



SAN FERNANDO CITY COUNCIL
REGULAR MEETING NOTICE AND AGENDA
OCTOBER 17, 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

Mayor Robert C. Gonzales

APPROVAL OF AGENDA

PRESENTATIONS

- a) TRIBUTE TO OUR TROOPS
Mayor Robert C. Gonzales
- b) CERTIFICATES OF RECOGNITION – SANTA ROSA BASEBALL LEAGUE CHAMPIONS
Mayor Robert C. Gonzales

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. 16-102 approving the Warrant Register.

2) CONSIDERATION TO APPROVE THE PURCHASE OF TWO NEW EMERGENCY POLICE VEHICLES

Recommend that the City Council:

- a. Approve a Purchase Order with Wondries Fleet Group for the purchase of:
 - i. One 2017 Ford Police K-9 Interceptor Utilities in the amount of \$28,419 (not to exceed \$32,000),
 - ii. One 2017 Ford Police Patrol Interceptor Utilities in the amount of \$27,889 (not to exceed \$32,000)

Under the Cooperative Purchase Provision of the Los Angeles County contract #16361257-1; and

- b. Authorize the City Manager to execute the Purchase Order.

3) CONSIDERATION OF DISPOSITION OF SURPLUS CITY-OWNED PERSONAL PROPERTY

Recommend that the City Council:

- a. Accept and file all items on the Surplus City-Owned Personal Property List as sold, except those identified for destruction; and
- b. Authorize the City Manager and the Police Chief to destroy the surplus City-Owned Personal Property in accordance with Chapter 2, Article VI, Division 7, of the San Fernando Municipal Code.

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PUBLIC HEARING**4) CONSIDERATION TO ADOPT AN URGENCY ORDINANCE No. U-1657 PROHIBITING THE PERSONAL CULTIVATION OF MARIJUANA IN CERTAIN OUTDOOR AREAS OF PRIVATE RESIDENCES, ADOPTING RELATED STANDARDS, AND DECLARING THE URGENCY THEREOF, SUBJECT TO CALIFORNIA VOTER APPROVAL OF PROPOSITION 64**

Recommend that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, waive full reading and adopt Urgency Ordinance No. U-1657 by title, "An Urgency Ordinance of the City Council of the City of San Fernando Prohibiting the Personal Cultivation of Marijuana in Certain Outdoor Areas of Private Residences, Adopting Related Standards and Declaring the Urgency Thereof in Accordance with Government Code Sections 36934 and 36937, Subject to California Voter Approval of Proposition 64 at the Tuesday, November 8, 2016 Election." This Ordinance is introduced pursuant to Government Code Section 36937 and requires a four-fifths (4/5ths) vote for adoption.

5) CONSIDERATION TO ADOPT A RESOLUTION ESTABLISHING A PERMIT APPLICATION FEE FOR MEDICAL CANNABIS DELIVERIES ORIGINATING FROM LEGAL MEDICAL CANNABIS DISPENSARIES LOCATED OUTSIDE OF THE CITY OF SAN FERNANDO

Recommend that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, adopt Resolution No. 7765 Establishing a Permit Application Fee for Medical Cannabis Deliveries Originating from Legal Medical Cannabis Dispensaries Located Outside of the City of San Fernando.

ADMINISTRATIVE REPORTS**6) CONSIDERATION OF OPTIONS REGARDING THE GENERAL MUNICIPAL ELECTION ON MARCH 7, 2017**

Recommend that the City Council consider options for conducting the General Municipal Election on March 7, 2017 and provide staff with direction whether to consolidate with the County of Los Angeles or conduct a stand-alone concurrent election.

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7) UPDATE REGARDING TIME WARNER/CHARTER CABLE MERGER

This item is placed on the agenda by Vice Mayor Joel Fajardo.

8) CONSIDERATION TO ESTABLISH A BUSINESS TAX AMNESTY PROGRAM

Recommend that the City Council:

- a. Consider establishing a Business Tax Amnesty Program;
- b. Adopt Resolution No. 7764 implementing the proposed Business Tax Amnesty Program; and
- c. Authorize the City Manager, or designee, to finalize and execute all documents related to the Business Tax Amnesty Program.

9) CONSIDERATION THAT THE CITY ASSUME OPERATIONS OF THE LAS PALMAS SENIOR CLUB

Recommend that the City Council:

- a. Approve that the City assume operations of the Las Palmas Senior Club;
- b. Authorize the City to accept the Senior Club's existing bank account balance of approximately \$30,600 to fund Las Palmas Senior Club operations and trips; and
- c. Adopt Resolution No. 7768 to appropriate revenues and expenditures for Fiscal Year 2016-2017 to fund the cost of assuming operations.

10) CONSIDERATION TO APPROVE CO-SPONSORSHIP OF THE SAN FERNANDO TRUNK-A-TREAT EVENT

Recommend that the City Council:

- a. Approve City co-sponsorship of the San Fernando Trunk-A-Treat Event;
- b. Approve the use of the City Seal on San Fernando Trunk-A-Treat Event print material; and
- c. Approve waiving special event fees for implementation of the San Fernando Trunk-A-Treat Event.

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11) CONSIDERATION TO ADOPT A RESOLUTION IN OPPOSITION OF CALIFORNIA STATE PROPOSITION 57, "CRIMINAL SENTENCES: JUVENILE CRIMINAL PROCEEDINGS AND SENTENCING"

Recommend that the City Council adopt Resolution No. 7769 in Opposition of California State Proposition 57, "Criminal Sentences: Juvenile Criminal Proceedings and Sentencing".

12) CONSIDERATION OF A SISTER CITY PROPOSAL

This item is placed on the agenda by Mayor Robert C. Gonzales.

RECESS TO CLOSED SESSION**A) CONFERENCE WITH LABOR NEGOTIATOR**

G.C. §54957.6

Designated City Negotiators:

City Manager Brian Saeki

Deputy City Manager/Public Works Director Chris Marcarello

Finance Director Nick Kimball

City Attorney Rick Olivarez

Assistant City Attorney Richard Padilla

Employees and Employee Bargaining Units that are the Subject of Negotiation:

San Fernando Management Group (SEIU, Local 721)

San Fernando Public Employees' Association (SEIU, Local 721)

San Fernando Police Officers Association

San Fernando Police Officers Association Police Management Unit

San Fernando Police Civilian Association

San Fernando Part-time Employees' Bargaining Unit (SEIU, Local 721)

All Unrepresented Employees

CITY COUNCIL - LIAISON UPDATES**DEPARTMENT HEADS - COMMISSION UPDATES****GENERAL COUNCIL COMMENTS**

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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: October 13, 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 website (www.sfcity.org). These are also available for public reviewing prior to a meeting in the City Clerk Department. Any public writings distributed by the City Council to at least a majority of the Councilmembers regarding any item on this regular meeting agenda will also be made available at the City Clerk Department at City Hall located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's website at www.sfcity.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk Department at (818) 898-1204 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: October 17, 2016

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 16-102 (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 No. 16-102

ATTACHMENT "A"**RESOLUTION NO. 16-102****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ALLOWING AND APPROVING FOR PAYMENT DEMANDS PRESENTED ON DEMAND/ WARRANT REGISTER NO. 16-102****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 17th day of October, 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 17th day of October, 2016, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

EXHIBIT "A"

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10/12/2016

1:17:27PM

Voucher List

CITY OF SAN FERNANDO

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Bank code :

bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
203132	10/17/2016	892370 2014-3 IH BORROWER LP	54-1932-05		WATER ACCT REFUND-814 ALEXANDE 070-2010	89.91
					Total :	89.91
203133	10/17/2016	892287 99 CLEANERS	8317		ENP TOWELS CLEANED 115-422-3750-4300	17.00
					Total :	17.00
203134	10/17/2016	890104 ABBA TERMITE & PEST CONTROL	29959		BEE REMOVAL-501 1ST (TRAILER HITC 001-346-0000-4260	95.00
					Total :	95.00
203135	10/17/2016	888356 ADVANCED AUTO REPAIR	1072		REPL HORN CONTACT & AIRBAG-PW2' 041-320-0370-4400	313.75
			1075		REPAIR SHIFT SELECTOR-PW3241 029-335-0000-4400	201.22
			1076		REPL STEERING RACK & STRUTS-PD8 041-320-0225-4400	901.18
					Total :	1,416.15
203136	10/17/2016	890488 AGUILA, ISMAEL	REIMB.		REIMB-MAT'L'S PURCHASED FOR DEP1 001-420-0000-4300	127.86
					Total :	127.86
203137	10/17/2016	887377 AKEMON, DOLORES	OCT 2016		COMMISSIONER'S STIPEND 001-310-0000-4111	50.00
					Total :	50.00
203138	10/17/2016	100141 ALVAREZ, LINA	09/17/16-09/30/16		FOOD SERVICE WORKER 115-422-3750-4270	315.00
					Total :	315.00
203139	10/17/2016	888321 ARRIZON, FRANCISCO	OCT 2016		COMMISSIONER'S STIPEND 001-310-0000-4111	50.00
					Total :	50.00
203140	10/17/2016	100222 ARROYO BUILDING MATERIALS, INC	174132		SIDEWALK REPAIR-904 HARDING	

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10/12/2016	1:17:27PM	CITY OF SAN FERNANDO					
Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
203140	10/17/2016	100222 ARROYO BUILDING MATERIALS, INC	(Continued)				
			174804		070-383-0000-4300 SIDEWALK REPAIR-1900 CORONEL 070-383-0000-4300	108.27	
					Total :	122.19	230.46
203141	10/17/2016	889037 AT&T MOBILITY	875587443		MODEM FOR ELECTROINC MESSAGE 001-190-0000-4220	64.95	
					Total :	64.95	64.95
203142	10/17/2016	891209 AUTONATION SSC	220253		COOLANT TANK & CAP-PW2487 041-320-0311-4400	108.08	
					Total :	108.08	108.08
203143	10/17/2016	892304 BARTEL ASSOCIATES, LLC	16-733		ACTUARIAL SERVICES TO VALUE OTHI 001-190-0000-4267	427.00	
					Total :	427.00	427.00
203144	10/17/2016	891796 BATTERY SYSTEMS INC	3689287		BATTERIES FOR REMOTE CONTROL O 043-390-0000-4300	21.31	
					Total :	21.31	21.31
203145	10/17/2016	888443 BAVCO	776621		BACKFLOW PRESSURE REGULATOR-E 043-390-0000-4300	463.40	
					Total :	463.40	463.40
203146	10/17/2016	892014 BERNAL, DAVID	OCT 2016		COMMISSIONER'S STIPEND 001-310-0000-4111	50.00	
					Total :	50.00	50.00
203147	10/17/2016	890838 BLUE TARP FINANCIAL	36100170		WINCH MOTOR-WA0172		
			36194220		070-383-0000-4400 SMALL TOOLS 041-320-0000-4340	383.60	
					Total :	215.94	599.54
203148	10/17/2016	891968 BUDDY'S ALL STARS	25384-00		JERSEYS FOR BASKETBALL WINTER L 017-420-1328-4300	1,748.49	

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203148	10/17/2016	891968 891968 BUDDY'S ALL STARS	(Continued)			Total : 1,748.49
203149	10/17/2016	888800 BUSINESS CARD	083016-1		REGSTR-HOUSING SUMMIT	
			083016-2		001-105-0000-4370	50.00
			090116		REGSTR-HOUSING SUMMIT	50.00
			090816		001-105-0000-4370	
					ANNUAL MEMBERSHIP DUES	18.00
					001-190-0000-4435	
					REGSTR-ICA SEMINAR	27.37
					001-101-0109-4370	27.37
					001-101-0111-4370	27.37
					001-105-0000-4370	
			090916-1		REGSTR-ICA SEMINAR	53.74
					001-105-0000-4370	
			090916-2		REGSTR-ICA SEMINAR	53.74
					001-101-0111-4370	
			091416		REPLACEMENT KEYBOARD	38.14
					001-105-0000-4300	
			091616		5K SUPER HERO CAPES	415.87
					017-420-1395-4300	
			091616		5K IMPRINTED WRISTBANDS	41.56
					017-420-1395-4300	
			091916		GEOTRUST CERTIFICATE	372.00
					001-135-0000-4260	
			091916-1		5K SUPER HERO CAPES	110.97
					017-420-1395-4300	
			091916-2		5K SUPER HERO CAPES	36.99
					017-420-1395-4300	
			091916-3		5K SUPER HERO CAPES	511.84
					017-420-1395-4300	
			092216		5K SUPER HERO CAPES	31.99
					017-420-1395-4300	
			092616		LODGING-LEAGUE OF CA CITIES ANN/	1,070.14
					001-101-0103-4370	
			092616		MAGAZINE STAND	247.56
					001-222-0000-4300	
			092616		REGSTR-CODE ENFORCEMENT CONF	

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203149	10/17/2016	888800 BUSINESS CARD	(Continued)			
			092716		001-152-0000-4370	359.00
			092816		DEP-SENIOR CLUB HOLIDAY DINNER/E	2,700.00
					004-2380	
			093016		FLASHLIGHTS	74.10
					070-384-0000-4310	
			093016		SUPPLIES FOR REC PARK	818.93
					017-420-1337-4300	
					FINANCE CHARGE	182.95
					001-190-0000-4435	
			100316-1		2-WAY RADIO TRANSMITTERS	5.29
					001-420-0000-4300	
			100316-2		2-WAY RADIO TRANSMITTERS	431.73
					001-420-0000-4300	
			100316-3		2-WAY RADIO TRANSMITTERS	21.75
					001-420-0000-4300	
					Total : 7,778.40	
203150	10/17/2016	100462 BYRD INDUSTRIAL ELECTRONICS	910-16		MAINT SERVICE ON SCADA SYSTEM	
					070-384-0000-4260	809.80
					Total : 809.80	
203151	10/17/2016	892378 CABRAL, ADELA	490230		SENIOR TRIP REFUND	
					004-2383	30.00
					Total : 30.00	
203152	10/17/2016	892088 CALIFORNIA TRUCK	8550		MONITOR CAMERA SYSTEM	
					070-385-0000-4500	1,062.75
					Total : 1,062.75	
203153	10/17/2016	892380 CARDENAS, ENEDINA	490270		SENIOR TRIP REFUND	
					004-2383	100.00
					Total : 100.00	
203154	10/17/2016	892307 CCPHA	081616-1	11425	OUTREACH SERVICES SAFE ROUTES	
					010-310-0687-4270	2,068.00
			091916-1		OUTREACH SERVICES SAFE ROUTES	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
203167	10/17/2016	103851 103851 EVERSOF, INC.	(Continued)			Total : 72.22
203168	10/17/2016	891622 FARMER BROTHERS	64239909		BREAK ROOM SUPPLIES 001-222-0000-4300	349.90 Total : 349.90
203169	10/17/2016	892267 FIERRO, NANCY	09/03/16-10/03/16		ZUMBA INSTRUCTOR 017-420-1337-4260	110.00 Total : 110.00
203170	10/17/2016	892198 FRONTIER COMMUNICATIONS	209-150-5251-040172		MWD METER LINE 070-384-0000-4220	46.19
			209-151-4939-102990		MUSIC CHANNEL PHONE LINE 001-190-0000-4220	42.03
			209-188-4361-031792		RCS PHONE LINES 001-420-0000-4220	100.44
			209-188-4362-031792		POLICE PHONE LINES 001-222-0000-4220	1,112.21
			209-188-4363-031892		VARIOUS PHONE LINES 001-190-0000-4220	70.53
					070-384-0000-4220	282.44
			818-361-6728-080105		001-420-0000-4220 ENGINEERING FAX LINE 001-310-0000-4220	242.05 28.73
			818-837-1509-032207		PUBLIC WORKS PHONE LINE 001-190-0000-4220	23.40
			818-838-4969-021803		POLICE DEPT ALARM PANEL 001-222-0000-4220	106.06 Total : 2,054.08
203171	10/17/2016	892173 FS CONTRACTORS, INC.	2100	11358 11358	SRTS CYCLE 7 - CONSTRUCTION OF II 010-370-3636-4600 012-311-3636-4600 010-2037 012-2037	138,240.00 15,360.00 -6,912.00 -768.00 Total : 145,920.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
203172	10/17/2016	892371 GELB, RICKEY	33-2845-01		WATER ACCT REFUND-400 MISSION 070-2010	69.95 Total : 69.95
203173	10/17/2016	891807 GIBSON TRANSPORPTATION	13328		TOD OVERLAY ZONE TRANSPORTATIC 001-150-0000-4270	2,000.00 Total : 2,000.00
203174	10/17/2016	889532 GILMORE, REVA.A.	09/17/16-09/30/16		FOOD SERVICE MANAGER 115-422-3750-4270 115-422-3752-4270	539.50 117.00 Total : 656.50
203175	10/17/2016	101333 GODINEZ, FRAIZER	TRAVEL		PER DIEM-TRAFFIC COLLISION INVES` 001-225-0000-4360	60.00 Total : 60.00
203176	10/17/2016	889535 GOMEZ, GILBERT	09/17/16-09/30/16		HDM DRIVER 115-422-3752-4270 115-422-3752-4390	210.00 52.00 Total : 262.00
203177	10/17/2016	892383 GONZALES, JESUS	490221		SENIOR TRIP REFUND 004-2383	50.00 Total : 50.00
203178	10/17/2016	101376 GRAINGER, INC.	9230996572		MATL'S FOR LIGHT REPAIRS @ REC P/ 043-390-0000-4300	119.58 Total : 119.58
203179	10/17/2016	101379 GRAPPLERS, INC.	15464		(12) 33" GRAPPLERS 001-341-0301-4300	251.88 Total : 251.88
203180	10/17/2016	101434 GUZMAN, JESUS ALBERTO	SEPT 2016		MMAPI INSTRUCTOR 001-424-0000-4430 109-424-3637-4260 108-424-3639-4260	2,045.49 454.51 400.00

