



SAN FERNANDO CITY COUNCIL
REGULAR MEETING NOTICE AND AGENDA

APRIL 4, 2016 – 6:00 PM

COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

CALL TO ORDER/ROLL CALL

Mayor Robert C. Gonzales
Vice Mayor Joel Fajardo
Councilmember Antonio Lopez
Councilmember Jaime Soto
Councilmember Sylvia Ballin

PLEDGE OF ALLEGIANCE

San Fernando Police Explorer Daniel Ochoa

APPROVAL OF AGENDA

PRESENTATIONS

- a) RECOGNITION OF LA FONDA DE LOS CAMPEROS
Recreation and Community Services Director Ismael Aguila

PUBLIC STATEMENTS – WRITTEN/ORAL

There will be a three (3) minute limitation per 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.

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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 ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 16-041 approving the Warrant Register.

ADMINISTRATIVE REPORTS**2) REPORT FROM AD HOC MEMBERS REGARDING CITY COMMISSIONS, STANDING COMMITTEES AND BOARDS**

This item is placed on the agenda by Mayor Robert C. Gonzales and Councilmember Sylvia Ballin.

COMMITTEE/COMMISSION LIAISON UPDATES**GENERAL COUNCIL COMMENTS****STAFF COMMUNICATION****ADJOURNMENT**

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.

Elena G. Chávez, CMC

City Clerk

Signed and Posted: March 30, 2016 (5:00 p.m.)

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site (www.sfcity.org). These are also available for public reviewing prior to a meeting in the City Clerk's Office. 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's Office 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 Web Site 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's Office at (818) 898-1204 at least 48 hours prior to the meeting.

Regular Meeting

San Fernando City Council

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AGENDA REPORT

To: Mayor Robert C. Gonzales and Councilmembers

From: Brian Saeki, City Manager
By: Nick Kimball, Finance Director

Date: April 4, 2016

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 16-041 (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 handwritten 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. Handwritten 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 Finance Director 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 Finance Director 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

ATTACHMENT "A"**RESOLUTION NO. 16-041****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT REGISTER NO. 16-041****THE CITY COUNCIL OF THE CITY OF SAN FERNANDO DOES HEREBY RESOLVE, FIND, DETERMINE AND ORDER AS FOLLOWS:**

1. That the demands (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 4th day of April, 2016.

Robert C. Gonzales, Mayor

ATTEST:

Elena G. Chávez, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I HEREBY CERTIFY that the foregoing Resolution was approved and adopted at a regular meeting of the City Council held on the 4th day of April, 2016, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

EXHIBIT "A"

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Voucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200672	4/4/2016	888356	ADVANCED AUTO REPAIR BODY &	1022	REPLACE FAN CLUTCH-PD7863 041-320-0225-4400	426.60 426.60
200673	4/4/2016	100070	ADVANCED ELECTRONICS INC.	1278100	AUTOMATIC LICENSE PLATE READER 010-220-3662-4500	41,697.36
				11312	INSTALL LOGGING ADAPTER TO W/C'S 001-222-0000-4320	799.81
					REMOVAL OF EQUIP IN PD UNIT 21 041-225-0000-4500	1,500.00
					Total :	43,997.17
200674	4/4/2016	891969	ADVANCED PURE WATER SOLUTIONS	36495711-0416	DRINKING WATER 001-222-0000-4300	102.33 102.33
200675	4/4/2016	887695	AL'S KUBOTA TRACTOR	60390	BLADES & SWITCH-PK1169 041-320-0390-4400	104.67 104.67
200676	4/4/2016	887270	AMERICAN TRANSPORTATION SYSTEM	54877	TRANSPORT SERVICES-GRIDLEY ELEI 007-440-0443-4260	552.75 552.75
200677	4/4/2016	100175	AMERICAN WATER WORKS ASSOC.	NONPO	TRAINING WORKSHOP-BACKFLOW RE 070-381-0000-4360	195.00 195.00
200678	4/4/2016	890608	ASCENCIO JR, GERARDO	51092	DOCUMENTATION OF MMAP PROJ 004-2359	2,500.00 2,500.00
200679	4/4/2016	102530	AT & T	8182702203	1SDN LINE/LASN NETWORK 001-222-0000-4220	110.12 110.12
200680	4/4/2016	892013	BERNSTEIN, DIANA	03/03/16-03/31/16	ART CLASS INSTRUCTOR	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200680	4/4/2016	892013 BERNSTEIN, DIANA	(Continued)		017-420-1343-4260	675.00
					Total :	675.00
200681	4/4/2016	890838 BLUE TARP FINANCIAL	34909960		AIR NIBBLER	
					041-320-0000-4340	65.72
					Total :	65.72
200682	4/4/2016	100461 BYRD ELECTRONICS CORP.	117-16		INSTALL. OF ISOLATOR & OTHER SERV	
					070-384-0000-4260	2,118.66
					Total :	2,118.66
200683	4/4/2016	100466 CACEO	200002330		REGISTRATION-PC832 REFRESHER CO	
					001-152-0000-4370	50.00
					Total :	50.00
200684	4/4/2016	891860 CARL WARREN & COMPANY	10116-10123		REIMB.OF ITF ACCT (LIABILITY CLAIMS	
					006-1037	38,290.25
					Total :	38,290.25
200685	4/4/2016	887387 CCUG	FY 2016		2016 MEMBERSHIP DUES	
					001-222-0000-4380	75.00
					Total :	75.00
200686	4/4/2016	892129 CEM CONSTRUCTION	2016-012		OUTDOOR FITNESS EQUIPMENT AT RE	
				11317	118-423-0000-4500	18,750.00
				11317	118-423-0000-4600	14,150.00
					Total :	32,900.00
200687	4/4/2016	103816 CHAVEZ, ELENA	REIMB.		WELLNESS REIMBURSEMENT	
					001-115-0000-4390	51.30
					001-115-0000-4140	600.00
					Total :	651.30
200688	4/4/2016	891767 CHAVEZ, ELIZABETH	02/23/16-03/18/16		ZUMBA INSTRUCTOR	
					017-420-1337-4260	80.00
					Total :	80.00

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200689	4/4/2016	891711 CHIEF LAW ENFORCEMENT SUPPLY	480613		PATROL JACKETS 001-222-0000-4300	292.47 Total : 292.47
200690	4/4/2016	100805 COOPER HARDWARE INC.	99694 99735		MATLS-LP PARK BASEBALL FENCE 043-390-0000-4300 MATL'S FOR WELL 2A 070-384-0301-4300	53.25 32.66 Total : 85.91
200691	4/4/2016	100810 COPWARE, INC.	83342		SITE LICENSE-CPO LEGAL SOURCEBC 001-135-0000-4260	540.00 Total : 540.00
200692	4/4/2016	101666 DE LAGE LANDEN FINANCIAL SERVS	49405411		APRIL'16-LEASE PAYMENT FOR PD CO 001-135-0000-4260	607.73 Total : 607.73
200693	4/4/2016	887121 DELL MARKETING L.P.	XJWTFJ416	11332	TONER FOR JAIL PRINTER 001-222-0000-4300 001-222-0000-4300	977.46 92.86 Total : 1,070.32
200694	4/4/2016	891391 DIVISION OF THE	042216		REGISTRATION-CASP 101 CERT & PRA 001-140-0000-4370	75.00 Total : 75.00
200695	4/4/2016	887518 DURHAM, ALVIN	MARCH 2016		COMMISSIONER'S REIMBURSEMENT 001-150-0000-4111	50.00 Total : 50.00
200696	4/4/2016	890879 EUROFINS EATON ANALYTICAL, INC	L0254978 L0254979 L0255200 L0256206		WATER ANALYSIS FOLDERS 070-384-0000-4260 WATER ANALYSIS FOLDERS 070-384-0000-4260 WATER ANALYSIS FOLDERS 070-384-0000-4260 WATER ANALYSIS FOLDERS	139.60 164.00 139.60 Total : 443.20

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200696	4/4/2016	890879 EUROFINS EATON ANALYTICAL, INC	(Continued) L0256207 L0256215 L0256219 L0256220 L0256313		070-384-0000-4260 WATER ANALYSIS FOLDERS 070-384-0000-4260 WATER ANALYSIS FOLDERS 070-384-0000-4260 WATER ANALYSIS FOLDERS 070-384-0000-4260 WATER ANALYSIS FOLDERS 070-384-0000-4260	139.60 164.00 139.60 139.60 24.00 Total : 1,950.00
200697	4/4/2016	890897 EVAN BROOKS ASSOCIATES, INC	16001-12 16003-4	11339 11321	CAL RECYCLE RUBBERIZED PAVEMEN 001-310-6673-4270 CONTRACT PLANNER SERVICES 001-150-0000-4270	4,000.00 6,180.00 Total : 10,180.00
200698	4/4/2016	101147 FEDEX	5-347-99533 5-355-58058		COURIER SERVICE 001-190-0000-4280 COURIER SERVICE 001-190-0000-4280	80.06 69.40 Total : 149.46
200699	4/4/2016	889328 FIRST TRANSIT, INC.	11194085	11282 11282	O&M CITY TRANSIT AND CITY TROLLE' 008-313-0000-4260 007-440-0442-4260 007-3794-0000 007-3794-3630	20,032.21 22,612.04 -389.74 -1,427.23 Total : 40,827.28
200700	4/4/2016	891885 GANIR-MARTINEZ, ARLENE	02/24/16-03/18/16		YOGA INSTRUCTOR 017-420-1337-4260	60.00 Total : 60.00

