

SAN FERNANDO CITY COUNCIL

**SPECIAL MEETING
MINUTES**

JUNE 28, 2005 – 6:30 P.M.

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE CITY COUNCIL. AUDIO CASSETTE TAPES OF THE ACTUAL MEETING ARE AVAILABLE FOR LISTENING IN THE CITY CLERK'S OFFICE.

CALL TO ORDER/ROLL CALL

Mayor Julie Ruelas called the meeting to order at 6:41 p.m.

The following persons were recorded as present:

PRESENT:

Council: Mayor Julie Ruelas, Mayor Pro Tem Nury Martinez, Councilmembers Steven Veres, José Hernández, Ph.D., and Maribel De La Torre

Councilmember Maribel De La Torre participated via teleconference from 2600 South LaBrea Avenue, Los Angeles, CA 90016.

City Treasurer: Margarita Solis

Staff: José E. Pulido, City Administrator; Michael Estrada, City Attorney; and Elena G. Chávez, City Clerk

APPROVAL OF AGENDA

In response to Councilmember Hernández' question, Atty. Estrada stated that amendments to the budget (Community Based Organizations and City Council travel) could be discussed during budget adoption.

Motion by Mayor Pro Tem Martinez, seconded by Councilmember Veres, to approve the agenda. The motion carried unanimously.

PUBLIC STATEMENTS – WRITTEN/ORAL

None.

CONSENT CALENDAR

- 1) RESOLUTIONS AMENDING THE SALARY PLAN AND THE TABLE OF ORGANIZATION

Motion by Councilmember Veres, seconded by Mayor Pro Tem Martinez, to approve the amended Salary Plan and the Table of Organization by adopting two Resolutions (including the amendment distributed by Personnel Dept.). The motion carried unanimously

NEW BUSINESS

- 2) PUBLIC WORKS REORGANIZATION AND ADOPTION OF RESOLUTION FOR REVISED JOB SPECIFICATIONS

Interim Public Works Director Jim Davis presented the staff report.

In response to Councilmember Hernández' concern regarding education requirements for PW Operations Manager being higher than the PW Director, Mr. Davis said that corrections would be made to both job specifications.

Motion by Mayor Ruelas, seconded by Councilmember Hernández, to approve the Resolution adopting revisions to the Job Specifications for the Public Works Director and the Public Works Operations Manager (including above change); approve the Public Works Reorganization Plan; appoint Ron Ruiz as the Public Works Director and Robert Braden as the Public Works Operations Manager, effective July 1, 2005; and authorize the Public Works Director and Operations Manager, with the concurrence of the City Administrator, to appoint the Public Works Superintendents. The motion carried unanimously.

At this time (6:50 p.m.), Councilmember De La Torre stated that she had to attend a presentation but would call back when she could again participate.

- 3) RESOLUTION ADOPTING JOB SPECIFICATION FOR EXECUTIVE ASSISTANT TO THE CITY ADMINISTRATOR AND APPROVAL OF RECLASSIFICATION

Mr. Pulido presented the staff report.

Motion by Councilmember Hernández, seconded by Mayor Pro Tem Martinez, to approve the Resolution adopting the Executive Assistant to the City Administrator job specifications, and authorize the reclassification of the Administrative Secretary to that position effective July 1, 2005. The motion carried with the following vote:

AYES: Ruelas, Martinez, Veres, Hernández – 4
ABSENT: De La Torre - 1

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4) **RESOLUTION ADOPTING JOB SPECIFICATION FOR SENIOR PLANNER POSITION AND APPROVAL OF RECLASSIFICATION**

Community Development Director Paul Deibel presented the staff report.

Motion by Councilmember Hernández, seconded by Mayor Pro Tem Martinez, to approve a Resolution adopting Job Specifications for a Senior Planner position in the Community Development Department, and authorize the reclassification of the Associate Planner to that position effective July 1, 2005. The motion carried with the following vote:

AYES: Ruelas, Martinez, Veres, Hernández – 4
ABSENT: De La Torre - 1

5) **RESOLUTION ADOPTING JOB SPECIFICATIONS FOR PERSONNEL TECHNICIAN AND APPROVAL OF RECLASSIFICATION**

Personnel Manager Michael Okafor presented the staff report.

In response to inquiries from Mayor Ruelas and Councilmember Hernández, Mr. Okafor and Mr. Pulido reported that when an employee is reclassified or promoted, the increase has traditionally been 5%.

Motion by Councilmember Hernández, seconded by Mayor Pro Tem Martinez to approve a Resolution adopting the Personnel Technician job specifications, and authorize the reclassification of the Personnel Assistant to that position effective July 1, 2005. The motion carried with the following vote:

AYES: Ruelas, Martinez, Veres, Hernández – 4
ABSENT: De La Torre - 1

6) **APPROVAL OF THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF SAN FERNANDO AND THE SAN FERNANDO PUBLIC EMPLOYEES' ASSOCIATION (SFPEA)**

Mr. Okafor presented the staff report.

Motion by Councilmember Veres, seconded by Mayor Pro Tem Martinez, to approve the attached Memorandum of Understanding between the City of San Fernando and SFPEA, and direct the City Administrator and staff to sign the Agreement, as well as implement the provisions therein. The motion carried with the following vote:

AYES: Ruelas, Martinez, Veres, Hernández – 4
ABSENT: De La Torre - 1

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- 7) APPROVAL OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SAN FERNANDO AND THE SAN FERNANDO POLICE OFFICERS' ASSOCIATION (SFPOA) ON BEHALF OF THE POLICE MANAGEMENT UNIT (SFPMU)

Mr. Okafor presented the staff report.