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
203193	10/17/2016	892118 JOHN ROBINSON CONSULTING, INC.	CSF201601-02 REV 1	11470	CONSULTING SERVICES FOR GRANT # 070-381-0000-4260	1,200.00
					Total :	1,200.00
203194	10/17/2016	891008 JONES, KENNETH	REIMB.		MILEAGE REIMB-CAP & TRADE WORKS 001-310-0000-4370	43.31
					Total :	43.31
203195	10/17/2016	891738 KNIGHT COMMUNICATIONS INC	2010725	11399	OCT'16- IT MANAGEMENT 001-135-0000-4270	10,000.00
					Total :	10,000.00
203196	10/17/2016	892032 KUHFUSS, DESIREE	09/06/16-10/03/16		MAT PILATES INSTRUCTOR 017-420-1337-4260	60.00
					Total :	60.00
203197	10/17/2016	101971 L.A. MUNICIPAL SERVICES	0047501000		ELECTRIC - 13003 BORDEN 070-384-0000-4210	541.48
					Total :	541.48
203198	10/17/2016	101852 LARRY & JOE'S PLUMBING	2697073-0001-02 2697448-0001-02 2697881-0001-02		MISC SUPPLIES-NITRATE PROJ 070-385-0857-4600 BRASS UNIONS & COPPER PIPE 070-383-0301-4300 MAT'L'S FOR PLUMBING REPAIRS @ CI 043-390-0000-4300	1,259.52 277.69 95.81
					Total :	1,633.02
203199	10/17/2016	889118 LDI COLOR TOOLBOX	1045699 1046384 1046385		TONER 001-135-0000-4260 COPIES & MAINT CONTRACT 001-135-0000-4260 COPIES & MAINT CONTRACT 001-135-0000-4260	112.47 266.62 321.87
					Total :	700.96
203200	10/17/2016	101920 LIEBERT CASSIDY WHITMORE	100616		ERC WORKSHOP 001-106-0000-4370	40.00
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
203200	10/17/2016	101920 LIEBERT CASSIDY WHITMORE	(Continued)		001-420-0000-4360 001-222-0000-4360 070-381-0000-4360 043-390-0000-4360 001-371-0000-4360 001-311-0000-4360 070-384-0000-4360 070-383-0000-4360	120.00 200.00 40.00 80.00 40.00 40.00 40.00 40.00
					Total :	640.00
203201	10/17/2016	101920 LIEBERT CASSIDY WHITMORE	100416		REGSTR-FLSA COMPLIANCE SEMINAR 001-106-0000-4360	250.00
					Total :	250.00
203202	10/17/2016	892202 LOPEZ, ANNA M.	SEPT 2016		COMMISSIONER'S STIPEND 001-150-0000-4111	50.00
					Total :	50.00
203203	10/17/2016	892372 LOPEZ, JUAN	54-1032-05		WATER ACCT REFUND-1120 SEVENTH 070-2010	46.23
					Total :	46.23
203204	10/17/2016	101974 LOS ANGELES COUNTY	AUG 2016	11468	ANIMAL CARE & CONTROL SERVICES- 001-190-0000-4260	7,359.27
					Total :	7,359.27
203205	10/17/2016	102003 LOS ANGELES COUNTY	RE-PW-16091202131 RE-PW-16091202150	11471 11471	INDUSTRIAL WASTE CHARGES 072-360-0000-4450 INDUSTRIAL WASTE CHARGES 072-360-0000-4450	1,605.76 5,106.18
					Total :	6,711.94
203206	10/17/2016	892377 LUJAN, MARTA	490229		SENIOR TRIP REFUND 004-2383	30.00
					Total :	30.00
203207	10/17/2016	102051 M & M LANDSCAPE	7092		PROPERTY CLEAN-UP UPPER & LOWE	
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203207	10/17/2016	102051 M & M LANDSCAPE	(Continued)		070-384-0000-4260	700.00	
			7093		REMOVAL OF DRY FOLIAGE-UPPER RE	750.00	
					070-384-0000-4260	Total :	1,450.00
203208	10/17/2016	102063 MACKAY METERS, INC.	1044263	11465	PARTS FOR PARKING METER REPAIRS	3,161.50	
					029-335-0000-4320	288.94	
					029-335-0000-4320	Total :	3,450.44
203209	10/17/2016	888468 MAJOR METROPOLITAN SECURITY	1078960		ALARM MONITORING-OCT 2016	15.00	
			1078961		043-390-0000-4260	15.00	
			1078962		ALARM MONITORING-OCT 2016	15.00	
			1078963		043-390-0000-4260	15.00	
			1078964		ALARM MONITORING-OCT 2016	15.00	
			1078965		043-390-0000-4260	15.00	
			1078966		ALARM MONITORING-OCT 2016	15.00	
			1078967		043-390-0000-4260	15.00	
			1078968		ALARM MONITORING-OCT 2016	15.00	
			1078969		043-390-0000-4260	15.00	
			1078970		ALARM MONITORING-OCT 2016	15.00	
			1078971		043-390-0000-4260	15.00	
			1078972		070-384-0000-4260	23.00	
					ALARM MONITORING-OCT 2016	23.00	
					070-384-0000-4260		
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203209	10/17/2016	888468 MAJOR METROPOLITAN SECURITY	(Continued)		ALARM MONITORING-OCT 2016		
			1078973		070-384-0000-4260	23.00	
			1078974		ALARM MONITORING-OCT 2016	23.00	
					070-384-0000-4260	Total :	257.00
203210	10/17/2016	892384 MARTINEZ, ABRAHAM	100316		REIMB. OF PROPERTY DAMAGE	1,480.00	
					006-190-0000-4800	Total :	1,480.00
203211	10/17/2016	889533 MARTINEZ, ANITA	09/17/16-09/30/16		FOOD SERVICE INTAKE CLERK	210.00	
					115-422-3750-4270	Total :	210.00
203212	10/17/2016	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE	33.63	
			7DL39365		007-440-0441-4220	33.04	
					ALARM LINE-1100 PICO	Total :	66.67
					001-420-0000-4220		
203213	10/17/2016	891054 MEJIA, YVONNE G	SEPT & OCT 2016		COMMISSIONER'S STIPEND	100.00	
					001-150-0000-4111	Total :	100.00
203214	10/17/2016	891413 MEZA, ROSA	490227		SENIOR TRIP REFUND	10.00	
					004-2383	Total :	10.00
203215	10/17/2016	892140 MICHAEL BAKER	953752	11323	FULL SERVICE ADMINISTRATION AND I	1,267.50	
					026-311-0138-4270	Total :	1,267.50
203216	10/17/2016	102226 MISSION LINEN & UNIFORM	503411691		LAUNDRY	79.17	
			503445588		001-225-0000-4350	69.16	
					LAUNDRY		
					001-225-0000-4350		
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203216	10/17/2016	102226 102226 MISSION LINEN & UNIFORM	(Continued)			Total : 148.33
203217	10/17/2016	892375 MKITCHYAN, JACKLIN	490266		SENIOR TRIP REFUND 004-2383	30.00 Total : 30.00
203218	10/17/2016	892379 MONTOYA, MARTINA	490264		SENIOR TRIP REFUND 004-2383	120.00 Total : 120.00
203219	10/17/2016	891176 MORENO, MARTIN	58-2865-09		WATER ACCT REFUND-1307 MOUNTAIN 070-2010	489.00 Total : 489.00
203220	10/17/2016	891542 MR "B" PRINTING INC.	36310		STAFF T-SHIRTS 001-423-0000-4300	991.90 Total : 991.90
203221	10/17/2016	102303 NACHO'S ORNAMENTAL SUPPLY	INV107994		TUBING FOR CNG STATION 041-320-3661-4400	1,401.60 Total : 1,401.60
203222	10/17/2016	102325 NAPA AUTO PARTS	908817		SERPENTINE & V-BELTS 041-1215	29.27
			908839		SERPENTINE & V-BELTS 041-1215	-29.27
			909634		SMALL TOOLS 041-320-0000-4340	59.17 Total : 59.17
203223	10/17/2016	891355 NAREZ, FABIAN	SEPT 2016		MMAP MENTOR INSTRUCTOR 004-2359	180.00 Total : 180.00
203224	10/17/2016	102333 NATIONAL BUSINESS FURNITURE	MK467996-TDQ		OFFICE CHAIR 001-341-0301-4300	342.51 Total : 342.51

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203225	10/17/2016	890975 NATIONWIDE SPORTS	932		ADDTL TROPHIES FOR SUMMER BAS 017-420-1328-4300	169.60
					Total :	169.60
203226	10/17/2016	890843 NGOV, CHHIV	09/03/16-10/03/16		YOGA INSTRUCTOR 017-420-1337-4260	100.00
					Total :	100.00
203227	10/17/2016	102403 NOW IMAGE PRINTING	6162		NO PARKING SIGNS 001-311-0000-4300	574.88
					Total :	574.88
203228	10/17/2016	892382 NUNEZ, CARLOS	490258		SENIOR TRIP REFUND 004-2383	660.00
					Total :	660.00
203229	10/17/2016	102432 OFFICE DEPOT	1988006120		OFFICE SUPPLIES 001-222-0000-4300	134.33
			854861505001		OFFICE SUPPLIES 001-140-0000-4300	64.11
			863190053001		ADAPTERS-TV/COMP HOOK UP 043-390-0000-4300	17.77
			863190933001		ADAPTERS-TV/COMP HOOK UP 043-390-0000-4300	60.77
			865064288001		OFFICE SUPPLIES 001-222-0000-4300	406.99
			865311613001		OFFICE SUPPLIES 070-383-0000-4300	55.72
			866540752001		OFFICE SUPPLIES 001-222-0000-4300	55.70
			866540787001		OFFICE SUPPLIES 001-222-0000-4300	73.44
			866876347001		OFFICE SUPPLIES RETURNED 001-222-0000-4300	-55.94
			866877313001		OFFICE SUPPLIES 001-222-0000-4300	55.94
			866941393001		OFFICE SUPPLIES	

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203229	10/17/2016	102432 OFFICE DEPOT	(Continued)		001-222-0000-4300	59.18
					Total :	928.01
203230	10/17/2016	102443 OKAFOR, MICHAEL	REIMB.		MILEAGE REIMB.-ATTEND FLSA SEMIN 001-106-0000-4390	66.74
					Total :	66.74
203231	10/17/2016	890095 O'REILLY AUTOMOTIVE STORES INC	4605-209596		BRAKE PADS	
			4605-210222		041-1215 OIL CAP	84.65
			4605-210223		041-1215 SMALL TOOLS	2.39
			4605-210258		041-320-0000-4340 OIL CAP	21.87
			4605-210269		041-1215 OIL CAPS	4.79
			4605-210270		041-1215 OIL CAPS	20.93
			4605-210355		041-1215 OIL CAP RETURNED	-4.79
			4605-210379		041-1215 OIL CAPS	20.93
			4605-210521		ALTERNATOR-PW2487 041-320-0311-4400	168.72
			4605-210599		OIL CAPS 041-1215	5.14
			4605-211195		OIL CAP RETURNED 041-1215	-2.39
			4605-211302		STARTER-WA4474 070-384-0000-4400	146.84
			4605-211303		CORE CREDIT-PW2487 041-320-0311-4400	-18.62
			4605-211389		STARTER RETURNED 070-384-0000-4400	-141.24
			4605-212137		BRAKE PADS-WA4470 070-383-0000-4400	78.16
					OIL CAPS RETURNED	

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203231	10/17/2016	890095 O'REILLY AUTOMOTIVE STORES INC	(Continued)		041-1215	-20.93
					Total :	366.45
203232	10/17/2016	892373 ORNELAS, LUIS	54-0802-11		WATER ACCT REFUND-1410 SEVENTH 070-2010	83.74
					Total :	83.74
203233	10/17/2016	892023 PAETEC	5726123		PHONE SERVICE 09/18/16-10/17/16 001-222-0000-4220	686.53
					001-420-0000-4220	924.50
					001-190-0000-4220	1,817.30
					070-384-0000-4220	502.21
					Total :	3,930.54
203234	10/17/2016	102506 PANTOJA, DANITZA	SEPT 2016		COMMISSIONER'S STIPEND 001-115-0000-4111	50.00
					Total :	50.00
203235	10/17/2016	102568 PARKHOUSE TIRE, INC.	4010118786		REPLACE TIRE-PW3464 072-360-0000-4400	621.13
					Total :	621.13
203236	10/17/2016	892360 PARKING COMPANY OF AMERICA	INVM0010115	11457	TRANSIT SERVICE-AUG 2016 008-313-0000-4260	23,029.82
				11457	007-313-0000-4260	8,222.50
				11457	007-440-0442-4260	11,638.00
					Total :	42,890.32
203237	10/17/2016	102666 PREFERRED DELIVERY SYSTEMS INC	549-158		COURIER SERVICE 001-222-0000-4260	103.00
			549-161		COURIER SERVICE 001-222-0000-4260	206.00
					Total :	309.00
203238	10/17/2016	102688 PROFESSIONAL PRINTING CENTERS	31958		FLYERS-AEDES MOSQUITO INFORMAT 001-190-0000-4267	382.16

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203238	10/17/2016	102688	102688 PROFESSIONAL PRINTING CENTERS (Continued)			Total : 382.16
203239	10/17/2016	891379	PROTECT YOUTH SPORTS		459474	BACKGROUND CHECKS
						001-422-0000-4260 20.95
						017-420-1328-4260 41.90
						Total : 62.85
203240	10/17/2016	102779	RAMIREZ, THOMAS		SEPT 2016	KARATE INSTRUCTOR
						017-420-1326-4260 690.00
						Total : 690.00
203241	10/17/2016	102803	RED WING SHOE STORE		5-233	FY 16/17 PURCHASE OF SAFETY SHO
				11402		070-384-0000-4310 269.90
						Total : 269.90
203242	10/17/2016	891881	REMEINH, MICHAEL		SEPT 2016	COMMISSIONER'S STIPEND
						001-115-0000-4111 50.00
						Total : 50.00
203243	10/17/2016	891912	REPUBLIC SERVICES #902		0902-006429934	MALL AREA-REFUSE SERVICES-SEPT'
				11459		073-350-0000-4260 910.80
				11459		MALL AREA-REFUSE SERVICE-OCT'16
						073-350-0000-4260 938.32
						Total : 1,849.12
203244	10/17/2016	891377	REYES, JOSE		09/17/16-09/30/16	HDM DRIVER
						115-422-3752-4270 210.00
						115-422-3752-4390 62.40
						Total : 272.40
203245	10/17/2016	892368	REYES, MIGUEL ANGEL		09/19/16-10/28/16	EXERCISE INSTRUCTOR
						017-420-1322-4260 180.00
						Total : 180.00
203246	10/17/2016	891121	RIVERA, NICOLE		SEPT 2016	MMAP MENTOR INSTRUCTOR
						001-424-0000-4430 180.00
						Total : 180.00

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203247	10/17/2016	887296 ROBLEDO, OLIVIA	SEPT 2016		COMMISSIONER'S STIPEND 001-115-0000-4111	50.00
					Total :	50.00
203248	10/17/2016	892036 ROTHSCCHILD, DEBORAH	09/19/16-10/28/16		EXERCISE INSTRUCTOR 017-420-1322-4260	600.00
					Total :	600.00
203249	10/17/2016	102922 ROTO-ROOTER	SF081156		PLUMBING SERVICES 043-390-0000-4330	240.00
			SF081157		PLUMBING SERVICES 043-390-0000-4330	598.00
					Total :	838.00
203250	10/17/2016	102929 ROYAL PAPER CORPORATION	4620775		JANITORIAL SUPPLIES 001-424-0000-4300	307.04
					Total :	307.04
203251	10/17/2016	102930 ROYAL WHOLESALE ELECTRIC	8901-734186		SMALL TOOLS FOR AC TESTER 029-335-0000-4340	250.00
					027-344-0000-4340	75.91
					Total :	325.91
203252	10/17/2016	891567 SAEKI, BRIAN	REIMB.		WELLNESS BENEFIT REIMB. FY16-17 001-105-0000-4140	600.00
					Total :	600.00
203253	10/17/2016	890806 SALDIVAR, GEORGE	490249		SENIOR TRIP REFUND 004-2383	660.00
					Total :	660.00
203254	10/17/2016	887575 SAN FERNANDO EXPLORER POST 521	REIMB.		REIMB-ITEMS PURCHASED FOR CAMP 001-226-0230-4430	806.10
					Total :	806.10
203255	10/17/2016	103064 SAN GABRIEL VALLEY CITY	100416		CITY MGR. LUNCHEON ON 10/19/16 001-105-0000-4370	60.00

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203267	10/17/2016	101528 THE HOME DEPOT CRC, ACCT#603532202490 (Continued)				
			5584525		041-320-0000-4340	-87.56
					MATL'S FOR PLUMBING REPAIR	
			6022682		043-390-0000-4300	26.13
					MATL'S TO REPAIR BENCHES~	
			6270027		043-390-0000-4300	114.59
					SUPPLIES FOR GRAFFITI REMOVAL	
			65320		001-152-0000-4300	599.13
					SUPPLIES FOR GRAFFITI REMOVAL	
					001-152-0000-4300	195.79
					Total :	1,605.64
203268	10/17/2016	103903 TIME WARNER CABLE	8448200540010328		CABLE-10/05/16-11/04/16 CITY HALL)	
					001-190-0000-4220	89.96
			8448200540222204		CABLE 09/29/16-10/28/16 (PW OPS)	
					043-390-0000-4260	94.19
					Total :	184.15
203269	10/17/2016	887591 TOM BROHARD & ASSOCIATES	2016-31	11474	ON-CALL ENGINEERING SERVICES	
					001-310-0000-4270	2,000.00
					Total :	2,000.00
203270	10/17/2016	888399 TORO ENTERPRISES INC.	3	11395	STREET RESURFACING PROJECT	
					070-385-0635-4600	86,207.40
					070-2037	-4,310.37
					Total :	81,897.03
203271	10/17/2016	891297 TORRES, MARIE	490240		SENIOR TRIP REFUND	
					004-2383	25.00
					Total :	25.00
203272	10/17/2016	891311 TORRES, RITA	09/17/16-09/30/16		ENP SUBSTITUTE	
					115-422-3750-4270	94.50
					115-422-3752-4270	10.50
					Total :	105.00
203273	10/17/2016	887986 TRAFFIC MANAGEMENT INC.	308834		REFLECTIVE TAPE FOR POLES @ WEL	

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203273	10/17/2016	887986 TRAFFIC MANAGEMENT INC.	(Continued)		070-384-0000-4330		505.15	
						Total :	505.15	
203274	10/17/2016	103413 TRANS UNION LLC	09607432		CREDIT CHECKS		50.00	
					001-222-0000-4260	Total :	50.00	
203275	10/17/2016	890998 TRUJILLO, RODOLFO	OCT 2016		COMMISSIONER'S STIPEND		50.00	
					001-310-0000-4111	Total :	50.00	
203276	10/17/2016	103445 UNDERGROUND SERVICE ALERT	920160673		(96) NEW USA DIGALERT TICKETS		144.00	
					070-381-0000-4260	Total :	144.00	
203277	10/17/2016	892374 UNITED ROTARY BRUSH CORP	292366		GUTTER BROOMS-PW0315		358.39	
					041-320-0311-4400	Total :	358.39	
203278	10/17/2016	103439 UPS	831954406		COURIER SERVICE		163.68	
					001-190-0000-4280	Total :	163.68	
203279	10/17/2016	890076 URBAN RESTORATION GROUP	00016750		GRAFFITI REMOVAL SUPPLIES		429.71	
					001-152-0000-4300	Total :	429.71	
203280	10/17/2016	889377 URENA, ERNESTO	490262		SENIOR TRIP REFUND		100.00	
					004-2383	Total :	100.00	
203281	10/17/2016	103510 V & V MANUFACTURING, INC.	43426		RETIREMENT BADGES		594.55	
					001-222-0000-4300	Total :	594.55	
203282	10/17/2016	103534 VALLEY LOCKSMITH	3842		REPAIR IGNITION SWITCH-PD3030		85.00	
					041-320-0225-4400			