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200701	4/4/2016	889532 GILMORE, REVA A.	03/05/16-03/18/16		FOOD SERVICE MANAGER 115-422-3750-4270 115-422-3752-4270	546.00 110.50
					Total :	656.50
200702	4/4/2016	889535 GOMEZ, GILBERT	03/05/16-03/18/16		HDM DRIVER 115-422-3752-4270 115-422-3752-4390	200.00 52.00
					Total :	252.00
200703	4/4/2016	101376 GRAINGER, INC.	9037048452		CNG VALVES-CNG STATION 041-320-3661-4400	153.45
			9038680139		CNG PLATES-CNG STATION 041-320-3661-4400	154.75
			9038680147		CNG PLATE-CNG STATION 041-320-3661-4400	156.98
			9038680154		CNG REGULATOR-CNG STATION 041-320-3661-4400	430.89
					Total :	896.07
200704	4/4/2016	891053 HAUPT, THEALE E	MARCH 2016		COMMISSIONER'S REIMBURSEMENT 001-150-0000-4111	50.00
					Total :	50.00
200705	4/4/2016	888646 HD SUPPLY WATER WORKS, LTD	F201327		PIPE FOR STOCK SUPPLY 070-383-0301-4300	433.60
					Total :	433.60
200706	4/4/2016	890594 HEALTH AND HUMAN RESOURCE	137906		EAP-APRIL 2016 001-106-0000-4260	235.30
					Total :	235.30
200707	4/4/2016	891993 HERNANDEZ, ALBINO	02/24/16-03/21/16		EXERCISE INSTRUCTOR 017-420-1337-4260	125.00
					Total :	125.00
200708	4/4/2016	101511 HINDERLITER DE LLAMAS & ASSOC.	0024961-IN		AUDIT SERVICES-TRANS TAX 3RD QRT 001-130-0000-4270	397.55
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200708	4/4/2016	101511 HINDERLITER DE LLAMAS & ASSOC.	(Continued) 0025146-IN		CONTRACTUAL SERVICES-SALES TAX 001-130-0000-4270	1,527.14
					Total :	1,924.69
200709	4/4/2016	891570 INNOVATIVE TELECOM. SYSTEMS	1724		TELECOM. SERVICES-ASSIST PD W/AT 001-190-0000-4260	1,035.00
			1762		TELEPHONE EQUIP MAINT.-APR 2016 001-190-0000-4260	395.00
					Total :	1,430.00
200710	4/4/2016	101647 INTERSTATE BATTERY	30066897		BATTERY FOR FLEET 041-1215	209.09
					Total :	209.09
200711	4/4/2016	891777 IRRIGATION EXPRESS	15043818-00		MATL'S FOR MACLAY IRRIGATION 011-311-7510-4300	274.09
					Total :	274.09
200712	4/4/2016	887952 J. Z. LAWMOWER SHOP	12081		TREE MAINT EQUIP-CHAINS & SHARPE 001-346-0000-4300	61.54
			12082		CHAIN OIL 001-346-0000-4300	16.32
					Total :	77.86
200713	4/4/2016	892026 KTB CONSTRUCTION	NO. 8		5% RETENTION RELEASED- BRAND BL 011-2037 032-2037 070-2037	6,007.11 6,007.11 6,007.10
					Total :	18,021.32
200714	4/4/2016	892032 KUHFUSS, DESIREE	02/24/16-03/18/16		PILATES INSTRUCTOR 017-420-1337-4260	60.00
					Total :	60.00
200715	4/4/2016	102007 L.A. COUNTY SHERIFFS DEPT.	163248SS		INMATE MEAL SERVICE-FEB 2016 001-225-0000-4350	1,110.30
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200715	4/4/2016	102007 L.A. COUNTY SHERIFFS DEPT.	(Continued)			Total : 1,110.30
200716	4/4/2016	101971 L.A. MUNICIPAL SERVICES	0047501000		ELECTRIC-13003 BORDEN	
			4947501000		070-384-0000-4210	669.94
			5007501000		WATER-12900 DRONFIELD	52.30
			5947501000		070-384-0000-4210	192.84
			6577501000		ELECTRIC-13655 FOOTHILL	4,143.77
			6947501000		070-384-0000-4210	9,082.48
			7577501000		ELECTRIC-12900 DRONFIELD	4.76
			7947501000		070-384-0000-4210	64.29
					WATER-13180 DRONFIELD	71.88
					070-384-0000-4210	14,282.26
200717	4/4/2016	101811 LACPCA	111915		2016 ANNUAL DUES	500.00
					001-222-0000-4380	500.00
200718	4/4/2016	101852 LARRY & JOE'S PLUMBING	2674317-0001-02		HOSE SHUTOFF & CHANNEL LOCK-RE	42.54
					043-390-0000-4300	42.54
200719	4/4/2016	889118 LDI COLOR TOOLBOX	1030698		COPIES & MAINT CONTRACT	318.99
			1030699		001-135-0000-4260	291.50
					COPIES & MAINT CONTRACT	610.49
					001-135-0000-4260	
200720	4/4/2016	101920 LIEBERT CASSIDY WHITMORE	032416		ERC WORKSHOP	35.00
					001-106-0000-4360	70.00
					001-130-0000-4360	

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200720	4/4/2016	101920 LIEBERT CASSIDY WHITMORE	(Continued)			
			1417948		001-420-0000-4360	175.00
			1417949		LEGAL SERVICES	571.00
			1417950		001-112-0000-4270	5,084.00
					LEGAL SERVICES	1,555.50
					001-112-0000-4270	7,490.50
200721	4/4/2016	101929 LINGO INDUSTRIAL ELECTRONICS	32319		REPL VISOR-KNOCKDOWN ON SF RD/I	579.88
			32320		001-370-0301-4300	1,417.00
					TRAFFIC SIGNAL SOFTWARE	1,996.88
					001-370-0301-4300	
200722	4/4/2016	101936 LOCAL GOVERNMENT PUBLICATIONS	030216		LONGTIN'S CALIFORNIA LAND USE 2D	118.66
					001-150-0000-4300	118.66
200723	4/4/2016	892170 LOPEZ, NICOLAS	05/27/15-08/05/15		SENIOR OUTDOOR FITNESS ASSISTAN	125.00
			09/24/15-12/16/15		017-420-1337-4260	250.00
					SENIOR OUTDOOR FITNESS ASSISTAN	375.00
					017-420-1337-4260	
200724	4/4/2016	102003 LOS ANGELES COUNTY	RE-PW-16030809779	11292	INDUSTRIAL WASTE CHARGES	6,454.53
					072-360-0000-4450	6,454.53
200725	4/4/2016	890600 LOS ANGELES COUNTY	PI0000509		EXAM FEE-BACKFLOW PREVENTION C	296.00
					070-381-0000-4360	296.00
200726	4/4/2016	888468 MAJOR METROPOLITAN SECURITY	1076110		ALARM MONITORING-APRIL 2016	15.00
			1076111		043-390-0000-4260	
					ALARM MONITORING-APRIL 2016	

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200726	4/4/2016	888468 MAJOR METROPOLITAN SECURITY	(Continued)			
			1076112		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076113		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076114		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076115		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076116		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076117		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076118		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076119		070-381-0450-4260 ALARM MONITORING-APRIL 2016	15.00
			1076120		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076121		043-390-0000-4260 ALARM MONITORING-APRIL 2016	15.00
			1076122		070-384-0000-4260 ALARM MONITORING-APRIL 2016	23.00
			1076123		070-384-0000-4260 ALARM MONITORING-APRIL 2016	23.00
			1076124		070-384-0000-4260 ALARM MONITORING-APRIL 2016	23.00
					Total :	257.00
200727	4/4/2016	889533 MARTINEZ, ANITA	03/05/16-03/18/16		FOOD SERVICE INTAKE CLERK-C1 115-422-3750-4270	220.00
					Total :	220.00
200728	4/4/2016	102125 MARTINEZ, MARLENE	TRAVEL		PER DIEM-MANDATE STC JAILER COU 001-225-3688-4360	135.00

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200728	4/4/2016	102125 102125 MARTINEZ, MARLENE	(Continued)			
					Total :	135.00
200729	4/4/2016	102126 MARTINEZ, MIGUEL	REPL CK 110559		REPL STL DTD CK-CALPERS HEALTH F 070-2140	8.61
			REPL CK110203		REPL STL DTD CK-CALPERS HEALTH F 070-2140	8.61
					Total :	17.22
200730	4/4/2016	888242 MCI COMM SERVICE	7DL39365		ALARM LINE-1100 PICO 001-420-0000-4220	33.11
					Total :	33.11
200731	4/4/2016	891054 MEJIA, YVONNE G	MARCH 2016		COMMISSIONER'S REIMBURSEMENT 001-150-0000-4111	50.00
					Total :	50.00
200732	4/4/2016	102148 METROPOLITAN WATER DISTRICT	8629		CAPACITY CHARGE 070-384-0000-4260	4,450.83
					Total :	4,450.83
200733	4/4/2016	892140 MICHAEL BAKER	935285	11323	FULL SERVICE ADMINISTRATION AND I 001-150-0138-4270	600.00
					Total :	600.00
200734	4/4/2016	102226 MISSION LINEN & UNIFORM	502038552		LAUNDRY 001-225-0000-4350	64.47
			502058133		LAUNDRY 001-225-0000-4350	60.08
			502086974		LAUNDRY 001-225-0000-4350	69.65
			502110299		LAUNDRY 001-225-0000-4350	75.89
			502130362		LAUNDRY 001-225-0000-4350	114.11
					Total :	384.20
200735	4/4/2016	892175 NATIONAL ASSOCIATION	NN03269		NATW MEMBERSHIP NO. CA006 001-225-0000-4370	35.00