Motion by Councilmember Hernandez, seconded by Mayor Pro Tem Martinez, to approve the MOU between the City of San Fernando and SFPOA on behalf of SFPMU, and direct the City Administrator and staff to sign the Agreement, as well as implement the provisions therein. The motion carried with the following vote:

AYES: Ruelas, Martinez, Veres, Hernández – 4
ABSENT: De La Torre - 1

- 8) ADOPTION OF THE FISCAL YEAR (FY) 2005-2006 REDEVELOPMENT AGENCY BUDGET AND LOAN DOCUMENTS

Motion by Councilmember Veres, seconded by Councilmember Hernández, to adopt a Resolution approving the FY 2005-2006 Redevelopment Agency (Agency) Budget; approve the Loan Agreement between the City and the Agency for Project Areas 1, 2, 3 & 4, and the Housing Funds; and approve the Reimbursement Agreements between the City and Agency for Project Assistance and Long Term Debt Assistance. The motion carried with the following vote:

AYES: Ruelas, Martinez, Veres, Hernández – 4
ABSENT: De La Torre - 1

PUBLIC HEARING

- 9) RESOLUTIONS TO ADOPT REVISIONS TO THE FEE AND CHARGE STRUCTURES FOR FINANCE, POLICE, AND RECREATION AND COMMUNITY SERVICES DEPARTMENTS

Ms. Quijano presented the staff report.

Mayor Ruelas declared the Public Hearing open and called for public testimony, either in favor or opposed.

There being no comments, Mayor Ruelas closed the public portion of the Hearing.

Motion by Councilmember Hernández, seconded by Martinez, to adopt revisions to the fee and charge structures for Finance, Police, and Recreation and Community Services Departments and adopt the following Resolutions:

- (i) A Resolution Establishing a Business License Processing Fee to Defray Costs for the Processing of New and Renewals of Business Licenses;
- (ii) A Resolution Prescribing Fees to Defray Costs related to police services and amending a portion of Resolution No. 6111 adopted July 17, 1991; and
- (iii) A Resolution Prescribing Fees to Defray Costs for Indoor and Outdoor Facility Rental and Usage.

The motion carried with the following vote:

AYES: Ruelas, Martinez, Veres, Hernández – 4
ABSENT: De La Torre - 1

10) ADOPTION OF THE CITY'S FISCAL YEAR (FY) 2005-2006 BUDGET

Ms. Quijano presented the staff report.

Councilmember Veres said that staff did an excellent job during months of budget discussions in identifying funding and he has concerns regarding the proposed new changes.

Mayor Pro Tem Martinez believes that \$70,000 should be reinstated to assist non-profits that provide services to our children. She agrees with looking into televising City Council meeting and with the Farmer's Market concept (but does not think that the City should provide \$20,000 as seed money for it).

Mayor Ruelas expressed concern regarding funds for tree trimming (some trees have become safety hazards) and Mr. Pulido said that staff could agendize this for future discussion.

Mayor Ruelas declared the Public Hearing open and called for public testimony, either in favor or opposed.

There being no comments, Mayor Ruelas closed the public portion of the Hearing.

Motion by Councilmember Hernández, seconded by Mayor Pro Tem Martinez, to restore \$70,000 to the Community Based Organizations Program and that staff redefine the procedures for allocating such funds.

Councilmember Veres said that some CBO's benefit residents, but the program does not have a strong evaluation component and has fundamental flaws.

Mayor Ruelas believes that we will experience a better year with the program and expects to see improvements due to the work done by the Recreation and Community Services Commission.

The above motion carried with the following vote:

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AYES: Hernández, Martinez, Ruelas – 3
NOES: Veres – 1
ABSENT: De La Torre – 1

Motion by Councilmember Hernández, seconded by Mayor Pro Tem Martinez, to restore the City Council travel allotment to the amount of \$2,500 (\$500 allocated for each Councilmember).

Councilmember Veres said that the City Council expected each department to make the cuts and he will stick with that commitment.

Mayor Ruelas said this is a decrease from previous years (used to be \$1,500 per Councilmember) and is showing staff that City Council are giving up something.

The above motion carried with the following vote:

AYES: Hernández, Martinez, Ruelas – 3
NOES: Veres – 1
ABSENT: De La Torre – 1

Motion by Councilmember Hernández, seconded by Mayor Pro Tem Martinez, to adopt a Resolution approving the final FY 2005-2006 City budget as amended. The motion carried with the following vote:

AYES: Hernández, Martinez, Ruelas – 3
NOES: Veres – 1
ABSENT: De La Torre - 1

Steve voted no because of the amendments added today.

GENERAL COUNCIL COMMENTS

Councilmember Hernández thanked staff for their help during budget process.

Mayor Pro Tem Martinez also thanked staff and said that it was a difficult budget year but things are moving in the right direction.

Councilmember Veres thanked staff and said that over the next year, we have to evaluate how these cuts impact our services.

Mayor Ruelas thanked Mr. Davis and staff and said that by reinstating the CBO program, youth and residents of our community will benefit.

STAFF COMMUNICATION

Mr. Pulido thanked staff and City Council for their patience in going through the budget process and congratulated those that were appointed to their new positions.

RECESS TO CLOSED SESSION (8:26 PM)

Motion by Mayor Pro Tem Martinez, seconded by Councilmember Hernández, to recess to the following Closed Session, as announced by the City Attorney, thereafter to adjourn. The motion carried with the following vote:

AYES: Martinez, Hernández, Ruelas, Veres – 4
ABSENT: De La Torre - 1

CONFERENCE WITH LABOR NEGOTIATORS (G.C. 54957.6)

City Representatives: Mayor, City Attorney
Unrepresented Employee: City Administrator

No reportable action.