



THE CITY OF SAN FERNANDO

MAYOR VICTORIA GARCIA
VICE MAYOR PATTY LOPEZ
COUNCILMEMBER MARY MENDOZA
COUNCILMEMBER MARY SOLORIO
COUNCILMEMBER SEAN M. RIVAS

CITY OF SAN FERNANDO CITY COUNCIL

MEETING AGENDA SPECIAL MEETING – 5:00 PM REGULAR MEETING – 6:00 PM MONDAY, AUGUST 17, 2026

CITY HALL COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

Please visit the City's YouTube channel to live stream and watch previously recorded City Council meetings, which is also available with Spanish subtitles at:
<https://www.youtube.com/c/CityOfSanFernando>

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including in-person translation services, or other services please call the City Clerk Department at (818) 898-1204 or email at cityclerk@sanfernando.gov at least 2 business days prior to the meeting.

SPECIAL MEETING - PUBLIC PARTICIPATION OPTIONS

WATCH THE MEETING

Live stream with audio and video, via YouTube, at: <https://www.youtube.com/c/CityOfSanFernando>

SUBMIT PUBLIC COMMENT IN PERSON

Members of the public may provide comments in person in the City Council Chambers during the Public Comments section of the Agenda by submitting a comment card to the City Clerk.

SUBMIT PUBLIC COMMENT VIA EMAIL

Members of the public may submit comments **by email** to cityclerk@sanfernando.gov no later than **12:00 p.m. the day of the meeting**, to ensure distribution to the City Council prior to consideration of the agenda. Comments received via email will be distributed to the City Council and made part of the official public record of the meeting.

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CALL-IN TO PROVIDE PUBLIC COMMENT LIVE DURING THE SPECIAL MEETING

Members of the public may call-in at the start of the special meeting. Comments will be heard in the order received, and limited to three minutes. If necessary, the call-in period may be extended by the Mayor. Note: This is audio only and no video.

Call-in Telephone Number: (669) 900-6833
Meeting ID: 852 3763 3366
Passcode: 138302

When connecting to the Zoom meeting to speak, you will be placed in a virtual “waiting area,” with your audio disabled. When it is your turn to speak, you will be identified by announcing the last four digits of your telephone number. To unmute press *6 on your phone and begin your comment.

CALL TO ORDER - SPECIAL MEETING 5:00 P.M. (CLOSED SESSION)

ROLL CALL

TELECONFERENCING REQUESTS/DISCLOSURE

APPROVAL OF SPECIAL MEETING AGENDA (CLOSED SESSION)

PUBLIC STATEMENTS FOR SPECIAL MEETING (CLOSED SESSION)

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

RECESS TO CLOSED SESSION

- A) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(1) – EXISTING LITIGATION

Case Name: Rene Lupercio vs City of San Fernando
Case No.: 2:24-CV-06321-CBM-JPR

RECONVENE FROM SPECIAL MEETING AND REPORT OUT FROM CLOSED SESSION

REGULAR MEETING - PUBLIC PARTICIPATION OPTIONS

WATCH THE MEETING

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CALL-IN TO PROVIDE PUBLIC COMMENT LIVE DURING THE MEETING

Members of the public may [call-in between 6:00 p.m. and 6:15 p.m.](#) Comments will be heard in the order received, and limited to three minutes. If necessary, the call-in period may be extended by the Mayor. Note: This is audio only and no video.

Call-in Telephone Number: (669) 900-6833

Meeting ID: 833 6022 0211

Passcode: 924965

When connecting to the Zoom meeting to speak, you will be placed in a virtual “waiting area,” with your audio disabled, until it is your turn to speak and limited to three minutes.

CALL TO ORDER REGULAR MEETING

6:00 P.M.

ROLL CALL

TELECONFERENCING REQUESTS/DISCLOSURE

Recommend consideration of requests received for remote teleconference meeting participation made by members of the City’s legislative bodies, as permitted under the provisions of Assembly Bill 2449, Government Code (GC) Section 54953, and the City of San Fernando adopted Resolution No. 8215, effective March 1, 2023.

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF REGULAR MEETING AGENDA

Recommend that the City Council approve the agenda as presented and move that all ordinances presented tonight be read in title only as authorized under Government Code Section 36934.

PRESENTATIONS

A) PRESENTATION AND UPDATE FROM LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

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DECORUM AND ORDER

The City Council, elected by the public, must be free to discuss and address issues confronting the City in an orderly environment. Although GC Section 54954.3(c), prohibits the City Council from prohibiting public criticism of the policies, procedures, programs or services of the City, or of the acts or omissions of the City Council, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including, but not limited to the following: 1) Prevents other members of the public or the City Council from being heard when it is their turn to speak; 2) Prevents members of the audience from hearing or seeing the proceedings; and/or 3) Speaking off topic or speaking beyond the allotted speaking time limit.

Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. Unrecognized remarks from the audience, clapping, stamping of feet, whistles, yells and similar demonstrations which do not permit the meeting to proceed in an orderly manner will not be allowed and will be considered out of order. Disruptive behavior, as referenced above, shall be subject to the enforcement procedures set forth under Section 4.5 (Enforcement of Decorum) of the San Fernando Procedural Manual. The Chief of Police shall be ex officio sergeant-at-arms for the City Council but may delegate such duties to any one or more sworn police officers of the City as needed. The sergeant-at-arms and those delegated sergeant-at-arms responsibilities shall carry out all orders and instructions given to him by the Presiding Officer for the purpose of maintaining decorum in the City Council Chambers. Per GC Section 54957.95, the Presiding Officer may order the sergeant of-arms to remove any person who persists with disruptive behavior as referenced under Section 4.4 (Decorum and Order- Public) of the San Fernando Procedural Manual, following an initial warning and may also order the sergeant-of-arms to immediately remove anyone, without warning, who engages in behavior that constitutes a true threat of force within the meaning of GC Section 54957.95.

PUBLIC STATEMENTS

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Members of the public may provide **a live public comment by calling in between 6:00 p.m. and 6:15 p.m. CALL-IN INFORMATION: Telephone Number: (669) 900-6833; Meeting ID: 833 6022 0211; Passcode: 924965**

CONSENT CALENDAR

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the City Council wishes to discuss any item, it should first be removed from the Consent Calendar.

1) CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER

Recommend that the City Council adopt Resolution No. 26-082 approving the Warrant Register.

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2) RECEIVE AND FILE STATUS UPDATES FOR CITY PROJECTS AND CITY COUNCIL PRIORITIES

Recommend that the City Council receive and file the status report for Fiscal Year 2026-2027 City Projects and City Council Priorities, and provide direction, as appropriate.

3) CONSIDERATION TO APPROVE MEMORANDUM OF AGREEMENT WITH THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS FOR ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM AND WATERSHED MANAGEMENT PLAN FOR THE UPPER LOS ANGELES RIVER WATERSHED MANAGEMENT AREA

Recommend that the City Council:

- a. Approve the Memorandum of Agreement with the San Gabriel Valley Council of Governments (Contract No. 2574), and 18 Government Agencies for Administration and Cost Sharing for implementing the Coordinated Integrated Monitoring Program and Watershed Management Plan for the Upper Los Angeles River Watershed Management Area; and
- b. Authorize the City Manager, or designee, to execute the Agreement and all related documents.

4) CONSIDERATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH BAKER TILLY ADVISORY GROUP, LLP FOR FISCAL MODEL AND FINANCIAL HEALTH INDICATORS DEVELOPMENT SERVICES

Recommend that the City Council:

- a. Approve a Professional Services Agreement with Baker Tilly Advisory Group, LLP (Contract No. 2576) for Fiscal Model and Financial Health Indicators Development Services, in an amount not-to-exceed \$25,000;
- b. Authorize the City Manager, or designee, to execute the agreement and make non-substantive edits.

5) RECEIVE AND FILE AN UPDATE ON THE SAFE & BEAUTIFUL SAN FERNANDO WORK PLAN

Recommend that the City Council receive and file a presentation on the 16-week Progress Report for the Safe & Beautiful San Fernando Work Plan.

6) RECEIVE AND FILE THE DOWNTOWN MAINTENANCE SCHEDULE

Recommend that the City Council receive and file the Downtown Maintenance Schedule.

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ADMINISTRATIVE REPORTS

7) DISCUSSION AND CONSIDERATION OF PROPOSED REVISIONS TO MEMORANDUM OF UNDERSTANDING WITH EMPRENDE TO PRODUCE A CHRISTMAS PARADE IN COORDINATION WITH THE CITY'S ANNUAL TREE LIGHTING EVENT AND TO REIMBURSE THE CITY FOR RELATED PARADE EXPENSES

Recommend that the City Council:

- a. Discuss and consider proposed revisions to Memorandum of Understanding with Emprande (Contract No. 2545) to produce a Christmas Parade in coordination with the City's Annual Tree Lighting Event and to Reimburse the City for Related Parade Expenses;
- b. Provide direction, as applicable; and
- c. Authorize the City Manager, or designee, to make non-substantive changes and execute the agreement.

8) RECEIVE AND FILE THE SAN FERNANDO HISTORIC CONTEXT STATEMENT AND SURVEY REPORT

Recommend that the City Council receive and file the San Fernando Historic Context Statement and Survey Report.

9) RECEIVE AND FILE A PRESENTATION ON THE CITY'S PENSION AND OTHER POST-EMPLOYMENT BENEFITS LIABILITIES AND CONSIDERATION TO ADOPT A RESOLUTION SETTING THE PROPERTY TAX RATE REQUIRED TO MEET THE CITY'S OBLIGATION TO THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM FOR FISCAL YEAR 2026-2027

Recommend that the City Council:

- a. Receive and file a presentation on the City's Pension and Other Post-Employment Benefits Liabilities;
- b. Adopt Resolution No. 8481 establishing the amount necessary to be raised by taxation for the City's annual payment to the California Public Employees' Retirement System;
- c. Adjust the property tax rate for Fiscal Year 2026-2027 to \$0.180471 per \$100 of assessed valuation; and
- d. Authorize staff to submit the required tax rate input forms to the County of Los Angeles to levy the tax rate on all taxable property in the City.

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10) DISCUSSION AND CONSIDERATION TO APPROVE THE FIVE-YEAR FACILITIES CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2026–2027 THROUGH 2030–2031, AND ADOPT A RESOLUTION AMENDING FISCAL YEAR 2026-2027 BUDGET TO APPROPRIATE FUNDS FOR PHASE I OF THE FIVE-YEAR FACILITIES CAPITAL IMPROVEMENT PLAN

Recommend that the City Council:

- a. Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031 for repairs and maintenance of City facilities;
- b. Adopt Resolution No. 8480 amending the Fiscal Year 2026-2027 Adopted Budget to appropriate \$1.6 million from the General Fund, Water Fund and Sewer Fund Reserves for Phase I of the Five-Year Facilities Capital Improvement Plan; and
- c. Provide staff direction, as applicable.

11) RECEIVE AND FILE A PRESENTATION FROM ASCIELA GALLO AN APOSTILLE SERVICES, MOBILE NOTARY, AND CERTIFIED TRUST DELIVERY AGENT

This item was agendized by Vice Mayor Patty Lopez.

City Council to receive and file the presentation from Ascuela Gallo an Apostille Services, Mobile Notary, and Certified Trust Delivery Agent.

12) DISCUSSION AND CONSIDERATION REGARDING CREATION OF CITY CO-SPONSORSHIP AD HOC COMMITTEE

This item was agendized by Mayor Victoria Garcia.

City Council discussion to provide direction to staff regarding the creation of an ad hoc committee to create a policy and guidelines for the co-sponsoring of events by the City.

13) DISCUSSION AND CONSIDERATION REGARDING CITY COUNCIL AGENDA ITEMS

This item was agendized by Mayor Victoria Garcia.

