City Council can consider any such area for designation as a residential permit parking area:

Process and criteria. Consistent with this chapter, the Public Works Director or his/her designee is authorized to establish and maintain written administrative rules and regulations ("Guidelines") as he or she deems necessary or appropriate to govern the process and terms for the issuance of parking permits. The Guidelines shall be subject to the review and approval by the Transportation and Public Safety Commission, and the City Council. The Guidelines may include, but are not limited to, the following elements: requirements for applications for parking

permits, requirements for permit zone size, requirements for the petitioning process, and procedures for removing a permit zone.

- (b) Consistent with this chapter, the Public Works Director or his/her designee is authorized to establish and maintain written administrative rules and regulations ("Guidelines") as he or she deems necessary or appropriate to govern the process and terms for the issuance of parking permits. The Guidelines shall be subject to the review and approval by the Transportation and Public Safety Commission, and the City Council. The Guidelines may include, but are not limited to, the following elements: requirements for applications for parking permits, requirements for permit zone size, requirements for the petitioning process, and procedures for removing a permit zone. The Guidelines shall be maintained electronically in the Public Works Department.

~~The Guidelines shall be maintained electronically in the Public Works Department.~~

- ~~(b) The rules and procedures for creation of parking permit districts are as follows:~~

- ~~(1) Establishment process. Upon a recommendation of the traffic commission, an area may be evaluated as benefitting from the creation of a parking permit district. Boundaries of that proposed district will be determined by the traffic commission in that evaluation.~~
- ~~(2) Hearing and notification process. All residents within a proposed parking permit district shall be notified of a pending public hearing that may affect on-street parking in front of their properties. At a duly noticed public hearing, the traffic commission shall hear public testimony and recommend that city council approve, disapprove or amend the recommended district boundaries and parking restrictions.~~
- ~~(3) Criteria. If a significant number of residents in a contiguous on-street parking area request establishment of a parking permit district in their area or if, in the judgment of the traffic commission, an area may benefit from the establishment of a parking permit district, the traffic commission shall evaluate the situation and make a recommendation to the city council.~~
- ~~(4) Administration. The treasurer's department shall be designated as administrator of the parking permit program. The department's responsibilities shall include the collection of fees, issuance of permits and recordkeeping for this program.~~

(Code 1957, § 13.159)

Sec. 90-455. - Parking permit exemption.

- (a) A motor vehicle upon which a valid annual parking permit or guest permit is displayed or validated shall be permitted to be parked on any block within the parking permit district for which it was issued without being limited by parking restrictions established pursuant to this division. Nothing contained in this section shall exempt permitted vehicles from any other traffic and parking regulations, statutes, or ordinances of either the state or the city. Except as provided in subsection (c) of this section, all other motor vehicles which do not display a valid parking permit or guest permit, which are parked within a parking permit district, shall be subject to the parking restrictions of this division. Any violation of this division shall subject the violator to the penalties of this chapter.

(b) A parking permit shall not guarantee or reserve to the holder thereof an on-street parking space within the designated parking permit district.

(c) In addition to vehicles displaying a valid parking permit issued pursuant to this division, the following vehicles shall be exempt from parking restrictions established pursuant to this division:

(1) A motor vehicle, identified as owned by or operated under contract to a utility, whether privately, municipally or publicly owned, when used in the construction, operation, removal, or repair of utility property or facilities or engaged in authorized work in the designated parking permit district.

(2) A motor vehicle owned by or operated under contract to a governmental agency, when used in the course of official government business.

(3) A motor vehicle owned by or operated under contract to a commercial business, when used in the loading or unloading of property when otherwise used in connection with or in aid of the performance of a service to or on a property in the parking permit district.

(4) Police vehicles, authorized emergency vehicles, or city-owned vehicles when used for official business.

_(Code 1957, § 13.163)

DIVISION 9.- ELECTRIC VEHICLE CHARGING STATIONS

Sec. 90-460. - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this division, except where the context clearly indicates a different meaning:

Charging means an electric vehicle parked at an electric vehicle charging station and is electrically connected to the charging station equipment while actively charging.

Electric vehicle means a "motor vehicle" as defined in the California Vehicle Code, and (i) which displays the State of California Air Board ZEV (zero emission vehicle) sticker or (ii) any vehicle defined by the air resources board as "off-vehicle charge capable" meaning a vehicle having the capability to charge a battery from an off-vehicle electric energy source that cannot be connected or coupled to the vehicle in any manner while the vehicle is being driven.

Electric vehicle charging station or charging station means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, as it reads on the effective date of this division, and delivers electricity from a source outside of an electric vehicle into a plug-in electric vehicle.

(Ord. No. 1676, § 3, 6-4-2018)

Sec. 90-461. - Designation of electric vehicle parking spaces.