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203282	10/17/2016	103534 VALLEY LOCKSMITH	(Continued)			Total :	85.00
203283	10/17/2016	891797 VALLEY POWER REPAIRS	1883		BELT-WA4573 070-383-0000-4400		29.43
						Total :	29.43
203284	10/17/2016	103550 VANICEK, JAMES	REIMB.		REIMB FOR LODGING EXP-STC CORR 001-225-3688-4360		383.95
						Total :	383.95
203285	10/17/2016	892381 VASQUEZ, FRANCISCO	490259		SENIOR TRIP REFUND 004-2383		660.00
						Total :	660.00
203286	10/17/2016	892268 VEDDER, CATHERINE	09/03/16-10/03/16		ZUMBA INSTRUCTOR 017-420-1337-4260		60.00
						Total :	60.00
203287	10/17/2016	100101 VERIZON WIRELESS-LA	270693253		PLANNING CELL PHONE MONTHLY SEI 001-140-0000-4220		5.40
			460851202		PD CELL PHONES MONTHLY SERVICE 001-222-0000-4220		136.99
			561407019		VARIOUS CELL PHONES MONTHLY SEI 070-384-0000-4220		150.30
					043-390-0000-4220		20.47
					041-320-0000-4220		20.47
					072-360-0000-4220		0.48
			660629692		VARIOUS CELL PHONES MONTHLY SEI 001-106-0000-4220		42.16
					070-384-0000-4220		43.30
			742084126		MDT MODEMS-PD UNITS WIRELESS SI 001-222-0000-4220		926.42
			870422920		PD CELL PHONES & MDTs MONTHLY S 001-222-0000-4220		179.66
					001-152-0000-4220		114.03
						Total :	1,639.68
203288	10/17/2016	889681 VILLALPANDO, MARIA	09/17/16-09/30/16		FOOD SERVICE WORKER		

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203288	10/17/2016	889681 VILLALPANDO, MARIA	(Continued)		115-422-3750-4270	262.50
					115-422-3752-4270	52.50
					Total :	315.00
203289	10/17/2016	888705 WEST COAST TOURS	11229		DEP-SENIOR CLUB TRIP TO LAS VEGA	
			11231		004-2383	500.00
					DEP-SENIOR CLUB TRIP TO PALMS SP	
					004-2383	1,850.00
					Total :	2,350.00
203290	10/17/2016	890970 WEX BANK	47035642		FUEL FOR CITY FLEET	
					041-320-0152-4402	434.80
					041-320-0221-4402	124.84
					041-320-0222-4402	141.52
					041-320-0224-4402	620.29
					041-320-0225-4402	3,628.15
					041-320-0226-4402	17.84
					041-320-0228-4402	574.82
					041-320-0311-4402	811.03
					041-320-0312-4402	102.37
					041-320-0320-4402	108.11
					041-320-0346-4402	242.08
					041-320-0370-4402	179.61
					041-320-0371-4402	249.02
					041-320-0390-4402	1,270.98
					041-320-0420-4402	4.00
					007-313-3630-4402	1,314.32
					027-344-0000-4402	108.42
					029-335-0000-4402	243.74
					070-381-0000-4402	42.61
					070-382-0000-4402	51.51
					070-383-0000-4402	887.15
					070-384-0000-4402	221.05
					072-360-0000-4402	214.91
					Total :	11,593.17

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CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
203291	10/17/2016	891531 WILLDAN ENGINEERING	00413631	11361	SAFE ROUTES TO SCHOOL - PW INSP	
					010-370-3636-4600	2,940.00
					Total :	2,940.00
203292	10/17/2016	889491 WILLDAN FINANCIAL SERVICES	010-32215	11298	USER FEE STUDY AND COST ALLOCAT	
					001-190-0000-4270	975.00
					Total :	975.00
203293	10/17/2016	889647 WINZER CORPORATION	5682725		DISINFECTANT	
					027-344-0301-4300	120.42
					Total :	120.42
203294	10/17/2016	888682 ZOBEL-RODRIGUEZ, ANGELIQUE Y.	SEPT 2016		COMMISSIONER'S STIPEND	
					001-115-0000-4111	50.00
					Total :	50.00
163 Vouchers for bank code :		bank3			Bank total :	485,296.51
163 Vouchers in this report					Total vouchers :	485,296.51

Voucher Registers are not final until approved by Council.

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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
202782	9/7/2016	887627	887627 STANDARD INSURANCE	(Continued)	Total :	3,581.34
202783	9/8/2016	103648	CITY OF SAN FERNANDO	PR 9-9-16	REIMB. FOR PAYROLL W/E 9-2-16	
					001-1003	326,667.66
					007-1003	1,053.17
					008-1003	1,426.10
					010-1003	1,021.71
					011-1003	1,151.40
					012-1003	820.12
					018-1003	63,246.75
					026-1003	104.42
					027-1003	3,177.37
					029-1003	3,471.43
					041-1003	7,937.96
					043-1003	10,016.69
					070-1003	40,857.38
					072-1003	24,109.95
					Total :	485,062.11
202784	9/8/2016	100221	ORTEGA, SYLVIA	TRAVEL	MILEAGE-CCUG TRAINING (DOJ,DMV &	
					001-222-0000-4370	397.44
					Total :	397.44
202921	9/15/2016	103029	CITY OF SAN FERNANDO	16923-16924	REIMB TO WORKERS COMP ACCT	
					006-1035	102,744.29
					Total :	102,744.29
202922	9/22/2016	103648	CITY OF SAN FERNANDO	PR 9-23-16	REIMB FOR PAYROLL W/E 9-16-16	
					012-1003	1,612.23
					017-1003	641.98
					018-1003	63,322.20
					026-1003	104.42
					027-1003	3,177.39
					029-1003	3,471.26
					041-1003	8,125.31
					043-1003	10,767.92
					070-1003	41,639.83

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Voucher List

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CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202922	9/22/2016	103648 CITY OF SAN FERNANDO	(Continued)			
					072-1003	25,090.09
					001-1003	324,925.46
					007-1003	717.67
					008-1003	1,373.84
					010-1003	866.69
					011-1003	987.17
					Total :	486,823.46
12 Vouchers for bank code :		bank3			Bank total :	1,228,761.17
12 Vouchers in this report					Total vouchers :	1,228,761.17

Voucher Registers are not final until approved by Council.

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HANDWRITTEN CHECKS

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202514	9/1/2016	100091 AGORICHAS, JOHN	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	241.38
					Total :	241.38
202515	9/1/2016	100286 BAKER, BEVERLY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	451.46
					Total :	451.46
202516	9/1/2016	891013 BRUNWIN, HERBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04
					Total :	283.04
202517	9/1/2016	891015 CROOK, ROBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08
					Total :	691.08
202518	9/1/2016	100916 DEIBEL, PAUL	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04
					Total :	283.04
202519	9/1/2016	891041 GARCIA, CONNIE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23
					Total :	172.23
202520	9/1/2016	101781 KISHITA, ROBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23
					Total :	172.23
202521	9/1/2016	101926 LILES, RICHARD	16-Sep		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	250.16 250.15
					Total :	500.31
202522	9/1/2016	891027 LOCKETT, JOANN	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04
					Total :	283.04

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202523	9/1/2016	891028 MANTHEY, DONALD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08
					Total :	691.08
202524	9/1/2016	102126 MARTINEZ, MIGUEL	16-Sep		CALPERS HEALTH REIMB 070-180-0000-4127	1,288.96
					Total :	1,288.96
202525	9/1/2016	102483 OROZCO, ELVIRA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	195.98
					Total :	195.98
202526	9/1/2016	891031 ORTEGA, JIMMIE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04
					Total :	283.04
202527	9/1/2016	891032 OTREMBA, EUGENE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08
					Total :	691.08
202528	9/1/2016	891354 RAMIREZ, ROSALINDA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	418.83
					Total :	418.83
202529	9/1/2016	102940 RUIZ, RONALD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	441.53
					Total :	441.53
202530	9/1/2016	103121 SERRANO, ARMANDO	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,347.98
					Total :	1,347.98
202531	9/1/2016	891046 VANAALST, LEONILDA	16-Sep		CALPERS HEALTH REIMB 070-180-0000-4127	172.23
					Total :	172.23
202532	9/1/2016	891047 WATTS, HERBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202532	9/1/2016	891047	891047 WATTS, HERBERT		(Continued)	Total : 172.23
19	Vouchers for bank code : bank3					Bank total : 8,780.75
19	Vouchers in this report					Total vouchers : 8,780.75

Voucher Registers are not final until approved by Council.

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CITY OF SAN FERNANDO

Bank code :

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202533	9/1/2016	100042 ABDALLAH, ALBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,347.98
					Total :	1,347.98
202534	9/1/2016	891039 AGUILAR, JESUS	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	469.46
					Total :	469.46
202535	9/1/2016	100104 ALBA, ANTHONY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08
					Total :	691.08
202536	9/1/2016	891011 APODACA-GRASS, ROBERTA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08
					Total :	691.08
202537	9/1/2016	100306 BARNARD, LARRY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,017.00
					Total :	1,017.00
202538	9/1/2016	100346 BELDEN, KENNETH M.	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,274.00
					Total :	1,274.00
202539	9/1/2016	892233 BUZZELL, CAROL	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	195.98
					Total :	195.98
202540	9/1/2016	891350 CALZADA, FRANK	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	516.96
					Total :	516.96
202541	9/1/2016	100642 CASTRO, RICO	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,208.82
					Total :	1,208.82
202542	9/1/2016	891014 CREEKMORE, CASIMIRA	16-Sep		CALPERS HEALTH REIMB	

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CITY OF SAN FERNANDO

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Bank code :bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202542	9/1/2016	891014 CREEKMORE, CASIMIRA	(Continued)		001-180-0000-4127	283.04
					Total :	283.04
202543	9/1/2016	891016 DEATON, MARK	16-Sep		CALPERS HEALTH REIMB 070-180-0000-4127	500.31
					Total :	500.31
202544	9/1/2016	100913 DECKER, CATHERINE	16-Sep		CALPERS HEALTH REIMB 070-180-0000-4127	691.08
					Total :	691.08
202545	9/1/2016	100925 DELGADO, RALPH	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	516.96
					Total :	516.96
202546	9/1/2016	892102 DOSTER, DARRELL	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08
					Total :	691.08
202547	9/1/2016	100996 DRAKE, JOYCE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	571.49
					Total :	571.49
202548	9/1/2016	100995 DRAKE, MICHAEL	16-Sep		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	141.52
					Total :	141.52
						283.04
202549	9/1/2016	100997 DRAPER, CHRISTOPHER	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,288.96
					Total :	1,288.96
202550	9/1/2016	101044 ELEY, JEFFREY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,664.00
					Total :	1,664.00
202551	9/1/2016	891040 FISHKIN, RIVIAN	16-Sep		CALPERS HEALTH REIMB	

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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202551	9/1/2016	891040 FISHKIN, RIVIAN	(Continued)		001-180-0000-4127	172.23
					Total :	172.23
202552	9/1/2016	892103 GAJDOS, BETTY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23
					Total :	172.23
202553	9/1/2016	891351 GARCIA, DEBRA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,267.98
					Total :	1,267.98
202554	9/1/2016	891067 GARCIA, NICOLAS	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,042.36
					Total :	1,042.36
202555	9/1/2016	101318 GLASGOW, KEVIN	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,288.96
					Total :	1,288.96
202556	9/1/2016	891020 GLASGOW, ROBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	317.00
					Total :	317.00
202557	9/1/2016	891021 GUIZA, JENNIE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04
					Total :	283.04
202558	9/1/2016	101415 GUTIERREZ, OSCAR	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23
					Total :	172.23
202559	9/1/2016	891352 HADEN, SUSANNA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	962.66
					Total :	962.66
202560	9/1/2016	101440 HALCON, ERNEST	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,274.00
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202560	9/1/2016	101440 HALCON, ERNEST	(Continued)			Total : 1,274.00
202561	9/1/2016	891918 HARTWELL, BRUCE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08
					Total :	691.08
202562	9/1/2016	101465 HARVEY, DAVID	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23
					Total :	172.23
202563	9/1/2016	101466 HARVEY, DEVERY MICHAEL	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,407.00
					Total :	1,407.00
202564	9/1/2016	892104 HERNANDEZ, ALFONSO	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,462.66
					Total :	1,462.66
202565	9/1/2016	891024 HOOKER, RAYMOND	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	541.91
					Total :	541.91
202566	9/1/2016	101538 HOUGH, RAY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	516.96
					Total :	516.96
202567	9/1/2016	101597 IBRAHIM, SAMIR	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	469.46
					Total :	469.46
202568	9/1/2016	101694 JACOBS, ROBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,274.00
					Total :	1,274.00
202569	9/1/2016	892105 KAHMANN, ERIC	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	716.06
					Total :	716.06
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202570	9/1/2016	101786 KLOTZSCHE, STEVEN	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	688.22 688.22
202571	9/1/2016	891866 KNIGHT, DONNA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23 172.23
202572	9/1/2016	891026 LEWIS, DURWOOD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08 691.08
202573	9/1/2016	891043 LIEBERMAN, LEONARD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23 172.23
202574	9/1/2016	101933 LITTLEFIELD, LESLEY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	691.08 691.08
202575	9/1/2016	102059 MACK, MARSHALL	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,008.06 1,008.06
202576	9/1/2016	891010 MAERTZ, ALVIN	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	469.46 469.46
202577	9/1/2016	102206 MILLER, WILMA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04 283.04
202578	9/1/2016	102232 MIURA, HOWARD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04 283.04
202579	9/1/2016	892106 MONTAN, EDWARD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	688.22
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Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202579	9/1/2016	892106 892106 MONTAN, EDWARD	(Continued)			688.22
202580	9/1/2016	102365 NAVARRO, RICARDO A	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	516.96 516.96
202581	9/1/2016	102473 ORDELHEIDE, ROBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,608.97 1,608.97
202582	9/1/2016	102486 ORSINI, TODD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,347.98 1,347.98
202583	9/1/2016	102569 PARKS, ROBERT	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,664.00 1,664.00
202584	9/1/2016	891353 PEAVY, JOSEPH	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	716.06 716.06
202585	9/1/2016	102527 PISCITELLI, ANTHONY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	516.96 516.96
202586	9/1/2016	891033 POLLOCK, CHRISTINE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	574.00 574.00
202587	9/1/2016	891034 RAMSEY, JAMES	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,267.98 1,267.98
202588	9/1/2016	102864 RIVETTI, DOMINICK	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,017.00 1,017.00
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Voucher List

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Bank code :

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
202589	9/1/2016	102936 RUELAS, MARCO	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,500.81
					Total :	1,500.81
202590	9/1/2016	891044 RUSSUM, LINDA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	172.23
					Total :	172.23
202591	9/1/2016	890806 SALDIVAR, GEORGE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	962.66
					Total :	962.66
202592	9/1/2016	892107 SHANAHAN, MARK	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	716.06
					Total :	716.06
202593	9/1/2016	891035 SHERWOOD, NINA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04
					Total :	283.04
202594	9/1/2016	103175 SKOBIN, ROMELIA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,072.50
					Total :	1,072.50
202595	9/1/2016	103220 SOMERVILLE, MICHAEL	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	1,664.00
					Total :	1,664.00
202596	9/1/2016	891045 TIGHE, HAROLD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	469.46
					Total :	469.46
202597	9/1/2016	103394 TORRES, RACHEL	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	283.04
					Total :	283.04
202598	9/1/2016	888417 VALDIVIA, LAURA	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127	541.91

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Bank code :	bank3							
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount		
202598	9/1/2016	888417 VALDIVIA, LAURA	(Continued)			Total :	541.91	
202599	9/1/2016	891038 WAITE, CURTIS	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127		949.95	
						Total :	949.95	
202600	9/1/2016	891036 WATT, DAVID	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127		691.08	
						Total :	691.08	
202601	9/1/2016	891037 WEBB, NANCY	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127		571.49	
						Total :	571.49	
202602	9/1/2016	103643 WEDDING, JEROME	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127		691.08	
						Total :	691.08	
202603	9/1/2016	103727 WYSBEEK, DOUDE	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127		283.04	
						Total :	283.04	
202604	9/1/2016	103737 YNIGUEZ, LEONARD	16-Sep		CALPERS HEALTH REIMB 001-180-0000-4127		949.95	
						Total :	949.95	
72	Vouchers for bank code :		bank3			Bank total :	54,285.24	
72	Vouchers in this report					Total vouchers :	54,285.24	

Voucher Registers are not final until approved by Council.

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MEMORANDUM

To: Mayor Robert C. Gonzales and Councilmembers

From: Brain Saeki, City Manager
By: Anthony Vairo, Police Chief

Date: October 17, 2016

Subject: Consideration to Approve the Purchase of Two New Emergency Police Vehicles

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a Purchase Order with Wondries Fleet Group for the purchase of:
 - i. One 2017 Ford Police K-9 Interceptor Utilities (Attachment "A"), in the amount of \$28,419 (not to exceed \$32,000),
 - ii. One 2017 Ford Police Patrol Interceptor Utilities (Attachment "B"), in the amount of \$27,889 (not to exceed \$32,000)

Under the Cooperative Purchase Provision of the Los Angeles County contract #16361257-1;
and

- b. Authorize the City Manager to execute the Purchase Order.

BACKGROUND:

1. The City has established a four-year rotation for emergency police vehicles to maximize their useful lives.
2. Funds were allocated in the FY 2016-2017 budget to purchase the two police vehicles.

Consideration to Approve the Purchase of Two New Emergency Police VehiclesPage 2 of 2

ANALYSIS:

The City elected to purchase the vehicles by piggybacking on a competitively bid contract between the County of Los Angeles and Wondries Fleet Group (Contract #16361257-1). Purchasing the vehicles in this manner is in accordance with the City's Purchasing Ordinance, which authorizes cooperative purchasing through piggybacking. In accordance with the provisions of the Purchasing Ordinance, the vehicles are being offered by the vendor at the same terms, conditions and price as described in the contract with the County of Los Angeles.

BUDGET IMPACT:

Funding is included in the Fiscal Year 2016-17 Adopted Budget (2017 Ford Police K-9 Interceptor Utilities – State Asset Forfeiture, Fund 020-225-0000-4500 and 2017 Ford Police Patrol Interceptor Utilities – Equipment Replacement Fund – ERF, Fund 041-225-0000-4500).

CONCLUSION:

The Police Department needs to replace one 2006 K-9 vehicle and one 2007 patrol vehicle as they have exceeded their useful life. Staff recommends the City Council authorize the purchase of the two new vehicles.

ATTACHMENTS:

- A. 2017 Ford Police K-9 Interceptor Utilities Quotation
- B. 2017 Ford Police Patrol Interceptor Utilities Quotation



FLEET GROUP

1247 W. Main Street, P.O. Box 3850, Alhambra, CA 91803
626/457-5590 626/457-5593 Fax

September 6, 2016

Lt. Christian Colelli
San Fernando Police Dept.
910 First St
San Fernando, CA 91340-2992
Delivery Via Email

Dear Lt. Colelli,

In response to your inquiry, we are pleased to submit the following for your consideration:

Wondries Fleet Group will sell, service and deliver at San Fernando, new/unused 2017 K-9 Police Interceptor Utilities responding to your requirement with the attached specifications for \$ 28, 419.00 plus State Sales Tax, and \$8.75 tire tax (non-taxable). These vehicles are available under the Los Angeles County PO# 16361257-1. Pricing includes black and white paint.

Terms are net 30 days. Delivery is 90-120 days.

Sincerely

A handwritten signature in black ink, appearing to read "John Oviyach".