City Council discussion to provide direction to staff regarding a pilot program limiting the number of items a Councilmember may place on an agenda and/or ensuring that agenda items fall within the City's strategic goals and priorities and within the City's approved budget or the funding is otherwise clearly disclosed.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

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ADJOURNMENT

The meeting will adjourn to its next regular meeting on September 8, 2026.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing regular meeting agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Dated: _____ at: _____

Signed By: _____

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet website www.sanfernando.gov. 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.sanfernando.gov. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk Department at (818) 898-1204 or cityclerk@sanfernando.gov at least 48 hours prior to the meeting.

Regular Meeting San Fernando City Council

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

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

Date: August 17, 2026

Subject: Consideration to Adopt a Resolution Approving the Warrant Register

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 26-082 (Attachment "A") approving the Warrant Register.

BACKGROUND:

For each City Council meeting the Finance Division prepares a Warrant Register for City Council approval. The Register includes all recommended payments for the City. Checks, other than special checks, generally are not released until after the City Council approves the Register. The exceptions are for early releases to avoid penalties and interest, excessive delays and in all other circumstances favorable to the City to do so. Special checks are those payments required to be issued between Council meetings such as insurance premiums and tax deposits. Staff reviews requests for expenditures for budgetary approval and then prepares a Warrant Register for City Council approval and or ratification. Items such as payroll withholding tax deposits do not require budget approval.

The Director of Administrative Services/City Treasurer hereby certifies that all requests for expenditures have been signed by the department head, or designee, receiving the merchandise or services thereby stating that the items or services have been received and that the resulting expenditure is appropriate. The Director of Administrative Services/City Treasurer hereby certifies that each warrant has been reviewed for completeness and that sufficient funds are available for payment of the warrant register.

ATTACHMENT:

- A. Resolution No. 26-082, including:
Exhibit A: Payment Demands/Voucher List

RESOLUTION NO. 26-082

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, ALLOWING AND APPROVING FOR PAYMENT DEMANDS
PRESENTED ON DEMAND / WARRANT REGISTER NO. 26-082**

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

1. That the Payment Demand/Voucher List (EXHIBIT "A") as presented, having been duly audited, for completeness, are hereby allowed and approved for payment in the amounts as shown to designated payees and charged to the appropriate funds as indicated.
2. That the City Clerk shall certify to the adoption of this Resolution and deliver it to the City Treasurer.

PASSED, APPROVED, AND ADOPTED this 17th day of August, 2026.

Victoria Garcia, Mayor of the City of
San Fernando, California

ATTEST:

Julia Fritz, City Clerk

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 26-082, which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 17th day of August, 2026, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have here unto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of August, 2026.

Julia Fritz, City Clerk

vchlist
08/13/2026 9:45:11AMVoucher List
CITY OF SAN FERNANDO

Page: 1

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245883	8/17/2026	891587 ABLE MAILING INC.	42469		MAILING AND FULFILLMENT SERVICES	
				13745	072-360-0000-4300	26.35
				13745	070-382-0000-4300	26.34
			42472		MAILING AND FULFILLMENT SERVICES	
				13745	072-360-0000-4300	165.15
				13745	070-382-0000-4300	165.14
					Total :	382.98
245884	8/17/2026	893777 ADLERHORST INTERNATIONAL LLC	124917		ANNUAL BILLING-K9 ONSITE MNTHLY 1	
					001-225-0000-4360	3,500.00
					Total :	3,500.00
245885	8/17/2026	888356 ADVANCED AUTO REPAIR	1743		VEHICLE MAINT., REPAIRS & MINOR B	
				13520	070-383-0000-4400	242.64
			1745		VEHICLE MAINT., REPAIRS & MINOR B	
				13520	070-383-0000-4400	260.00
			1751		VEHICLE MAINT., REPAIRS & MINOR B	
				13520	041-320-0225-4400	43,121.73
					Total :	43,624.37
245886	8/17/2026	894683 AGILE OCCUPATIONAL MEDICINE PC	EM081207		DOT PHYSICAL	
					001-133-0000-4270	155.00
					Total :	155.00
245887	8/17/2026	890006 AGUIRRE, PETER	REIMB.		SUPPLIES-EMPLOYEE BANQUET	
					001-115-0000-4430	438.00
			REIMB.		RGSTR-CA HOMICIDE INVESTIGATION	
					001-224-0000-4360	449.00
					Total :	887.00
245888	8/17/2026	890251 ALDERMAN & HILGERS, LLP	4912		LEGAL SERVICES	
					001-112-0000-4270	1,885.24
			5065		LEGAL SERVICES	
					001-112-0000-4270	4,431.40
			5201		LEGAL SERVICES	
					001-112-0000-4270	220.84

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245888	8/17/2026	890251 890251 ALDERMAN & HILGERS, LLP	(Continued)		Total :	6,537.48
245889	8/17/2026	894975 ALL STAR ELITE SPORTS	6124		UNIFORMS FOR RCS SPORTS PROGR.	
				13736	001-423-0000-4300	2,533.40
			6143		UNIFORMS FOR RCS SPORTS PROGR.	
				13736	001-423-0000-4300	156.31
			6181		UNIFORMS FOR RCS SPORTS PROGR.	
				13736	001-423-0000-4300	474.35
			6199		UNIFORMS FOR RCS SPORTS PROGR.	
				13736	001-423-0000-4300	165.00
					Total :	3,329.06
245890	8/17/2026	887695 AL'S KUBOTA TRACTOR	332514		VEHICLE MAINT-VEH 2364	
					041-320-0390-4400	309.83
					Total :	309.83
245891	8/17/2026	887270 AMERICAN TRANSPORTATION SYSTEM	147019		ROUNDTRIP BUS TRANSPORTATION F	
				13620	004-2383	2,141.20
					Total :	2,141.20
245892	8/17/2026	889037 AT&T MOBILITY	287277903027X-080820		MODEM FOR ELECTRONIC MESSAGE	
					001-310-0000-4220	140.19
					Total :	140.19
245893	8/17/2026	892412 AT&T MOBILITY	287340014777X-080420		VARIOUS CELL PHONE PLAN-JULY26	
					001-133-0000-4220	51.03
					070-384-0000-4220	55.03
					001-107-0000-4260	60.03
					Total :	166.09
245894	8/17/2026	893176 AUTOZONE STORE 5681	05681904779		VEHICLE MAINT-VEH-2931	
					041-320-0311-4400	52.85
					Total :	52.85
245895	8/17/2026	890546 BARAJAS, CRYSTAL	JAN - FEB 2026		CRYSTAL BARAJAS MMAP MENTOR	
				13655	001-424-0000-4430	420.00
			JULY - OCT 2025		CRYSTAL BARAJAS MMAP MENTOR	
				13655	004-2359	900.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245895	8/17/2026	890546 BARAJAS, CRYSTAL	(Continued) MAR - JUNE 2026	13655	CRYSTAL BARAJAS MMAP MENTOR 004-2360	900.00
			NOV - DEC 2025	13655	CRYSTAL BARAJAS MMAP MENTOR 001-424-0000-4430	510.00
					Total :	2,730.00
245896	8/17/2026	894842 BATTERY POWER INC	495609		BATTERY 070-383-0000-4400	340.38
					Total :	340.38
245897	8/17/2026	892426 BEARCOM	6065540		MOBILE RADIO BATTERIES 001-135-0000-4260	43.13
					Total :	43.13
245898	8/17/2026	893591 BIOMEDICAL WASTE DISPOSAL	168322		BIOMEDICAL WASTE PICK-UP & DISPO 001-222-0000-4260	110.00
					Total :	110.00
245899	8/17/2026	893940 BOB BARKER COMPANY	INV2255709		INMATE CLOTHING 001-225-0000-4350	171.10
					Total :	171.10
245900	8/17/2026	892464 CANON FINANCIAL SERVICES, INC	43522873	13731	CITY-WIDE MULTIFUNCTION COPIER L 001-135-0000-4260	2,010.10
					Total :	2,010.10
245901	8/17/2026	895106 CANON U.S.A., INC.	6016495202	13733	LASERFICHE SUBSCRIPTION-JULY 202 001-115-0000-4260	629.68
			6016663752	13732	CITY WIDE MULTIFUNCTION COPIER M 001-135-0000-4260	1,563.39
					Total :	2,193.07
245902	8/17/2026	895054 CAPITAL RIVERS CONNECT	INV-1044	13676	ON-CALL ECONOMIC DEVELOPMENT C 001-150-0000-4270	1,000.00
					Total :	1,000.00
245903	8/17/2026	894600 CARGILL, INCORPORATED	2912601316		NSF CERTIFIED BULK WHITE CRYSTAL	

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245903	8/17/2026	894600 CARGILL, INCORPORATED	(Continued)			
			2912632704	13712	070-384-0000-4300	6,111.88
			2912639621	13712	NSF CERTIFIED BULK WHITE CRYSTAL 070-384-0000-4300	6,235.50
			2912679125	13712	NSF CERTIFIED BULK WHITE CRYSTAL 070-384-0000-4300	6,140.11
				13712	NSF CERTIFIED BULK WHITE CRYSTAL 070-384-0000-4300	6,767.41
					Total :	25,254.90
245904	8/17/2026	891860 CARL WARREN & COMPANY	21175-21187		REIMB TO ITF ACCT (LIABILITY CLAIMS 006-1037	28,347.35
					Total :	28,347.35
245905	8/17/2026	894010 CHARTER COMMUNICATIONS	0283057-080526		LP CABLE & INTERNET SRV 08/05-09/0 001-420-0000-4260	306.84
			187701601-080126		PW OPS CABLE SRV 08/05/26-09/04/26 043-390-0000-4260	145.93
			187701701-080126		CITY HALL CABLE SRV 08/05/26-09/04/2 001-190-0000-4220	210.22
			187701801-080726		INTERNET SRV 08/10/26-09/09/26 001-190-0000-4220	1,399.00
			187701901-071426		PD CABLE SRV-07/18/26-08/17/26 001-222-0000-4260	240.63
			187702001-070726		PD 5G INTERNET SRVS-07/10/26-08/09/ 010-225-3698-4500	2,600.00
			187702401-080726		REC PARK CABLE & INTERNET SRV 001-420-0000-4260	282.69
					Total :	5,185.31
245906	8/17/2026	100713 CITY OF GLENDALE	4350		WIRELESS COMM. FEES 07/01/26-06/30 001-222-0000-4260	500.00
					Total :	500.00
245907	8/17/2026	103029 CITY OF SAN FERNANDO	9039-9110		REIMB. TO WORKER'S COMP ACCT 006-1038	65,416.26

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245907	8/17/2026	103029 103029 CITY OF SAN FERNANDO	(Continued)			Total : 65,416.26
245908	8/17/2026	101982 COUNTY OF LOS ANGELES	FY26/27		FY26/27 SFVCOG DUES 001-190-0000-4380	12,500.00 Total : 12,500.00
245909	8/17/2026	892888 CWE	F26483	12523	REGIONALPARK INFILTRATION PROJEI 010-310-0620-4600	2,809.48 Total : 2,809.48
245910	8/17/2026	895045 DIAZ, FERNANDO	2026 ELECTION		CANDIDATE'S STATEMENT-OVRPYMNT 001-3920-0000	145.07 Total : 145.07
245911	8/17/2026	893919 DPREP INC	DUI20260618		RGSTR-DUI CHECKPOINT PLANNING 8 001-225-0000-4360	318.00 Total : 318.00
245912	8/17/2026	101152 DUARTE, JULIE	REIMB.		PHOTO BACKDROP & STAND 001-105-0000-4300	59.65 Total : 59.65
245913	8/17/2026	895369 DUPREY, KATIE	54-3202-08		WATER ACCT REFUND - 920 N BRAND 070-2010	88.45 Total : 88.45
245914	8/17/2026	101063 EMPLOYMENT DEVELOPMENT	944-0936-4		UNEMPLOYMENT INS-PERIOD ENDING 001-190-0222-4132	901.00 Total : 901.00
245915	8/17/2026	894900 ERICK'S AUTO GLASS	71326		VEHICLE MAINT-VEH 6382 041-320-0152-4400	260.00 Total : 260.00
245916	8/17/2026	103851 EVERSOFIT, INC.	R2653335		HARD WATER FILER SERVICEWELL 2A 070-384-0000-4260	66.92 Total : 66.92