- (a) *Designation of parking spaces.* The public works director, or designee, is authorized in accordance with the purposes of this division to designate spaces in off-street public parking facilities for the exclusive parking of electric vehicles that are connected to electric vehicle charging stations for the purpose of transfer of electricity to the battery or other energy storage device of an electric vehicle.
- (b) *Signs or markings.* Upon designation of a parking space or spaces for the exclusive use of electric vehicles pursuant to subsection (a) of this section, above, the public works department shall place signs or markings giving adequate notice that the parking space or spaces are restricted and to be used only for the active charging of such electric vehicles. The signs or markings shall be in compliance with Section 22511 of the California Vehicle Code indicating that vehicles left standing in violation of the restriction may be removed. The parking restriction shall not apply to the designated parking spaces until the sign or markings have been placed.

(Ord. No. 1676, § 3, 6-4-2018)

Sec. 90-462. - Electric vehicle parking restriction.

- (a) Where a sign designating a parking space for the exclusive use of actively charging electric vehicles is posted, no person shall park in that space:
- (1) Any nonelectric motor vehicle;
 - (2) Any electric vehicle that is not connected to the electric vehicle charging station;
 - (3) Any electric vehicle that is not actively charging; or
 - (4) Any electric vehicle that has been charging for a period of time that exceeds the posted maximum allowable time limit for parking for all vehicles in the parking lot where the electric vehicle charging station is located; or if the parking lot or other location where the electric vehicle charging station is located does not have a maximum allowable time limit for parking, a period in excess of four hours.
- (b) The police department and such other parking enforcement personnel as the city may designate are authorized to cite and/or remove or cause the removal of vehicles parked in violation of this section in accordance with Section 22511 of the California Vehicle Code.

(Ord. No. 1676, § 3, 6-4-2018)

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager
By: Will Pettener, Assistant to the City Manager
Cristina Moreno, Social Services Coordinator
Kenya Marquez, Housing Coordinator

Date: July 7, 2025

Subject: Discussion and Consideration to Expand Immigration-related Assistance and Community Resources; and to Re-establish a Food Security Ad Hoc Committee

RECOMMENDATION:

It is recommended that the City Council discuss and consider:

- a. Options to expand immigration-related assistance and community resources;
- b. Re-establish a Food Security Ad Hoc Committee;
- c. Selection of two Councilmembers to serve on the Ad Hoc Committee; and
- d. Provide direction to staff, as necessary.

BACKGROUND:

1. Since January 1, 2000, the City Council has adopted a number of resolutions in support of the City's immigrant population and taking a stance on various federal immigration policies. Copies of these resolutions are publicly available upon request from the City Clerk's Office:
 - a. October 3, 2000, the City Council adopted Resolution No. 6750, urging Federal immigration reform in the national interest.
 - b. On July 21, 2003, the City Council adopted Resolution No. 6924, supporting the immigrant workers freedom ride "On the Road to Citizenship".
 - c. On May 1, 2006, the City Council adopted Resolution No. 7111, opposing the Clear Act and the Sensenbrenner-King Immigration Restriction Bill (H.R. 4437) being considered in Congress and urging the United States Senate to reject it.

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- d. On May 17, 2010, the City Council adopted Resolution No. 7378, opposing Arizona Immigration Law Senate Bill ("SB") 1070 and request the Federal Government for comprehensive immigration reform.
 - e. On July 2, 2018, the City Council adopted Resolution No. 7871, condemning the Trump Administration's immigration policies; calling on all members of congress on both sides of the aisle to repudiate the Trump Administration's incompetent callous and cruel approach to immigration; and demanding that congress act immediately to enact fair and humane comprehensive immigration reform.
 - f. On July 1, 2024, the City Council adopted Resolution No. 8320, affirming support for immigration reform.
- 2. On December 2, 2024, Councilmember Mary Solorio agendized an item to discuss Sanctuary City policies. Councilmember Solorio tabled the agenda item to a future date pending a presentation by the San Fernando Police Department (SFPD) regarding local immigration enforcement policies.
 - 3. On January 21, 2025, Councilmember Patty Lopez agendized an item to discuss the City co-sponsoring a public forum on immigration enforcement. The City Council deferred the request to be considered as part of the February 3, 2025 City Council meeting discussion to be included with the Police Department's public safety presentation.
 - 4. On February 3, 2025, Police Chief Fabian Valdez provided a presentation to the City Council regarding the Police Department's roles and responsibilities as it relates to California's Senate Bill 54, the "California Values Act". The City Council directed staff to return to a future meeting with additional information to potentially partner with other organizations, including non-profits and State and Federal elected officials, to host an immigration forum at a city facility.
 - 5. On February 18, 2025, Vice Mayor Mary Solorio agendized an item to discuss the potential for San Fernando to adopt a Sanctuary City status. The City Council directed staff to return to a future meeting with additional examples of Sanctuary City policies in other cities, a matrix identifying the City's current immigration policies and provisions implemented by other surrounding cities (e.g. cities of Los Angeles and Burbank), and information on federal funding received by San Fernando.
 - 6. On March 17, 2025, staff provided information regarding hosting an immigration forum or resource fair at a City facility and the City Council created an Ad Hoc Committee (Councilmembers Fajardo and Lopez) to work with staff to develop recommendations to City Council for hosting an immigration event in San Fernando.