John Oviyach
Wondries Fleet Group



**FLEET GROUP**

1247 W. Main Street, P.O. Box 3850, Alhambra, CA 91803
626/457-5590 626/457-5593 Fax

October 11, 2016

Lt. Christian Colelli
San Fernando Police Dept.
910 First St
San Fernando, CA 91340-2992
Delivery Via Email

Dear Lt. Colelli,

In response to your inquiry, we are pleased to submit the following for your consideration:

Wondries Fleet Group will sell, service and deliver at San Fernando, new/unused 2017 Police Interceptor Utilities responding to your requirement with the attached specifications for \$ 27,889.00 plus State Sales Tax, and \$8.75 tire tax (non-taxable). These vehicles are available under the Los Angeles County PO# 16361257-1. Pricing includes black and white paint.

Terms are net 30 days. Delivery is 90-120 days.

Sincerely

A handwritten signature in blue ink, appearing to read "John Oviyach".

John Oviyach
Wondries Fleet Group



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MEMORANDUM

To: Mayor Robert C. Gonzales and Councilmembers

From: Brain Saeki, City Manager
By: Anthony Vairo, Police Chief

Date: October 17, 2016

Subject: Consideration of Disposition of Surplus City-Owned Personal Property

RECOMMENDATION:

It is recommended that the City Council:

- a. Accept and file all items on the Surplus City-Owned Personal Property List (Attachment "A") as sold, except those identified for destruction; and
- b. Authorize the City Manager and the Police Chief to destroy the surplus City-Owned Personal Property in accordance with Chapter 2, Article VI, Division 7, of the San Fernando Municipal Code.

BACKGROUND:

1. Periodically, the City retires equipment as surplus City-Owned Personal Property, which requires a formal disposition.
2. The Police Department has a Weapons Replacement Program in place, which strategically rotates out older, damaged or non-functional weapons that could become a liability for the City.
3. In May 2014, the City Council approved the purchase of 50 Glock handguns to replace existing weapons that have been in service for over 10 years, in the amount of \$25,677.75.
4. In February 2015, the City Council authorized the City Manager and the Police Chief to surplus the Police Department's old weapons and offer to sell to Police personnel for set prices.
5. Over several months and ending in December of 2015, all but six weapons were sold.

Consideration of Disposition of Surplus City-Owned Personal PropertyPage 2 of 2

ANALYSIS:

The Police Department had 68 handguns that were deemed surplus and ready to be sold. Staff was granted approval to sell those weapons to Police personnel, pursuant to Chapter 2 – Administration, Article VI – Finance, Division 7, of the San Fernando Municipal Code; and pursuant to Surplus City-Owned Personal Property Sec. 2-869. Bids; Sales; Exchanges of the San Fernando Municipal Code all weapons were sold “as-is.”

The weapons were sold to Police personnel, as per California State and Federal Laws. The Police Department prepared Release of Liability forms and the transfer of ownership was the Police personnel’s (new owners’) responsibility. Once full payment, proof of ownership was received and verified, the Police personnel took possession of the weapon that he or she purchased.

The weapons that were not sold (six weapons) will be destroyed.

BUDGET IMPACT:

Proceeds from the sale of the surplus City-Owned Personal Property (Police Department weapons) was in the amount of \$16,500 and was deposited into the Fiscal Year 2015-2016 General Fund.

CONCLUSION:

Staff recommends that the City Council accept this report and approve the destruction of the six unsold weapons, as listed in Attachment “A”.

ATTACHMENT:

A. Surplus City-Owned Personal Property List

ATTACHMENT “A”**SURPLUS CITY-OWNED PERSONAL PROPERTY LIST**

HANDGUNS FOR DESTRUCTION				
Make	Model	Serial #	Price	Date Sold
Glock	21	FLT964	\$300.00	
Glock	21	FLT972	\$300.00	
Glock	22	FLV511	\$250.00	
Glock	22	FLV512	\$250.00	
Glock	22	FLV517	\$250.00	
Glock	22	FLV521	\$250.00	

HANDGUNS SOLD				
Make	Model	Serial #	Price	Date Sold
Glock	21	KNS715	\$300.00	03/25/15
Glock	21	KNS716	\$300.00	04/03/15
Glock	21	KNS717	\$300.00	04/01/15
Glock	21	FLT960	\$300.00	07/08/15
Glock	21	FLT961	\$300.00	08/04/15
Glock	21	FLT962	\$300.00	05/20/15
Glock	21	FLT963	\$300.00	07/17/15
Glock	21	FLT965	\$300.00	04/02/15
Glock	21	FLT966	\$300.00	04/20/15
Glock	21	FLT967	\$300.00	04/08/15
Glock	21	FLT968	\$300.00	03/04/15
Glock	21	FLT969	\$300.00	04/06/15
Glock	21	FLT970	\$300.00	08/12/15
Glock	21	FLT971	\$300.00	04/16/15
Glock	21	FLT973	\$300.00	09/03/15
Glock	21	FLT974	\$300.00	04/06/15
Glock	21	FLT975	\$300.00	10/28/15
Glock	21C	FFK590	\$300.00	04/10/15
Glock	21C	FFK591	\$300.00	04/15/15
Glock	21C	FFK592	\$300.00	03/03/15
Glock	21C	FFK593	\$300.00	04/03/15
Glock	21C	FFK594	\$300.00	03/10/15
Glock	21C	FFK595	\$300.00	03/23/15
Glock	21C	FFK596	\$300.00	05/13/15
Glock	21C	FFK597	\$300.00	03/10/15
Glock	21C	FFK598	\$300.00	04/30/15
Glock	21C	FFK599	\$300.00	03/17/15

HANDGUNS SOLD				
Make	Model	Serial #	Price	Date Sold
Glock	22C	FGC497	\$250.00	03/10/15
Glock	22C	FGC498	\$250.00	07/23/15
Glock	22	FLV508	\$250.00	10/28/15
Glock	22	FLV509	\$250.00	03/27/15
Glock	22	FLV510	\$250.00	10/27/15
Glock	22	FLV513	\$250.00	11/03/15
Glock	22	FLV514	\$250.00	09/28/15
Glock	22	FLV515	\$250.00	10/08/15
Glock	22	FLV516	\$250.00	04/03/15
Glock	22	FLV518	\$250.00	11/6/15
Glock	22	FLV519	\$250.00	11/6/15
Glock	22	FLV520	\$250.00	11/9/15
Glock	22	FLV522	\$250.00	04/02/15
Glock	22	FLV523	\$250.00	11/06/15
Glock	22	FLV524	\$250.00	08/26/15
Glock	23	FMK577	\$250.00	03/03/15
Glock	23	FMK578	\$250.00	03/31/15
Glock	23C	FLZ924	\$250.00	07/29/15
Glock	23C	FLZ925	\$250.00	04/06/15
Glock	23C	FLZ927	\$250.00	04/03/15
Glock	23C	FLZ928	\$250.00	04/03/15
Glock	23C	FLZ929	\$250.00	08/03/15
Glock	27	HGK974	\$250.00	04/06/15
Glock	35	FMF994	\$250.00	08/12/15
Sig/Sauer	P220	G219190	\$250.00	04/03/15
Colt	Super 38	16665LW	\$200.00	09/04/15
Colt	Auto	349169	\$100.00	07/08/15
H&K	USP	22-25554	\$300.00	07/24/15
S&W	19-6	BOF2451	\$250.00	08/26/15
S&W	6906	THB5541	\$250.00	08/18/15
S&W	4516	TEE9492	\$250.00	11/03/15
S&W	669	TAF3874	\$250.00	10/26/15
S&W	15-3	1K14458	\$250.00	11/03/15
Ruger	Mark II	285031	\$100.00	07/28/15
Ruger	Mark II	215-81200	\$100.00	08/10/15
Browning	6mm	122263	\$100.00	08/10/15

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AGENDA REPORT

To: Mayor Robert C. Gonzales and Councilmembers

From: Brian Saeki, City Manager
By: Joaquin Vazquez, Deputy City Attorney

Date: October 17, 2016

Subject: Consideration to Adopt an Urgency Ordinance Prohibiting the Personal Cultivation of Marijuana in Certain Outdoor Areas of Private Residences, Adopting Related Standards, and Declaring the Urgency Thereof, Subject to California Voter Approval of Proposition 64

RECOMMENDATION:

It is recommended that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, waive full reading and adopt Urgency Ordinance No. U-1657 (Attachment "A") by title, "An Urgency Ordinance of the City Council of the City of San Fernando Prohibiting the Personal Cultivation of Marijuana in Certain Outdoor Areas of Private Residences and Declaring the Urgency Thereof in Accordance with Government Code Sections 36934 and 36937, Subject to California Voter Approval of Proposition 64 at the Tuesday, November 8, 2016 Election." This Ordinance is introduced pursuant to Government Code Section 36937 and requires a four-fifths (4/5ths) vote for adoption.

BACKGROUND/ANALYSIS:

On November 8, 2016, the Control, Regulate, and Tax Adult Use of Marijuana Act ("AUMA") will come before California voters as Proposition 64. Proposition 64 is a state statute initiative that, if approved, would become effective on November 9, 2016, the day after the November 8, 2016 election, pursuant to the California Constitution. (Cal. Const., art. II, § 10(a)).

If approved, Proposition 64 would:

- Legalize the nonmedical use of marijuana by persons 21 years of age and over, and the personal cultivation of up to six marijuana plants; and

Consideration to Adopt an Urgency Ordinance Prohibiting the Personal Cultivation of Marijuana in Certain Outdoor Areas of Private Residences, Adopting Related Standards, and Declaring the Urgency Thereof, Subject to California Voter Approval of Proposition 64

Page 2 of 3

- Create a state regulatory and licensing system governing the commercial cultivation, testing, and distribution of nonmedical marijuana, and the manufacturing of nonmedical marijuana products.

Pursuant to Proposition 64, local governments (e.g., cities and counties) can reasonably regulate, but cannot ban, personal indoor cultivation of up to six living marijuana plants within the person's private residence, including indoor cultivation in a greenhouse on the same property as the residence that is not physically part of the home. (Health & Safety Code, §§ 11362.1(a), 11362.1(a)-(b).)

It would also enable local governments, including cities and counties, to regulate and/or ban, the personal cultivation of up to six living marijuana plants outdoors upon the grounds of a private residence. (Health & Safety Code, § 11362.2(b)(3).) Proposition 64 defines a private residence as "a house, an apartment unit, a mobile home, or other similar dwelling unit" and allows persons to possess the marijuana produced by their six cultivated plants. (Health & Safety Code, § 11362.2(b)(5).)

With regard to both personal indoor and outdoor cultivation, Proposition 64 requires that any and all living marijuana plants personally cultivated by persons be kept: (1) within the person's private residence or upon the grounds of that private residence (e.g. in an outdoor garden area); (2) in a locked space; and (3) not visible by normal unaided vision from a public place. (Health & Safety Code, § 11362.2(a)(2).)

In addition to the Proposition 64 requirements that live marijuana plants involved in outdoor personal cultivation be kept in a locked space and not visible by normal unaided vision from a public place, the proposed Urgency Ordinance (Attachment "A") would accomplish the following:

- Prohibit outdoor personal cultivation in non-residentially zoned areas;
- Prohibit plants involved in outdoor personal cultivation from being within the front portion of a property containing an existing dwelling facing a street;
- Require outdoor personal cultivation areas to be fully enclosed by an opaque fence at least six feet in height;
- Limit cultivation areas for outdoor personal cultivation to 100 square feet in cumulative area and require such areas to not displace any requires on-site parking space;

Consideration to Adopt an Urgency Ordinance Prohibiting the Personal Cultivation of Marijuana in Certain Outdoor Areas of Private Residences, Adopting Related Standards, and Declaring the Urgency Thereof, Subject to California Voter Approval of Proposition 64

Page 3 of 3

- Prohibit external or noxious odors associated with outdoor personal cultivation from being detectable from any street, sidewalk, public right-of-way or adjacent property; and
- Prohibit the use of lights, heaters, fans, generators, or other mechanical equipment that causes a nuisance to neighbors.

Government Code Section 36937 requires that the proposed Urgency Ordinance (Attachment "A") be approved by no less than four-fifths (4/5) of the City Council for adoption and necessitates findings indicting that it is approved for the immediate preservation of the public peace, health, or safety. The proposed Urgency Ordinance (Attachment "A") is supported by the necessary findings.

Under the terms of the Urgency Ordinance, it would become effective upon four-fifths (4/5) of the City Council and subject to California voter approval of Proposition 64 at the November 8, 2016 election.

BUDGET IMPACT:

Proposition 64 makes local governments responsible for enforcing local ordinances and regulations. The City will accordingly incur additional enforcement costs related to enforcing the cultivation provisions proposed in the attached Urgency Ordinance (Attachment "A").

ATTACHMENT:

A. Urgency Ordinance No. U-1657

ATTACHMENT “A”**URGENCY ORDINANCE NO. U-1657**

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, PROHIBITING THE PERSONAL CULTIVATION OF MARIJUANA IN CERTAIN OUTDOOR AREAS OF PRIVATE RESIDENCES AND DECLARING THE URGENCY THEREOF IN ACCORDANCE WITH GOVERNMENT CODE SECTIONS 36934 AND 36937, SUBJECT TO CALIFORNIA VOTER APPROVAL OF PROPOSITION 64 AT THE TUESDAY, NOVEMBER 8, 2016 ELECTION

WHEREAS, in 1996, the California Legislature approved Proposition 215, also known as the Compassionate Use Act (the “CUA”), which was codified under Health and Safety Code Section 11262.5 et seq. and was intended to enable persons who are in need of medical marijuana for specified medical purposes, such as cancer, anorexia, AIDS, chronic pain, glaucoma and arthritis, to obtain and use marijuana under limited circumstances and where recommended by a physician; and

WHEREAS, the CUA provides that “nothing in this section shall be construed or supersede legislation prohibiting persons from engaging in conduct that endangers others, or to condone the diversion of marijuana for non-medical purposes”; and

WHEREAS, in 2004, the California Legislature enacted the Medical Marijuana Program Act (Health & Safety Code, § 11362.7 et seq.)(the “MMP”), which clarified the scope of the CUA, created a state-approved voluntary medical marijuana identification card program, and authorized cities to adopt and enforce rules and regulations consistent with the MMP; and

WHEREAS, Assembly Bill 2650 (2010) and Assembly Bill 1300 (2011) amended the MMP to expressly recognize the authority of counties and cities to “[a]dopt local ordinances that regulate the location, operation, or establishment of a medical marijuana cooperative or collective” and to civilly and criminally enforce such ordinances; and

WHEREAS, California courts have found that neither the CUA nor the MMP provide medical marijuana patients with an unfettered right to obtain, cultivate, or dispense marijuana for medical purposes; and

WHEREAS, in 2013, the California Supreme Court in the case of City of Riverside v. Inland Empire Patients Health and Wellness Center (2013) 56 Cal.4th 729, found the CUA and MMP do not preempt a city’s local regulatory authority and confirmed a city’s ability to prohibit medical marijuana dispensaries within its boundaries; and

WHEREAS, in 2013, the California Third District Appellate Court held that state law does “not preempt a city’s police power to prohibit the cultivation of all marijuana within the city”; and

WHEREAS, in September 2015, the California State Legislature enacted, and Governor Brown signed into law three bills – Assembly Bill 243, Assembly Bill 266, and Senate Bill 643 – which together comprise the Medical Marijuana Regulation and Safety Act (the “MMRSA”); and

WHEREAS, the MMRSA creates a comprehensive dual state licensing system for the cultivation, manufacture, retail, sale, transport, distribution, delivery, and testing of medical cannabis; and

WHEREAS, the MMRSA contains new statutory provisions that:

- Allow local government to enact ordinances expressing of their intent to prohibit the cultivation of marijuana and not administer a conditional use permit program pursuant to Health and Safety Code Section 11362.777 for the cultivation of marijuana (Health & Safety Code, § 11362.777(c)(4));
- Expressly provide that the Act does not supersede or limit local authority for local law enforcement activity, enforcement of local ordinances, or enforcement of local permit or licensing requirements regarding marijuana (Business & Professions Code, § 19315(a));
- Expressly provide that the Act does not limit the authority or remedies of a local government under any provision of law regarding marijuana, including, but not limited to, a local government’s right to make and enforce within its limits all police regulations not in conflict with its general laws (Business & Professions Code, § 19316(c));
- Require a local government that wishes to prevent marijuana delivery activity (as defined in Business and Professions Code Section 19300.5(m)) from operating within the local government’s boundaries to enact an ordinance affirmatively banning such delivery activity (Business & Professions Code, § 19340(a)); and

WHEREAS, on May 16, 2016, the City Council adopted Ordinance No. 1654 to ban “commercial cannabis activities,” as defined under the MCRSA, with the exception of certain commercial cannabis deliveries to locations within the City of San Fernando provided such deliveries originate from legal marijuana dispensaries located outside the territorial boundaries of the City of San Fernando; and

WHEREAS, Ordinance No. 1654 bars cannabis delivery operations headquartered in, or otherwise originating from the City of San Fernando; and

WHEREAS, the MMRSA was renamed the Medical Cannabis Regulation and Safety Act (the “MCRSA”) under Senate Bill 837 in June 2016, which also made includes substantive changes to the applicable state laws, which affect the various state agencies involved in regulating cannabis businesses as well as potential licensees; and

WHEREAS, on November 8, 2016, the Control, Regulate, and Tax Adult Use of Marijuana Act (“AUMA”) will come before California voters as Proposition 64; and

WHEREAS, if approved, Proposition 64 would legalize the nonmedical use of marijuana by persons 21 years of age and over, and the personal cultivation of up to six marijuana plants; and

WHEREAS, if approved, Proposition 64 would additionally create a state regulatory and licensing system governing the commercial cultivation, testing, and distribution of nonmedical marijuana, and the manufacturing of nonmedical marijuana products;

WHEREAS, Proposition 64 is a state statute initiative that, if approved, would become effective on November 9, 2016, the day after the November 8, 2016 election, pursuant to the California Constitution (Cal. Const., art. II, § 10(a)); and

WHEREAS, pursuant to Proposition 64, local governments, including cities, can reasonably regulate, but cannot ban, personal indoor cultivation of up to six living marijuana plants within the person's private residence, including indoor cultivation in a greenhouse on the same property as the residence that is not physically part of the home (Health & Safety Code, §§ 11362.1(a), 11362.1(a)-(b)); and

WHEREAS, Proposition 64 defines a private residence as "a house, an apartment unit, a mobile home, or other similar dwelling unit) and allows persons to possess the marijuana produced by their six cultivated plants (Health & Safety Code, § 11362.2(b)(5)); and

WHEREAS, Proposition 64 enables local governments, including cities, to regulate and/or ban, the personal cultivation of up to six living marijuana plants outdoors upon the grounds of a private residence (Health & Safety Code, § 11362.2(b)(3)); and

WHEREAS, Proposition 64 requires that any and all living marijuana plants personally cultivated by persons be kept: (1) within the person's private residence or upon the grounds of that private residence (e.g. in an outdoor garden area); (2) in a locked space; and (3) not visible by normal unaided vision from a public place (Health & Safety Code, § 11362.2(a)(2)); and

WHEREAS, the City of San Fernando (the "City") seeks to prohibit persons from cultivating up to six living marijuana plants in certain outdoor areas within a private residence adopt related standards if Proposition 64 is approved; and

WHEREAS, Government Code sections 36934 and 36937 authorize the City Council to adopt an urgency ordinance for the immediate preservation of the public peace, health, or safety.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The facts set forth in the recitals above are true and correct.