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245917	8/17/2026	888122 FABIAN, MANUEL	REIMB.		MILEAGE REIMB 001-310-0000-4390	24.07 Total : 24.07
245918	8/17/2026	892198 FRONTIER COMMUNICATIONS	209-150-5251-040172- 209-151-4939-102990- 209-188-4361-031792- 209-188-4362-031792- 209-188-4363-031892- 818-361-6728-080105- 818-365-5097-120298- 818-837-1509-032207- 818-837-2296-031315- 818-838-4969-021803-		MWD METER (P.W.) 070-384-0000-4220 MUSIC CHANNEL 001-190-0000-4220 RCS PHONE LINES 001-222-0000-4220 POLICE PHONE LINES 001-222-0000-4220 VARIOUS PHONE LINES 001-190-0000-4220 ENGINEERING FAX LINE 001-310-0000-4220 POLICE NARCOTICS VAULT 001-222-0000-4220 PUBLIC WORKS PHONE LINE 001-190-0000-4220 VARIOUS CITY HALL LINES 001-190-0000-4220 POLICE DEPT ALARM PANEL 001-222-0000-4220	188.21 53.82 347.78 10,550.59 1,613.04 98.85 96.83 98.85 926.92 223.48 Total : 14,198.37
245919	8/17/2026	101273 GARCIA, PATTY	REIMB.		SUPPLIES FOR SENIOR PROG 004-2346	231.26 Total : 231.26
245920	8/17/2026	895041 GARCIA, RONALD	REIMB.		ERGONOMICALLY CORRECT CHAIR 001-150-0000-4300	163.11 Total : 163.11
245921	8/17/2026	894494 GOGOV INC.	26-381	13314	CITY MOBILE APP-VIRTUAL SAN FERN 121-105-3689-4270	10,776.00

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245921	8/17/2026	894494 894494 GOGOV INC.	(Continued)			Total : 10,776.00
245922	8/17/2026	894407 GRAYBAR FINANCIAL SERVICES	20730204		VOIP MONTHLY LEASE PAYMENT 001-190-0000-4220 001-222-0000-4220 001-420-0000-4220 070-384-0000-4220	946.60 946.60 405.69 405.69 Total : 2,704.58
245923	8/17/2026	101434 GUZMAN, JESUS ALBERTO	JUNE 2026	13580	JESUS GUZMAN MMAP INSTRUCTOR F 109-424-3693-4260	2,100.00 Total : 2,100.00
245924	8/17/2026	895328 HERNANDEZ, ALEXANDER	REIMB.		MILEAGE REIMB. 001-420-0000-4390	35.52 Total : 35.52
245925	8/17/2026	895370 HERNANDEZ, ISABELLA	54-2162-13		WATER ACCT REFUND - 830 HAGAR 070-2010	65.65 Total : 65.65
245926	8/17/2026	891937 HERNANDEZ, JOSE	REIMB.		REIMB-SENIOR CLUB ACTIVITIES 004-2380	362.01 Total : 362.01
245927	8/17/2026	895373 ISLAS, BRYAN	REIMB.		MILEAGE REIMB. 001-420-0000-4390	17.40 Total : 17.40
245928	8/17/2026	895343 JOHNSON, LINDEN	TRAVEL		PER DIEM & MILEAGE-ICSC @WESTEF 001-107-0000-4370	397.92 Total : 397.92
245929	8/17/2026	893218 LAZARO, ERNESTO	JUNE 2026	13583 13583 13583	MMAP INSTRUCTOR 004-2359 004-2360 109-424-3693-4260	380.00 200.00 720.00

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245929	8/17/2026	893218 893218 LAZARO, ERNESTO	(Continued)			Total : 1,300.00
245930	8/17/2026	101920 LIEBERT CASSIDY WHITMORE	322558		LEGAL SERVICES 001-112-0000-4270	38.50
			322559		LEGAL SERVICES 001-112-0000-4270	13,732.95
			322560		LEGAL SERVICES 001-112-0000-4270	656.00
			322561		LEGAL SERVICES 001-112-0000-4270	11,947.50
			322562		LEGAL SERVICES 001-112-0000-4270	1,909.00
			322563		LEGAL SERVICES 001-112-0000-4270	1,525.50
			322564		LEGAL SERVICES 001-112-0000-4270	2,132.50
			323578		LEGAL SERVICES 001-112-0000-4270	85,238.14
			329151	13744	HARASSMENT PREVENTION TRAINING 001-133-0000-4360	8,000.00 Total : 125,180.09
245931	8/17/2026	892477 LOWES	9754-75154		SUPPLIES-WELL 7A 070-384-0000-4310	604.77
			9754-81025		TANK REPL-WELL 2A 070-384-0000-4310	240.13 Total : 844.90
245932	8/17/2026	894780 MARISCAL NAVARRO, SONIA	2026 ELECTION		CANDIDATE'S STATEMENT-OVRPYMNT 001-3920-0000	145.07 Total : 145.07
245933	8/17/2026	888254 MCCALLA COMPANY	206149-01		NITRILE GLOVES 001-222-0000-4300	86.00 Total : 86.00
245934	8/17/2026	895368 MCCONNAUGHY, WILL	31-1540-07		WATER ACCT REFUND-210 HAGAR	

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245934	8/17/2026	895368 MCCONNAUGHY, WILL	(Continued)		070-2010	67.93
					Total :	67.93
245935	8/17/2026	888242 MCI COMM SERVICE	7DK54968		MTA PHONE LINE 007-440-0441-4220	40.77
					Total :	40.77
245936	8/17/2026	893442 MENDOZA, MARY	2026 ELECTION		CANDIDATE'S STATEMENT-OVRPYMNT 001-3920-0000	145.07
			TRAVEL		PER DIEM-LEAGUE OF CA CITIES 2026 001-101-0107-4370	153.00
					Total :	298.07
245937	8/17/2026	102226 MISSION LINEN SUPPLY	526435638	13747	LAUNDRY SERVICES FOR PD 001-225-0000-4350	396.96
			526478124	13747	LAUNDRY SERVICES FOR PD 001-225-0000-4350	396.96
					Total :	793.92
245938	8/17/2026	893050 MORALES-RODRIGUEZ, CRISTAL	APR - JUNE 2026	13658	MMAP MENTOR 109-424-3693-4260	990.00
			AUG - SEPT 2025	13658	MMAP MENTOR 001-424-0000-4430	30.00
				13658	004-2359	660.00
			JAN - FEB 2026	13658	MMAP MENTOR 004-2359	270.00
				13658	004-2360	180.00
			JULY 2025	13658	MMAP MENTOR 001-424-0000-4430	960.00
			MAR 2026	13658	MMAP MENTOR 004-2359	135.00
				13658	004-2360	135.00
			OCT - DEC 2025	13658	MMAP MENTOR 004-2360	780.00
					Total :	4,140.00

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245939	8/17/2026	894004 MURILLO, NICHOLAS	REIMB.		K9 FOOD & SUPPLIES 001-225-0000-4300	73.70
					Total :	73.70
245940	8/17/2026	893454 NACHO'S ORNAMENTAL INC	INV445423		MAT'L'S FOR REPAIRS-PARKING LOT 2 029-335-0000-4300	19.89
					Total :	19.89
245941	8/17/2026	102325 NAPA AUTO PARTS	236492		VEHICLE MAINT-VEH0083 041-320-0370-4400	150.27
					Total :	150.27
245942	8/17/2026	102336 NATIONAL CONSTRUCTION RENTALS	8279335		FENCE RENTAL-13441 FOOTHILL 070-384-0000-4260	142.66
					Total :	142.66
245943	8/17/2026	887553 NATIONAL TRAINING CONCEPTS	26-163		LESS LETHAL INSTRUCTOR TRAINING 001-225-0000-4360	1,040.00
					Total :	1,040.00
245944	8/17/2026	893151 OCCUPATIONAL HEALTH CENTERS	91717456		DOT PHYSICAL 001-133-0000-4270	150.00
					Total :	150.00
245945	8/17/2026	894100 ODP BUSINESS SOLUTIONS , LLC	473075703001		DESK CHAIR 072-360-0000-4310	324.86
			473898551001		OFFICE SUPPLIES 001-222-0000-4300	62.30
			474315857001		OFFICE SUPPLIES 001-422-0000-4300	15.56
			475333780001		OFFICE SUPPLIES 001-222-0000-4300	54.58
			475363156001		OFFICE SUPPLIES 001-222-0000-4300	412.15
			475581552001		OFFICE SUPPLIES 001-222-0000-4300	65.28
			475581689001		OFFICE SUPPLIES	

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245945	8/17/2026	894100 ODP BUSINESS SOLUTIONS , LLC	(Continued)			
			475581690001		001-222-0000-4300 INK FOR PRINTER	226.90
			475581691001		001-222-0000-4300 BREAK ROOM SUPPLIES	530.06
			476841743001		001-222-0000-4300 OFFICE SUPPLIES	33.74
			477658366001		070-383-0000-4300 OFFICE SUPPLIES	122.04
			477660250001		001-222-0000-4300 OFFICE SUPPLIES	138.55
			477660252001		001-222-0000-4300 OFFICE SUPPLIES	6.77
					001-222-0000-4300	52.26
					Total :	2,045.05
245946	8/17/2026	893258 OMNIGO SOFTWARE	I-OS025206	13748	HOSTED SERVICES – CAD, RMS, AND I 001-135-0000-4260	33,921.29
					Total :	33,921.29
245947	8/17/2026	893984 ORTEGA, ADAN	JULY 2026		MWD REPRESENTATIVE STIPEND 001-101-0000-4111	250.00
					Total :	250.00
245948	8/17/2026	892360 PARKING COMPANY OF AMERICA	INVM0020878	13556	PUBLIC TRANSPORTATION SERVICES 008-313-0000-4260	51,739.42
			INVM0020974	13556	PUBLIC TRANSPORTATION SERVICES 008-313-0000-4260	55,442.92
					Total :	107,182.34
245949	8/17/2026	894500 PHAIRAS, MATTHEW G.	082226	13713	MUSIC ENTERTAINMENT FOR SUMMEI 001-424-0000-4260	2,500.00
					Total :	2,500.00
245950	8/17/2026	895002 PORTA-STOR	485699		MCB STORAGE BIN RENTAL-JULY 2026 001-423-0000-4260	157.00
					Total :	157.00

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245951	8/17/2026	892514 PRI MANAGEMENT GROUP	38785		MANAGING RECORDS WEBINAR TRAI 001-222-0000-4360	199.00
					Total :	199.00
245952	8/17/2026	102688 PROFESSIONAL PRINTING CENTERS	24273	13557	PRE PRINTED FORMS & ENVELOPES 001-107-0000-4260	1,008.31
			24291	13557	PRE PRINTED FORMS & ENVELOPES 001-422-0000-4300	1,411.64
			52926	13557	PRE PRINTED FORMS & ENVELOPES 001-107-0305-4300	127.08
			61626	13557	PRE PRINTED FORMS & ENVELOPES 001-222-0000-4300	1,779.05
			61926	13557	PRE PRINTED FORMS & ENVELOPES 001-107-0305-4300	138.13
			62426	13557	PRE PRINTED FORMS & ENVELOPES 001-107-0305-4300	292.83
			6826	13557	PRE PRINTED FORMS & ENVELOPES 001-107-0305-4300	153.60
					Total :	4,910.64
245953	8/17/2026	890004 PTS	2155861		PD PAY PHONE - AUG 2026 001-190-0000-4220	88.00
					Total :	88.00
245954	8/17/2026	102855 RIO HONDO COLLEGE	4410-30900-26-002		PUBLIC SAFETY DISPATCHER COURSE 001-225-0000-4360	372.00
					Total :	372.00
245955	8/17/2026	894628 RIVAS, SEAN MICHAEL	2026 ELECTION		CANDIDATE'S STATEMENT-OVRPYMNT 001-3920-0000	145.07
					Total :	145.07
245956	8/17/2026	894165 RIVERA, BRANDON	REIMB.		SAFETY SHOES 043-390-0000-4310	345.68
					Total :	345.68
245957	8/17/2026	892708 ROYAL INDUSTRIAL SOLUTIONS	8901-1080835		ELECTRICAL PANEL REPLACEMENT - \	