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7. On May 15, 2025, the City held an Immigration Forum in partnership with the Mexican American Bar Association at Recreation Park to provide no-cost legal consultations for any community members seeking immigration related support.
8. At the June 16, 2025 City Council meeting, Vice Mayor Mary Solorio agendized a discussion about Immigration enforcement and local government response. As a result, City Council directed staff to bring a report back for consideration at the July 7, 2025 City Council meeting, outlining options to expand existing immigration and community resources. This direction included returning with additional information on the administration of a financial assistance program, the creation of a rapid response communications team, development of expanded food distribution opportunities, and other suggestions for expanding resources the City may be able to offer.
9. On June 17, 2025, as directed by City Council at their June 16 meeting, the City sent an advocacy letter to President Donald Trump and the Supreme Court Justices, reaffirming the City's commitment to uphold resident rights and constitutional protections.
10. At the June 30, 2025 Special City Council meeting, the City Council directed staff to promote existing organizations currently operating food distributions in San Fernando and to reach out to organizations to inquire on whether they would be interested in partnering with the City to conduct a no cost food distribution. The City Council also provided staff direction to return to the July 7, 2025 Regular City Council meeting with additional information on reestablishing the Food Security Ad Hoc Committee that was dissolved in January 2025.

ANALYSIS:

While the federal government plays the primary function of overseeing immigration policies and programs, state and county organizations typically support immigrant communities by providing a range of accessible and culturally appropriate resources. Resources can include providing multilingual "Know Your Rights" materials, referrals to legal aid organizations, and partnerships with trusted nonprofits. Cities can also provide referrals for immigration-related assistance, host informational workshops, offer and ensure that law enforcement agencies comply with the California Values Act (SB 54) to limit cooperation with federal immigration enforcement. Additionally, cities may provide emergency planning guides for families at risk of separation, promote rapid response networks, and serve as a conduit for up-to-date federal and state policy information impacting immigrants.

The City of San Fernando recognizes the importance of fostering an inclusive, resilient, and equitable community where all residents—regardless of immigration status or socioeconomic background—have the opportunity to thrive. To support this vision, the City Council directed staff to explore the development and expansion of immigration and community resource partnerships that provide critical services such as financial assistance, housing support, mental health care, legal aid, and food security. These resources not only address the immediate needs of vulnerable populations, but also contribute to long-term public health, economic stability, and social cohesion.

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Existing Resources Offered Through the City.

The following is a table outlining many of our existing resources and community partnerships leveraged to support individuals in need of service in San Fernando:

| Service | Name of Organization | Resource | Response Time |
|---------------------|--|---|-------------------|
| Food Security | Business & Community Resource Center (BCRC) | <ul style="list-style-type: none"> Food Distribution Guide Linkage to local Community Based Organizations (CBOs) | 1-3 business days |
| | Recreation and Community Services Department (RCS) & ONEgeneration | <ul style="list-style-type: none"> Elderly Nutrition Lunch Program Inbound Elderly Home Delivered Meal Program | 1-3 business days |
| | RCS | <ul style="list-style-type: none"> Monthly Food Distribution at Las Palmas Park Summer Lunch Program at Recreation Park | Monthly Service |
| Mental Health | BCRC | <ul style="list-style-type: none"> Mental Health Resource Guide Linkage to local CBOs | 1-3 business days |
| Legal & Immigration | BCRC | <ul style="list-style-type: none"> Legal and Immigration Support Guide Linkage to local CBOs | 1-3 business days |
| Housing | Home Again LA (HALA) | <ul style="list-style-type: none"> Rental Assistance Program (Eviction Prevention & Security Deposit) Motel Voucher Program | 1-3 business days |
| | North Valley Caring Services (NVCS) | <ul style="list-style-type: none"> Street Outreach Team Case management Temporary housing placement | 1-3 business days |

To support families impacted by recent immigration enforcement activity and ensure the City is responsive to community needs, staff continues to explore a range of options to expand immigration-related assistance and community-based resources. These include financial relief, partnerships, outreach strategies, and advocacy opportunities.