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200735	4/4/2016	892175 892175 NATIONAL ASSOCIATION	(Continued)			Total : 35.00
200736	4/4/2016	102432 OFFICE DEPOT	827657934001		DIVIDERS, BINDERS & COPY PAPER	
			828581053001		001-222-0000-4300	330.82
			828581399001		BINDER CLIPS, WHITE BOARD, INK	
			828581400001		001-310-0000-4300	179.31
			828581400001		INK CARTRIDGE	
			829545809001		001-310-0000-4300	50.47
			829545966001		CD/DVD CASES 50PK	
			830193485001		001-310-0000-4300	17.30
			830924071001		SUPPLIES FOR TOD EIR	
					001-150-0000-4300	193.98
					MEASURING TAPE	
					001-140-0000-4300	10.94
					MEASURING TAPE RETURNED	
					001-140-0000-4300	-10.94
					RETURNED-CD/DVD CASES 50PK	
					001-310-0000-4300	-17.30
					Total :	754.58
200737	4/4/2016	891905 OLIMPIO, SONIA	02/23/16-03/18/16		ZUMBA INSTRUCTOR	
					017-420-1337-4260	140.00
					Total :	140.00
200738	4/4/2016	891419 ONE SOURCE INDUSTRIES	15705		INK CARTRIDGES FOR ID'S	
					001-222-0000-4300	187.63
					Total :	187.63
200739	4/4/2016	890095 O'REILLY AUTO PARTS	4605-182213		SPARK PLUG KIT-PD4958	
			4605-182215		041-320-0224-4400	328.49
			4605-182966		INSERTS-PD4958	
					041-320-0224-4400	3.27
					RADIATOR; HOSES-PD5563	
					041-320-0225-4400	270.78
					Total :	602.54
200740	4/4/2016	100221 ORTEGA, SYLVIA	REIMB.		REIMB OF SEWN PATCHES	

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200740	4/4/2016	100221 ORTEGA, SYLVIA	(Continued)			
					001-222-0000-4300	60.00
					Total :	60.00
200741	4/4/2016	891705 PAPER RECYCLING & SHREDDING	319647		RECORDS DESTRUCTION SERVICES	
					001-102-0000-4300	3.50
					001-150-0000-4300	24.50
					001-130-0000-4300	362.25
					001-310-0000-4300	17.50
					001-106-0000-4430	78.75
					001-222-0000-4300	92.75
					001-115-0000-4300	36.75
					001-420-0000-4260	31.50
					Total :	647.50
200742	4/4/2016	102666 PREFERRED DELIVERY SYSTEMS INC	549-141		COURIER SERVICE	
					001-222-0000-4260	100.00
					Total :	100.00
200743	4/4/2016	892131 PROHEALTH-VALLEY OCCUPATIONAL	00027856-00		DMV PHYSICALS	
					001-106-0000-4270	80.00
					Total :	80.00
200744	4/4/2016	891379 PROTECT YOUTH SPORTS	401735		BACKGROUND CHECK SERVICE	
			406537		017-420-1328-4260	20.95
					BACKGROUND CHECK SERVICE	
					017-420-1328-4260	20.95
					Total :	41.90
200745	4/4/2016	891847 RAMIREZ, JESSICA	TRAVEL		PER DIEM-MANDATE STC JAILER COU	
					001-225-3688-4360	135.00
					Total :	135.00
200746	4/4/2016	102779 RAMIREZ, THOMAS	02/24/16-03/21/16		KARATE INSTRUCTOR	
					017-420-1328-4260	630.00
					Total :	630.00
200747	4/4/2016	891912 REPUBLIC SERVICES #902	0902-005525828		JULY*15-BULK PICK UP & MALL AREA S	

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200747	4/4/2016	891912 REPUBLIC SERVICES #902	(Continued)			
			0902-005588577	11337	073-350-0000-4260 AUG'15-BULK PICK UP & MALL AREA SI	925.00
			0902-005707511	11337	073-350-0000-4260 SEPT'15-BULK PICK UP & MALL AREA S	950.00
			0902-005776020	11337	073-350-0000-4260 OCT'15-BULK PICK UP & MALL AREA SI	1,850.00
			0902-005827070	11337	073-350-0000-4260 NOV'15-BULK PICK UP & MALL AREA SI	3,225.00
			0902-005925911	11337	073-350-0000-4260 DEC'15-BULK PICK UP & MALL AREA SI	1,000.00
			0902-005980499	11337	073-350-0000-4260 JAN'16-BULK PICK UP & MALL AREA SE	2,400.00
			0902-006041052	11337	073-350-0000-4260 FEB'16-BULK PICK UP & MALL AREA SE	1,550.00
					073-350-0000-4260	2,225.00
					Total :	14,125.00
200748	4/4/2016	891377 REYES, JOSE	03/05/16-03/18/16		HDM DRIVER	
					115-422-3752-4270	200.00
					115-422-3752-4390	62.40
					Total :	262.40
200749	4/4/2016	102855 RIO HONDO REGIONAL	S16-84ZSFN		TRAINING	
					001-225-0000-4360	9.20
					Total :	9.20
200750	4/4/2016	892174 ROTH, SKYLAR	01/01/16-04/30/16		CHEER PROGRAM	
					017-420-1328-4260	350.00
					Total :	350.00
200751	4/4/2016	102930 ROYAL WHOLESALE ELECTRIC	8901-726600		MATL'S FOR NITRATE SYSTEM	
					070-384-0301-4300	21.85
					Total :	21.85
200752	4/4/2016	891445 RUEDA, GENESIS	TRAVEL		PER DIEM-MANDATE STC JAILER COU	
					001-225-3688-4360	135.00

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200752	4/4/2016	891445 891445 RUEDA, GENESIS	(Continued)			Total : 135.00
200753	4/4/2016	890242 SAFEWAY SIGN COMPANY	5865		REPLACEMENT SIGNS-BORDEN HIGH	
			5966		001-370-0301-4300 2-HR PARKING SIGN	354.96
					001-370-0301-4300	273.75
					Total :	628.71
200754	4/4/2016	103029 SAN FERNANDO, CITY OF	16462-16484		REIMBURSEMENT TO WORKERS COM	
					006-1035	10,323.65
					Total :	10,323.65
200755	4/4/2016	891653 SARGENT TOWN PLANNING	16012	11143	SAN FERNANDO TRANSIT ORIENTED I	
					113-150-3673-4270	18,608.20
					Total :	18,608.20
200756	4/4/2016	892171 SHIGENAGA, EMILY N.	05/27/15-08/05/15		SENIOR OUTDOOR FITNESS DIRECTO	
			09/24/15-12/16/15		017-420-1337-4260	250.00
					SENIOR OUTDOOR FITNESS DIRECTO	
					017-420-1337-4260	500.00
					Total :	750.00
200757	4/4/2016	103184 SMART & FINAL	118367		ENP SUPPLIES FOR ST PATRICK'S DAY	
			155434		004-2346	70.74
			156064		ENP SUPPLIES	
					115-422-3750-4300	87.60
					ENP SUPPLIES FOR ST PATRICKS DAY	
					004-2346	86.79
					Total :	245.13
200758	4/4/2016	891795 SMS SYSTEMS MAINTENANCE	90029710	11335	MAINT. FOR POWERVAULT MD3200I ST	
					001-135-0000-4260	1,404.00
					Total :	1,404.00
200759	4/4/2016	890834 SPARKLING IMAGE CORP	67025		CAR WASHES-FEB 2016	
					001-222-0000-4320	50.00
					Total :	50.00