SECTION 2. Definitions.

- A. "Marijuana" means all parts of the plant *Cannabis sativa* L., whether growing or not; the seeds thereof, the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin.

- B. “Cultivate” means participation any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of marijuana.
- C. “Private residence” means a house, an apartment unit, a mobilehome, or other similar dwelling.

SECTION 3. Urgency Findings.

- A. The Attorney General's August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use recognizes that certain marijuana related activities can create adverse impacts absent reasonable regulations to address these impacts.
- B. If approved by California voters on November 8, 2016, Proposition 64 would allow individuals to possess, plant, cultivate, harvest, dry, or process not more than six living marijuana plants and possess the marijuana produced by the plants, subject to local government regulations as to indoor personal cultivation and/or local government regulations or bans as to personal marijuana cultivation outdoors upon the grounds of a private residence.
- C. The strong smell of marijuana creates an attractive nuisance, alerting persons to the location of the valuable plants, and creating a risk of trespass and burglary. The allowance of unfettered outdoor personal marijuana cultivation would therefore be detrimental to the immediate preservation of the public peace, health, and safety in the City.
- D. This Urgency Ordinance would help minimize the creation of attractive nuisances from outdoor personal marijuana cultivation and contribute to the preservation of the public peace, health, and safety of the City.

SECTION 4. Chapter 42 (Health and Sanitation) of the San Fernando Municipal Code is amended by the addition of Article III (Marijuana Cultivation) which shall read as follows:

Sec. 42-90 Personal Cultivation of Marijuana.

Any and all live marijuana plants cultivated by persons in the City pursuant to Health and Safety Code Section 11361.1(a)(3) shall be kept in a locked space that is not visible by normal unaided vision from a public place, subject to any and all limitations applicable under Health and Safety Code Sections 11361.1 and 11361.2.

Sec. 42-91 Indoor Personal Cultivation of Marijuana.

The indoor personal cultivation of marijuana by persons in the City pursuant to Health and Safety Code Section 11361.1(a)(3) shall be limited to a person's private residence or inside an accessory structure to a private residence located upon the grounds of such person's private residence that is fully enclosed and secure.

Sec. 42-92 Outdoor Personal Cultivation of Marijuana upon the Grounds of an Outdoor Residence.

- (a) Location Limitations. The outdoor personal cultivation of marijuana upon the grounds of an outdoor residence pursuant to Health and Safety Code Section 11361.1(a)(3) shall be prohibited in non-residentially zoned areas in the City.
- (b) Operation and Development Standards.
- (1) The outdoor personal cultivation of marijuana upon the grounds of an outdoor residence pursuant to Health and Safety Code Section 11361.1(a)(3) shall only be allowed within the required front, side, and rear yard areas as defined in the City's zoning ordinance unless otherwise provided herein.
 - (2) At no time can plants involved in such outdoor personal cultivation be visible by normal unaided vision from a public place or allowed within the front portion of a property containing an existing dwelling facing a public street.
 - (3) The outdoor personal cultivation of marijuana upon the grounds of an outdoor residence pursuant to Health and Safety Code Section 11361.1(a)(3) shall be kept within a locked space or area and fully enclosed by an opaque fence at least six feet in height. Such fence must be adequately secure to prevent unauthorized entry and shall not be comprised of bushes, hedgerows, plastic sheeting, tarps, or cloth material. All proposed fencing materials shall be in compliance with City ordinances related to permitted walls and fences within the City's residential zones.
 - (4) The maximum allowable area for plants cultivated for personal use upon the grounds of an outdoor residence pursuant to Health and Safety Code Section 11361.1(a)(3) shall not exceed 100 square feet in cumulative area or displace any space for required on-site parking.
 - (5) Each allowable outdoor area utilized for the outdoor personal cultivation of marijuana upon the grounds of an outdoor residence pursuant to Health and Safety Code Section 11361.1(a)(3) shall be set back at least (10) feet from all lot lines of the premises. Such setback distance shall be measured in a straight line from the fence required in subsection (3), above, to the boundary line of the subject property.
 - (6) There shall be no external or noxious olfactory evidence of marijuana cultivation from any street, sidewalk, public right-of-way, or adjacent property.
 - (7) The use of lights, heaters, fans, generators, or other mechanical equipment that causes a nuisance to neighbors shall be strictly prohibited.

SECTION 5. CEQA. the proposed Urgency Ordinance does not have the potential to cause significant effects on the environment and is exempt from the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines Section 15061(b)(3), because there is no possibility that the preclusion of outdoor personal marijuana cultivation in certain areas will have a significant effect on the environment.

SECTION 6. Inconsistent Provisions. Any provision of the San Fernando City Code or appendices thereto that conflicts with the provisions of this Urgency Ordinance, to the extent of such conflict and no further, is hereby repealed or modified to the extent necessary to affect the provisions of this Urgency Ordinance.

SECTION 7. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Urgency Ordinance, or any part thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Urgency Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase would be subsequently declared invalid or unconstitutional.

SECTION 8. Effective Date. This Urgency Ordinance is enacted pursuant to the authority conferred upon the City Council of the City of El Monte by Government Code sections 36934 and 36937 and shall be in full force and effect upon: (1) its adoption by a four-fifths (4/5) vote of the City Council; and (2) California state voter approval of Proposition 64 at the November 8, 2016 election.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of San Fernando at its regular meeting on this 17th day of October, 2016.

Robert C. Gonzales, Mayor

ATTEST:

Elena G. Chávez, City Clerk

APPROVED AS TO FORM:

Rick R. Olivarez, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) **SS.**
CITY OF SAN FERNANDO)

I, ELENA CHÁVEZ, City Clerk of the City of San Fernando, do hereby certify that the foregoing Ordinance was adopted a regular meeting of the City Council held on the 17th day of October, 2016, and was carried by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Elena G. Chávez, City Clerk

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AGENDA REPORT

To: Mayor Robert C. Gonzales and Councilmembers

From: Brian Saeki, City Manager
By: Joaquin Vazquez, Deputy City Attorney

Date: October 17, 2016

Subject: Consideration to Adopt a Resolution Establishing a Permit Application Fee for Medical Cannabis Deliveries Originating from Legal Medical Cannabis Dispensaries Located Outside of the City of San Fernando

RECOMMENDATION:

Recommend that the City Council:

- a. Conduct a Public Hearing; and
- b. Pending public testimony, adopt Resolution No. 7765 (Attachment "A") "A Resolution of the City Council of the City of San Fernando Establishing a Permit Application Fee for Medical Cannabis Deliveries Originating from Legal Medical Cannabis Dispensaries Located Outside of the City of San Fernando."

BACKGROUND:

1. In September 2015, the California State Legislature enacted, and Governor Brown signed into law three bills – Assembly Bill 243, Assembly Bill 266, and Senate Bill 643 – which together comprise the Medical Marijuana Regulation and Safety Act.
2. This Act was renamed the Medical Cannabis Regulation and Safety Act (the "MCRSA") by Senate Bill 837 in June 2016.
3. The MCRSA recognizes a range of medical marijuana businesses referred to as "commercial cannabis activities," including cultivation businesses, medical cannabis product manufacturers, medical cannabis distributors and transporters, medical cannabis testing laboratories, and medical cannabis dispensaries.
4. The MCRSA allows cities to regulate or ban any or all such commercial cannabis activities.
5. Any activities that are permitted require licenses from the State of California (the "State") and the City. Pursuant to this authority, the City Council of the City of San Fernando (the

Consideration to Adopt a Resolution Establishing a Permit Application Fee for Medical Cannabis Deliveries Originating from Legal Medical Cannabis Dispensaries Located Outside of the City of San Fernando

Page 2 of 3

“City Council” of the “City”) adopted Ordinance No. 1654, which prohibits all commercial cannabis activities in the City with the exception of certain medical cannabis deliveries.

6. Ordinance No. 1654, which became effective on June 16, 2016, provides for deliveries of medical cannabis to qualified patients and primary caregivers from legally operating dispensaries located outside of the City’s boundaries.
7. For example, a qualified patient or primary caregiver in possession of a valid State-issued identification card for medical cannabis use could receive a delivery of medical cannabis within the City from a dispensary located and lawfully licensed in the City of Los Angeles if the delivery company has a State license and a City license to effectuate such deliveries.

ANALYSIS:

Section 106-1495 of Ordinance No. 1654 requires those seeking to establish businesses in the City to provide such deliveries to pay the requisite permit application fee, as established by City Council resolution. Proposed Resolution No. 7765 would establish a permit application fee and enable the San Fernando Police Department to begin processing permit applications for limited medical cannabis deliveries.

The breakdown of the fee’s components would be as follows:

- Processing: \$308.77
- Fingerprinting: \$ 76.00
- Vehicle Inspections: \$ 20.00

A more nuanced analysis of the fee’s components is attached to proposed Resolution No. 7765 as Exhibit “A”. Resolution No. 7765 would require a simple majority vote of the City Council and would become immediately effective upon adoption.

BUDGET IMPACT:

The City’s police power enables it to establish regulatory fees to recover its reasonable costs in processing, evaluating, and potentially awarding applications for certain activities. Therefore, the proposed fee would be a cost recovery mechanism and not have a significant fiscal impact.

Consideration to Adopt a Resolution Establishing a Permit Application Fee for Medical Cannabis Deliveries Originating from Legal Medical Cannabis Dispensaries Located Outside of the City of San Fernando

Page 3 of 3

CONCLUSION:

Based on the aforementioned analysis, City staff recommends that the City Council adopt the attached Resolution No. 7765.

ATTACHMENT:

A. Resolution No. 7765

ATTACHMENT "A"**RESOLUTION NO. 7765****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, ESTABLISHING A PERMIT APPLICATION FEE FOR MEDICAL CANNABIS DELIVERIES ORIGINATING FROM LEGAL MEDICAL CANNABIS DISPENSARIES LOCATED OUTSIDE OF THE CITY OF SAN FERNANDO**

WHEREAS, on May 2, 2016, the City Council of the City of San Fernando (the "City Council" of the "City") conducted a first reading of Ordinance No. 1264 entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO AMENDING CHAPTER 22 (BUSINESSES) AND CHAPTER 106 (ZONING) TO EXPRESSLY PROHIBIT MEDICAL CANNABIS DISPENSARIES, MEDICAL CANNABIS CULTIVATION, CITY-BASED MEDICAL CANNABIS DELIVERY OPERATIONS, AND ALL COMMERCIAL CANNABIS ACTIVITIES IN ALL AREAS OF THE CITY, EXCLUDING MEDICAL CANNABIS DELIVERY ACTIVITIES ORIGINATING FROM LEGAL DISPENSARIES OUTSIDE OF THE CITY OF SAN FERNANDO; and

WHEREAS, on May 16, 2016, the City Council conducted a second reading and approved Ordinance No. 1264; and

WHEREAS, on June 16, 2016, Ordinance No. 1264 became effective; and

WHEREAS, Ordinance No. 1264 allows for a qualified patient and/or primary caregiver (as defined) to receive deliveries of medical cannabis from a legally operating, licensed dispensary located outside of the City in possession of a current and valid City permit to make such deliveries; and

WHEREAS, the City Council desires to establish fees for processing permit applications for the delivery of medical cannabis within the City limits; and

WHEREAS, pursuant to the State Constitution, San Fernando City Code, and other applicable federal, state and local laws, the City is able to charge fees for services which do not exceed the City's cost to provide those services; and

WHEREAS, on October 17, 2016, the City Council conducted a duly noticed public hearing to consider a permit application fee for medical cannabis deliveries to be charged by the City; and

WHEREAS, notice of such public hearing was effectuated pursuant to Government Code Section 6062a and 66018; and

WHEREAS, after giving an opportunity for the public to be heard and considering all information before it, the City Council approved the establishment of a fee for permit applications for the delivery of medical cannabis within the City limits.

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

SECTION 1. The facts set forth in the recitals above are true and correct and are incorporated herein by this reference.

SECTION 2. The City Council hereby establishes a permit application fee as set forth in **Exhibit “A”**, which is attached hereto and incorporated herein by this reference.

SECTION 3. This Resolution shall take effect immediately upon its adoption by the City Council and the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 17th day of October, 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 17th day of October, 2016, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

EXHIBIT “A”**Cannabis Delivery Fees**

Processing: \$308.77

Fingerprinting: \$76.00

Vehicle Inspections: \$20.00

Breakdown of Processing Time				
Item	Description	Time	Personnel ID Chief - 1 Lieutenant - 2 Rec Supv - 3	Item Total
Fingerprint Review	Prepare documents for fingerprinting receive results	30 minutes	3	\$29.77
Vehicle/DMV Review	Review for current registration and verify no warrants	15 minutes	3	\$14.88
ID Card	Prepare and catalog ID Card	30 minutes	3	\$29.77
Review 1	Review all documents for completeness	30 minutes	3	\$29.77
Review 2	Review by Lieutenant	60 minutes	2	\$112.58
Final Approval	Final review and approval by Chief of Police	30 minutes	1	\$61.65
Write notice of Approval/Reject	After approval from the Chief a letter of approval or rejection is completed and mailed.	30 minutes	3	\$29.77
TOTAL				\$308.19

Personnel ID		
Reference #	Title	Hourly Rate
1	Chief of Police	\$123.30
2	Lieutenant	\$112.58
3	Records/Systems Administrator	\$59.53

Additional Costs:

Fingerprints	
DOJ	\$32
FBI	\$19
SFPD Rolling Fee	\$20
TOTAL	\$76

Vehicle Inspections	
Verify both plates are on vehicle Verify no markings on vehicle Verify no tint	\$20

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AGENDA REPORT

To: Mayor Robert C. Gonzales and Councilmembers

From: Elena G. Chávez, City Clerk

Date: October 17, 2016

Subject: Consideration of Options Regarding the General Municipal Election on March 7, 2017

RECOMMENDATION:

It is recommended that the City Council consider options for conducting the General Municipal Election on March 7, 2017 and provide staff with direction whether to consolidate with the County of Los Angeles or conduct a stand-alone concurrent election.

BACKGROUND:

1. In November 1994, City Council adopted Ordinance No. 1452 which states that the General Municipal Election will be held on the first Tuesday after the first Monday in March of each odd-numbered year. The next General Municipal Election is scheduled for March 7, 2017.
2. In October, of even-numbered years, the City Council is presented with resolutions to commence the election process: *Calling and Giving Notice of the Election* and *Requesting County of Los Angeles Services*. For the past 14 years, a third resolution has also been presented to the City Council for consideration regarding *Consenting to an Election Consolidation with the City of Los Angeles*.
3. On July 18, 2016, in response to Senate Bill 415, the City Council adopted Resolution No. 7754 to establish that it would comply with state mandated consolidation with statewide election dates in even-numbered years in November no later than 2022.
4. On August 18, 2016, staff attended a meeting held by the City of Los Angeles (LA) regarding their request to consolidate 2017 elections. The consolidation request is for their Primary Nominating Election for the purpose of electing Members to the Board of Trustees to the Los Angeles Community College District (LACCD) and to the Board of Education of the Los Angeles Unified School District (LAUSD). Staff was informed that LA will no longer request to consolidate with our General Municipal Election because LAUSD's primary and general election dates were moved to 2020.

Consideration of Options Regarding the General Municipal Election on March 7, 2017Page 2 of 5

5. On September 14, 2016, the County of Los Angeles Registrar-Recorder/County Clerk (RR/CC) notified Los Angeles County City Clerks that the Board of Supervisors (BOS) voted to preserve the option to call for a special Countywide election “... *to place potential measures before the voters to address homelessness and other issues on March 7, 2017.*” Their intent is to have all cities consolidate their local elections with the County (whether County ballot measure/s are placed on the ballot or not). Despite such intent, the City is not obligated to consolidate with the County.

ANALYSIS:

With the BOS possibly calling a special Countywide election on March 7, 2017, the City has the option to consolidate with the County or conduct a concurrent stand-alone election at the same time as the County election.

The BOS is expected to make their final determination to call the special Countywide election by December 6, 2016. In the interim, the BOS has asked the RR/CC to begin preliminary preparations including their intent to have all cities and special districts consolidate their local elections with the County.

This consolidation is not mandatory and the City has an option to evaluate the pros and cons of each. Therefore, the City Council needs to decide whether to consolidate with the County election or conduct a concurrent stand-alone election at the same time as the County election.

The following are comparisons of each scenario to assist the City Council in making a decision:

Consolidate the General Municipal Election with the Special Countywide Election:

1. **City Staff** does not have the responsibility of running and managing any aspect of the election and would only be involved in candidate nomination paperwork filing, receiving of FPPC filings, and publishing of notices. Most other elements of the election would be administered by the County.
2. **City Candidates** on a ballot with County measure/s may likely generate higher voter turn-out.
3. **Ballot Counting** will take place at the County’s Registrar in Norwalk (could potentially take two to three weeks for verification).
4. **City Council Reorganization** – For a consolidated election (upon receipt of the results from the County) the City’s declaration of the results and reorganization would occur no later than the next regularly scheduled City Council meeting after presentation of the canvass or at a special meeting called for such purposes. City Clerks from other cities have advised that County certification of a canvass takes approximately two to four weeks.

Consideration of Options Regarding the General Municipal Election on March 7, 2017Page 3 of 5

5. **Vote-by-Mail Lists and Precinct Maps** would be available from the County and not the City Clerk's office.
6. **Cost of Election** – The RR/CC completed its initial election cost assessments and estimate the cost for San Fernando to be \$12,644.45 for three at-large offices (i.e., two Councilmembers and one City Treasurer) but caution that “this is just an initial estimate, and changes in any factors and/or overall election statistics, as well as unanticipated labor rates and cost of materials, will have a significant impact on the final costs.”

Hold Concurrent Stand-alone Election (Same Time as the County):

1. **Possible Voter Confusion** since both City and County elections are conducted at the same time. Voters may be required to report to two different polling locations, or if they are located at the same polling place, the voter must check in at two different tables, sign two different rosters, and vote two different ballots.
2. **City Clerk** handles all aspects of running and managing the election including but not limited to securing and training poll workers and securing polling places, issuing and processing Vote-by-Mail ballots (VBM), and conducting tally of election day ballots and VBM ballots canvass on Election night (with consultant support).
3. **Ballot counting** will take place in City Hall Council Chambers and likely to take more than two weeks for verification. (Results of ballot are immediate the evening of the election.)
4. **City Council Reorganization** – Must occur by the March 31, 2017 deadline as prescribed by Elections Code Sections 10263 for a stand-alone election.
5. **Vote-by-Mail Lists and Precinct Maps** would be available from the City Clerk's office.
6. **Vote-by-Mail Voters** will be required to mail separate ballots to different addresses (County and City).
7. **Cost of election** – The City had budgeted \$68,200 for our 2017 election. Consolidating with the City of LA has significantly reduced election costs (i.e., in 2015, LA reimbursed the City of San Fernando over \$40,000 for their portion of the expenses).