From May 2025 to present, the City has supplied red “Know Your Rights” cards through public counters at City Hall, Recreation Park, and Las Palmas Park. In late June and early July, the City has continued to post immigration resources through social media and the City website, including the creation of a live virtual bulletin board operated through the BCRC. For a comprehensive list of resources, please visit the City’s Virtual Resource Bulletin Board at: padlet.com/SFCity/BCRC

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Financial Assistance Program for Impacted Families.

On June 16, 2025, the City Council directed staff to research options for a San Fernando sponsored or administered financial assistance program for individuals and families impacted by immigration operations. If a financial assistance program were established, eligible households could receive one-time emergency assistance to help offset the loss of income, housing instability, or other urgent needs. The following are examples of existing programs operating in the region:

- The City of El Monte partnered with the County Supervisor's Office, and a local non-profit (El Monte Business Alliance), to launch the El Monte Cares program and provide support in food assistance, legal aid, baby products, medical services, mental health resources, and senior support for families who have been impacted by the ongoing immigration enforcement operations.
- ICON CDC and the City of Los Angeles (Council District 7) are offering a Rapid Response Grant Fund that provides \$250 direct cash assistance to individuals and \$500 for families affected by ICE enforcement actions through either losing income due to immigration activity or loss of income due to a family member being detained. The program is operated in partnership with ICON CDC, which conducts all identity verification and financial distribution efforts.

City staff has been in contact with both ICON CDC and Home Again LA (HALA), who both indicated willingness to work with the City in creating an emergency relief program. The following is a comparison of the two (2) options:

| Organization | Eligibility | Amount Awarded to each Grantee | Minimum Cost | Other Responsibilities |
|--------------|--|--|--------------|---|
| HALA | Proof of detained family member or an established loss of income (reduced pay on paystubs or reduction in bank balances) | \$250 for an individual, \$500 for a family | \$10,000 | <ul style="list-style-type: none"> • City will be the lead in advertising the program through ads, flyers, and online content creation. • HALA will connect families with existing legal aid and case management resources. |
| ICON CDC | Proof of detained family member or an established loss of income (reduced pay on paystubs or reduction in bank balances) | \$250 for an individual, \$500 for a family | \$25,000 | <ul style="list-style-type: none"> • City will be the lead in advertising the program through ads, flyers, and online content creation. |

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The City Council may provide staff with direction to work with either of these organizations to develop a San Fernando specific financial assistance program and appropriate funds directly. The City has reached out to LA County Supervisor Lindsey Horvath's Office to seek funding support similar to the El Monte Cares Program.

Options to Improve Outreach and Communications.

To ensure timely outreach and support for residents affected by immigration enforcement actions, the City may consider creating or supporting a "Rapid Response Team". This team could be composed of trusted community partners, faith-based leaders, school liaisons, and trained volunteers. Their purpose would be to disseminate verified information, connect residents to urgent resources, and offer on-the-ground support when incidents occur.

Key strategies to strengthen community connections include:

- Developing a Trusted Messenger Network of local leaders and culturally appropriate messengers—such as pastors, teachers, and community health workers (promotoras)—who can deliver updates, distribute flyers, and serve as a bridge between the City and residents.
- Utilizing a WhatsApp Communication Channel to share rapid-response updates, flyers, and referral links. WhatsApp is used as a primary method of communication for many households, making it an effective and accessible platform for outreach.
- Creating a Neighborhood Response Captain Program, in which trained residents can report Immigration Enforcement activity, check in on neighbors, and distribute resource information within the immediate community.
- Collaborating with Local Schools and Faith-Based Institutions to disseminate flyers through student take-home folders, share updates during church announcements, and co-host community healing events.
- Offering Regular Know-Your-Rights Workshops and Legal Clinics in partnership with legal aid providers to educate families on their protections and help them develop safety plans.

This model would be coordinated in partnership with nonprofit organizations, legal aid providers, and neighboring cities. Immediate costs for these services could be costed through temporary overtime budget for BCRC staff. Staff estimate the cost of short-term (3 months) communications support through additional overtime to be \$11,250.

Expansion of these services for more than two (2) months would necessitate additional staffing support through additional staff positions dedicated to these services or contract communication services. Staff estimates the cost for 6 months of contract on-demand work dedicated to rapid communications and outreach would cost up to \$25,000, in addition to staff time.

Discussion and Consideration to Expand Immigration-related Assistance and Community Resources; and to Re-establish a Food Security Ad Hoc Committee

Page 7 of 8

Amend the Legislative Advocacy Platform to include Immigration.

To ensure consistency with the City's existing Legislative Platform policies and ensure staff is able to respond quickly to address Immigration related items, the City Council may amend the City's 2025 Legislative Advocacy Platform to include the topic of "Immigration". If direction is received to proceed with this option, an amended version of the Platform will be presented at the next City Council meeting for consideration.

Food Distribution Partnerships.