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200760	4/4/2016	103251 STANLEY PEST CONTROL	807866		PEST CONTROL @ PD 043-390-0000-4260	94.00
					Total :	94.00
200761	4/4/2016	100540 STATE CONTROLLER'S OFFICE	FAUD-00000360		ANNUAL STREET REPORT FY15/16 011-311-0000-4270	1,806.22
					Total :	1,806.22
200762	4/4/2016	103318 TAG/AMS, INC.	2700608		ANNUAL RENEWAL FEE 001-106-0000-4270	175.00
					Total :	175.00
200763	4/4/2016	891575 TAPIA, ANDREW PAUL	05/27/15-08/05/15 09/24/15-12/16/15		ADULT OUTDOOR FITNESS DIRECTOR 017-420-1337-4260 ADULT OUTDOOR FITNESS DIRECTOR 017-420-1337-4260	250.00 500.00
					Total :	750.00
200764	4/4/2016	103205 THE GAS COMPANY	04232069007 0842203249 08852064008 09062064002		GAS-910 FIRST (02/08/16-03/09/16) 043-390-0000-4210 GAS - 505 S HUNTINGTON 043-390-0000-4210 GAS-117 MACNEIL (02/08/16-03/09/16) 043-390-0000-4210 GAS-120 MACNEIL (02/08/16-03/09/16) 070-381-0000-4210 072-360-0000-4210 043-390-0000-4210	324.83 41.16 42.59 10.47 20.95
					Total :	450.47
200765	4/4/2016	101528 THE HOME DEPOT CRC, ACCT#603532202490	1034395 3571268 6032675 6032676		RIDGID BATTERY 011-311-0000-4600 SMALL TOOLS 043-390-0000-4340 TOOLS REPLACED 070-384-0301-4300 SUPPLIES FOR WELL SITES;REPL HOL	108.41 32.31 616.47
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200765	4/4/2016	101528 THE HOME DEPOT CRC, ACCT#603532202490 (Continued)	6065181 7034868 8592145 9033509 9066155		070-384-0301-4300 MATL'S TO REPL BROKEN FAUCET-501 043-390-0000-4300 BLADES & REBAR TIWIRE-7TH/MACLA 011-311-0000-4600 MATL'S TO REPAIR SHELF & ADD OUTL 070-384-0301-4300 MISC SUPPLIES 070-384-0301-4300 REFRIGERATOR FOR EOC ROOM 001-222-0000-4300	255.13 78.42 130.87 123.37 126.56 140.16
					Total :	1,611.70
200766	4/4/2016	890833 THOMSON REUTERS	833544052		LA CLEAR INVEST TOOLS 001-135-0000-4260	165.96
					Total :	165.96
200767	4/4/2016	103903 TIME WARNER CABLE	8448200540010369 8448200540028882 8448200540196309		CABLE - 03/18-04/17 (PD) 001-222-0000-4260 CABLE - 03/13/16-04/12/16 (LP PARK) 001-420-0000-4260 INTERNET SERVICES - 03/23/16-04/22/1 001-190-0000-4220	191.03 173.22 1,100.00
					Total :	1,464.25
200768	4/4/2016	891311 TORRES, RITA	03/05/16-03/18/16		ENP SUBSTITUTE 115-422-3750-4270 115-422-3752-4270	90.00 10.00
					Total :	100.00
200769	4/4/2016	887568 TRANS TECH	011441		REBUILD TRANS-PD3032 041-320-0225-4400	1,558.90
					Total :	1,558.90
200770	4/4/2016	888241 UNITED SITE SERVICES OF CA INC	114-3815517		PORTABLE TOILET-501 FIRST 043-390-0000-4260	589.36
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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200770	4/4/2016	888241 888241 UNITED SITE SERVICES OF CA INC	(Continued)			Total : 589.36
200771	4/4/2016	890076 URBAN RESTORATION GROUP	00015280		GRAFFITI REMOVAL SUPPLIES 001-152-0000-4300	647.07 Total : 647.07
200772	4/4/2016	103534 VALLEY LOCKSMITH	3348		REPL IGNITION KEYS-PW1543 041-320-0371-4400	75.00 Total : 75.00
200773	4/4/2016	103574 VERDIN, FRANCISCO JAVIER	01/01/16-03/31/16		MEXICAN FOLKLORICO DANCE INSTR 017-420-1362-4260	787.50 Total : 787.50
200774	4/4/2016	101302 VERIZON	8181811075		CITY HALL PAGING 001-190-0000-4220	47.53
			8181811114		CITY YARD AUTO DIALER 070-384-0000-4220	46.19
			8181973210		PD MAJOR PHONE LINES 001-222-0000-4220	1,782.30
			8181990351		PAC 50 TO SHERRIFFS 001-222-0000-4220	524.71
			8183612385		MTA PHONE LINE 007-440-0441-4220	110.96
					001-190-0000-4220	55.48
			8183612472		PW PHONE LINES 070-384-0000-4220	185.95
			8183617825		HERITAGE PARK IRRIG SYSTEM 001-420-0000-4220	59.08
			8188315002		PD SPECIAL PROBLEMS 001-222-0000-4220	48.52
			8188377174		PD SPECIAL PROBLEMS 001-222-0000-4220	21.27
			8188987385		LP FAX LINE 001-420-0000-4220	33.04
					Total : 2,915.03	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200775	4/4/2016	889644 VERIZON BUSINESS	61589831		CITY YARD LONG DISTANCE 070-384-0000-4220	14.56
			67363305		CITY HALL LONG DISTANCE 001-190-0000-4220	49.18
			67363306		CITY YARD LONG DISTANCE 070-384-0000-4220	14.75
			67363308		POLICE LONG DISTANCE 001-222-0000-4220	111.25
			67363309		CITY YARD LONG DISTANCE 070-384-0000-4220	9.83
			67363310		PARK LONG DISTANCE 001-420-0000-4220	15.39
			67363858		ENGINEERING LONG DISTANCE 001-310-0000-4220	5.51
			67363870		CITY HALL LINES 001-190-0000-4220	60.33
					Total : 280.80	
200776	4/4/2016	892081 VERIZON BUSINESS SERVICES	69718999		PD UNITS-MPLS PORT ACCESS & ROU 001-222-0000-4220	1,036.01 Total : 1,036.01
200777	4/4/2016	100101 VERIZON WIRELESS-LA	970459610		VARIOUS CELL PHONES 001-105-0000-4220	33.21
					072-360-0000-4220	22.55
					001-101-0109-4220	32.20
					001-101-0111-4220	32.20
					001-101-0107-4220	33.21
					Total : 153.37	
200778	4/4/2016	889681 VILLALPANDO, MARIA	03/05/16-03/18/16		FOOD SERVICE WORKER 115-422-3750-4270	350.00
					115-422-3752-4270	50.00
					Total : 400.00	
200779	4/4/2016	103603 VULCAN MATERIALS COMPANY	71063569		ROAD BASE AND FILL SAND 011-311-0000-4600	359.15

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200779	4/4/2016	103603 103603 VULCAN MATERIALS COMPANY	(Continued)			Total : 359.15
200780	4/4/2016	888705 WEST COAST TOURS	1213		SENIOR CLUB TRIP DEP-RENO 05/30-004-2384	1,000.00
					Total :	1,000.00
200781	4/4/2016	888442 WESTERN EXTERMINATOR COMPANY	3917065		PEST CONTROL-LP PARK 043-390-0000-4260	52.00
			3917066		PEST CONTROL-CITY HALL 043-390-0000-4260	82.50
			3917067		PEST CONTROL-REC PARK 043-390-0000-4260	75.50
			3917068		PEST CONTROL-RUDY ORTEGA PARK 043-390-0000-4260	53.00
			3931397		RAT CONTROL-LP PARK CONCESSION 043-390-0000-4330	299.00
			3931398		RAT CONTROL-LP PARK MAIN BUILDIN 043-390-0000-4330	799.00
					Total :	1,361.00
200782	4/4/2016	891531 WILLDAN ENGINEERING	00320957	11286	CONNECTOR OF PIPE SCREEN INSTAL 032-311-0842-4500	13,658.50
			003-21053	11285	ST. RESURFACING PRJ. ENGINEERING 012-311-0560-4600	16,881.00
			00321058	11286	CONNECTOR OF PIPE SCREEN INSTAL 032-311-0842-4500	1,333.50
					Total :	31,873.00
200783	4/4/2016	889491 WILLDAN FINANCIAL SERVICES	010-30529	11298	USER FEE STUDY AND COST ALLOCAT 001-190-0000-4270	1,605.00
					Total :	1,605.00
200784	4/4/2016	103745 ZEP MANUFACTURING COMPANY	9002153360		ZEP METER MIST FOR EVIDENCE ROC 001-222-0000-4300	146.51
					Total :	146.51
113 Vouchers for bank code : bank3						Bank total : 344,585.37

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
113 Vouchers in this report						Total vouchers : 344,585.37

Voucher Registers are not final until approved by Council.

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AGENDA REPORT

To: City Councilmembers

From: Ad Hoc Committee on City Commissions
Mayor Robert C. Gonzales
Councilmember Sylvia Ballin

Date: April 4, 2016

Subject: Discussion Regarding Changes to City Commissions, Committees, and Boards

RECOMMENDATION:

It is recommended that the City Council approve the suggested changes to the City's commissions, committees, and boards.

BACKGROUND:

Over the years, there have been several commissions, committees, and boards established by the City Council. A current list of those commissions, committees, and boards has been attached to this staff report (Attachment "A").

On April 6, 2015, the City Council appointed Vice Mayor Ballin and Councilmember Gonzales to an Ad Hoc Committee on City Commissions to do an overview of all commissions and provide final recommendations to the full City Council.

Since then, the Ad Hoc Committee has met numerous times with staff (i.e., City Clerk Elena G. Chávez and Deputy City Clerk Miriam Gutierrez).

ANALYSIS:

There are eight (8) appointed commissions that serve the City. Each commission is subject-matter specific and acts in an advisory role to the City Council. Most commission meetings occur after regular business hours and on a frequency schedule adopted by the City Council. As such, commission meetings require staff support (agenda preparation, reports, noticing, training, etc.) in order to ensure their successful operation. A summary of the commissions are listed below and described in further detail in Attachment "A".

Discussion Regarding Changes to City Commissions, Committees, and Boards

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Commission Name	Department Liaison
Cultural Arts	TBD
Education	City Clerk
Disaster Council	Public Works
Parks, Wellness, and Recreation	Parks and Recreation
Planning and Preservation	Community Development
Safety Committee	Personnel
Transportation and Safety	Public Works
Tree	Public Works

During their meetings, the concept of consolidating some City commissions was discussed due to some overlap in subject matter between existing commissions. After review by the Ad Hoc Committee, it has been determined that some consolidation could be beneficial without impacting existing City operations. These items are briefly summarized below:

- **Cultural Arts Commission**

Since April 2009, there has been no activity regarding this commission. At that time, the City Council agreed to table recruitment for commission members and re-evaluate commission goals and objectives.

Recommendation:

- 1) Combine with the Education Commission.
- 2) New name: *Education and Cultural Arts Commission*.
- 3) Some duties may be carried over to the newly-named commission. (Refer to Attachment "B")
- 4) Changes will require updating the City Code.

- **Education**

The Education Commission meets quarterly to act as a liaison between local schools and the City. This commission offers an important forum for fostering communications with local schools.

Recommendation:

- 1) Combine with Cultural Arts Commission.
- 2) New name: *Education and Cultural Arts Commission*.

Discussion Regarding Changes to City Commissions, Committees, and BoardsPage 3 of 6

- 3) Should hold monthly meetings.
- 4) Commission may appoint two cultural arts liaison members:
 - a) Appointment will be via an application process.
 - b) Need not be a City resident.
 - c) Liaison members do not have voting rights.
 - d) May sit at dais with commissioners to provide valuable input.
 - e) May add agenda items.
 - f) Will not receive a stipend.
- 5) Changes will require updating the City Code.

- **Disaster Council**

The Disaster Council meets quarterly to discuss issues pertaining to emergency preparedness and public education for disaster situations. This commission offers an important forum for emergency preparedness planning.

Recommendation:

No changes recommended.

- **Parks, Wellness, and Recreation**

The Parks, Wellness, and Recreation Commission meets regularly to discuss issues pertaining to community recreation, health/fitness, and parks/facility programming. This commission offers an important venue to encourage public participation in community recreation activities.

Recommendation:

No changes recommended.

- **Planning and Preservation**

The Planning and Preservation Commission meets regularly to discuss issues pertaining to the preservation of historic community resources, land use planning, and development matters. This commission offers an important forum for reviewing and vetting community planning, growth, housing needs, and environmental issues.