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245957	8/17/2026	892708 ROYAL INDUSTRIAL SOLUTIONS	(Continued)		070-384-0000-4330	2,398.04
					Total :	2,398.04
245958	8/17/2026	895317 SAADATI, BOBBY	54-2058-00		WATER ACCT REFUND - 845 HAGAR (A 070-2010	53.26
					Total :	53.26
245959	8/17/2026	103057 SAN FERNANDO VALLEY SUN	19326		RFP SOLID WASTE MANAGEMENT COI 001-115-0000-4230	67.50
					Total :	67.50
245960	8/17/2026	890541 SANCHEZ, FLOR	2026 ELECTION		CANDIDATE'S STATEMENT-OVRPYMNT 001-3920-0000	145.07
					Total :	145.07
245961	8/17/2026	892619 SIMONZAD, BENNY	TRAVEL		PER DIEM-FIELD TRAINING PROGRAM 001-225-0000-4360	263.00
					Total :	263.00
245962	8/17/2026	103184 SMART & FINAL	115		SUPPLIES-SENIOR PROG 004-2346	193.45
			155		SUPPLIES-SUMMER CAMP 001-422-0000-4300	34.43
			156		RAFFLE TICKETS 004-2380	58.50
			157		WATER 001-422-0000-4300	22.96
			161		BREAK ROOM SUPPLIES 001-222-0000-4300	94.81
			187		SUPPLIES-TEEN PROG 004-2391	45.32
			192		SUPPLIES-SENIOR PROG 004-2346	75.23
			376		CREW SUPPLIES 070-384-0000-4310	61.36
					070-383-0000-4300	61.35

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245962	8/17/2026	103184 SMART & FINAL	(Continued) 424		SUPPLIES-SENIOR CLUB 004-2380	65.68
					Total :	713.09
245963	8/17/2026	894316 SOLORIO, MARIA ELENA	2026 ELECTION		CANDIDATE'S STATEMENT-OVRPYMNT 001-3920-0000	145.07
					Total :	145.07
245964	8/17/2026	895133 SOTO, ISABELLA	REIMB.		SENIOR PROG ITEMS & MILEAGE REIM 004-2382	118.09
					001-420-0000-4390	5.80
					Total :	123.89
245965	8/17/2026	103202 SOUTHERN CALIFORNIA EDISON CO.	600000512389		ELECTRIC - VARIOUS LOCATIONS 027-344-0000-4210	11,900.52
					029-335-0000-4210	4,173.34
					070-384-0000-4210	19,071.89
					074-320-0000-4210	156.74
					043-390-0000-4210	10,523.73
					Total :	45,826.22
245966	8/17/2026	893935 STAGE PLUS INC	294726-1SAN_FERN_4TH	13715	STAGE & SOUND PRODUCTION FOR C 001-424-0000-4260	4,500.00
					Total :	4,500.00
245967	8/17/2026	894275 STAPLES, INC.	6068582903		OFFICE SUPPLIES 001-310-0000-4300	284.50
			7010511399		OFFICE SUPPLIES 072-360-0000-4310	74.13
					Total :	358.63
245968	8/17/2026	103090 SUSAN SAXE-CLIFFORD, PH.D.	26-0726-4		PSYCHOLOGICAL EVALUATIONS 001-222-0000-4270	450.00
			26-0730-2		PSYCHOLOGICAL EVALUATIONS 001-133-0000-4270	450.00
					Total :	900.00

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245969	8/17/2026	894254 TEAM CALIFORNIA ECONOMIC	4311-CM		ANNUAL MEMBERSHIP 001-107-0000-4260	1,700.00 Total : 1,700.00
245970	8/17/2026	101528 THE HOME DEPOT CRC	2353730 55443125 6542967 7020463 8353430 8534525		ICE MAKER SUPPLIES 043-390-0000-4300 MATL'S FOR PHONE JACK 043-390-0000-4310 (2) PORTABLE AC UNIT 043-390-0000-4300 PICTURE HANGERS 043-390-0000-4300 GRAFFITI SUPPLIES 001-312-0000-4300 MATL'S TO REPAIR WATER MAIN 070-384-0000-4330	65.15 128.71 1,017.27 111.51 1,636.56 218.13 Total : 3,177.33
245971	8/17/2026	894052 THE LANGUAGE PROS, INC.	2128 2133 2138	13734 13734 13734	LANGUAGE SERVICES 001-115-0000-4270 LANGUAGE SERVICES 001-115-0000-4270 LANGUAGE SERVICES 001-115-0000-4270	660.00 990.00 660.00 Total : 2,310.00
245972	8/17/2026	891252 TIMECLOCK PLUS	INV00489424	13630	TIME CLOCK PROFESSIONAL ANNUAL 001-135-0000-4260	3,242.33 Total : 3,242.33
245973	8/17/2026	103463 U.S. POSTMASTER	PERMIT 64		PERMIT NO.64 RENEWAL FEE 072-360-0000-4300 070-382-0000-4300	195.00 195.00 Total : 390.00
245974	8/17/2026	103439 UPS	831954316		COURIER SERVICES 001-190-0000-4280	250.49

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245974	8/17/2026	103439 103439 UPS	(Continued)			Total : 250.49
245975	8/17/2026	894888 US BANCORP SERVICE CENTER INC	050626 060426 062226 062726 062826 070226 071226-1 071226-1 071226-2 071226-3 071326 072226 072226 072326 072326 072326-1 072626	13695 13684 13702	TRAINING 001-225-0000-4360 250 YEAR CELEBRATION 4TH OF JULY 001-424-1386-4300 MALL AREA-4TH JULY & 250 YR ANNIVE 001-2260 OFFICE SUPPLIES 001-420-0000-4300 OFFICE SUPPLIES 001-420-0000-4300 PORTABLE AC UNITS FOR RECREATIO 001-423-0000-4300 MONITORS & POWER STRIPS 001-107-0000-4300 001-107-0305-4300 LODGING-ICA SUMMER CONCERT ON 001-101-0114-4370 LODGING-ICA SUMMER CONCERT ON 001-101-0109-4370 LODGING-ICA SUMMER CONCERT ON 001-101-0113-4370 RGSTR-TACTICAL EMERGENCY CASU 001-225-0000-4360 PARKING CREDIT-ICA SUMMER CONCI 001-101-0113-4370 SUPPLIES-HISPANIC HERITAGE MONTI 001-422-0000-4300 MEETING REGISTRATION 001-101-0109-4370 BUSINESS CARDS 001-101-0000-4300 SUPPLIES-HISPANIC HERITAGE MONTI 001-422-0000-4300 SUPPLIES-HISPANIC HERITAGE MONTI 001-422-0000-4300	13.07 1,102.98 88.36 75.08 649.44 3,268.50 128.12 304.96 961.90 961.90 1,547.52 600.00 -70.00 15.75 75.00 52.20 81.36 58.33

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245975	8/17/2026	894888 US BANCORP SERVICE CENTER INC	(Continued) 072726		LODGING DEP - MMASC 2026 ANNUAL 001-105-0000-4370	284.24
			072826		CMC TRAINING 001-115-0000-4360	500.00
			072826		COUNCIL SUPPLIES 001-101-0000-4370	123.85
			072826		FRAMES FOR CITY COUNCIL CERTS 001-101-0000-4300	131.17
			072826		2026/2027 MEMBERSHIP DUES 001-150-0000-4370	590.80
			072926		SENIOR CLUB TOTE BAG & BASEBALL 004-2380	41.56
			072926		SENIOR CLUB MERCH-HOODIE & T-SH 004-2380	86.40
			072926		K9 PROGRAM STICKERS 001-225-0000-4300	150.00
			073026		OFFICE SUPPLIES 001-107-0305-4300	278.44
			073026-1		RGSTR-2026 APA CONF ON 10/03-10/06 001-150-0000-4370	770.00
			073026-1		RSGTR-TAZER INSTRUCTOR CERT TR. 001-225-0000-4360	895.00
			073026-2		RGSTR-2026 APA CONF ON 10/03-10/06 001-150-0000-4370	700.00
			073026-2		RSGTR-TAZER INSTRUCTOR CERT TR. 001-225-0000-4360	895.00
			073026-3		RGSTR-2026 APA CONF ON 10/03-10/06 001-150-0000-4370	700.00
			080326		DINNER FOR CC MTG-08/03/26 001-101-0000-4370	118.98
			080326		ANNUAL MEMBERSHIP 001-107-0000-4380	175.00
			080326-2		ANNUAL MEMBERSHIP 001-107-0000-4370	650.00
			080426		LODGING-ICSC WESTERN CONF ON 001-107-0000-4370	1,101.45

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245975	8/17/2026	894888 US BANCORP SERVICE CENTER INC	(Continued) 080526		ICE MACHINE FOR WTR SAMPLES & P 070-381-0000-4330	998.37
				13737	029-335-0000-4300	998.37
				13737	072-360-0000-4300	998.37
				13737	070-384-0000-4330	998.36
			121726		COFFEE MAKER-EMPLOYEE BREAKRC 001-105-0000-4300	121.53
			MAR-JUNE 2026		CHATGPT PLUS MONTHLY SUBSCRIPT 001-190-0000-4380	80.00
					Total :	22,301.36
245976	8/17/2026	895372 VERGARA, MICHELLE	2026 ELECTION		CANDIDATE'S STATEMENT-OVRPYMNT 001-3920-0000	145.07
					Total :	145.07
245977	8/17/2026	100101 VERIZON WIRELESS-LA	614922592		VARIOUS CELL PHONE PLANS & HS PL 001-101-0112-4220	38.83
					001-101-0109-4220	49.12
					001-105-0000-4220	49.82
					001-222-0000-4220	80.02
					001-152-0000-4220	180.08
					001-107-0000-4260	40.01
					043-390-0000-4310	254.02
					070-384-0000-4220	463.05
					072-360-0000-4220	102.54
					001-101-0109-4220	270.29
			6149530622		PD CELL PHONE PLANS 001-222-0000-4220	464.64
			6149542366		CITY YARD STANDBY PHONE PLAN 072-360-0000-4220	36.79
					Total :	2,029.21
245978	8/17/2026	103603 VULCAN MATERIALS COMPANY	604140		UTILITY TRENCH AND POTHOLE REPA 070-383-0000-4310	54.88
			6385863	13542	UTILITY TRENCH AND POTHOLE REPA 070-383-0000-4310	2,604.57