To further strengthen support, the City may explore new partnerships with local nonprofit organizations, churches, and regional food banks to expand food access beyond existing senior-focused programs. During the June 30, 2025 Special City Council meeting, the City Council directed staff to promote existing organizations currently running food distributions in San Fernando and to reach out to organizations to inquire on whether they would be interested in partnering with the City to complete a no cost food distribution.

Staff began conversations with local nonprofits that are willing to create an agreement with the City for ongoing food distribution events or for delivery of groceries to homes during this emergency. These tentative proposals will be brought back to the City Council for consideration once confirmed. In the meantime, staff will work to support existing food distributions in the City, per the direction given at the June 30, 2025 meeting.

The City Council also provided staff direction to return to the July 7, 2025 City Council meeting with additional information on re-establishing the Food Security Ad Hoc Committee that was dissolved in January 2025. The goal of the Food Security Ad Hoc Committee was to review and gather information on the needs of the community and resources currently available and provide recommendations to the City Council regarding opportunities to expand healthy food access. At the time of dissolving the Ad Hoc, the Committee members included Vice Mayor Solorio and a vacancy previously held by former Mayor Celeste Rodriguez. The City Council may reestablish the Committee and appoint two (2) Councilmembers to serve on the Ad Hoc committee.

Mental Health Service Partnerships for ongoing workshops/community meetings.

Immigration enforcement actions often leave lasting emotional impacts on children and families, leading to fear, anxiety, and trauma. To provide culturally competent support, the City may pursue partnerships with local mental health providers and community-based organizations to host ongoing workshops and community healing spaces.

Potential workshops could include:

- Trauma-informed support groups
- Family resilience sessions
- Crisis counseling pop-ups following immigration-related incidents
- Joint mental health and Know-Your-Rights community meetings

Discussion and Consideration to Expand Immigration-related Assistance and Community Resources; and to Re-establish a Food Security Ad Hoc Committee

Page 8 of 8

Sessions may be held at community centers, churches, or schools, and promoted through the City's communication channels. Providing safe, trusted spaces for families to process trauma and receive emotional support can help restore a sense of stability and connection in the community.

BUDGET IMPACT:

The expansion of resources beyond existing programs would require funding appropriation through the City's General Fund Reserve. The following table outlines potential appropriations for City Council consideration:

| Resource Area | Appropriation Amount |
|-------------------------------|--|
| Financial Assistance Program | \$10,000 to \$25,000 (with possibility that alternative funding sources through the County may be available) |
| Outreach and Communications | <ul style="list-style-type: none"> • \$11,250 for short-term expanded services • \$25,000 for 6 months external contract dedicated to rapid communications and outreach services, plus additional cost for staff support |
| Legislative Advocacy Platform | No cost |
| Food Distribution | No cost for consideration at this time |
| Mental Health Services | No cost for consideration at this time |

If the City Council selects to move forward with any/all options, staff will return to the City Council with a resolution to award agreements and appropriate funds accordingly.

CONCLUSION:

It is recommended that the City Council discuss the proposed options to expand immigration-related assistance and community resources; re-establish a Food Security Ad Hoc Committee; select two Councilmembers to serve on the Ad Hoc Committee; and provide direction to staff, as necessary.

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Kanika Kith, Interim City Manager
By: Julio Salcedo, Director of Recreation and Community Services

Date: July 7, 2025

Subject: Discussion and Consideration on the Selection of a Date to Host the City's 114th Birthday Celebration

RECOMMENDATION:

It is recommended that the City Council:

- a. Discuss and consider rescheduling the City's 114th Birthday Celebration from Sunday, August 31, 2025 to Saturday, August 30, 2025; and
- b. Provide direction to staff, as appropriate.

BACKGROUND:

1. On July 19, 2021, the City Council requested the City's 110th Birthday Celebration be placed on the agenda for discussion.
2. At the July 27, 2021 Special City Council Meeting, it was unanimously approved to host the 110th City Birthday Commemoration event at the historic Lopez Adobe House.
3. On August 31, 2021, a celebration was held at the Lopez Adobe commemorating the City's 110th birthday. Since then, the City's birthday celebration has been hosted annually on August 31st.

ANALYSIS:

The City annually commemorates its incorporation with a community celebration recognizing its rich history, culture, and residents. Traditionally, this event was held on or near the City's official incorporation date of August 31. Since 2021, the celebration has been scheduled on the actual date.

Discussion and Consideration on the Selection of a Date to Host the City's 114th Birthday Celebration

Page 2 of 2

Prior to the COVID-19 pandemic, the event was held in conjunction with the Summer Concert Series at Recreation Park, serving as a festive finale to the summer season and featuring community festivities and birthday cake. After the pandemic, starting in 2021, the event has been hosted annually on August 31st at the historic Lopez Adobe House. This year, August 31st falls on a Sunday, which presents several logistical and community-related challenges.