Recommendation:

- 1) Combine with the Tree Commission.
- 2) Elements from the Tree Commission (i.e., street tree master planning and oak tree preservation) to be consolidated with the Planning and Preservation Commission. (Refer to Attachment "B")
- 3) Changes will require updating the City Code.

Discussion Regarding Changes to City Commissions, Committees, and Boards

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- **Safety Committee**

Per the City Code, the Safety Committee shall meet at least once each month. The committee acts as an advisory board to develop and recommend to the City Council and City Manager policies and procedures affecting the administration of the city safety programs. The Safety Committee currently consists of seven members (all serve without compensation), including the heads of each department.

Recommendation:

- 1) Disband the Safety Committee. If a safety concern needs to be addressed, Department Heads can add the item to the Disaster Council agenda or just bring directly to the City Council for review and/or consideration.
- 2) Will require updating the City Code.

Transportation and Safety

The Transportation and Safety Commission meets monthly to discuss issues pertaining to traffic and pedestrian safety. This commission offers an important forum for reviewing traffic controls and other traffic calming issues.

Recommendation:

No changes recommended.

- **Tree**

The Tree Commission meets as-needed to discuss issues pertaining to the management of the City's Urban Forest. Since many operational functions related to trees are handled administratively by the Public Works Department, this commission focuses on long-term urban forestry planning issues.

Recommendation:

- 1) Eliminate Tree Commission.
- 2) Elements from the Tree Commission (i.e., street tree master planning and oak tree preservation) could be consolidated with the Planning and Preservation Commission. (Refer to Attachment "B")
- 3) City arborist to be paid "as needed".
- 4) Will require updating the City Code.

Other Recommendations:

All Commissions:

1. All Commissioners must be a resident and registered voter of the City.
2. To be considered, all applicants must submit a Commissioner Application Form.

Discussion Regarding Changes to City Commissions, Committees, and Boards

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	3. Absence from three consecutive regular meetings by a member shall be deemed to constitute a retirement of such member and his/her office will become vacant.
Regular Updates:	<ol style="list-style-type: none"> 1. Commission Chairs are encouraged to provide quarterly updates at City Council meetings 2. No later than one week following a meeting, Councilmembers to be notified, via the Calendar Schedule (maintained by the Executive Assistant to the City Manager), of any absences by commissioners.
Standing Committees: (Refer to Attachment "C")	<ol style="list-style-type: none"> 1. Disband all Standing Committees. 2. Add High-Speed Rail.
Commission Meeting Times:	With every new member, commissions should re-evaluate their meeting times. Commissions may change their meeting times by commission action/motion.
Allow Councilmembers to agendize items on Commission agendas?	No
Councilmember Liaisons:	No appointment of City Councilmember liaisons to commissions. The Department Head overseeing the commission will give a brief update at the first City Council meeting following the commission meeting.
Prop A Buses:	<ol style="list-style-type: none"> 1. \$25,000 Prop A funding should be set aside for City Council. 2. Perhaps go out for a Request for Proposals for buses. 3. Buses should all look the same: <ul style="list-style-type: none"> - Charter Bus 56 seater - Cost range from \$700-\$1,500 - Should include AC, full reclining seats, DVD player, and restroom. 4. Bus Application Request – need a new application that includes all necessary information (i.e., guidelines and policy). Applications should list <u>specific</u> Proposition A guidelines and requirements (i.e., notices to the public, travel boundaries). 6. Bus Request Policy – there should be a written policy regarding ordering buses. 7. City Council Updates - should receive updates regarding who ordered/received buses and the remaining buses, etc.

BUDGET IMPACT:

No budget impact to the current 2015-2016 Fiscal Year Budget.

Discussion Regarding Changes to City Commissions, Committees, and Boards

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ATTACHMENTS:

- A. San Fernando Commissions/Committees
- B. City Code pertaining to All Commission
- C. Standing Committees

**CITY OF SAN FERNANDO
COMMISSIONS/COMMITTEES**

Updated: March 21, 2016

ATTACHMENT "A"

CULTURAL ARTS COMMISSION

Municipal Code:	§2-426 Public application process – individuals to apply to and be chosen to represent one of the following areas: <ul style="list-style-type: none"> ➤ Performing Arts- Theater and Dance ➤ Music ➤ Visual Arts/Public Arts ➤ Media Arts ➤ Art Education <p align="center">Priority preference will be given to individuals that live/work in the City.</p>	
Council Action - April 6, 2009:	Table recruitment. Reevaluate duties and powers to be more in tune with goals and objectives.	
MEMBERS	DATE OF APPOINTMENT	AREA REPRESENTED
(Five Members – Currently Vacant)	-	-

DISASTER COUNCIL

Municipal Code:	§26-91		
Composition:	Nine Members - <i>Specific Titles Italicized</i>		
Term of Office:	Two years (for Members No.s 5-9)		
Meetings:	Meets Quarterly (February, May, August, November) City Hall – Community Room		
Staff Contact:	Chris Marcarello, Deputy City Manager/Public Works Director		
Address & Phone:	San Fernando City Hall 117 Macneil Street, San Fernando, CA 91340 818/898-1222		
Chair:	Robert C. Gonzales		
Vice-Chair:	(Vacant)		
MEMBERS		DATE OF APPOINTMENT	TERM EXPIRES
1	<i>Mayor</i>	Robert C. Gonzales	3/21/16
2	<i>Councilperson Appointed by Mayor</i>	(Vacant)	10/19/15
3	<i>Asst. Dir. Of Emergency Services</i>	(Vacant)	-
4	<i>Coordinator of Emergency Services</i>	Lt. Chris Colelli	2/17/16
5	<i>A Disaster Communications Rep.</i>	Gene Roske	5/19/14
6	<i>Rep. of the Fire Dept.</i>	Captain John Ignatczyk	7/21/14
7	<i>Rep. of the American Red Cross</i>	Jon Brown	5/4/15
8	<i>Representative of the L.A.U.S.D.</i>	(Vacant)	-
9	<i>Rep. of the California Emergency Mobile Patrol or other Similar Trained Volunteer Organization</i>	Diane Shepherd	5/19/14

**CITY OF SAN FERNANDO
COMMISSIONS/COMMITTEES**

Updated: March 21, 2016

EDUCATION COMMISSION

Municipal Code:	§2-614
Composition:	Five Members (must be a registered voter and City resident)
Term of Office:	§2-34 Appointment to and §2-35 Removal from
Meetings:	Meets Quarterly (February, May, August, November) Last Tuesday at 6:00 p.m. City Hall – Community Room
Staff Contact:	Elena G. Chávez, City Clerk
Address & Phone:	San Fernando City Hall 117 Macneil Street, San Fernando, CA 91340 818/898-1204
Chair:	Angel Zobel-Rodriguez
Vice-Chair:	Danitza Pantoja
City Council Liaison:	Joel Fajardo

MEMBERS		APPOINTED	APPOINTED BY COUNCILMEMBER
1	Michael Remenih	8/18/14	Sylvia Ballin
2	Danitza Pantoja	10/5/15	Joel Fajardo
3	Olivia Robledo	9/16/13	Robert C. Gonzales
4	Yvonne G. Mejia	8/6/12	Antonio Lopez
5	Angel Zobel-Rodriguez	5/18/15	Jaime Soto

PARKS, WELLNESS, AND RECREATION COMMISSION

Municipal Code:	§54-56
Composition:	Five Members (must be a City resident)
Term of Office:	§2-34 Appointment to and §2-35 Removal from
Meetings:	Meets 2 nd Tuesday at 6:30 p.m. City Hall – Council Chambers
Staff Contact:	Ismael Aguila, Recreation & Community Services Operations Manager Recreation Park
Address & Phone:	208 Park Avenue, San Fernando, CA 91340 818/898-7381
Chair:	Adriana Gomez
Vice-Chair:	Danitza Pantoja
City Council Liaison:	Robert C. Gonzales

MEMBERS		APPOINTED	APPOINTED BY COUNCILMEMBER
1	NinaMarie Julia Ballin	3/28/11	Sylvia Ballin
2	Joe Ponce	10/19/15	Joel Fajardo
3	Saydith Navarro	12/17/12	Robert C. Gonzales
4	Adriana Gomez	4/18/11	Antonio Lopez
5	Yolanda Haro	8/3/15	Jaime Soto

**CITY OF SAN FERNANDO
COMMISSIONS/COMMITTEES**

Updated: March 21, 2016

PLANNING AND PRESERVATION COMMISSION			
Municipal Code:	§62-26		
Composition:	Five Members (must be a registered voter and City resident)		
Term of Office:	§2-34 Appointment to and §2-35 Removal from		
Meetings:	Meets 1 st Tuesday at 7:00 p.m. City Hall - Council Chambers		
Staff Contact:	Fred Ramirez, Community Development Director San Fernando City Hall		
Address & Phone:	117 Macneil Street, San Fernando, CA 91340 818/898-1227		
Chair:	Theale E. Haupt		
Vice-Chair:	Alvin Durham, Jr.		
City Council Liaison:	Antonio Lopez		
MEMBERS		APPOINTED	APPOINTED BY COUNCILMEMBER
1	Alvin F. Durham, Jr.	3/28/11	Sylvia Ballin
2	Kevin Beaulieu	12/17/12	Joel Fajardo
3	Anna Michelle Lopez	3/21/16	Jaime Soto
4	Yvonne G. Mejia	12/17/12	Antonio Lopez
5	Theale "Stormy" E. Haupt	5/18/15	Robert C. Gonzales