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245978	8/17/2026	103603 VULCAN MATERIALS COMPANY	(Continued) 646621		UTILITY TRENCH AND POTHOLE REPA 070-383-0000-4310	70.64
			6750549	13542	UTILITY TRENCH AND POTHOLE REPA 070-383-0000-4310	1,207.65
					Total :	3,937.74
245979	8/17/2026	895000 WEST & ASSOCIATES	1026-06.30		2026 ANNUAL WATER SUPPLY & DEMA 070-381-0000-4260	1,400.00
					Total :	1,400.00
245980	8/17/2026	891531 WILLDAN ENGINEERING	00341285		NPDES CONSULTING SERVICES 023-311-0000-4270	640.00
			00342806	13569	NPDES CONSULTING SERVICES 023-311-0000-4270	11,141.93
					Total :	11,781.93
245981	8/17/2026	890008 WOODWARD, BRIAN	REIMB.		AMMUNITION FOR ACADEMY TRAINING 001-222-0000-4300	365.04
					Total :	365.04
245982	8/17/2026	895367 YNIGUEZ, YESENIA	50-2705-06		WATER ACCT REFUND-1061 N MACLAY 070-2010	65.93
					Total :	65.93
100 Vouchers for bank code :		bank3			Bank total :	637,931.65
100 Vouchers in this report					Total vouchers :	637,931.65

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245641	7/21/2026	103596 CALIFORNIA VISION SERVICE PLAN	DEMAND		VISION INS BENEFITS - JULY 2026 001-1160	2,331.03
					Total :	2,331.03
245642	7/21/2026	891230 DELTA DENTAL INSURANCE COMPANY	DEMAND		DENTAL INS BENEFITS - JULY 2026 001-1160	111.60
					Total :	111.60
245643	7/21/2026	890907 DELTA DENTAL OF CALIFORNIA	DEMANDS		DENTLA INS BENEFITS - JULY 2026 001-1160	11,438.86
					Total :	11,438.86
245644	7/21/2026	103054 SAN FERNANDO POLICE	DEMAND		SFPOA STD/LTD INS BENEFITS - JULY : 001-1160	2,160.00
					Total :	2,160.00
245645	7/21/2026	887627 STANDARD INSURANCE	DEMAND		LIFE/AD&D INS BENEFITS - JULY 2026 001-1160	2,752.20
					Total :	2,752.20
5 Vouchers for bank code :		bank3			Bank total :	18,793.69
5 Vouchers in this report					Total vouchers :	18,793.69

Voucher Registers are not final until approved by Council.

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SPECIAL CHECKS

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245646	7/22/2026	895338 BARBER HOLIKS MOST CLEANEST	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	2,800.00 Total : 2,800.00
245647	7/22/2026	895339 BRIDAL CITY	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	10,000.00 Total : 10,000.00
245648	7/22/2026	894313 CONCIERGE AUTOWORKS INC	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	3,909.00 Total : 3,909.00
245649	7/22/2026	102003 COUNTY OF LOS ANGELES	RE-PW-26051106379		INDUSTRIAL WASTE CHARGES-APR'26 072-360-0000-4450	5,698.75 Total : 5,698.75
245650	7/22/2026	895347 DINO'S PARTY SUPPLY	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	7,800.00 Total : 7,800.00
245651	7/22/2026	895348 E.G. TAX SERVICES	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	3,000.00 Total : 3,000.00
245652	7/22/2026	895349 E.M. DESIGNS & CO. LLC	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	9,447.37 Total : 9,447.37
245653	7/22/2026	894525 FFSIGNS, LLC	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	9,750.00 Total : 9,750.00
245654	7/22/2026	895350 H. SALT FISH & CHIPS	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	5,218.00 Total : 5,218.00
245655	7/22/2026	895351 KATIE'S SALON	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO	

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245655	7/22/2026	895351 KATIE'S SALON	(Continued)		026-107-0185-4450	9,100.00 Total : 9,100.00
245656	7/22/2026	895352 KRISTINE'S BEAUTY SALON	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	2,983.49 Total : 2,983.49
245657	7/22/2026	101974 LOS ANGELES COUNTY	APRIL 2026	13552	ANIMAL CARE & CONTROL SERVICES 001-190-0000-4260	15,039.84 Total : 15,039.84
245658	7/22/2026	892352 LOS CAMARONES TACOS MARISCOS	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	7,250.00 Total : 7,250.00
245659	7/22/2026	895353 MARCHESE KITCHEN LLC	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	3,032.00 Total : 3,032.00
245660	7/22/2026	895354 MD SIGNS & PRINTING LLC	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	4,800.00 Total : 4,800.00
245661	7/22/2026	895355 MISSION PHOTOGRAPHY	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	9,550.00 Total : 9,550.00
245662	7/22/2026	895356 SAN FERNANDO PHARMACY INC	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO 026-107-0185-4450	3,000.00 Total : 3,000.00
245663	7/22/2026	103445 UNDERGROUND SERVICE ALERT	25-264133		CA STATE FEE-REGULATORY COSTS 072-360-0000-4300	28.61
					070-381-0000-4370	28.60
					001-370-0000-4310	28.61
			520260707		(46) SNF01 NEW TICKET CHARGES 072-360-0000-4300	102.23

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245663	7/22/2026	103445 UNDERGROUND SERVICE ALERT	(Continued)			
					070-381-0000-4370	102.23
					001-370-0000-4310	102.24
					Total :	392.52
245664	7/22/2026	895357 WHITE TIE TUXEDO LLC	FY25-26 CDBG SBAG PR		SMALL BUS. ASSISTANCE GRANT PRO	
					026-107-0185-4450	9,990.00
					Total :	9,990.00
19 Vouchers for bank code :		bank3			Bank total :	122,760.97
19 Vouchers in this report					Total vouchers :	122,760.97

Voucher Registers are not final until approved by Council.

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SPECIAL CHECK

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vchlist
07/24/2026 9:48:01AM

Voucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245665	7/24/2026	893115 P.E.R.S. CITY RETIREMENT	VARIANCE		EMPL CONTRIB VARIANCE 06/26/26-07/	
					018-222-0000-4124	444.25
					018-224-0000-4124	333.19
					018-225-0000-4124	4,775.71
					Total :	5,553.15
1 Vouchers for bank code : bank3						Bank total : 5,553.15
1 Vouchers in this report						Total vouchers : 5,553.15

Voucher Registers are not final until approved by Council.

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07/29/2026 8:48:42AM

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CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245666	7/29/2026	895360 CHARTER UP, LLC	1472930		SENIOR TRIP TRANSPORT-SANTA BAR 004-2383	1,789.16
					Total :	1,789.16
245667	7/29/2026	103825 CONTROLLER-STATE OF CALIFORNIA	NONPO		FY25/26 AUDIT CONFIRMATION OF 001-130-0000-4270	150.00
					Total :	150.00
		2 Vouchers for bank code :	bank3		Bank total :	1,939.16
		2 Vouchers in this report			Total vouchers :	1,939.16

Voucher Registers are not final until approved by Council.

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SPECIAL CHECK

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CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245668	7/31/2026	103648 CITY OF SAN FERNANDO	PR 07-31-26		REIMB FOR PAYROLL P/E 07-24-26	
					001-1003	665,553.90
					007-1003	2,530.11
					017-1003	4,941.88
					027-1003	4,911.02
					029-1003	2,418.35
					041-1003	7,570.52
					043-1003	54,263.59
					070-1003	80,677.01
					072-1003	22,110.15
					094-1003	1,179.40
					110-1003	3,772.69
					Total :	849,928.62
1 Vouchers for bank code :		bank3			Bank total :	849,928.62
1 Vouchers in this report					Total vouchers :	849,928.62

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
245764	7/30/2026	894600 CARGILL, INCORPORATED	2912354972		NSF CERTIFIED BULK SALT FOR THE H	
				13505	070-384-0000-4300	6,291.47
			2912362809		NSF CERTIFIED BULK SALT FOR THE H	
				13505	070-384-0000-4300	5,920.40
			2912382096		NSF CERTIFIED BULK SALT FOR THE H	
				13505	070-384-0000-4300	6,340.07
					Total :	18,551.94
245765	7/30/2026	101700 JAMES RESTAURANT	FY 26/27		CIF: DRINKS & REFRESHMENTS-COFF	
					053-101-0114-4430	150.00
					Total :	150.00
245766	7/30/2026	893934 MORA, JUAN LUIS	FY26-27		CIF: TRAVEL EXPENSES-MCB WORLD :	
					053-101-0109-4430	250.00
					Total :	250.00
3 Vouchers for bank code :		bank3			Bank total :	18,951.94
3 Vouchers in this report					Total vouchers :	18,951.94

Voucher Registers are not final until approved by Council.

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CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245767	8/1/2026	100916 DEIBEL, PAUL	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50
					Total :	503.50
245768	8/1/2026	101926 LILES, RICHARD	26-Aug		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	251.75 251.75
					Total :	503.50
245769	8/1/2026	102126 MARTINEZ, MIGUEL	26-Aug		CALPERS HEALTH REIMB 070-180-0000-4127	807.05
					Total :	807.05
245770	8/1/2026	894908 NAVARRO, NORMA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	319.29
					Total :	319.29
245771	8/1/2026	892782 TIGHE, DONNA	26-Aug		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	97.42 97.41
					Total :	194.83
5 Vouchers for bank code : bank3					Bank total :	2,328.17
5 Vouchers in this report					Total vouchers :	2,328.17

Voucher Registers are not final until approved by Council.

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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
245772	8/1/2026	894452 ABDALLAH, MARIA G.	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,310.57	
							Total : 2,310.57
245773	8/1/2026	100091 AGORICHAS, JOHN	26-Aug		CALPERS HEALTH REIMB 070-180-0000-4127	1,169.00	
							Total : 1,169.00
245774	8/1/2026	895025 AGUILAR, MARY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	194.83	
							Total : 194.83
245775	8/1/2026	100104 ALBA, ANTHONY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,169.00	
							Total : 1,169.00
245776	8/1/2026	100187 ANDRADE, ANGELA	26-Aug		CALPERS HEALTH REIMB 072-180-0000-4127	377.43	
							Total : 377.43
245777	8/1/2026	100260 AVILA, FRANK	26-Aug		CALPERS HEALTH REIMB 041-180-0000-4127	1,776.10	
							Total : 1,776.10
245778	8/1/2026	100286 BAKER, BEVERLY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	319.29	
							Total : 319.29
245779	8/1/2026	100306 BARNARD, LARRY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00	
							Total : 1,160.00
245780	8/1/2026	100346 BELDEN, KENNETH M.	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00	
							Total : 1,160.00
245781	8/1/2026	892233 BUZZELL, CAROL	26-Aug		CALPERS HEALTH REIMB		
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Bank code :		bank3					
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
245781	8/1/2026	892233 BUZZELL, CAROL	(Continued)		070-180-0000-4127	319.29	
							Total : 319.29
245782	8/1/2026	102127 CABRERA, KATHY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,673.82	
							Total : 1,673.82
245783	8/1/2026	891350 CALZADA, FRANK	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	800.58	
							Total : 800.58
245784	8/1/2026	100642 CASTRO, RICO	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,935.31	
							Total : 1,935.31
245785	8/1/2026	103816 CHAVEZ, ELENA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	377.43	
							Total : 377.43
245786	8/1/2026	100752 COLELLI, CHRISTIAN	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,357.53	
							Total : 2,357.53
245787	8/1/2026	893711 DAVIS, JAMES	26-Aug		CALPERS HEALTH REIMB 072-180-0000-4127	1,943.78	
							Total : 1,943.78
245788	8/1/2026	100913 DECKER, CATHERINE	26-Aug		CALPERS HEALTH REIMB 070-180-0000-4127	503.50	
							Total : 503.50
245789	8/1/2026	100925 DELGADO, RALPH	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	800.58	
							Total : 800.58
245790	8/1/2026	101667 DIAZ, EVELYN	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,044.00	
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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245790	8/1/2026	101667 101667 DIAZ, EVELYN	(Continued)			Total : 1,044.00
245791	8/1/2026	100960 DIEDIKER, VIRGINIA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50 Total : 503.50
245792	8/1/2026	100996 DRAKE, JOYCE	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50 Total : 503.50
245793	8/1/2026	100995 DRAKE, MICHAEL	26-Aug		CALPERS HEALTH REIMB 070-180-0000-4127 072-180-0000-4127	251.75 251.75 Total : 503.50
245794	8/1/2026	100997 DRAPER, CHRISTOPHER	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,357.53 Total : 2,357.53
245795	8/1/2026	101044 ELEY, JEFFREY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,965.00 Total : 1,965.00
245796	8/1/2026	891040 FISHKIN, RIVIAN	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	194.83 Total : 194.83
245797	8/1/2026	101178 FLORES, ADRIAN	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,673.82 Total : 1,673.82
245798	8/1/2026	101182 FLORES, MIGUEL	26-Aug		CALPERS HEALTH REIMB 043-180-0000-4127	377.43 Total : 377.43
245799	8/1/2026	894378 GARCIA, BERTHA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	194.83