The Lopez Adobe, where the event is typically held, is located directly across from St. Ferdinand Church. Hosting the event on a Sunday would require the closure of Pico Street, impacting access to the church and significantly disrupting three of its most heavily attended Mass services—at 10:30 a.m., 12:00 p.m., and 5:00 p.m. Additionally, Sunday evening festivities may create noise disturbances for parishioners and nearby residents.

To mitigate these issues, staff recommends rescheduling the event from Sunday, August 31st to Saturday, August 30th. Holding the celebration on Saturday offers multiple advantages:

- **Reduced Impact on Religious Services:** Avoids direct conflict with Sunday Mass and associated traffic and access issues.
- **Improved Logistics:** Allows greater flexibility for event setup, extended entertainment hours, and more efficient post-event cleanup.
- **Stronger Community Engagement:** Past feedback indicates higher attendance and satisfaction with Saturday events, particularly on holiday weekends when families are more available.
- **Less Neighborhood Disruption:** Hosting on Saturday reduces evening noise impacts on nearby residents.
- **Enhanced Staff Support and Recovery Time:** Holding the event on Saturday allows staff and volunteers an additional day of rest and recovery, aligning with the City Council's FY 2025–2026 Top 10 Budget Priorities, which include a focus on Recruitment, Retention, and Morale.

For these reasons, staff recommends the City hold the 2025 Birthday Celebration on Saturday, August 30th, rather than Sunday, August 31st, to ensure a successful, inclusive, and minimally disruptive community event.

BUDGET IMPACT:

There are no anticipated budget impacts to the Adopted Fiscal Year 2025-2026 Budget as a result of the rescheduling the City's 114th Birthday Celebration from Sunday, August 31, 2025, to Saturday, August 30, 2025. All planned expenses including entertainment, staffing, and equipment remain unchanged.

CONCLUSION:

It is recommended that the City Council discuss and consider rescheduling the City's 114th Birthday Celebration to Saturday, August 30, 2025, instead of Sunday, August 31, 2025.

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Councilmember Patty Lopez

Date: July 7, 2025

Subject: Discussion and Consideration to Appoint a Transportation and Public Safety Commissioner

RECOMMENDATION:

I have requested to place on the agenda (Attachment "A") for the City Council to approve Maria Dolores Rodriguez (Exhibit "A" to Attachment "A") be appointed as my representative to the Transportation and Public Safety Commission.

BACKGROUND/ANALYSIS:

1. Pursuant to the City's Code (Attachment "B"), each Councilmember may appoint one (1) 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. On December 9, 2024, Councilmember Patty Lopez was sworn in to the City of San Fernando City Council to serve the full four-year term as a Member of the City Council.
3. On December 23, 2024, the City Clerk posted an Unscheduled Vacancy Notice (Attachment "C"), pursuant to Government Code Section 54974 that states: *"Final appointment to the board commission or committee shall not be made by the legislative body for at least 10 working days after the posting of the notice in the clerk's office."*
4. On June 16, 2025, Maria Dolores Rodriguez submitted an application (Exhibit "A" to Attachment "A") seeking consideration as my representative to be appointed to the Transportation and Public Safety Commission to fill the unscheduled vacancy.

Discussion and Consideration to Appoint a Transportation and Public Safety Commissioner

Page 2 of 2

BUDGET IMPACT:

The City pays each Commissioner \$100 for attendance at up to one (1) Commission meeting per month. A total of \$1,200 per Commissioner is appropriated in each responsible Department's budget. Sufficient funds are included in the Fiscal Year 2025-2026 Proposed Budget.

CONCLUSION:

I recommend that Maria Dolores Rodriguez be appointed as my representative to the Transportation and Public Safety Commission to fill the Commissioner vacancy.

ATTACHMENTS:

- A. Request to Agendize an Item for City Council Discussion/Consideration
Exhibit "A": Commissioner Application
- B. City Code Pertaining to Each Commission
- C. Unscheduled Vacancy Notice

REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION

CITY COUNCILMEMBER INFORMATION

| | |
|---------------------|------------------------|
| NAME Patty Lopez | TITLE Councilmwoman |
|---------------------|------------------------|

ITEM INFORMATION

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

Dolores Rodriguez
TRANSPORTATION & PUBLIC SAFETY COMMISSION

| | | |
|---|---|--|
| PRIORITIES <i>Is this included in the current FY priorities?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | BUDGET <i>Is this a budgeted item?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | FISCAL IMPACT <i>Is there a fiscal impact? If yes, indicate amount.</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No \$ |
|---|---|--|

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

Dolores Rodríguez is a resident of San Fernando, California, for more then 30 years her dedicated to supporting various community initiatives. She actively participates in local events and offers assistance to those in need. .