SENIOR CITIZENS ADVISORY BOARD				
Established:		Minutes Order - October 1, 2001 City Council Meeting		
Composition:		Five Members appointed by PWR Commission (Two representatives from Las Palmas Club, two Members from Park Avenue Club and one at-large Member)		
Term of Office:		Two years		
Meetings:		Meets 4 th Thursday at 1:00 p.m. Las Palmas Park		
Staff Contact:		Virginia Ufano, Community Services Supervisor Las Palmas Park		
Address & Phone:		505 S. Huntington Street, San Fernando, CA 91340 818/898-7340		
Chair:		Michael Kmet		
MEMBERS		NOMINATE SECTOR	DATE OF APPOINTMENT	TERM EXPIRES
1	Michael Kmet	Park Avenue Club	11/10/15	11/10/17
2	Vacant	Park Avenue Club	-	-
3	Marco Tulio Escobar	At-Large	9/9/14	9/9/16
4	Benita Rivera	Las Palmas Park Senior Club	11/10/15	11/10/17
5	Angel Avila	Las Palmas Park Senior Club	9/9/14	9/9/16

CITY OF SAN FERNANDO **COMMISSIONS/COMMITTEES**

Updated: March 21, 2016

SAFETY COMMITTEE			
Municipal Code:	§2-566		
Composition:	Seven Members - <i>Specific Titles Italicized</i>		
Secretary (Per Job Spec):	Personnel Technician		
Term of Office:	*Municipal code does not specify		
Meetings:	Meets once per month		
Staff Contact:	Leticia Lopez, Personnel Technician San Fernando City Hall		
Address & Phone:	117 Macneil Street, San Fernando, CA 91340 818/898-1220		
Chair:	(Vacant)		
MEMBERS			TERM EXPIRES
1	<i>Finance Director</i>	Nick Kimball	*
2	<i>Director of Public Works</i>	Chris Marcarello	*
3	<i>Director of Community Development</i>	Fred Ramirez	*
4	<i>Director of Recreation & Community Services</i>	Ismael Aguila	*
5	<i>Chief of Police</i>	Tony Vairo	*
6	<i>SFPOA Representative</i>	(Vacant)	*
7	<i>SEIU Misc Group Rep.</i>	Ruben Quintana	*
8	City Manager	Brian Saeki	*
9	SFPOA Police Mgmt. Rep.	(Vacant)	*
10	SFMG Rep. (Mgmt.)	Michael Okafor	*
11	SFPEBU Rep. (Part-Time)	Patty Garcia	*

TRANSPORTATION AND SAFETY COMMISSION			
Municipal Code:	§90-71		
Composition:	Five Members (must be a City resident)		
Term of Office:	§2-34 Appointment to and §2-35 Removal from		
Meetings:	Meets 3 rd Wednesday at 7:00 p.m. City Hall – Council Chambers		
Staff Contact:	Chris Marcarello, Deputy City Manager/Public Works Director San Fernando City Hall		
Address & Phone:	117 Macneil Street, San Fernando, CA 91340 818/898-1222		
Chair:	Gilbert Berriozabal		
Vice-Chair:	(Vacant)		
City Council Liaison:	(Vacant)		
MEMBERS		APPOINTED	APPOINTED BY COUNCILMEMBER
1	Dee Akemon	9/21/15	Sylvia Ballin
2	Gilbert Berriozabal	1/7/13	Joel Fajardo
3	Rudy Trujillo (Vice Chair)	12/17/12	Robert C. Gonzales
4	Francisco Arrizon	6/17/13	Antonio Lopez
5	Julie Cuellar	5/4/15	Jaime Soto

**CITY OF SAN FERNANDO
COMMISSIONS/COMMITTEES**

Updated: March 21, 2016

TREE COMMISSION				
Municipal Code:	§2-600			
Composition:	Five Members - <i>Specific Titles Italicized</i>			
Term of Office:	Three years (Appointed by the City Council) *Serve indefinitely at the will of the City Council			
Meetings:	Meet quarterly (as needed). Meeting dates will vary. City Hall – Community Room			
Staff Contact:	Chris Marcarello, Deputy City Manager/Public Works Director San Fernando City Hall			
Address:	117 Macneil Street, San Fernando, CA 91340 818/898-1222			
Chair:	Kay Greeley			
MEMBERS			DATE OF APPOINTMENT	TERM EXPIRES
1	<i>Councilmember*</i>	Joel Fajardo	12/17/12	*
2	<i>Public Works Director*</i>	Chris Marcarello	9/8/14	*
3	<i>Community Development Director*</i>	Fred Ramirez	11/4/02	*
4	<i>Certified Arborist, Horticulturist, Landscape Architect or other similarly-trained professional</i>	Kay Greeley	4/2/12	4/2/15
5	<i>At-Large Member of the Community</i>	Ian Fitzsimmons	7/1/13	7/1/16

ATTACHMENT “B”

CITY CODE PERTAINING TO ALL COMMISSIONS

~~REMOVE~~ / ~~ADD~~

Cultural Arts Commission	<i>Page 1</i>
Education Commission	<i>Page 3</i>
Disaster Council	<i>Page 5</i>
Parks, Wellness, and Recreation Commission	<i>Page 6</i>
Planning and Preservation Commission	<i>Page 9</i>
Transportation and Safety Commission	<i>Page 11</i>
Tree Commission	<i>Page 13</i>
Safety Committee	<i>Page 16</i>

~~CULTURAL ARTS COMMISSION~~~~Sec. 2-426.—Created.~~~~There is created and established a cultural arts commission in and for the city.~~~~{Code 1957, § 2-270}~~~~Sec. 2-427.—Composition.~~~~The cultural arts commission shall consist of five members. Each member will be selected by the city council on the basis of an application process, which requires, at minimum, the submittal of:~~

- ~~(1) A letter of interest;~~
- ~~(2) Resume; and~~
- ~~(3) Biography or other material related to the personal, educational and/or professional background of the applicant.~~

~~Each member selected will represent one of the following areas:~~

- ~~(1) Performing arts—Theatre and dance;~~
- ~~(2) Music;~~
- ~~(3) Visual arts/public arts;~~
- ~~(4) Media arts; and~~
- ~~(5) Art education.~~

~~Preference shall be given to persons that live and/or work in the city.~~~~{Code 1957, § 2-271; Ord. No. 1586, 7, 3-16-2009}~~~~Sec. 2-428.—Officers.~~

CITY CODE PERTAINING TO ALL COMMISSIONS**Page 2 of 17**

~~The members shall organize the cultural arts commission and shall select a chair and vice-chair. In the absence of the chair and the vice-chair, any other member shall call the meeting to order, whereupon a chair shall be elected from the members present to preside for that meeting.
(Code 1957, § 2.274)~~

~~Sec. 2-429.— Compensation of members.~~

~~The council shall fix the amount of compensation, if any, to be paid to the members of the cultural arts commission.
(Code 1957, § 2.275)~~

~~Sec. 2-430.— Meetings generally.~~

~~Members of the cultural arts commission shall meet at such time and place as may be fixed by resolution.
(Code 1957, § 2.276)~~

~~Sec. 2-431.— Quorum.~~

~~Three members of the cultural arts commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum until a quorum can be obtained.
(Code 1957, § 2.277)~~

~~Sec. 2-432.— Absence from meetings.~~

~~Absence from three regular meetings of the cultural arts commission in a 12-month period by a member without the 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 retirement of such member, and the office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city council member so assigned of a successor to fill the unexpired term.
(Code 1957, § 2.278)~~

**THE FOLLOWING DUTIES MAY BE ADDED TO THE
EDUCATION AND CULTURAL ARTS COMMISSION****Sec. 2-433. - Duties and powers.**

The duties and powers of the cultural arts commission shall be as follows:

(1) The commission will be a working commission and is charged with planning and implementing cultural special events and planning and commissioning art in public places (e.g., murals, sculptures, city monuments, etc.).

(2) The commission would annually develop a list of activities that would be presented for council approval. The activities would address a diverse and broad approach to culture, not any one culture. The activities would introduce the community to all cultures in this city and beyond.

(3) The commission is charged with seeking outside funds to implement its activities, thereby saving city resources.

(4) It is expected that from time to time activities of the cultural arts commission may intersect with the duties and authority of other commissions. When this occurs, an ad hoc committee of two

CITY CODE PERTAINING TO ALL COMMISSIONS**Page 3 of 17**

commissioners from each commission involved will be formed to meet and discuss the issue or project. An ad hoc report will be generated and forwarded back to each commission. The commissions will then make a recommendation to the city council, who will make the final decision.
(Code 1957, § 2.279)

Sec. 2-434. - Rules and regulations.

Subject to the approval of the city council, the cultural arts commission may make and alter such rules and regulations for its organization and procedures as are consistent with this chapter and other city ordinances and with state laws.
(Code 1957, § 2.281)

Sec. 2-435. - Reports and records.

The cultural arts commission shall keep an accurate record of all its proceedings and transactions and shall render annually, on a calendar basis, a full report of the commission's transactions and recommendations to the council.
(Code 1957, § 2.282)

Sec. 2-436. - Incurring financial liability.

Neither the cultural arts commission nor any person connected with the commission shall incur any financial liability in the name of the city.
(Code 1957, § 2.283)

EDUCATION COMMISSION

**RENAME: EDUCATION AND CULTURAL ARTS COMMISSION
(NEW NAME TO BE CHANGED THROUGHOUT CITY CODE)**

Sec. 2-614. Created; composition; appointment; qualifications.

- (a) There is established an education commission in and for the city.
- (b) The education commission shall consist of five members.
- (c) Each member shall be appointed in accordance with section 2-34 of this Code.
- (d) Each member shall, at all times during their incumbencies, be a resident and registered voter of the city.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-615. Officers; compensation.

(a) The members of the education commission shall annually in June elect one of its number as chair and one of its number as vice-chair, each to serve for a one-year term or until a successor is elected. The city clerk shall serve as secretary to the education commission. In the absence of the chair, the vice-chair, and/or the secretary, any other member shall call the meeting to order, whereupon a chair and/or a secretary shall be elected from the members present to preside for that meeting.

(b) The city council shall fix the amount of compensation, if any, to be paid to the members of the education commission.

CITY CODE PERTAINING TO ALL COMMISSIONS**Page 4 of 17**

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-616. Meetings; quorum.