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CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245799	8/1/2026	894378 894378 GARCIA, BERTHA	(Continued)			Total : 194.83
245800	8/1/2026	891351 GARCIA, DEBRA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,658.58 Total : 2,658.58
245801	8/1/2026	101281 GARIBAY, SAUL	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,849.48 Total : 2,849.48
245802	8/1/2026	101318 GLASGOW, KEVIN	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,357.53 Total : 2,357.53
245803	8/1/2026	101333 GODINEZ, FRAZIER C.	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,224.57 Total : 2,224.57
245804	8/1/2026	101409 GUERRA, LAUREN E	26-Aug		CALPERS HEALTH REIMB 072-180-0000-4127	755.91 Total : 755.91
245805	8/1/2026	891021 GUIZA, JENNIE	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50 Total : 503.50
245806	8/1/2026	102896 GUZMAN, ROSA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	409.70 Total : 409.70
245807	8/1/2026	891352 HADEN, SUSANNA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,248.29 Total : 1,248.29
245808	8/1/2026	101440 HALCON, ERNEST	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00 Total : 1,160.00

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Voucher List
 CITY OF SAN FERNANDO

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245809	8/1/2026	101672 HANCHETT, NICHOLE	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,965.00 1,965.00
245810	8/1/2026	891918 HARTWELL, BRUCE	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,169.00 1,169.00
245811	8/1/2026	101465 HARVEY, DAVID	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	194.83 194.83
245812	8/1/2026	101466 HARVEY, DEVERY MICHAEL	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00 1,160.00
245813	8/1/2026	101471 HASBUN, NAZRI A.	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	377.43 377.43
245814	8/1/2026	891023 HATFIELD, JAMES	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,169.00 1,169.00
245815	8/1/2026	892104 HERNANDEZ, ALFONSO	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,169.00 1,169.00
245816	8/1/2026	891024 HOOKER, RAYMOND	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50 503.50
245817	8/1/2026	893616 HOUGH, LOIS	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	319.29 319.29
245818	8/1/2026	101597 IBRAHIM, SAMIR	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	551.66

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 CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245818	8/1/2026	101597 101597 IBRAHIM, SAMIR	(Continued)			551.66
245819	8/1/2026	101694 JACOBS, ROBERT	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00 1,160.00
245820	8/1/2026	892105 KAHMANN, ERIC	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	551.66 551.66
245821	8/1/2026	101786 KLOTZSCHE, STEVEN	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	916.86 916.86
245822	8/1/2026	891043 LIEBERMAN, LEONARD	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	194.83 194.83
245823	8/1/2026	101933 LITTLEFIELD, LESLEY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50 503.50
245824	8/1/2026	102045 LLAMAS-RIVERA, MARCOS	26-Aug		CALPERS HEALTH REIMB 070-180-0000-4127	1,163.88 1,163.88
245825	8/1/2026	889151 MACIAS, EULALIO	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	807.05 807.05
245826	8/1/2026	102059 MACK, MARSHALL	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	755.91 755.91
245827	8/1/2026	891010 MAERTZ, ALVIN	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	677.34 677.34

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245828	8/1/2026	888037 MARTINEZ, ALVARO	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,363.69
					Total :	1,363.69
245829	8/1/2026	102206 MILLER, WILMA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50
					Total :	503.50
245830	8/1/2026	102212 MIRAMONTES, MONICA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	916.86
					Total :	916.86
245831	8/1/2026	102232 MIURA, HOWARD	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50
					Total :	503.50
245832	8/1/2026	892106 MONTAN, EDWARD	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	319.29
					Total :	319.29
245833	8/1/2026	102443 OKAFOR, MICHAEL	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,334.08
					Total :	2,334.08
245834	8/1/2026	102473 ORDELHEIDE, ROBERT	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,929.74
					Total :	1,929.74
245835	8/1/2026	102486 ORSINI, TODD	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,575.51
					Total :	2,575.51
245836	8/1/2026	102569 PARKS, ROBERT	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	3,560.71
					Total :	3,560.71
245837	8/1/2026	102580 PATINO, ARMANDO	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,546.00
					Total :	2,546.00

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CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245837	8/1/2026	102580 PATINO, ARMANDO	(Continued)			2,546.00
					Total :	2,546.00
245838	8/1/2026	102527 PISCITELLI, ANTHONY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	800.58
					Total :	800.58
245839	8/1/2026	891033 POLLOCK, CHRISTINE	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	435.00
					Total :	435.00
245840	8/1/2026	102735 QUINONEZ, MARIA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,163.88
					Total :	1,163.88
245841	8/1/2026	891354 RAMIREZ, ROSALINDA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	194.83
					Total :	194.83
245842	8/1/2026	891034 RAMSEY, JAMES	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50
					Total :	503.50
245843	8/1/2026	102788 RAYGOZA, JOSE LUIS	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,224.57
					Total :	2,224.57
245844	8/1/2026	102864 RIVETTI, DOMINICK	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,160.00
					Total :	1,160.00
245845	8/1/2026	887872 ROSENBERG, IRWIN	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,062.05
					Total :	2,062.05
245846	8/1/2026	102936 RUELAS, MARCO	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,248.29
					Total :	1,248.29

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245847	8/1/2026	102940 RUIZ, RONALD	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	755.91 755.91
245848	8/1/2026	103005 SALAZAR, TONY	26-Aug		CALPERS HEALTH REIMB 070-180-0000-4127	1,295.34 1,295.34
245849	8/1/2026	103118 SENDA, OCTAVIO	26-Aug		CALPERS HEALTH REIMB 043-180-0000-4127	1,673.82 1,673.82
245850	8/1/2026	892107 SHANAHAN, MARK	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	551.66 551.66
245851	8/1/2026	891035 SHERWOOD, NINA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50 503.50
245852	8/1/2026	103175 SKOBIN, ROMELIA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,913.79 1,913.79
245853	8/1/2026	893677 SOLIS, MARGARITA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	690.56 690.56
245854	8/1/2026	103220 SOMERVILLE, MICHAEL	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,965.00 1,965.00
245855	8/1/2026	889588 UFANO, VIRGINIA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	194.83 194.83
245856	8/1/2026	103516 VAIRO, ANTHONY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,965.00

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CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245856	8/1/2026	103516 VAIRO, ANTHONY	(Continued)			1,965.00
245857	8/1/2026	888417 VALDIVIA, LAURA	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50 503.50
245858	8/1/2026	103550 VANICEK, JAMES	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,776.10 1,776.10
245859	8/1/2026	103562 VASQUEZ, JOEL	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,546.00 2,546.00
245860	8/1/2026	888562 VILLALPANDO, SEBASTIAN FRANK	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	551.66 551.66
245861	8/1/2026	103692 VILLALVA, FRANCISCO	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	2,224.57 2,224.57
245862	8/1/2026	891038 WAITE, CURTIS	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,169.00 1,169.00
245863	8/1/2026	103612 WALKER, MICHAEL	26-Aug		CALPERS HEALTH REIMB 027-180-0000-4127	194.83 194.83
245864	8/1/2026	103620 WARREN, DALE	26-Aug		CALPERS HEALTH REIMB 072-180-0000-4127	194.83 194.83
245865	8/1/2026	895047 WATT, NANCY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50 503.50

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245866	8/1/2026	893690 WATTS, STEVE M.	26-Aug		CALPERS HEALTH REIMB 072-180-0000-4127	551.66
					Total :	551.66
245867	8/1/2026	891037 WEBB, NANCY	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50
					Total :	503.50
245868	8/1/2026	103643 WEDDING, JEROME	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,169.00
					Total :	1,169.00
245869	8/1/2026	103727 WYSBEEK, DOUDE	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	503.50
					Total :	503.50
245870	8/1/2026	103737 YNIGUEZ, LEONARD	26-Aug		CALPERS HEALTH REIMB 001-180-0000-4127	1,169.00
					Total :	1,169.00
99 Vouchers for bank code : bank3						Bank total : 110,558.92
99 Vouchers in this report						Total vouchers : 110,558.92

Voucher Registers are not final until approved by Council.

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SPECIAL CHECK

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CITY OF SAN FERNANDO

Page: 1

Bank code :		bank3				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245871	8/3/2026	102519 P.E.R.S.	AUG 2026		HEALTH INS BENEFITS-AUG'26 001-1160	220,029.41
Total :						220,029.41
1 Vouchers for bank code :		bank3	Bank total :			220,029.41
1 Vouchers in this report		Total vouchers :			220,029.41	

Voucher Registers are not final until approved by Council.

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SPECIAL CHECKS

EXIBIHIT "A"
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08/11/2026 1:01:34PMVoucher List
CITY OF SAN FERNANDO

Page: 1

Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245872	8/11/2026	102003 COUNTY OF LOS ANGELES	RE-PW-26020904523		TRAFFIC SIGNAL CONTROLLER INSTA 008-371-0510-4600	4,729.41
			RE-PW-26030905167		TRAFFIC SIGNAL CONTROLLER INSTA 008-371-0510-4600	5,485.80
					Total :	10,215.21
245873	8/11/2026	894865 ELECNOR BELCO ELECTRIC INC	14-1006-004		CITYWIDE SYNC PROJECT	
				13360	009-371-0510-4600	26,893.00
				13360	008-371-0510-4600	155,107.00
					009-2037	-1,344.65
					008-2037	-7,755.35
					Total :	172,900.00
245874	8/11/2026	895340 FUN FLICKS OF SOUTHERN	62627145		SCREENS FOR FIFA WORLD CUP WAT	
				13743	001-107-0000-4260	17,950.00
					Total :	17,950.00
245875	8/11/2026	894319 LENCHITAS TORTILLERIA	AUG 2026		TAMALES- SENIOR DANCE-08/15/26	
					004-2380	255.00
					Total :	255.00
245876	8/11/2026	891531 WILLDAN ENGINEERING	00423374		CITY ENGINEERING SERVICES	
				13634	024-371-0510-4600	18,560.00
			00423534		CITY ENGINEERING SERVICES	
				13634	024-371-0510-4600	19,200.00
			00423705		CITY ENGINEERING SERVICES	
				13634	024-371-0510-4600	1,280.00
					Total :	39,040.00
5 Vouchers for bank code : bank3						Bank total : 240,360.21
5 Vouchers in this report						Total vouchers : 240,360.21

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vchlist
08/11/2026 1:01:34PMVoucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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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
245877	8/14/2026	103648 CITY OF SAN FERNANDO	PR 08-14-26		REIMB FOR PAYROLL P/E 08-07-26	
					001-1003	677,761.63
					007-1003	2,551.74
					017-1003	3,629.78
					027-1003	4,910.85
					029-1003	2,419.09
					041-1003	7,662.03
					043-1003	24,673.77
					070-1003	64,034.49
					072-1003	22,159.99
					074-1003	583.03
					094-1003	1,185.66
					Total :	811,572.06
1 Vouchers for bank code :		bank3				Bank total : 811,572.06
1 Vouchers in this report						Total vouchers : 811,572.06

Voucher Registers are not final until approved by Council.