ATTACHMENTS *Do you have any attachments to include?*

☒ Yes ☐ No

RECOMMENDATION *Indicate the direction you are recommending.*

I would appreciate having your support for this nomination.

THE CITY OF
SAN FERNANDO

RECOMMENDED BY CITY COUNCILMEMBER: _____

APPLICATION TO SERVE ON A CITY COMMISSION

CLEAR FORM

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

APPLICANT INFORMATION

NAME

Maria Dolores Rodriguez

PHONE NO.

RESIDENCE ADDRESS

CITY & STATE

San Fernando CA

ZIP CODE

91340

MAILING ADDRESS *If different than above*

CITY & STATE

ZIP CODE

EMAIL ADDRESS *Business or personal to be used for Commission activity*

EMPLOYER

Retired

POSITION

BUSINESS ADDRESS

NA

CITY & STATE

ZIP CODE

BUSINESS PHONE

NA

ARE YOU RELATED TO THE NOMINATING COUNCILMEMBER?

☐ YES☒ NO

IF YES, HOW ARE YOU RELATED? _____

DO YOU OWN PROPERTY IN THE CITY OF SAN FERNANDO? *If yes, please list the address(es)*☒ YES☐ NO

San Fernando CA 91340

CITY OF SAN FERNANDO
RECEIVED
JUN 18 2025 AM 11:35
CITY CLERK DEPARTMENT

DO YOU OWN OR OPERATE A BUSINESS IN SAN FERNANDO? *If yes, please state the name, nature of the business, and business license number*☐ YES☒ NO**MEMBER COMMITMENT**

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

- I am over the age of 18 years old and am a resident of the City of San Fernando, California.
- As a City Commissioner, I am willing to file financial disclosure statements (Form 700), a public record, as required by the State and the City's Conflict of Interest Code, if applicable.
- 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.

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

APPLICANT SIGNATURE



DATE



APPLICATION TO SERVE ON A CITY COMMISSION

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

- ☐ EDUCATION COMMISSION
- ☐ PARKS, WELLNESS, AND RECREATION COMMISSION
- ☐ PLANNING AND PRESERVATION COMMISSION
- ☒ TRANSPORTATION AND PUBLIC SAFETY COMMISSION
- ☐ OTHER BOARD, COMMISSION OR COMMITTEE _____

Please provide your background and related experience information below:

I bring over 30 years of managerial experience across various companies, where I specialized in hiring, training, and leading teams. For 18 years, I served as a sales and store manager at Wilshire Beauty Store in Los Angeles. I later worked for 8 years as a store manager at Beauty Colección in Sherman Oaks, CA, and for 6 years as an assistant manager at Hans Beauty Store in La Crescenta, CA.

In addition to my retail and leadership background, I spent one year as a caregiver at Silverado Memory Care in Calabasas, CA. I hold a cosmetologist license, have completed leadership courses, and am an ordained minister.

I am committed to honesty, service, and community. I am eager to contribute my knowledge and leadership skills to the Transportation and Public Safety Commission in Service of my city.

- CODE
Chapter 90 - TRAFFIC AND VEHICLES
ARTICLE II. - ADMINISTRATION AND ENFORCEMENT
DIVISION 2. TRANSPORTATION AND PUBLIC SAFETY COMMISSION

DIVISION 2. TRANSPORTATION AND PUBLIC SAFETY COMMISSION¹

Sec. 90-71. Established; composition; appointment and compensation of members; officers.

- (a) There is established a transportation and public 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 public 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; Ord. No. 1709, § 2, 4-18-2022)

Sec. 90-72. Duties generally.

It shall be the duty of the transportation and public 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.
- (5) The transportation and public safety commission shall act solely as an advisory board to the city council and an advocate for public safety and traffic services with respect to matters relating to public safety, including understanding police and fire operations, crime prevention, emergency preparedness, traffic and transportation, and any other matters which may be assigned to it from time to time by the city council, and shall study and make recommendations as to such matters directly to the city council in an advisory capacity. Unless expressly authorized by the city council, the commission shall not represent itself to be acting for or on behalf of the city council, nor shall it commit the officers, employees, or staff of the city in any manner or to any course of action. To the contrary, the commission shall act as a study center and clearinghouse for advisory action to the city council. The commission shall have no authority or jurisdiction to make, recommend, or approve any action with regard to public safety personnel actions or investigations.

¹Editor's note(s)—Ord. No. 1709, § 3, adopted April 18, 2022, amended the title of Div. 2 from "Transportation and Safety Commission" to "Transportation and Public Safety Commission," as set out herein.

Cross reference(s)—Boards, commissions, committees, agencies and authorities, § 2-401 et seq.

(Code 1957, § 13.26; Ord. No. 1709 , §§ 2, 4, 4-18-2022)

Sec. 90-73. Meetings generally.