(a) The members of the education commission shall meet at least once ~~a quarter~~ **per month** at such time and place as it may fix by resolution. Special meetings may be called at any time by the chair of the commission or four members thereof by written notice served upon each member of the commission at least 48 hours before the time for the proposed meeting. Proper posting and Brown Act procedures will be followed.

(b) Three members of the education commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum until a quorum can be obtained.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-617. Absence from meetings.

(a) Absence from three consecutive regular meetings of the education commission by a member with or without consent of the commission shall be deemed to constitute a retirement of such member, and his office shall become vacant. The vacancy thus created shall thereafter be filled by a successor to fill the unexpired term of office pursuant to section 2-35 of this Code.

(b) Absence from three regular meetings of the education 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 his office shall become vacant. The vacancy thus created shall thereafter be filled by a successor to fill the unexpired term of office pursuant to section 2-35 of this Code.

(c) Any member whose absences from regular meetings of the commission are deemed to constitute a retirement of such member under this section shall have the right to appeal the deemed retirement. The city council may overturn the deemed retirement if it determines that the absences of the member were the result of unusual circumstances.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-618. Powers and duties; rules and regulations; reports and records.

(a) The powers and duties of the education commission shall be as follows:

(1) Establish and act as a liaison between the city and local school administrations, the city's school board representative for the Los Angeles Unified School District and representatives from other public and private schools operated in the city.

(2) Initiate studies, investigations, surveys and make recommendations to the city council regarding local K-12 education and local higher learning, educational grant and educational scholarship opportunities.

CITY CODE PERTAINING TO ALL COMMISSIONS**Page 5 of 17**

(3) Coordinate with the city police chief on the implementation of the School Resource Officer Program in local Los Angeles Unified School District schools and the deployment of a school resource officer at those schools.

(b) Subject to the approval of the city council, the education commission may make and alter such rules and regulations for its organization and procedure as are consistent with this chapter, other city ordinances and state law.

(c) The education commission shall keep an accurate record of all its proceedings and activities and shall render annually, on a calendar basis, a full report of the commission's activities and recommendations to city council.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-619. Incurring financial liability.

Neither the education commission nor any person connected with the commission shall incur any financial liability in the name of the city.

(Ord. No. 1605, § 1, 5-16-2011)

Sec. 2-620. Reserved.

DISASTER COUNCIL

Sec. 26-91. Created; composition.

(a) The city's disaster council is created and shall consist of the following:

- (1) The mayor, who shall be chairman;
- (2) A councilmember who shall be appointed by the mayor, shall be vice chairperson;
- (3) The assistant director of emergency services;
- (4) The coordinator of emergency services;
- (5) A disaster communications representative;
- (6) A representative of the fire department;
- (7) A representative of the American Red Cross;
- (8) A representative of the Los Angeles Unified School District; and
- (9) A representative of the California Emergency Mobile Patrol or other similar trained volunteer organization.

(b) The disaster council shall be composed of nine members, each with full participation and voting rights. Except for those members included pursuant to subsection (a)(1) through (4) of this section, the terms of office of members of the disaster council shall be for periods of two years.

(Code 1957, § 7.3; Ord. No. 1576, § 4, 11-20-2006)

CITY CODE PERTAINING TO ALL COMMISSIONS**Page 6 of 17**

State law reference— Local councils authorized, Government Code § 8610.

Sec. 26-92. Powers and duties; meetings.

It shall be the duty of the disaster council and it is empowered to develop and recommend for adoption by the city council emergency and mutual aid plans and agreements and such ordinances and resolutions as are necessary to implement such plans and agreements. The disaster council shall meet at least quarterly and upon call of the chairman or, in his absence from the city or inability to call such meeting, upon call of the vice-chairman.

(Code 1957, § 7.4)

Sec. 26-93. Absences from meetings.

(a) Absence from three consecutive regular meetings of the disaster council by a member without consent of the disaster council shall be deemed to constitute a retirement of such member, and his/her office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city council of a successor to fill the unexpired term of office.

(b) Absence from three regular meetings of the disaster council in a 12-month period by a member without consent of the disaster council or absence from more than four regular meetings of the disaster council within a 12-month period by a member with the consent of the disaster council shall be deemed to constitute a retirement of such member, and his/her office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city council of a successor to fill the unexpired term of office.

(c) Any member whose absences from regular meetings of the disaster council are deemed to constitute a retirement of such member under this section shall have the right to appeal the deemed retirement to the city council within ten days of notification of the deemed retirement. The city council may overturn the deemed retirement if it determines that the absences of the member were the result of unusual circumstances.

(Code 1957, § 7.4.1; Ord. No. 1576, § 5, 11-20-2006)

Sec. 26-94. Compensation.

Each of the members of the disaster council shall receive such compensation as the city council shall, from time to time, determine and fix by resolution.

PARKS, WELLNESS AND RECREATION COMMISSION**Sec. 54-56. Created.**

There is created and established a recreation and community services commission in and for the city, which shall be known as the "parks, wellness and recreation commission." All references in this Code to the "recreation and community services" commission shall be to the parks, wellness and recreation commission.

CITY CODE PERTAINING TO ALL COMMISSIONS**Page 7 of 17**

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-57. Composition and appointment of members.

The parks, wellness and recreation commission shall consist of five members, each with full participation and voting rights. Each member shall be appointed by a different appointing councilperson, with such appointment to be ratified by the city council. Such members of the parks, wellness and recreation commission shall be registered voters and city residents.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-58. Officers.

The members shall organize the parks, wellness and recreation commission and shall select 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.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-59. Compensation of members.

The council shall fix the amount of compensation, if any, to be paid to the members of the parks, wellness and recreation commission.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-60. Meetings generally.

Members of the parks, wellness and recreation commission shall meet at such time and place as may be fixed by resolution.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-61. Quorum.

Three members of the parks, wellness and recreation commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum until a quorum can be obtained.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-62. Absence from meetings.

(a) Absence from three consecutive regular meetings of the parks, wellness and recreation commission by a member with or without consent of the commission shall be deemed to constitute a retirement of

CITY CODE PERTAINING TO ALL COMMISSIONS**Page 8 of 17**

such member, and his 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. (Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-63. Powers and duties generally.

The powers and duties of the parks, wellness and recreation commission shall be:

(1) Initiating studies, investigations and surveys and making recommendations to the city council relative to the creation, operation, maintenance, management and control of the community recreation programs of parks, playgrounds and indoor and outdoor recreational activities.

(2) Subject to the prior approval of the city council, adopting by resolution, rules and regulations not inconsistent with this code and city ordinances, for the maintenance, improvement, use and operation of the parks, playgrounds, bathing facilities, recreation centers and other similar facilities of the city. A complete file of such rules and regulations shall be maintained in both the city clerk's office and that of the director of recreation and community services, with resolutions in the customary form and numbered numerically.

(3) Participate in the development of a master plan for all parks and playgrounds owned and operated by the city and, upon approval of the plans by the city council, working consistently toward the achievement of the plan and for the improvement of the plan as originally approved.

(4) Initiating studies, investigations and surveys and making recommendations to the city council relative to health, wellness and fitness, including such activities and programs created and/or maintained for the same by the director of recreation and community services.

(5) Upon request of the city council, making other investigations, reports and recommendations upon subjects or other matters referred to it by the city council.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-64. Powers and duties concerning city-owned historic resources.

The following sites and improvements are declared by the city council to be historic resources. The parks, wellness, and recreation commission shall have responsibility for programming the maintenance, improvement, use and operation of these city-owned historic resources, subject to approval by the city council:

(1) The Lopez Adobe site including the Lopez Adobe and the Lopez-Villegas House at the southwesterly corner of the intersection of South Maclay Avenue and Pico Street.

CITY CODE PERTAINING TO ALL COMMISSIONS**Page 9 of 17**

(2) Such other historic resources as the council shall from time to time select and add to this section by amendment.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-65. Rules and regulations.

Subject to the approval of the city council, the parks, wellness and recreation commission may make and alter such rules and regulations for its organization and procedures as are consistent with this article and other sections of this Code and city ordinances and with state laws.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-66. Reports and records.

The parks, wellness and recreation commission shall keep an accurate record of all its proceedings and transactions and shall render annually, on a calendar basis, a full report of the commission's transactions and recommendations to the council.

(Ord. No. 1586, § 4, 3-16-2009)

Sec. 54-67. Incurring financial liability.

Neither the parks, wellness and recreation commission nor any person connected with the commission shall incur any financial liability in the name of the city.

(Ord. No. 1586, § 4, 3-16-2009)

PLANNING AND PRESERVATION COMMISSION

Sec. 62-26. Established.

A planning commission for the city is established pursuant to Government Code § 65101 and shall be known as the planning and preservation commission. All references in this Code to the "planning commission" or "city planning commission" shall be to the planning and preservation commission. All references in ch. 106, art. VI, div. 14, of this Code to the "commission" shall be to the planning and preservation commission.

(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-27. Composition and appointment of members.

The planning and preservation commission shall be composed of five members, each with full participation and voting rights. Such members shall be registered voters and city residents. Each member shall be appointed by a different appointing councilperson, with such appointment to be ratified by the city council.

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(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-28. Compensation.

The council shall fix the amount of compensation, if any, to be paid to the members of the planning and preservation commission.

(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-29. Officers.

The members shall organize the planning and preservation 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. The community development director shall serve as secretary.

(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-30. Meetings generally.

The members of the planning and preservation commission shall meet once each month, 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.

(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-31. Absence from meetings.

(a) Absence from three consecutive regular meetings of the planning and preservation 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.

(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-32. Quorum.

Three members of the planning and preservation commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum and until a quorum can be obtained.

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(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-33. Rules and regulations.

The planning and preservation commission may make and alter rules and regulations for its organization and procedure consistent with state laws and this article and other city ordinances.

(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-34. Records and reports.

The planning and preservation commission shall keep an accurate record of all its proceedings and transactions. The commission shall also, upon demand of the council, make other investigations and reports upon subjects within its jurisdiction.