It should be noted that if the County proceeds with a special election, the City of LA has notified staff that they will consolidate with the County and the City of San Fernando would have to conduct a standalone election (no cost-sharing with LA) or also consolidate with the County.

The local election process is prescribed by State and Election law including all deadlines, and procedures related to the election. The California Elections Code requires that certain resolutions be adopted (no later than December 9, 2016) in order to hold the City's General Municipal Election on March 7, 2017.

If the City Council directs staff to proceed with preparations for a concurrent stand-alone election, then the following resolutions should be adopted no later than December 9, 2016:

Consideration of Options Regarding the General Municipal Election on March 7, 2017Page 4 of 5

- **Resolution Calling and Giving Notice of Election** - Calls the election, establishes the purpose for the election, authorizes the City Clerk to conduct the election, establishes precinct officer compensation, and sets the voting hours as 7:00 a.m. to 8:00 p.m.
- **Resolution Requesting County of Los Angeles Services** – The City of San Fernando will require the County of Los Angeles to provide services including voter and precinct information, voter signature verification services, and election equipment and assistance as needed according to State law.

If there is no special Countywide election, in addition to the two resolutions noted above, the City Council should also consider adopting a third resolution:

- **Consenting to an Election Consolidation with the City of Los Angeles**
In the past, election consolidation with the City of LA significantly reduced election costs (i.e., in 2015, LA reimbursed the City of San Fernando over \$40,000 for their portion of the expenses). It should be noted that if the County proceeds with a special election, the City of LA will consolidate with the County (and not San Fernando).

If the City Council decides to consolidate the General Municipal Election with the County, the City Council would need to adopt the following resolutions:

- **Resolution Calling and Giving Notice of Election**
- **Resolution Requesting that the LA County Board of Supervisors Direct the Registrar-Recorder/County Clerk to Administer, Manage, and Oversee the General Municipal Election and Request for Consolidation with the Countywide Election Held on March 7, 2017**

Whether the City Council decides to consolidate with the County or run a concurrent stand-alone election, staff recommends that the City enter into a Professional Services Agreement with Martin & Chapman Co. Either scenario will require the acquisition of specialty materials, services and supplies such as nomination petitions, sample ballot pamphlets, signs, etc. (all translated to meet Voting Rights Act requirements).

BUDGET IMPACT:

Fiscal Year 2016-2017 budget includes \$68,200 for services related to conducting the General Municipal Election on March 7, 2017.

Consideration of Options Regarding the General Municipal Election on March 7, 2017Page 5 of 5

If the County does not hold a County-wide election and the City of San Fernando consolidates with the City of LA, election costs will be significantly reduced (i.e., in 2015, our election cost was just under \$23,000 due City of LA paying their portion). Again, it should be noted that if the County proceeds with a special Countywide election, the City of LA will consolidate with the County and not San Fernando.

If the County holds their special election and the City consolidates with the County, they've provided an estimate for \$12,644.45 for three at-large offices but caution that "this is just an initial estimate, and changes in any factors and/or overall election statistics, as well as unanticipated labor rates and cost of materials, will have a significant impact on the final costs."

Again, either scenario will require the services of Martin & Chapman Co. to assist the City Clerk Department regarding the acquisition of specialty materials, services and supplies (i.e., nomination petitions, sample ballot pamphlets, signs, etc.).

CONCLUSION:

It is recommended that the City Council consider options for conducting the General Municipal Election on March 7, 2017 and provide staff with direction whether to consolidate with the County of Los Angeles or conduct a stand-alone concurrent election and direct staff to proceed with agendaizing the appropriate resolutions.

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AGENDA REPORT

To: Mayor Robert C. Gonzales and Councilmembers

From: Vice Mayor Joel Fajardo

Date: October 17, 2016

Subject: Time Warner/Charter Cable Merger Update

RECOMMENDATION:

I have asked that an informational item be placed on the agenda regarding the Time Warner/Charter Cable merger. Our local Time Warner representative will be providing a report to the 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: October 17, 2016

Subject: Consideration of a Business Tax Amnesty Program

RECOMMENDATION:

It is recommended that the City Council:

- a. Consider establishing a Business Tax Amnesty Program;
- b. Adopt Resolution No. 7764 (Attachment "A") implementing the proposed Business Tax Amnesty Program; and
- c. Authorize the City Manager, or designee, to finalize and execute all documents related to the Business Tax Amnesty Program.

BACKGROUND:

1. Chapter 22 of San Fernando's City Code authorizes the collection of a Business License tax as a means of raising revenue for municipal purposes (NOTE: Issuance of a Business License is only intended to evidence that a business has paid its required fee in compliance with the City's Business Ordinance. It is not intended to evidence compliance with regulatory requirements).
2. A Business License tax is collected from all businesses, trades, professions, callings and occupations transacting and carrying on business in the City. Although there are various taxes for certain business types, in general, the tax is \$0.96 per \$1,000 in gross receipts for wholesale operations, \$1.20 per \$1,000 in gross receipts for retail operations, or \$2.40 per \$1,000 in gross receipts for professional service operations. The taxes are reduced by 50% for gross receipts in excess of \$1 million and are imposed on gross receipts in the immediate prior calendar year.

Consideration of a Business Tax Amnesty Program

Page 2 of 5

3. Business License taxes and related fees are the City's fifth largest revenue source as they generate more than \$1 million per year, which represents approximately 6% of General Fund revenues.
4. Business License renewal applications are sent out each year in December and are due prior to the last day in February. Approximately 3,000 renewals are mailed annually, with approximately 1,000 of those being businesses physically located in the City. Examples of businesses located outside the City but requiring a business license include, but are not limited to, contractors, tree trimmers, security services, janitorial services, vending machine operators, food trucks, and numerous other types of mobile businesses.
5. Due to the economic downturn in 2007 and a reduction in staff resources available to dedicate to Business License management and enforcement, the City Council awarded a contract to HdL Companies to provide turnkey Business License services and handle the entire Business License process for the City beginning with the 2016 renewal season.

ANALYSIS:

Transition of all Business License operations to HdL Companies was completed in early December 2015. HdL Companies has processed all Business License applications since January 1, 2016. Now that transition of operations is complete, staff is shifting efforts toward compliance and enforcement.

The City's primary objective with regards to application of the Business Tax is fairness and equity. This is accomplished by ensuring all entities transacting business in the City are complying with the City's Business Tax ordinance. In an effort to increase compliance, staff is recommending a three-phase approach to be implemented over the next year: 1) offer a Business Tax Amnesty Program that provides opportunity and incentive to businesses to self-report current and prior year business activities; 2) engage HdL Companies to conduct a Business License Discovery and Verification Audit to find unregistered businesses and verify business tax returns filed by a random sampling of businesses; and 3) provide additional ongoing enforcement tools to continue to ensure compliance with the City's Business Ordinance.

Current Penalty Structure

Under Chapter 22 (Business) of the San Fernando City Code, if a business fails to pay the required Business Tax and related fees (e.g., Mall Maintenance, Parking, and Mall Association fees, if applicable) by the last day in February, a ten percent (10%) delinquency penalty is imposed. Additional penalties of 10% per month are applied up to 100% penalty if not paid by the following December. These penalties can be quite cumbersome and often create a disincentive to comply for businesses that get too far behind.

Consideration of a Business Tax Amnesty Program

Page 3 of 5

Proposed Business License Amnesty Program

Business License Amnesty Programs are commonly used by cities to encourage voluntary compliance. Amnesty Programs typically suspend certain elements of a business tax ordinance for a specified period of time. Traditionally, those elements are some combination of: penalties, interest, and/or prosecution.

The principle reason for conducting a Business Tax Amnesty Program is to generate General Fund revenue by increasing compliance with the City's Business Tax ordinance. It is staff's opinion that there is an unknown, yet substantial, number of unregistered and/or delinquent businesses in San Fernando. Taking steps to reduce non-compliance ensures fair treatment of those taxpayers that comply each year. An amnesty period provides businesses a one-time opportunity to voluntarily come into compliance, without the City having to use internal, external, or legal resources to collect the taxes owed.

Staff is proposing the City Council adopt a Resolution that sets forth the following elements of a San Fernando Business Tax Amnesty Program:

1. Provide an appropriate window of opportunity for businesses to self-report. The proposed "window" for the program is proposed to be effective October 1, 2016 and end on June 30, 2017. Once the program expires, the incentives will no longer be offered.
2. Provide an incentive to self-report. The proposed incentive is to waive all business tax and assessment related penalties. Penalties effectively double the amount owed for prior years, which creates a disincentive for businesses to self-report. By waiving penalties, the City will generate additional revenue by collecting the tax amount owed for prior years without the added administrative/legal costs that accompany traditional enforcement activity while providing an incentive to businesses to self-report. Any penalties paid by businesses prior to the amnesty period would not be subject to refund.
3. Create a Business Tax Amnesty Application. To establish eligibility and track revenue generated from this program, staff will develop a Business Tax Amnesty application and declaration affidavit.
4. Establish a payment plan. It is likely that businesses that are delinquent or non-compliant will have multiple prior years for which Business Taxes are owed. Therefore, staff is recommending allowing business tax payments to be spread over a twelve (12) month period for amounts owed in excess of \$500, if requested by the business. Establishing a reasonable payment schedule is an ancillary incentive and will benefit those businesses which take advantage of the Business Tax Amnesty Program. Staff proposes a one-time set-up fee of \$22 for payment schedules be set up to cover the

Consideration of a Business Tax Amnesty Program

Page 4 of 5

cost of administration. Upon City Council approval of the program, staff will develop a payment plan application.

5. Create and implement a marketing and outreach plan. An important element for conducting a successful Business Tax Amnesty Program is making businesses aware of the program. Advertising the availability of the program can be accomplished with minimal cost to the General Fund. The initial marketing and outreach plan includes the following activities:

- Utilize the Chamber of Commerce and Mall Association as mechanisms to help promote the program.
- Advertise on the City of San Fernando website and the Finance Department webpage.
- Mail information to all inactive and delinquent non-filer addresses in the City's Business License database.
- Monthly press releases and accompanying amnesty program newspaper advertisements.
- Post to all social media, including Facebook, Instagram and Twitter.
- Posting announcements at all City of San Fernando public counters, including City Hall, recreation facilities, and Police Department.
- Include information in the bi-monthly water bills.
- Include information in the City Manager's monthly report.

6. Proceed with Business Tax Discovery and Verification Audit when amnesty period ends. Follow-up enforcement at the end of a Business Tax Amnesty Program is a vital feature for making the program successful. If unregistered businesses know that there will be follow-up, they will be more likely to voluntarily register their business rather than risk being caught after amnesty expires. The professional services agreement with HdL to manage the City's Business License program includes the ability to engage them for a Discovery and Verification Audit for an additional fee. Funds for the Discovery and Verification Audit will be included in the Fiscal Year 2017-2018 budget. Staff recommends that the payment plan described above be extended to those businesses identified in the Discovery and Verification Audit as the amounts owed may be significant.

7. Improve City's ability to provide ongoing enforcement. Currently, staff references various sections of the City Code to issue Administrative Citations to delinquent non-filing businesses. A business in violation of the Business Ordinance issued a citation for \$100 for the first violation, \$200 for a second violation, and \$500 for a third violation within one year. Subsequent to that, the City may prosecute as a misdemeanor, infraction, or civil administrative action at the discretion of the city attorney or city prosecutor. As previously mentioned, these are done under more general provisions of

Consideration of a Business Tax Amnesty ProgramPage 5 of 5

the City Code. During the amnesty period, staff will propose an amendment to Chapter 22 to provide enforcement language more specific to Business Tax infractions.

BUDGET IMPACT:

All taxes collected through the Business Tax Amnesty Program and subsequent Discovery and Verification Audit will constitute one-time General Fund revenue that will help to further reduce the General Fund deficit. Once businesses are in the Business License database and the City has additional enforcement tools, ongoing Business Tax revenues will increase and help to further reduce the operating deficit.

The cost to implement the program is minimal as the City will utilize existing channels of communication to widely market the program. The cost of for mailing and printing press releases is anticipated to be less than \$1,000 and can be funded using existing appropriations in the Finance Department.

CONCLUSION:

To continue to improve the City's financial position and collect revenues due to the City, staff recommends City Council adopt a Business License Amnesty Program as part of a multi-phased approach to increasing compliance and enforcement.

ATTACHMENT:

A. Resolution No. 7764

ATTACHMENT "A"**RESOLUTION NO. 7764**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO, CALIFORNIA, PROVIDING FOR A
TEMPORARY AMNESTY PERIOD ON THE ENFORCEMENT OF
BUSINESS TAX PENALTIES AND AUTHORIZING THE CITY
MANAGER, OR DESIGNEE, TO ACCEPT PAYMENTS OVER
TIME FROM BUSINESSES OR INDIVIDUALS OWING MORE
THAN \$500 IN BUSINESS TAXES AND/OR RELATED FEES**

WHEREAS, Chapter 22 of the San Fernando City Code requires all businesses transacting business within the City of San Fernando to obtain a business license and pay business tax; and

WHEREAS, revenue generated from business license taxes and fees help pay for a variety of public services provided by the City; and

WHEREAS, fairness toward businesses and individuals who obtain their business licenses and pay their business taxes requires enforcing business license requirements against those who choose not to, or otherwise fail to, obtain a business license and/or pay business taxes; and

WHEREAS, Section 22-47. et. al. of the San Fernando City Code provides penalties to all delinquent business tax obligations; and

WHEREAS, in the current economic climate, such penalties may cause economic hardship for businesses or individuals attempting to operate legitimately within the City of San Fernando; and

WHEREAS, the San Fernando City Council desires to enact a measure to encourage compliance with San Fernando's business license regulations; and

WHEREAS, it is within the authority of the San Fernando City Council to offer an amnesty period on the enforcement of business tax penalties, thereby encouraging increased compliance with San Fernando's business license regulations and creating the potential for increased revenues.

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

Section 1. A Business Tax Amnesty Program (Program) is hereby created pursuant to which all penalties mandated by Chapter 22 of the San Fernando City Code shall be waived for any business or individual that voluntarily pays all delinquent business license taxes or enters

into a Payment Plan authorized by this Resolution between September 1, 2016 and June 30, 2017, inclusive.

Section 2: Staff is directed to advertise and communicate such a Program using existing channels of communication and any other methods deemed necessary by the City Manager, or designee.

Section 3: The City Manager, or designee, is authorized to accept payments over time, for up to twelve months, from any business or individual owing more than \$500 in delinquent business taxes and related penalties/fees. The City Manager, or designee's, authority to accept such payments over time will extend beyond the Program period, until rescinded by a subsequent resolution.

Section 4: The City Manager, or designee, is authorized to create forms required to participate in the Program. These forms will include, but not be limited to, a form to be signed by the taxpayer that will, at a minimum, identify the taxpayer, document the total amount owed by the taxpayer, the monthly payment amount and due dates (Payment Plan), and marketing materials.

Section 5: There is hereby enacted a one-time Payment Plan Set-up Fee of \$22, due and payable at the time that application for a Payment Plan is made.

Section 6: In the event that a monthly payment due pursuant to a Payment Plan is missed, any remaining balance, including penalties waived as part of this Program, is immediately due and payable. Interest of 1% per month will be assessed on the remaining balance from the date that any monthly payment due pursuant to a Payment Plan is missed.

Section 7: No refund or credit shall be granted for business tax penalties paid prior to the effective date of this Program.

Section 8: The Program shall end on June 30, 2017. Thereafter, San Fernando will recommence full enforcement of the provisions of Chapter 22 of the San Fernando City Code.

PASSED, APPROVED, AND ADOPTED this 17th day of October, 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 17th day of October, 2016, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

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AGENDA REPORT

To: Mayor Robert C. Gonzales and Councilmembers

From: Brian Saeki, City Manager
By: Ismael Aguila, Recreation and Community Services Director

Date: October 17, 2016

Subject: Consideration to Assume Operations of Las Palmas Senior Club

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve the City to assume operations of the Las Palmas Senior Club;
- b. Authorize the City to accept the Senior Club's existing bank account balance of approximately \$30,600 to fund Las Palmas Senior Club operations and trips; and
- c. Adopt Resolution No. 7768 (Attachment "A") to appropriate revenues and expenditures for Fiscal Year (FY) 2016-2017 to fund the cost of assuming operations.

BACKGROUND:

1. Since 1974, the Las Palmas Senior Club has operated as a quasi-City entity at Las Palmas Park.
2. In the Fall of 1998, City staff met with Las Palmas Senior Club Boardmembers to address liability concerns regarding the Las Palmas Senior Club's financial policies and procedures. During this meeting, the Las Palmas Senior Club requested the City to oversee financial operations.
3. In July 2016, City staff met with Las Palmas Senior Club Boardmembers to address growing concerns of organizational deficiencies.
4. On August 7, 2016, Las Palmas Senior Club members voted (108 to three) in favor of the City assuming operations of the Las Palmas Senior Club.
5. On October 2, 2016, Las Palmas Senior Club members voted (129 to nine) in favor of transferring the remaining Las Palmas Senior Club funds into the Recreation and Community Services' Fund 17 (Self-Sustaining Fund).

Consideration to Assume Operations of Las Palmas Senior ClubPage 2 of 3

ANALYSIS:Las Palmas Senior Club

The Las Palmas Senior Club is a social club composed of over 300 seniors from the Northeast San Fernando Valley. Its purpose is to bring seniors together to have a good time with new and long-standing friends at Las Palmas Park by offering monthly dinners, dances, day trips, and occasional multi-day excursions. Membership is open to any individual age 55 or over, and to a younger spouse of a member. Dues are \$36 yearly per person.

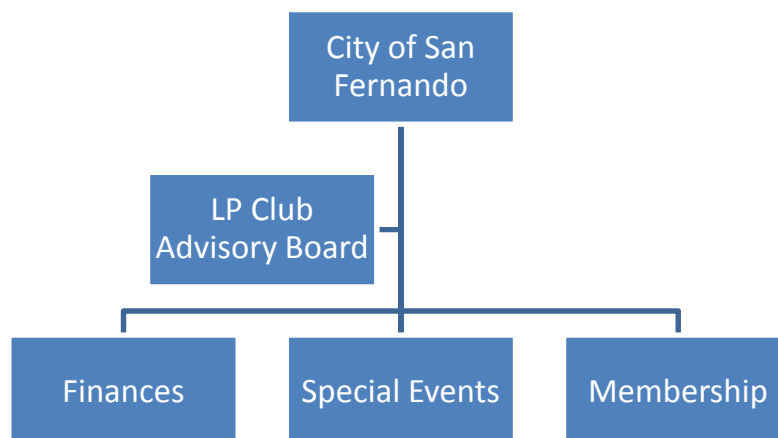
The Las Palmas Senior Club is very active and provides the following services:

- Monthly dinner and dances hosted at Las Palmas Park.
- Bi-weekly field trips that travel to local and out-of-state recreational locations.
- Membership awards and recognitions.
- Continued support for other senior programs at Las Palmas Park.

Although the Las Palmas Senior Club operates under the auspices of the City, they are overseen by a governing board, which includes three elected positions (President, Secretary, and Treasurer) and two appointed positions (Vice-President, Sergeant at Arms). The responsibility of the board is to provide regular direction, guidance and oversight to the Las Palmas Senior Club.