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08/12/2026 4:18:03PMVoucher List
CITY OF SAN FERNANDO

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Bank code : bank3

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
245878	8/12/2026	103596 CALIFORNIA VISION SERVICE PLAN	DEMAND		VISION INS BENEFITS - AUGUST 2026 001-1160	2,368.41
					Total :	2,368.41
245879	8/12/2026	891230 DELTA DENTAL INSURANCE COMPANY	DEMAND		DENTAL INS BENEFITS - AUGUST 2026 001-1160	111.60
					Total :	111.60
245880	8/12/2026	890907 DELTA DENTAL OF CALIFORNIA	DEMANDS		DENTAL INS BENEFITS - AUGUST 2026 001-1160	11,598.94
					Total :	11,598.94
245881	8/12/2026	103054 SAN FERNANDO POLICE	DEMAND		SFPOA STD/LTD INS - AUGUST 2026 001-1160	2,320.00
					Total :	2,320.00
245882	8/12/2026	887627 STANDARD INSURANCE	DEMAND		LIFE/AD&D INS BENEFITS - AUGUST 2026 001-1160	2,861.53
					Total :	2,861.53
5 Vouchers for bank code : bank3					Bank total :	19,260.48
5 Vouchers in this report					Total vouchers :	19,260.48

Voucher Registers are not final until approved by Council.

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

From: Kanika Kith, City Manager

Date: August 17, 2026

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

RECOMMENDATION:

It is recommended that the City Council receive and file the status report for Fiscal Year (FY) 2026-2027 City Projects and City Council Priorities, and provide direction, as appropriate.

ANALYSIS:

This report is meant to provide City Council and the community with regular status updates and major City efforts, including, but not limited to, FY 2026-2027 approved enhancements, capital improvement projects, and City Council priorities. Changes to each project since the last meeting have been tracked and are shown in red. Attachment "C" shows City contracts that are approaching the end of the term. Attachment "E" provides a summary of 2025 Legislative Advocacy & Funding Request Letters.

COMPLETED PROJECTS:

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

	<u>Date Completed</u>
Title: Records Retention Policy Update	January 2025
Title: Virtual San Fernando – Website Redesign & My San Fernando App	February 2026
Title: Amend City Commission Ordinance	April 2026

Community Development Department.

	<u>Date Completed</u>
Title: CDBG Neighborhood Cleanup Program	June 2025
Title: New Position – Planning Manager	March 2025
Title: Mixed Use and Specific Plan Overlay Districts	March 11, 2025
Title: Graffiti Program (with Public Works and Police Department)	February 18, 2025
Title: Homeless Action Plan Implementation and Management	March 2025
Title: Zoning Code Reorganization	May 5, 2025
Title: Landscape Ordinance	May 5, 2025
Title: Outdoor Dining Ordinance	May 5, 2025
Title: Climate Action Resilience Plan (CARP) & General Plan Updates	April 6, 2026
Title: CDGB Neighborhood Cleanup Program	June 13, 2026
SCAG REAP Housing Implementation Grant	June 30, 2026

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

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COMPLETED PROJECTS CONTINUED:

Finance.

Title: American Rescue Plan Act (ARPA) Allocations

Title: Online Bill Payment System (Paymentus)

Title: Microsoft 365 (M365) Upgrade

Date Completed

February 18, 2025

February 2025

December 2025

Police Department.

Title: Police Department Overtime

Title: Law Enforcement Technology Improvements –

Handheld Ticket Writers

eSubpoena

Title: Mental Health Clinician Program

Cameras/ Access Control Project

UASI EOC 2023

Date Completed

February 2025

April 8, 2025

May 19, 2025

September 29, 2025

May 2025

December 2025

Public Works Department.

Title: Civic Center Beautification (Painting) Project

Title: Position Reclassification: Convert Four (4) Part-Time

Maintenance Workers to Two (2) Full-Time Maintenance

Workers for Graffiti and Tree Maintenance

Title: Street Resurfacing Project – Phase 3

Title: Curb Painting, Street Striping, and Street Markings

Title: Pioneer Park Playground Renovation Project

Title: Urban Forest Management Plan

Title: Phase 1: Fog Seal Coating Public Parking Lots

Title: Well 2A Refurbishment Project

Title: Bus Shelter Rehabilitation Project

Title: Residential Water Service Shut Off Policy

Title: Outdoor Dining in Public ROW

Title: Crosswalk Safety at Bike Path

Title: Implementation of California Daylighting Law (AB 413)

Title: Las Palmas HVAC Project

Title: School Zone Signage Safety Enhancement Initiative

Title: City Facility Condition Assessment Report

Title: City Owned Right-of-Way Beautification

Date Completed

January 2025

October 31, 2024

November 2024

Spring 2025

January 23, 2025

March 31, 2025

September 15, 2025

December 14, 2025

January 5, 2026

January 1, 2026

February 17, 2026

February 25, 2026

February 25, 2026

March 2026

March 2026

June 2026

June 2026

Recreation & Community Services.

Title: Afterschool Teen Program

Title: Park Opportunity Plan

Title: San Fernando 115 Birthday Celebration Discussion

Date Completed

October 7, 2024

October 7, 2024

March 2026

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

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Active Projects

	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
	City Manager's Office					
1.	Opportunity Sites Analysis (Formerly Downtown Master Plan)	Approved FY 22-23 budget to develop a DTMP with robust community outreach. Guides future actions for revitalization of Downtown San Fernando. Budget: \$297,675.	• 12-2023 to 3-2024: Multimodal Survey • 3-11-2024: Ad Hoc Mtg #1 • 4-11-2024: CAC Mtg #1 • 4-27-2024: Outreach "Walkshop" • 4-2024 to 5-2024: Online Survey • 7-2024: Existing Conditions Analysis • 9-16-2024: Phase 1 Findings to Council + PPC • Contract extended to Dec 2025 • 6-11-2025: Ad Hoc Mtg #2		December 2026	Kanika Kith/ Ron Garcia

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

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			11-17-2025: Council approved Option 1 – Opportunity Site Analysis - Opportunity Sites Analysis Kick Off Meeting January 2026			
2.	East San Fernando Valley Light Rail Transit Project	Metro project to build light rail line in two phases: Phase 1 – 6.7 miles along Van Nuys Blvd with 11 stations. Phase 2 – 2.5 miles from Pacoima to Sylmar/San Fernando Metrolink. Funded by Measure R & M.	2017-2020: City comments on Draft EIR 12-2010: Metro Board certified Final EIR with safety/design conditions 4-2022 to 9-2022: Grade Crossing Analysis 1-2024 to summer 2024: Supplemental Phase 2 studies - Status updates to Council (2020, 2022, 2025)	Staff will return to Council with a third-party funding agreement related to the rail crossing safety improvement project once Metro has documentation ready.	Phase 1 – 2031; Phase 2 – TBD	Will Pettener

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			• 6-2025: CPUC Sec. 130 safety funding discussions • 6-25-2025: Multi-agency safety improvements discussion • 7-7-2025: Public outreach results presented • 9-18-2025: Council approved conditional support for Scenario 2 • 12-4-25: Metro Board of Director's approved planning work on Scenario 2, including early action safety improvements on rail crossings in the City. • 4-23-26: Metro's Board of Directors approved design and environmental review for early			

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			action safety improvements at all at-grade crossings in the City and two nearby crossings in the City of LA. The scope of work was approved at a value of \$10,701,189. 5-28-26 and 7-2-26: Staff met with Metro to discuss third-party funding agreement. Staff is awaiting breakdown of proposed funding from Metro.			
3.	CDBG Small Business Assistance Grant Program (SBAP)	Provides grants to businesses/property owners for storefront improvements (signage, paint, anti-graffiti, landscaping, etc.). Total funding: \$137,861.	3-5-25: Application period was opened to the public. Application period was extended to April 20, 2026. 4-9-26: Staff hosted a SBAP workshop where 11 prospective businesses attended	Staff will bring forward updated programming guidelines for Council consideration in October 2026.	June 2026 for FY 25-26; FY 26-27 is estimated to be completed by February 2027.	Linden Johnson/Ron Garcia

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			to learn more about the application process. • 4-20-26: 39 applications were received for the grant. • 5-12-26: A review panel met to evaluate and select 19 tentative grantees. • June and July 2026: Staff completed agreements with 16 businesses and issued checks.			
4.	Partnership with Asociación de Jaliscienses Unidos en Acción (AJUA)	Partnership with AJUA to provide services to the immigrant community.	• 9-3-25: Staff met with AJUA representatives to discuss scope of services and future events. • 10-6-25: City Council approved MOU with AJUA.	None	Ongoing	Cristina Moreno

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			- AJUA will started on 11-17-25 at BCRC. - Ongoing monthly dates have been scheduled for Q1 2026.			
5.	Strategic Plan Development	A new plan will be developed to replace the current plan set to expire in 2026.	- City Council approved agreement with Baker Tilly on 12-1-25 for Strategic Planning Consulting services. 1-23-26: staff met with Baker Tilly to develop a roadmap and determine next steps for outreach. - In February 2026, Baker completed phase 1 of their engagement process by interviewing City Council, Department Heads, and facilitating a citywide staff survey	A draft of the Implementation Action Plan (IAP) is scheduled to return to Council for consideration in September 2026.	Strategic Plan has been completed. The IAP has an anticipated completion date of September 8 , 2026.	Will Pettener

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			• 3-3-26: Executive Staff took part in a workshop with Baker Tilly • 3-23-26: a City Council Strategic Plan workshop was held at Las Palmas Park. • On 4-6-26, a community survey was posted on the City's website. • On 4-8-26 and 4-15-26, Baker hosted community workshops for the public to provide feedback on the process. • 5-18-26: City Council approved the proposed strategic plan. • June and July 2026: Staff held weekly meetings with Baker Tilly to develop an			

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			Implementation Action Plan Template August 2026: CMO held meetings with all City Departments to establish actionable goals and timelines for key initiatives.			
6.	2026 Holiday Parade	A proposed San Fernando Holiday Parade to celebrate the season.	- Staff is currently evaluating the potential costs of hosting a parade in the City of San Fernando and/or the possibility of collaborations to upset costs. Next Meeting with Emprende Organization is on February 12, 2026. 6-29-26 – City Council approved a City Christmas Parade. Council directed Staff	Consideration to approve MOU with Emprende.	December 5, 2026	Linden Johnson

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			to prepare an MOU with Emprede 7-20-26 – City Council approved the MOU with Emprede to produce the a City Christmas Parade with two updates – City will only post event flyer and not sponsorship information. The second update is to get sponsorship and participant updates in Project updates. The City Council also requested a small discount be offered to business, non-profits and residents in the City. 8-5-26 - the City met with Emprede for a parade planning kickoff meeting. Roles and responsibilities as			

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			set out in the City Council approved MOU were reviewed and discussed. During this meeting, Emprede brought two requested revisions within the agreement to the City's attention: 1. Emprede requested to have the Community Committee meeting only once a month virtually as opposed to twice a month, which was Council's direction. 2. Emprede requested to give a monthly update regarding sponsorship and participant			

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			reporting, as opposed to the bi-weekly updates that Council directed. City staff has prepared a staff report for the 8/17/26 City Council meeting regarding these proposed revisions by Emprede • There are no updates for sponsorship received or participants at this time.			
	City Clerk's Office					
1.	Amend City Recognition Requests Policy/Procedure	Expands the City's Recognition Requests Policy/Procedure to	• May 2025 – Council adopted revised Recognition Requests	July 6, 2026	September 8, 2026	Julia Fritz