The members of the transportation and public 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; Ord. No. 1709 , § 2, 4-18-2022)

Sec. 90-74. Absences from meetings.

- (a) Absence from three consecutive regular meetings of the transportation and public 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; Ord. No. 1709 , § 2, 4-18-2022)

Sec. 90-75. Compensation.

Each of the members of the transportation and public safety commission shall receive compensation as the city council shall, from time to time, determine and fix by resolution.

(Code 1957, § 13.26.3; Ord. No. 1709 , § 2, 4-18-2022)

Sec. 90-76. Removal of members.

Members of the transportation and public safety commission shall be removed from office as provided in sections 2-35 and 90-74 of this Code.

(Code 1957, § 13.26.4; Ord. No. 1709 , § 2, 4-18-2022)

Secs. 90-77—90-100. Reserved.



THE CITY OF SAN FERNANDO

CITY COUNCIL

MAYOR
MARY MENDOZA

VICE MAYOR
MARY SOLORIO

COUNCILMEMBER
JOEL FAJARDO

COUNCILMEMBER
VICTORIA GARCIA

COUNCILMEMBER
PATTY LOPEZ

UNSCHEDULED VACANCY NOTICE

City of San Fernando Transportation and Public Safety Commission

The San Fernando City Council is now accepting applications for appointment to the San Fernando Transportation and Public Safety Commission ("Commission") to fill one (1) unscheduled vacancy for the term of office from the date of appointment through December 2025 and shall continue in the position until replaced by the appointing City Councilmember or until the member resigns.

Applicants must be at least 18 years old and reside within the City jurisdiction. It is encouraged that applicants be involved or employed in the field of Transportation and Public Safety, and culture or related subjects. Commissioners receive a monthly meeting attendance stipend of \$100.00.

The Transportation and Public Safety Commission consists of five (5) Commission members. During the Commission's annual reorganization, Commissioners must choose members to serve as Chair and as Vice Chair; and the terms of office shall be for one (1) year or until successors are chosen.

Monthly Meetings are held on the first Thursday, beginning at 6:00 p.m. in the City Hall Council Chambers, at 117 Macneil Street, San Fernando, California 91340.

Applications will be accepted from December 23, 2024, until the vacancy is filled. For additional information, please contact Julia Fritz, City Clerk at (818) 898-1204 or via email at cityclerk@sfcity.org.

Dated this 23rd day of December, 2024
City of San Fernando, California

Julia Fritz, CMC
City Clerk

cc: Councilmember Patty Lopez
Wendell Johnson, Director of Public Works
Fabian Valdez, Chief of Police

CITY CLERK
DEPARTMENT

117 MACNEIL STREET
SAN FERNANDO
CALIFORNIA
91340

(818) 898-1204

WWW.SFCITY.ORG

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AGENDA REPORT

To: Mayor Mary Mendoza and Councilmembers

From: Councilmember Patty Lopez

Date: July 7, 2025

Subject: Discussion and Consideration to Approve a Food Distribution Pilot Program

RECOMMENDATION:

I have placed this on the agenda (Attachment "A") for City Council discussion to provide staff with direction.

BACKGROUND/ANALYSIS:

See Attachment "A" that was submitted to request to agendize this item for the July 7, 2025 Regular City Council Meeting.

BUDGET IMPACT:

There is no impact to the budget by discussing this item. Additional future costs to be determined based on City Council direction.

ATTACHMENTS:

A. Request to Agendize an Item for City Council Discussion/Consideration

REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION

CITY COUNCILMEMBER INFORMATION

NAME

Patty Lopez

TITLE

Council Member

ITEM INFORMATION

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

Presentation

Lorraine Aceves President

Ignite The Light Of Hope Foundation

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 \$ 20,000.00

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

Pilot Program Proposal: Supporting Immigrant and Local Families During ICE Raids Objective: To establish a pilot initiative providing comprehensive assistance—Food Distribution & Nutritional Assistance Provide culturally appropriate grab-and-go food packs at trusted community touchpoints and deliver groceries directly to homes during this emergency.—to immigrant and resident families affected by ICE raids.

Objective Launch an urgent pilot initiative in the City of San Fernando to provide food, social, emotional, and nutritional support to immigrant and resident families affected by ongoing ICE raids, with immediate implementation.

ATTACHMENTS *Do you have any attachments to include?*

☒ Yes ☐ No

RECOMMENDATION *Indicate the direction you are recommending.*

Recommendation for Council Vote Approve & fund food distribution pilot – Allocate \$20,000 to launch culturally appropriate grab and go packs and home grocery deliveries. Authorize and sign the June 30 MOU with the partner organization, ensuring clear delivery logistics, safety protocols, confidentiality, and outcome tracking.