Proposed Plan

The distribution of responsibilities has been vague for Las Palmas Senior Club Boardmembers and City staff for over 30 years. It is recommended that the City move forward to formally assume all operations of the Las Palmas Senior Club and define all responsibilities of the Las Palmas Senior Club Board and its members. Assuming full operations will include the general administration, rules/guidelines, finances, marketing, managing membership, planning trips/special events. In addition, the Las Palmas Senior Club Board shall serve as an advisory board to provide recommendations for all functions of the operation.

Proposed LP Club Organizational Chart

Consideration to Assume Operations of Las Palmas Senior ClubPage 3 of 3

In order to transition and oversee operations, City staff will need to be assigned to attend board meetings, plan/attend special events, and manage LP Club finances.

Budget Required for FY 2016-2017

Responsibility	Hours	Cost (\$16/hour)
Staff to attend Las Palmas Senior Club Advisory Board Meetings (8)	16	\$256
Staff to attend Las Palmas Senior Club Member Meetings (8)	24	\$384
Planning/Finance Administration	96	\$1,536
TOTAL	136	\$2,176

BUDGET IMPACT:

If the City Council decides to assume operations of the Las Palmas Senior Club, additional direct part-time staff costs will be incurred for planning and coordinating the program. In addition to direct staff costs, there will be indirect costs incurred for oversight by Recreation Supervisors and financial management by Finance staff. The City Council may decide to charge these costs to the Las Palmas Senior Club or subsidize them from the General Fund. If the City Council would like to subsidize these costs in the General Fund, a budget amendment is required to appropriate \$2,300 in staff costs in the General Fund.

CONCLUSION:

The Las Palmas Senior Club brings seniors together to have a good time with new and long-standing friends at Las Palmas Park. Activities include monthly dinners, dances, day trips, and occasional multi-day vacations. To ensure an efficient and sustainable program, it is recommended that the City Council consider approving the City of San Fernando to assume operations and all motions related to the financials for operating the Las Palmas Senior Club.

ATTACHMENT:

A. Resolution No. 7768

ATTACHMENT “A”**RESOLUTION NO. 7768****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN FERNANDO, CALIFORNIA, AMENDING THE BUDGET
FOR THE FISCAL YEAR 2016-2017 ADOPTED ON JUNE 29, 2016**

WHEREAS, the City of Council has received and considered the proposed adjustment to the budget for Fiscal Year 2016-2017, commencing July 1, 2016, and ending June 30, 2017; and

WHEREAS, the City Council has determined that it is necessary to amend the revenues and expenditures of the current City budget to accommodate \$2,176 in City staff costs incurred to assume operations of the Las Palmas Senior Club for planning and coordinating the program; and

WHEREAS, the City Council has determined that it is necessary to authorize the City to accept the Las Palmas Senior Club’s existing bank account balance of approximately \$30,600 to fund Las Palmas Club operations and trips ; and

WHEREAS, an annual budget for the City of San Fernando for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017, a copy of which is on file in the City Clerk’s Office, has been adopted on June 29, 2016.

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

Section 1. The following adjustments are made to the City Budget:

Appropriation to Revenue Accounts:

Transfer from Fund 004 to fund 017 - \$40,000
017-3770-1383: \$40,000
017-3770-1384: \$20,000
017-3770-1380: \$30,000

Appropriation to Expenditure Accounts:

004-190-1380-4917 (Transfer to Fund 017) - \$40,000
001-420-0000-4301 (Salaries) \$3,000
017-420-1380-4300 (Supplies Account): \$20,000
017-420-1383-4260 (Fall Trip): \$40,000
017-420-1384-4260 (Spring Trips): \$20,000

PASSED, APPROVED, AND ADOPTED this 17th day of October, 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 17th day of October, 2016, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

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AGENDA REPORT

To: Mayor Robert C. Gonzales and Councilmembers

From: Brian Saeki, City Manager
By: Ismael Aguila, Recreation and Community Services Director

Date: October 17, 2016

Subject: Consideration to Approve Co-Sponsorship of the San Fernando Trunk-A-Treat Event

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve City co-sponsorship of the San Fernando Trunk-A-Treat Event;
- b. Approve the use of the City Seal on San Fernando Trunk-A-Treat Event print material; and
- c. Approve waiving special event fees for implementation of the San Fernando Trunk-A-Treat Event.

BACKGROUND:

1. On September 30, 2016, Pastor Rudy submitted a special event application (Attachment "A") as the event organizer, for implementation of the San Fernando Trunk-A-Treat Event scheduled for October 31, 2016.
2. On October 10, 2016, staff met with the event organizer in regards to planning the San Fernando Trunk-A-Treat Event. In the meeting, Pastor Rudy requested that the City co-sponsor the event and subsequently sent his request in writing.

ANALYSIS:

San Fernando Trunk-A-Treat Event

The San Fernando Trunk-A-Treat Event is scheduled for October 31, 2016, and will be located on San Fernando Road between Brand Boulevard and Maclay Avenue. The free event will provide the community with a "Safe Zone" for kids to trick or treat for Halloween and include entertainment, food, youth activities, and candy distribution. It is estimated there will be

Consideration to Approve Co-Sponsorship of the San Fernando Trunk A Treat EventPage 2 of 3

approximately 300 people in attendance.

Accommodation Request

The event organizer is requesting the following from City:

- **City Staff Support:** As with any special event application, event organizer is requesting that City staff be available to provide technical assistance and/or assistance with the permitting process for the City and the Los Angeles Fire Department.
- **Public Work Fees and Support:** The event requires the use of public right-of-way thus staff will be needed for event set-ups, including set-up/removal of traffic delineators, barricades, and no-parking signs. The estimated cost for fees is \$784 (parking stalls, vehicle use, sound permit, and etc.) and staffing is approximately \$42.50.
- **Security Assistance:** The Police Department will provide two Reserve Police Officers for security assistance for the event. The estimated cost for staffing, if Reserve Police Officers were not available, would be approximately \$500.
- **Co-Sponsorship Request:** As part of the co-sponsorship of the San Fernando Trunk-A-Treat Event, the event organizer is requesting the use of the City Seal for all print/electronic marketing material for the event (see Attachment "B" – Resolution No. 6904 Standard Management Procedure Regarding Use of the City Seal).

BUDGET IMPACT:

If the City Council chooses to waive the permit fees, the City will forego approximately \$784. In addition to staff costs already incurred for planning and coordinating the proposed event, there will be direct costs for Public Works staff (\$42.50) required for set-up of the event. There will be no need for a budget resolution. The staff cost associated with the implementation of the event are minor and can be absorbed by the General Fund.

CONCLUSION:

Community members who participate in civic cultural events and programs not only show improved well-being on an individual and family level, but arts participation demonstrates increased community awareness, enhanced community resources, strengthened community relations and involvement, and promotes community belonging and collaboration.

The San Fernando Trunk-A-Treat Event will take place in historic downtown San Fernando. Admission is free and there is an opportunity for surrounding communities to enjoy the City.

Consideration to Approve Co-Sponsorship of the San Fernando Trunk A Treat Event

Page 3 of 3

ATTACHMENTS:

- A. San Fernando Trunk-A-Treat Special Event Application
- B. Resolution No. 6904

City of San Fernando

CITY OF
San Fernando
HISTORIC & VISIONARY



**THE CITY OF SAN FERNANDO MUST RECEIVE THIS COMPLETED
APPLICATION 45 DAYS PRIOR TO THE START OF YOUR EVENT**



**Non Refundable Processing Fee: \$50.00 • Please make checks
payable to: City of San Fernando**

Special Event Permit Application



To the Special Event Applicant:

The City of San Fernando is host to many varied special events throughout the year. These events are an important part of our community and can add significantly to the quality of life for our residents and visitors. Depending on the nature of the events, they can enhance our neighborhoods, highlight products and services, provide marketing opportunities, and add to our cultural enrichment.

This packet is intended to help you understand the special event permit process and provide helpful information as you plan your event. Submission of a packet does not automatically deem the application approved. This packet consists of a three (3) step application process:

1. Complete the application. The application must include pages 1-16.
2. Submit the application and the processing fee of \$50.00, 45 days before your scheduled event date.
3. The City will respond within 10 days regarding the approval or denial of your Special Event Permit. The City will notify you of any additional City related event costs. The City may also request additional information within the 10 day period.

The City of San Fernando is committed to supporting quality events that are safe and enjoyable. If you have questions regarding the permit process, please contact the Recreation and Community Services Department (818) 898-1290.

Handwritten initials in black ink, appearing to be "R" and "S" or similar, enclosed within a circular scribble.

Application Checklist

The following pages have been submitted to the City of San Fernando:

Required **N/A**

<input checked="" type="checkbox"/>	<input type="checkbox"/>	General Information	(page 4)
<input type="checkbox"/>	<input type="checkbox"/>	Site Plan & Route Map	(page 5)
<input type="checkbox"/>	<input type="checkbox"/>	Parking Plan	(page 6)
<input type="checkbox"/>	<input type="checkbox"/>	(ADA) Awareness	(page 7)
<input type="checkbox"/>	<input type="checkbox"/>	Security Information	(page 8)
<input type="checkbox"/>	<input type="checkbox"/>	Marketing / Advertising	(page 8)
<input type="checkbox"/>	<input type="checkbox"/>	Entertainment and Related Activities	(page 9-10) (If Applicable)
<input type="checkbox"/>	<input type="checkbox"/>	Alcohol	(page 11)
<input type="checkbox"/>	<input type="checkbox"/>	Food Concession or Preparation	(page 11)
<input type="checkbox"/>	<input type="checkbox"/>	Restrooms	(page 12)
<input type="checkbox"/>	<input type="checkbox"/>	Waste Management	(page 13)
<input type="checkbox"/>	<input type="checkbox"/>	Insurance	(page 14)
<input type="checkbox"/>	<input type="checkbox"/>	Hold Harmless Agreement	(page 15)

I, Rudy Trivitt, on behalf of FAITH CENTER (the organization I represent), certify that all foregoing pages in this Special Event Application have been completed. I attest that the information contained herein is accurate, to the best of my knowledge and belief. I attest that I have read all the rules, regulations, and guidelines specified herein and that which is included in this Special Event Application.

I, acting on behalf of FAITH CENTER, (the organization I represent), am authorized to commit that organization to agree to abide by the rules, regulations, and guidelines specified herein, and I will accept all responsibilities for any damage to City Property and/or facilities, any payments for municipal services and/or resources as they have been outlined and as they may be utilized by me and the organization whom I am representing and the patrons who will be served by this Special Event.

Event Title: TRUNK-A-TREAT Event Date(s): 10/31/16 Event Time(s): 6pm-9pm
Please Print PLUS SET UP 1 hr
before & after

Name of Applicant: Rudy Trivitt
Please Print

Title: Director / President
Please Print

Organization Name: FAITH CENTER
Please Print

Signature: [Signature] Date: 9/29/16

General Information

Event Name: TRUNK-A-TREAT

Group or Association sponsoring event: FAITH Center

Address: 133 PARK AVE #300 City: SAN FERNANDO State: CA Zip: 91710

Event Contact Person(s) Name: RUDY TRUJILLO

Event Contact Person(s) Phone: [REDACTED] Fax: 818-654-4281

Number of expected participants / attendees per day: 100-200

Event Date(s) / Time(s): 10/31/16 MONDAY 6pm - 9pm

Event Arrival Set-Up Time: 5pm

Event Completion / Strike Time: 10pm

Event Location: SAN FERNANDO MALL (between BRAND/MADRAY)

Do you have legal authorization to use the proposed event site? Yes X No

Event Category:
(Check all that apply)

<input type="checkbox"/> Sports/Recreation	<input type="checkbox"/> Parade/March	<input checked="" type="checkbox"/> Fair/Festival	<input type="checkbox"/> Race/Walk
<input type="checkbox"/> Concert/Performance	<input type="checkbox"/> Outdoor Market	<input checked="" type="checkbox"/> Nonprofit Organization	<input type="checkbox"/> Other: <u> </u>

Is this an annual event? ☒ Yes ☐ No

How many years have you been holding this event? 3 yrs

Location(s) of previous events: SF MALL

REQUIRED: Emergency Contact: In case of an emergency during the event, a person must be available to be contacted during the hours of the event. Please identify:

Name: RUDY TRUJILLO

Telephone: [REDACTED]

Cell / Pager: JDE Trujillo - [REDACTED]

Will streets or traffic lanes need to be closed for the event? ☒ Yes ☐ No

If yes, the applicant shall notify the following:

- The San Fernando Public Works Department- (818) 898-1222
- Dennis Clemons, Inspector - Los Angeles County Fire Department (LAFD), (818) 374-1110

Please Provide the San Fernando Recreation and Community Services Department a Copy of your Fire Permit and Street Closure Permit.

Site Plan & Route Map

A drawing of your event site plan/route map must be submitted and include, but is not limited to:

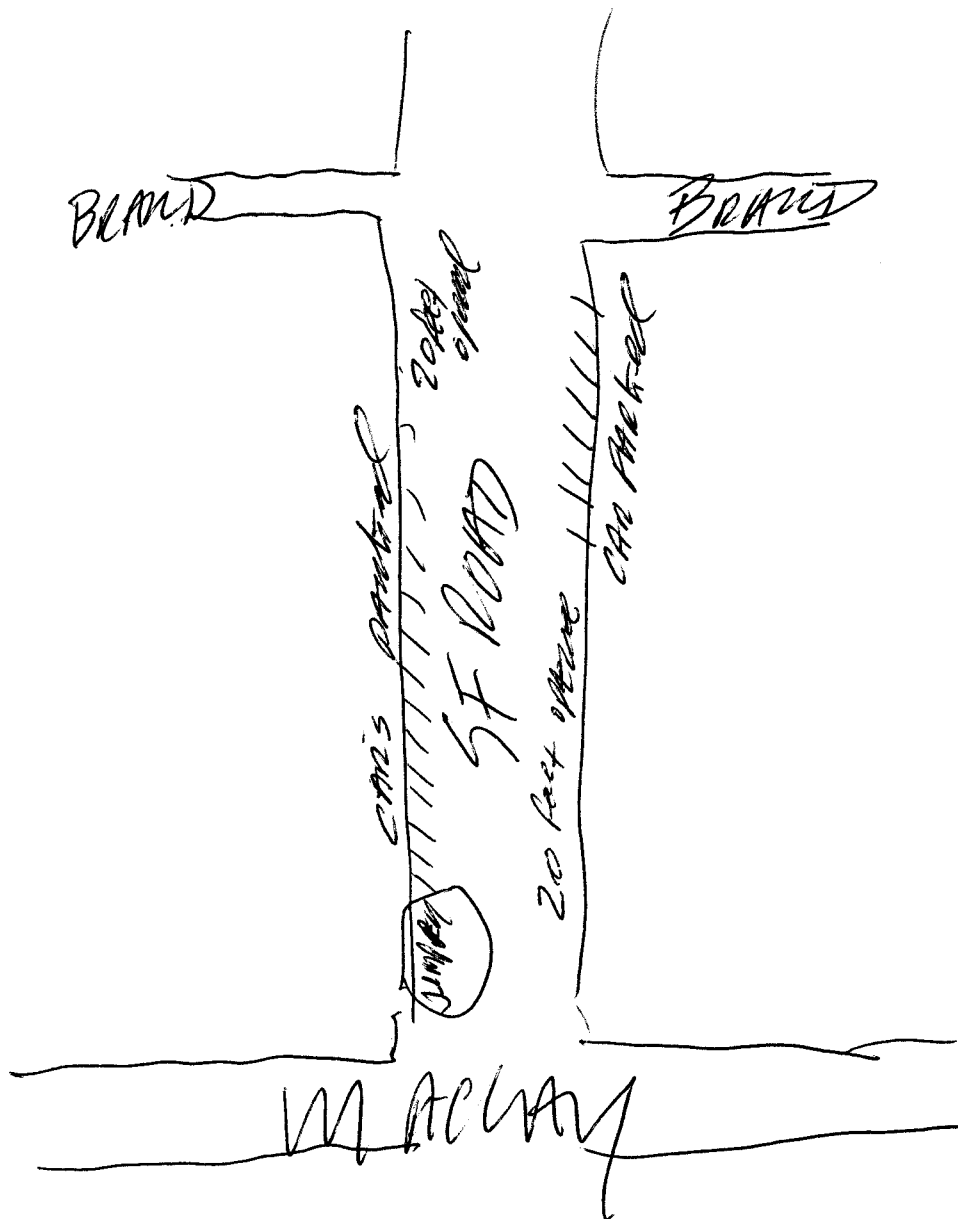
- ☐ An overview of the event venue, including the names of all streets and moving routes of any kind. Indicate the direction of travel and all street or lane closures.
- ☐ The provisions for a minimum of twenty-foot (20') emergency access lanes throughout the event venue.
- ☐ The location of all first aid facilities.
- ☐ The location of all searchlights.
- ☐ The location of all stages, bleachers, grandstands, canopies, tents, portable toilets, booths, cooking areas, trash containers, and dumpsters, and other temporary structures.
- ☐ Location of generator(s) with source of grounding and/ or source of electricity.
- ☐ Identification of all handicapped accessible areas that meet standards, pedestrian access, and requested street closures.

Once the City receives an adequate site plan, if necessary, the City Engineer will provide an appropriate traffic mitigation plan for the proposed event with the following details:

- ☐ Traffic Control Plan (TCP)
 - For each sign include the Manual of Uniform Traffic Control Devices (MUTCD) sign number, sign size, sign description, and its location on the TCP.
 - Show size, height, and location of all channelizing devices, warning lights, flag trees, portable barriers, etc. on the TCP. All devices must meet standards specified by MUTCD.
 - Example: Cones no smaller than 700 mm (28 in.) and no farther apart than 12.2 m (40 ft.), include the length of channeling tapers.
 - Consult the Transportation Engineering Division at (818) 898-1222 for any TCP questions.
- ☐ Traffic Signal Operation and Equipment
 - Include location of all traffic signals.
 - If special signal timing is required in the TCP, specify ALL changes and their effects.
 - Consult the Transportation Engineering Division at (818) 898-1222 for any signal questions.
- ☐ Pedestrian Safety
 - Be sure pedestrians have a safe route to walk and/or are protected throughout the entire traffic control area before submittal of the TCP for review.
 - Show all pedestrian entry and exit paths on the TCP.
- ☐ Parking Restrictions
 - The applicant must post City of San Fernando no parking signs 24 hours prior to the event.
 - Contact person for sign information: Community Development Department (818) 898-1327.
- ☐ Other event components not listed above.

Traffic Control Site Plan / Parking Plan

- The Site Plan and Route Map is not a substitute to the Traffic Control Plan requirements outlined in the *Manual of Uniform Traffic Control Devices (MUTCD) in the MUTCD California Supplement*. Please refer to this manual as needed in the development of TCPs; <http://mutcd.fhwa.dot.gov> and <http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/supplement.htm>.
- The City Engineer requires approval of all TCPs before any TCP can be implemented.
- Should City staff at the event find potential hazards towards traffic and/or pedestrian safety, they can require the applicant to modify the TCP.



Americans with Disabilities (ADA) Awareness

DEFINITIONS

- The term accessible shall mean ADA compliant.