(Ord. No. 1586, § 1, 3-16-2009)

Sec. 62-35. Powers and duties.

The planning and preservation commission shall have the powers and shall perform the duties prescribed by the city council and by state law for planning commissions established pursuant to Government Code § 65101.

In addition, for purposes of ch. 106, art. VI, div. 14, of this Code, the duties of the planning and preservation commission shall include the following:

(1) Initiating studies, investigations and surveys and making recommendations to the city council relative to the designation, selection, establishment, maintenance, management, and control of historic resources and the preservation thereof.

(2) Upon request of the city council, making other investigations, reports, and recommendations upon subjects related to the implementation of the historic preservation element of the general plan and ch. 106, art. VI, div. 14, of this Code, or other matters related to the city's historic preservation program referred to it by the city council.

(Ord. No. 1586, § 1, 3-16-2009)

TRANSPORTATION AND SAFETY COMMISSION

Sec. 90-71 Established; composition; appointment and compensation of members; officers.

(a) There is established a transportation and 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.

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(b) The members shall organize the transportation and 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)

Sec. 90-72. Duties generally.

It shall be the duty of the transportation and 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.

(Code 1957, § 13.26)

Sec. 90-73. Meetings generally.

The members of the transportation and 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)

Sec. 90-74. Absences from meetings.

(a) Absence from three consecutive regular meetings of the transportation and 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)

Sec. 90-75. Compensation.

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Each of the members of the transportation and safety commission shall receive compensation as the city council shall, from time to time, determine and fix by resolution.

(Code 1957, § 13.26.3)

Sec. 90-76. Removal of members.

Members of the transportation and safety commission shall be removed from office as provided in sections 2-35 and 90-74 of this Code.

TREE COMMISSION

~~Sec. 2-600. Created.~~

~~There is established a tree commission in and for the city.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-601. Composition and appointment of members.~~

~~The tree commission shall consist of five members. The commission shall include one councilmember, the public works director, the community development director, a certified arborist, horticulturist, landscape architect or other similarly trained professional (the "professional"), and one at large member from the community (the "at-large member").~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-602. Terms of members.~~

~~Terms of office of the councilmember, the professional, and the at-large member shall be three years, at the will of the city council. The public works director and community development director shall serve indefinitely at the will of the city council.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-603. Vacancies; removal.~~

~~(a) If a vacancy occurs in the tree commission for any reason, such vacancy shall be filled by appointment by the city council.~~

~~(b) Whenever, in the discretion of the city council, the best interests of the city will be served thereby, any member of the tree commission may be removed from office by the city council.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-604. Officers generally.~~

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~~(a) Chair. The members of the tree commission shall annually in June elect one of its number as chair to serve for a one-year term or until a successor is elected.~~

~~(b) Vice chair. The members of the tree commission shall annually in June elect one of its number as vice chair to serve for a one-year term or until a successor is elected.~~

~~(c) Secretary. The public works director or his or her designee shall serve as secretary to the commission.~~

~~(d) Absence of chair, vice chair and/or secretary. In the absence of the chair, the vice chair, and/or the secretary, any other member shall call the meeting to order, whereupon a chair and/or a secretary shall be elected from the members present to preside for that meeting.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-605. Compensation.~~

~~The city council shall fix the amount of compensation, if any, to be paid to the members of the tree commission.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-606. Meetings generally.~~

~~The members of the tree commission shall meet at least once a quarter at such time and place as it may fix by resolution. Special meetings may be called at any time by the chair of the commission or four members thereof by written notice served upon each member of the commission at least 48 hours before the time for the proposed meeting. Proper posting and Brown Act procedures will be followed.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-607. Quorum.~~

~~Three members of the tree commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum until a quorum can be obtained.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-608. Absence from meetings.~~

~~(a) Absence from three consecutive regular meetings of the tree commission by a member with or without consent of the commission shall be deemed to constitute a retirement of such member, and his office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city council 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~~

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~~period by a member with the consent of the commission shall be deemed to constitute a retirement of such member, and his office shall become vacant. The vacancy thus created shall thereafter be filled by appointment by the city council of a successor to fill the unexpired term of office.~~

~~(c) Any member whose absences from regular meetings of the commission are deemed to constitute a retirement of such member under this section shall have the right to appeal the deemed retirement. The city council may overturn the deemed retirement if it determines that the absences of the member were the result of unusual circumstances.~~

~~(Ord. No. 1531, § 2, 5-20-2002)~~

**ADD THE FOLLOWING DUTIES TO THE
PLANNING AND PRESERVATION COMMISSION**

Sec. 2-609. Powers and duties generally.

The powers and duties of the tree commission shall be as follows:

- (1) To act in an advisory capacity to the city council on matters pertaining to the improvement and beautification of the city's urban forest, and to provide an official entity through which the city may organize and implement plans.
- (2) To establish procedures and rules of operation, as it deems necessary to give effect to the intent and purpose of this ordinance, subject to the approval of the city council, and to perform such other duties as may be prescribed by the city council.
- (3) To oversee the preparation of, the reviewing of, and the recommendation of a city-owned tree inventory, master plan, and work plan/budget to the city council for implementation.
- (4) To be instrumental in evaluating needs, setting goals, and establishing policies for the community forestry program.
- (5) To recommend legislation to the city council regarding the urban forest.
- (6) To provide information regarding the selection, planning and maintenance of trees on public property.

(Ord. No. 1531, § 2, 5-20-2002)

Sec. 2-610. Rules and regulations.

Subject to the approval of the city council, the tree commission may make and alter such rules and regulations for its organization and procedure as are consistent with this chapter, other city ordinances and state law.

(Ord. No. 1531, § 2, 5-20-2002)

Sec. 2-611. Reports and records.

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The tree commission shall keep an accurate record of all its proceedings and transactions and shall render annually, on a calendar basis, a full report of the commission's transactions and recommendations to city council.

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-612. Cooperation by other officers and departments.~~

~~All city officers, departments and department heads shall cooperate and render all reasonable and necessary assistance to the tree commission.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~Sec. 2-613. Incurring financial liability.~~

~~Neither the tree commission nor any person connected with the commission shall incur any financial liability in the name of the city.~~

~~{Ord. No. 1531, § 2, 5-20-2002}~~

~~DIVISION 6. SAFETY COMMITTEE~~

~~Sec. 2-566. Established; composition; chair and secretary.~~

~~(a) There is established a safety committee to act as an advisory board to develop and recommend to the city council and administrative officer policies and procedures affecting the administration of the city safety programs, which safety committee shall consist of seven members who shall serve without compensation. The safety committee shall consist of the heads of each department, including the director of public works, the director of recreation and community services, the finance director, and the chief of police; one representative from each of the two employee groups; the San Fernando Police Officers Association; and the miscellaneous employees' organized group.~~

~~(b) The committee shall, by majority vote, select from its membership a chairperson who shall serve for a one-year term. The finance director shall serve as secretary to the committee.~~

~~{Code 1957, § 2.251; Ord. No. 1545, § 7, 11-3-2003}~~

~~Sec. 2-567. Meetings generally.~~

~~The safety committee shall meet at least once each month at such time and place as it shall fix by resolution. Special meetings may be called by the chairperson or four members of the committee, by written notice served upon each member of the committee at least 24 hours before the time specified for the proposed meeting.~~

~~{Code 1957, § 2.252}~~

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~~Sec. 2-568.—Powers and duties generally.~~

~~The powers and duties of the safety committee shall be as follows:~~

~~(1) Recommend citywide safety rules and policies.~~

~~(2) Review accidents and recommend such action as seems necessary to prevent or at least minimize future accidents of a similar nature.~~

~~(3) Review trends and statistics.~~

~~(4) Recommend financial commitments for carrying out the city safety program.~~

~~(5) Review safety training programs and make recommendations.~~

~~(6) Review inspection training programs, and make impromptu inspections.~~

~~(7) Recommend enforcement policies.~~

~~(Code 1957, § 2.253)~~



ATTACHMENT “C”

STANDING COMMITTEES

REMOVE / ADD

	CALIFORNIA HIGH-SPEED RAIL AUTHORITY	
	Members:	Chair Joel Fajardo Sylvia Ballin
	Staff Liaison:	City Manager Brian Saeki
	Regular Meeting (Date/Time):	TBD
No. 1	BUDGET, PERSONNEL, AND FINANCE <i>(Dissolved March 21, 2016 by City Council action).</i>	
No. 2	HOUSING, COMMUNITY & ECONOMIC DEVELOPMENT AND PARKING (HCEP)	
	Members:	Chair Antonio Lopez Joel Fajardo
	Staff Liaison:	Community Development – Fred Ramirez
	Regular Meeting (Date/Time):	Semi-Annual (February 15 th & September 15 th) 8:30 a.m. (Community Meeting Room)
No. 3	NATURAL RESOURCES, INFRASTRUCTURE, WATER, ENERGY AND WASTE MANAGEMENT (NRIW)	
	Members:	Chair Joel Fajardo Sylvia Ballin
	Staff Liaison:	Public Works – Chris Marcarello
	Regular Meeting (Date/Time):	2 nd Monday, 5:30 p.m. (Community Meeting Room)
No. 4	PUBLIC SAFETY, VETERAN AFFAIRS, TECHNOLOGY AND TRANSPORTATION (PVTT)	
	Members:	Chair Jesse H. Avila Robert C. Gonzales
	Staff Liaison:	Public Works – Chris Marcarello
	Regular Meeting (Date/Time):	3 rd Thursday, 6:30 p.m. (Community Meeting Room)
No. 5	EDUCATION, PARKS, ARTS, HEALTH, YOUTH AND AGING (EPAH)	
	Members:	Chair Robert C. Gonzales Joel Fajardo
	Staff Liaison:	Recreation and Community Services – Ismael Aguila
	Regular Meeting (Date/Time):	4 th Tuesday, 6:30 p.m. (Community Meeting Room)