GENERAL

- Concern should be given to the accessibility of your event's location.
- An event layout map with all elements (such as parking, portable toilets, ramps, seating, accessible paths of travel, etc.) is required with this application.
- All printed material for an event is to include the request for accommodation notice with the international symbol for accessibility, a contact name, and the contact's phone number.
- Requests for accommodation may include material in an alternate format, an interpreter, or assistive listening devices.

BARRIERS

- Concern should be given to elevation changes of more than ¼" vertical or ½" beveled. This classifies as a barrier and requires a temporary ramp.
- All cords, wires, hoses, etc., which are located within a path of travel must be ramped or placed within a cord cover.

PATHS OF TRAVEL

- An alternate path of travel is required when the public right-of-way is obstructed.
- When an alternate path of travel is provided, signage designating the alternate path of travel is required.
- An alternate path of travel must be provided whenever the existing pedestrian access route in a public right-of-way is blocked by temporary conditions.
- Where possible, the alternate path of travel shall be parallel to the disrupted pedestrian access route, and on the same side of the street.
- An alternate path of travel shall have no protrusions up to a height of 80", including scaffolding and scaffolding braces. Where the alternate path of travel is adjacent to potentially hazardous conditions, the path must be protected with a barricade.

PARKING

- If parking is provided for an event, accessible parking is required.
- If no parking is provided for an event, an accessible passenger loading and unloading zone is required.
- Accessible parking, passenger loading, and unloading zones are required to be identified using the international symbol for accessibility.
- Signs with the international symbol for accessibility are to be mounted at a minimum of 60" from the finished floor or the ground.

SALES OR SERVICE COUNTERS

- If sales or service counters are provided for your event, the height must be no more than 36" from the finished floor or the ground, and the width must be at least 36" wide.

ACCESSIBLE ROUTE

- An accessible route is required from the accessible parking, and from the passenger loading and unloading zone to the event entrance.
- An accessible route is required within the event.
- An accessible route must be a minimum of 36" in width.
- Accessible routes must be identified with the international symbol for accessibility, including directional arrows, a minimum of 60" from the finished floor or the ground.
- Temporary ramps that do not exceed 8.33% grade may be required to provide an accessible route.

SEATING

- If seating is provided, accessible seating and companion seating are required.
- Accessible seating and companion seating areas must be identified using the international symbol for accessibility, placed at a minimum height of 60" above the finished floor or the ground.

PORTABLE TOILETS

- If portable toilets are provided, they must be accessible and located on a level area not to exceed a 2% cross-slope in any direction.
- The total numbers of portable toilets that are being provided for the event determines the required number of accessible portable toilets. This number is 10% of the total, but in no event less than one for each location. If a single unit is placed, it must be accessible. The placement of single units will increase the number of accessible portable toilets required for your event.
- An accessible route to each portable toilet is required.
- Accessible portable toilets must be identified with the international symbol of accessibility.

Security Information

Have you made arrangements for security? ☐ Yes ☒ No

If yes, what form of security will you be using?
(Please check all that apply)

- ☐ City of San Fernando Police Department
☐ Licensed & bonded professional security company
☒ Other: _____

If using a licensed security company, please complete the following:

Name of Company: _____ Address: _____

City: _____ State: _____ Zip: _____

Daytime Telephone: _____ Evening: _____

Fax: _____ Pager / Cell: _____

Private Patrol Operators License Number: _____

License to carry firearms: ☐ Yes ☒ No

Marketing / Advertising

Will this event be advertised or promoted? ☒ Yes ☐ No

If yes, please explain: FLYERS / FB

Will there be media coverage at the event? ☐ Yes ☒ No

If yes, please explain: _____

Will signs, banners, or searchlights be utilized as a source of advertisement? ☒ Yes ☐ No

If yes, please explain: BANNER

Note: Generally, temporary off-site signs, such as banners, A-frames, or other signage within the public right of way, are not permitted. (See City of San Fernando Municipal Code Section 106-(926-939), or contact the City Planning Department at (818) 898-1327 for specific information on signage.)

Entertainment and Related Activities

See City of San Fernando Municipal Code Section 34-(66-69)

Is there any entertainment features related to your event?

☐ Yes

☐ No

If yes, complete the following or provide an attachment that lists all bands / performers, type of music, time of sound check, and performance schedule.

☐ Number of stages N/A

Stage # 1 size notated: Height: _____ Depth: _____ Width: _____

Stage # 2 size notated: Height: _____ Depth: _____ Width: _____

☐ Number of performing groups: _____

Please List Performer name(s) and type(s) of Entertainment:

Will dressing room areas be provided for the entertainment? ☐ Yes

☒ No

Size of dressing room area and type:

Will sound checks be conducted prior to the event?

☐ Yes

☒ No

If yes, Start time: _____

Finish time: _____

Will amplification be used?

☒ Yes

☐ No

If yes, Start time 6:30 pm

Finish time: 9 pm

Please describe the sound equipment that will be used for the event: small PA

If using a licensed sound company, please complete the following:

Name of Company: N/A Address: _____

City: _____ State: _____ Zip: _____

Daytime Telephone: _____ Evening: _____

Fax: _____ Pager / Cell: _____

Entertainment and Related Activities (Continued)

Will Generators as a power source be used?

☒ Yes

☐ No

If yes, what type: SMALL GAS

How Many: 1

If using a licensed Power company, please complete the following:

Name of Company: W/A Address: _____

City: _____ State: _____ Zip: _____

Daytime Telephone: _____ Evening: _____

Fax: _____ Pager / Cell: _____

Alcohol

City Municipal Code Article I. Sec. 106-(176-183)

Does your event involve the use of alcoholic beverages?

☐ Yes

☒ No

Please, check all that apply:

- ☐ Free / host alcohol
- ☐ Alcohol sales
- ☐ Host and sale alcohol
- ☐ Beer
- ☐ Beer and Wine
- ☐ Beer, Wine and Distilled alcohol

Will you be hiring a licensed bartender / caterer to serve the alcoholic beverages?

☐ Yes

☒ No

If yes, please provide the following:

Name of Licensed Bartender / Caterer:

N/A

Alcoholic Beverage Control License Number:

N/A

Telephone Number:

Fax:

Address:

City: _____ State: _____ Zip: _____

Food Concession or Preparation

Will your event include food concessions, booths, and / or food preparation areas?

☐ Yes

☒ No

If yes, Contact the following:

- ☐ Health Department at (818) 902-4460 a minimum of 30 days prior to the event, and describe how the food will be served and / or prepared:
- ☐ Los Angeles County Fire Department at (818) 374-1110 a minimum of 30 days prior to the event to obtain a Food Booth Operations Permit.

Please provide copies of the Health Department Event Sponsor Permit and the Fire Department approved Event Permit to the San Fernando Recreation and Community Services Department.

How many food vendor(s) will be at your event?

N/A

Please attach a food vendor(s) list that includes the following:

- Type of food and preparation required.
- Business Name with Address, City, State and Zip Code.

Restrooms

The Los Angeles County Department of Health Services (DHS) recommends 1 chemical or portable toilet for every 175 women and 1 chemical or portable toilet for every 250 men. At least 1 chemical or portable toilet facility must be ADA accessible (The total numbers of portable toilets that are being provided for the event determines the required number of accessible portable toilets. This number is 10% of the total, but in no event less than one ADA accessible toilet for each location). This figure is based upon the maximum number of attendees at your event during peak time. For the current requirements please contact DHS at (818) 902-4460.

Are you planning to provide rest rooms at the event? ☐ Yes ☐ No

If yes, please identify the following:

☐ Total number of port -a- toilets: _____

☐ Total number of ADA accessible rest rooms: _____

Setup Date: _____ Time: _____

Pickup Date: _____ Time: _____

Portable Toilet Company Name: _____

Telephone Number: _____ Fax: _____

Address: _____

City: _____ State: _____ Zip: _____

Waste Management

SANITATION AND RECYCLING

The event must be planned and organized to have a minimum impact on the environment. As an event organizer, you must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event the area must be returned to a clean condition.

California State law requires each City to divert 50% of solid waste from landfill. Republic Services manages the City of San Fernando's solid waste programs. You can help by planning recycling strategies for the waste generated at your event by calling the Public Works Department at (818) 898-1222.

Exclusive franchise agreements require applicants to use Republic Services for garbage removal. Please contact them (1.800) 299-4898 at least 30 days in advance to arrange for service at the event.

Will there be dumpsters? ☐ Yes ☒ No

If yes, please identify the following:

☐ Total number of dumpsters / size: _____
 Delivery Date: _____ Time: _____
 Pickup Date: _____ Time: _____

PLACEMENT OF DUMPSTERS

Please explain your plan for clean-up and waste removal during and after the event:

STORM WATER PROTECTION

Local and State regulations prohibit the discharge of wash water, cleaning water, trash and debris to the Storm Drain System. Please contact the City's Storm Water Protection Program for specific information and assistance with your event planning at (818) 898-1222.

Insurance

As a condition of use of City of San Fernando facilities or City programs, your organization must provide, at your sole expense, each of the following items as indicated:

Proof of insurance comprised of certificates of insurance and original endorsements of **comprehensive general liability insurance** written by one or more responsible insurance companies licensed to do business in California. This coverage must:

1. Name the **City of San Fernando, its officials, officers, directors, employees, agents and volunteers** as **additionally insured** against liability for injury to persons, damage to property and for the death of a person or persons arising or resulting from any act or omission on the part of your organization, its agents or employees.
2. Include liability coverage for claims made by participants in your event/program. You are advised that any and all **exclusions** pertaining to athletic or recreational events/programs must be disclosed in the endorsement and failure to do so will not necessarily insulate your organization from individual liability for claims made as a result of the use of the facilities and your event/program.
3. Be **PRIMARY** insurance with respect to the additionally insured named above. Any other insurance available to the **City of San Fernando, its officials, officers, directors, employees, agents and volunteers** shall be excess and noncontributing.
4. The comprehensive general liability insurance policy limits of such insurance shall not be less than **\$1,000,000 per occurrence for bodily injury, personal injury and property damage**.

Any deductible or self-insured retention must be identified and approved by the City. In the event the deductible is deemed to be too great, the City may require you to have your insurer eliminate the deductible or reduce it.

5. You must satisfy these requirements by furnishing the City with certificates of insurance and original endorsements affecting the required coverage. The certificates and endorsements are to be on ISO-approved forms. The City will not accept a Certificate of Insurance alone as proof of insurance coverage. The original endorsement must specifically list the following:

"The City of San Fernando, its officials, officers, directors, employees, agents, and volunteers are additionally insured against liability for injury to persons, damage to property and for the death of a person or persons arising or resulting from any act or omission on the part of your organization, its agents or employees.

This insurance is primary with respect to the additionally insured. Any other insurance available to the City of San Fernando, its officials, officers, directors, employees, agents, and volunteers shall be excess and noncontributing."

You are strongly urged to show this Notice of Conditions (including the precise wording of these requirements) to your insurance agent or broker. Doing so will help you, your agent, and the City process the proper documents in a timely manner.

If you are not able to obtain this insurance, the City may be able to provide you with an insurance quote through *Diversified Risk Insurance Brokers*, for the event coverage.

You must provide the City with the endorsement 14 days prior to the start of your event/program. Each endorsement shall be subject to approval by the City of San Fernando as to form and as to insurance company.

Please sign and return this original Notice of Conditions to indicate your receipt and understanding of each of the conditions listed above.

Signature of Designated Official _____

Dated _____

Title _____

Organization's Name _____

Hold Harmless Agreement

HOLD HARMLESS AND INSURANCE AGREEMENT

By my signature below, I hereby agree to and represent the following:

NEW LIFE FAITH Church, as a condition of use of City of San Fernando facilities on the date of 10/31/16, hereby agrees to, and shall, defend, indemnify, and hold harmless the City of San Fernando, its officials, officers, directors, employees, volunteers and agents from and against any or all loss, liability, expense, claim, costs, suits and damages of every kind, nature and description, directly or indirectly, arising from usage or activities for which Special Event Permits are granted.

FAITH Church will take full responsibility for seeing that use of City facilities is in full adherence and compliance with all applicable City rules and conditions and the requirements of State Law.

On the date(s) of October 31, 2016, commencing at 12:01 a.m. and expiring at 12:00 midnight, November 1, 2016 will at its sole expense, maintain in full force and effect a policy or policies of comprehensive general liability insurance written by one or more responsible insurance companies licensed to do business in California, that will insure _____, and the City of San Fernando as an additional insured, against liability for injury to persons or property and for death of any person or persons with respect to usage or activities under the permit. Each such policy shall be subject to approval by City of San Fernando as to form and as to insurance company. The comprehensive general liability insurance policy limits of such insurance shall not be less than \$2,000,000 combined single limit.

Signature of Applicant _____

Dated 9/28/16

Title _____

ATTACHMENT "B"**RESOLUTION NO. 6904****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, AMENDING THE STANDARD MANAGEMENT PROCEDURE REGARDING USE OF CITY SEAL**

WHEREAS, the City Council adopted a standard management procedure for the use of the City seal on August 3, 1987.

WHEREAS, the City Council desires to revise the procedure to limit the use of the City seal, as provided in this resolution.

WHEREAS, it shall be City policy that the City seal, as described in Municipal Code Section 1-13, shall only be used as provided in this policy. The purpose of this policy is to:

- A. Ensure that the City seal is not used for inappropriate events and affairs.
- B. Control use of the City seal so as to prevent unauthorized use, which could imply City participation, support, or sponsorship in commercial, political, or non-City events.

THE CITY COUNCIL OF THE CITY OF SAN FERNANDO HEREBY FINDS AND RESOLVES:

The City has designated an official seal, which serves to identify City involvement in some manner. Typically, the seal is used on City stationary, City vehicles, brochures and other information. It is important that some guidelines be followed so that the seal be used in an appropriate manner. Therefore, the following guidelines shall be followed pertaining to the City seal:

1. The City seal may be used on all City related literature, material, vehicles, etc., and for City sponsored or co-sponsored functions and events.
2. The City seal may be used on t-shirts, hats, calendars and other like material when sponsored by the City upon approval of the City Administrator.
3. The City seal may not be used by organizations other than the City without prior approval of a majority of the City Council.
4. The City seal may not be used for political or commercial purposes.
5. In cases where it is unclear whether a proposed use of the seal is appropriate, three members of the City Council must approve the use as a scheduled item on a City Council agenda.

PASSED, APPROVED and ADOPTED this 5th day of May, 2003.

Dr. José Hernández
Mayor José Hernández, Ph.D.

ATTEST:

Elena G. Chávez
Elena G. Chávez, City Clerk

APPROVED AS TO FORM:

Michael Estrada
Michael Estrada, City Attorney

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

I, Elena G. Chávez, City Clerk of the City of San Fernando, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of San Fernando and signed by the Mayor of the City of San Fernando at a regular meeting held on the 5th day of May, 2003; and that the same was passed by the following vote:

AYES: Hernández, De La Torre, Veres, Ruelas, Martinez - 5

NOES: None

ABSENT: None

Elena G. Chávez
Elena G. Chávez, City Clerk

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AGENDA REPORT

To: Mayor Robert C. Gonzales and Councilmembers

From: Brian Saeki, City Manager

Date: October 17, 2016

Subject: Consideration to Adopt a Resolution in Opposition of California State Proposition 57, "Criminal Sentences: Juvenile Criminal Proceedings and Sentencing"

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 7769 in Opposition of California State Proposition 57, "Criminal Sentences: Juvenile Criminal Proceedings and Sentencing".

BACKGROUND:

The California Police Chiefs Association and the California District Attorneys Association oppose the 2016 California State Proposition 57, which would amend the State Constitution to allow the State Parole Board to consider release of prison inmates earlier than otherwise sentenced. The measure allows the State to award additional sentencing credits for good behavior and approved rehabilitative or educational achievements. For youth offenders, it requires a hearing in juvenile court prior to transfer to an adult court.

According to an analysis performed by the California District Attorneys Association, the ballot measure would allow nonviolent felony inmates to be eligible for parole consideration after completion of their primary sentence term without regard to sentencing enhancements such as use of a deadly weapon, prior serious or violent felonies. Felons given consecutive sentences for crimes against multiple victims, would be considered eligible for early release at the same time as those given one sentence. Alternative sentences, such as the Three Strikes law, would also be excluded from the time period required to be served before consideration for parole. There has also been suggestion by opponents that the centralizing of all authority away from law enforcement to the politically appointed parole board is a dismantling of the checks and balances in the criminal justice system.

According to the Nonpartisan State Legislative Analyst Office, there will likely be a net state savings in the tens of millions of dollars annually, primarily due to reductions in the prison population, depending upon how certain provisions are implemented, with net county costs of likely a few million dollars annually.

Consideration to Adopt a Resolution in Opposition of California State Proposition 57, "Criminal Sentences: Juvenile Criminal Proceedings and Sentencing"

Page 2 of 2

BUDGET IMPACT:

There is no impact to the budget by adopting Resolution No. 7769.

ATTACHMENTS:

A. Resolution No. 7769

ATTACHMENT “A”**RESOLUTION NO. 7769****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, OPPOSING THE 2016 CALIFORNIA STATE PROPOSITION 57, “CRIMINAL SENTENCES. JUVENILE CRIMINAL PROCEEDINGS AND SENTENCING. INITIATIVE CONSTITUTIONAL AMENDMENT AND STATUTE.”**

WHEREAS, through the initiative process, the voters of the State of California will consider in November 2016 whether to amend certain criminal proceedings, criminal sentences and parole rules, referred to as “Proposition 57”; and

WHEREAS, the California State District Attorneys Association and the California Police Chiefs Association both oppose Proposition 57 on the basis of its potential impact to public safety, specifically the potential early release of felons convicted of serious crimes; and

WHEREAS, the City Council of the City of San Fernando is entrusted by the voters with the safeguarding of persons and property within the City through the provision of public safety services; and

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

SECTION 1. To oppose the passage of Proposition 57 and encourage San Fernando residents to become informed voters for the November 8, 2016 election and defeat this measure.

SECTION 2. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 17th day of October, 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 17th day of October, 2016, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

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AGENDA REPORT

To: Vice Mayor Fajardo and Councilmembers

From: Mayor Robert C. Gonzales

Date: October 17, 2016

Subject: Consideration of a Sister City Proposal

RECOMMENDATION:

I have placed this item on the agenda for City Council review and consideration.

BACKGROUND:

On August 15, 2016, I asked that the City Council to consider beginning the process to establish the sister city process with Guadalajara, Mexico. During our meeting on the 15th, we directed the City Manager to begin the process by drafting a letter of intent to Guadalajara. Staff is still in the process of gathering information for that letter. In addition, staff has been working with Jaime Herrera, from the Odd Fellows in San Fernando, to help establish a relationship.

Recently, the City was contacted by the cities of Tonalá and Tlaquepaque, Jalisco who are very interested in establishing a sister city relationship with San Fernando. Tonalá and Tlaquepaque are neighboring cities of Guadalajara. They have asked that we send city representatives to Tonalá and Tlaquepaque to explore their communities and to discuss the possibility of a sister city relationship.

BUDGET IMPACT:

There will be no impact to the budget. Those that will be traveling will have to pay all expenses associated with the trip on their own.