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
		include clear descriptions and guidelines for Council-issued recognitions (Resolutions, Proclamations, Certificates, official acknowledgments) honoring contributions, achievements, or service to the community.	Policy/Procedure (replacing Awards Program). 8-4-25: Council directed staff to return with revisions to add guidelines for Resolutions, Proclamations, and recognitions. 9-2-25: Council directed staff to return with options to add Certificate of Commendation, potential Resolution adoption, and enhanced certificate design options.			
2.	Quarterly Special City Council Meeting Celebration Event	Host Quarterly Celebration Meetings to acknowledge Community members, businesses and organizations for their contribution to the community.	- Pre-Planning for Next Celebration Event Scheduled for: January 26, 2026 - Pre-Planning for 2nd quarterly Celebration Event for:	October 2026 Consideration on next Council approved Semi-Annual Celebration Meeting Date.	Next Scheduled Celebration Event: August 24, 2026	Julia Fritz

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			July 27, 2026 On 1-5-2026, Staff was directed to reschedule the January and July 2026 Celebration Events to February and August.			
	Community Development Department					
1.	Community Preservation – Commercial Property Education Program	Education & maintenance program to support beautification of commercial corridors. Officers work directly with business community.	9-19-24: Presented to Council 3-26-25: Postcards distributed 3-30-25 & 5-7-25: Workshops 5-12-25: Walking inspections began 7-28-25: 22 businesses recognized 10 -27- 2025: 19 businesses recognized	None at this time	FY 2026–2027 (Ongoing)	Rigoberto Guerrero

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			- February 2026: 55 to be recognized 1-20-26: Walking inspections will resume			
	Public Works Department					
1.	Carlisle Green Alley Reconstruction Project	Revitalizes alley with 200+ trees, bioswales, permeable surfaces, lighting, and bike/pedestrian path.	- PSA with TreePeople approved Sep 3, 2024 - PSA with Craftwater approved Jan 6, 2025 - Tentative design/construction timeline set (2025–2026) - Craftwater submitted 60% plans, staff is currently reviewing them. - Craftwater has received Second Amendment to contract and is now able to proceed with	None at this time	April 2028	Patsy Orozco

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			rest of survey work at Las Palmas Park, on April 4, 2026 - Public engagement workshops were completed on April 4, 2026, April 11, 2026, and May 30, 2026. - Staff is reviewing 100% plans and bid documents - Going out to bid from January to February 2027. - Anticipate to finish construction by April 2028 .			
2.	Calles Verdes Project Phase 2	Workman Drainage Improvement/ Infiltration Project	- Received feasibility study from CWE - Aug 6, 2025 - In May 2026, the Project received full funding for the design phase from the Safe, Clean Water Program	No action is needed at this time.	TBD	Manuel Fabian

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			Granting agency to send agreement to the city TBD..			
3.	Las Palmas Park Revitalization Project	Multi-field and facility renovations, splash pad, ADA playground, lighting, exercise equipment.	- Phase II construction cost estimate completed for RPOSD Grant application - Phase I and Phase II of project presented at Parks, Wellness, and Recreation Meeting on 9/11/25 - Scope modifications presented and approved at 2/17/26 City Council Meeting - Staff presenting scope modifications to granting agency for final approval. Pending state's response and approval as of March through July 2026. - Sent monthly reminder email to	None at this time	June 2027	Patsy Orozco / Willdan

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			the state on August 3, 2026.			
4.	Pacoima Wash Connectivity Project (aka Cindy Montañez Natural Park Improvements)	\$7.5M Caltrans grant for Pacoima Wash Path extension, lighting, restrooms, landscaping, and permanent memorial sign.	- On March 14, 2026, the City held the first Community Outreach Workshop at Cindy Montañez Natural Park. - On May 18, 2026. Kimley-Horn presented project concept to City Council. - On May 30, 2026, the City held the last public outreach event at Foodzilla. - On August 3, 2026, Kimley-Horn presented final concept to the City Council. - On October 5, 2026, Kimley-Horn will present final concept design to City Council and seek approval to	10/5/26	October 2027	Patsy Orozco / Willdan

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			release a Notice Inviting Bids for the construction.			
5.	San Fernando Mission Trail Restoration Project (Phase I–III)	Restores bike path lighting with LED/solar tech, smart controls, and sustainability features.	• Scope includes assessment, design, implementation, and maintenance planning • Project pending funding availability.			Patsy Orozco / Willdan
6.	HSIP Traffic Signal Modification Project	Upgrades signals at 9 intersections with poles, pedestrian heads, controllers, signage, and striping.	• Project closeout underway	Construction acceptance – September 2026	September 2026	Manuel Fabian / Willdan
7.	Citywide Traffic Signal Synchronization Project	Synchronizes signals at 13 intersections with new GPS units, controllers, and timing charts.	• Construction started on December 1, 2025. • Contractor installed all GPS units on June 28, 2026. Contractor is working on removing the old antennas from traffic signals.	Project acceptance – September 2026	September 2026	Manuel Fabian / Willdan

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			Anticipate to accept the project in September 2026.			
8.	Citywide Signage Upgrades	Citywide replacement of 3,100+ signs (wayfinding, regulatory, trolley).	- Phase I (wayfinding/trolley signs) complete - Phase II starts FY 2025–26 - Staff has commenced ordering signs for Phase II . Signs include school zone signs, parking restriction signs for recently painted curbs and other signage to address recent safety concerns - Signs received. Public Works to schedule installation of signs - Staff began installing signs around San Fernando Middle School and	None at this time	Phase I completed March 2026 Phase 2 pending available funding.	Manuel Fabian/ Rodrigo Mora

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			O'Melveny Elementary School. School areas completed. Additional signs ordered. Waiting for the sign delivery to start phase II. Phase II finished 4-1-2026. New sign to be ordered 4-1-2026. Quotes were received for the missing city street signs. Will order signs on 4/29/2026. Signs were ordered. 75% finished. 2/12/2026.			
9.	Pacoima Wash Bikeway Project	1.34-mile Class I bikeway with bridge, bioswales, lighting, and safety features.	- Construction 100% complete - Contractor completed final punchlist items in August 2026. - Notice of Completion to be approved at the	Notice of Completion – September 8, 2026	September 8, 2026	Patsy Orozco

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			September 8, 2026 City Council meeting.			
10.	Residential Permit Parking (RPP) Program	Updates to residential/commercial parking policies, smart meters, data collection, and enforcement guidelines.	• Data collection and engagement completed • 400+ survey responses received • Code amendments split for Council review Sep 2, 2025 • Meeting with Finance, Police and Public Works Departments conducted on November 3, 2025. • Staff is currently evaluating the Administrative Guidelines and tentatively scheduled for the October City Council meeting.	Administrative Guidelines will be presented to Council in October 2026.	Winter 2026	Greg Steigerwald / Dixon Resources Unlimited
11.	Fixed Route ADA Sidewalk Improvement Project	Upgrading damaged and non-ADA compliant sidewalks,	• Field-check sites	Award construction contract	January 2027	Manuel Fabian / Willdan

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
		drive approaches, curbs, gutters, and ramps along key transit routes (Truman St., Hubbard Ave., 7th St., Harding Ave.).	• Prepare cost estimates • Prepare project specifications • Identify conflicting utilities • Identify business access impacts • Complete project specifications, construction quantities, and advertise project for construction.	(tentatively September 2026)		
12.	Emergency Generator Installation at Las Palmas and Recreation Park Facilities	Installation of generators to ensure park cooling centers remain operational during outages/extreme weather. Supports resilience, emergency services, and community safety.	• Two generators received and placed on pads • Design for connection to switching mechanism/ building in plan check • Project remains in plan check; Engineering	Approve Notice of Completion	TBD	Rodrigo Mora

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			coordinating with Community Development to finalize. Waiting on Fire Department approval. Engineering firm hired to create the wiring plans will submit UL specifications to the fire department again. • Waiting for Fire Department approval 1/21/2026. Waiting for Fire Department approval. 2-25-2026. Same wait 4-1-2026. Waiting on the fire department and plans from the contractor. 4/28/2026. • Plans were approved by the fire department, waiting			

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			on our building department to approve. 5/12/2026. • 7/8/2026 Revising plans to comply with regulations and budgeting. • 7/20/2026 Revising plans to comply with regulations and budgeting.			
13.	Recreation Park Bathroom Renovation	Renovation of existing restrooms to create safe, accessible, sustainable facilities.	• Assessment & planning underway • Design criteria and cost estimates in progress Procurement of contractors next • Construction to be phased • Post-construction inspection and feedback planned. TBD • Scope of work and funding TBD waiting	To Be Determined	To Be Determined	Rodrigo Mora

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			for funding and approval 2-25-2026. Same wait 4-1-2026. • Same wait 4/28/2026. Same 5/12/2026. • 7/8/2026 Waiting on funding and direction. 7/20/2026 Waiting on funding and direction.			
14.	Downtown Trash Enclosures	Renovation of City-owned trash enclosures in the Mall area.	• Community Engagement Event was held 10/8/25 and 7/30/26 • Design concepts were scheduled for the August 3, 2026 City Council meeting and was tabled to a future meeting.	Council discussion on preliminary design – September 2026	TBD	Manuel Fabian / Willdan
15.	Sidewalk Condition Assessment	Citywide assessment and mitigation plan for sidewalk hazards.	• Precision Concrete Cutting awarded contract	No Council action required	October 2026	Patsy Orozco

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			- Sidewalk cuts in Grid F, G, E and D are complete. - Contractor currently working on sidewalk cuts in Grid C			
16.	Project Labor Agreement	Evaluation of PLA benefits, costs, and legal requirements.	- Conducting research on scope, costs, legal compliance - Preparing report for Council.	To be scheduled for Council consideration	TBD	Richard Padilla / Bonnie Tam
17.	City Fleet Replacement & Heavy Equipment Program	Replacement and optimization of City fleet and heavy equipment.	- Needs assessment in progress - Quinn Company developing loader/backhoe specifications - PD vehicle right-sizing under review. Backhoe was purchased along with 3 new Police vehicles, and 8 Water Division trucks were leased. Operations approved	Recommendations to be included in FY 25–26 Budget	Ongoing	Bonnie Tam

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			fleet order has been placed and waiting for Ford Motor Company to build. Waiting on Ford to build the new vehicles 4-1-2026. Waiting for the PO change order for the Quinn attachments per Erica Melton. 5/12/2026. Two new Operations vehicles have arrived, waiting on 11 more.			
18.	Overhead Mast Arm Street Name Sign Replacement Project	Replacement of outdated/damaged street name signs.	- Citywide survey planned - Design to include reflective/LED signs - Coordination with Caltrans required.	Ongoing	TBD	Manuel Fabian
19.	Phase 2: Fog Seal Coating Public Parking Lots	Additional pavement treatments and repairs for 5 lots.	4 bids received Sept 4, 2025 - Staff reviewing bids. - Project scheduled for FY26/27 paused due	Rejection of Bids, and approval of project specs: September 8, 2026	N/A	Manuel Fabian

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			to the outdate of bids received in September 2025.			
20.	Recreation Park Field Rehabilitation	Replacement of failed sod installation.	RFP for consultant under development.	TBD	TBD	Manuel Fabian/Willdan
21.	IPS Smart Meter Installation	Replacement of coin meters with smart meters.	91 smart meters installed March 2025 - Noncompliant meters removed - Phase 3 financial analysis underway.	No Council action required	Ongoing	Greg Steigerwald/Walter Dominguez (PD)
22.	Well 2A Nitrate Water Treatment Facility Project	Construction of a new nitrate removal treatment facility capable of reducing nitrate concentrations to levels compliant with State Water Resources Control Board – Division of Drinking Water (DDW) standards.	9-2-25 - City Council approval - Envirogen designing new 2000 gpm system and coordinating with Civiltec and General Pump for the new building design – On Going - Well Treatment Plant design had to be reduced to 1600 gmp due to liner installed	No Council action anticipated.	Construction December 30 2027 – DDW permit to operate by January 2028	Victor Meza, Alex Mendez and Manuel Fabian

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			reduces diameter of casing . Staff is working with Civiltec and Envirogen to design treatment plant, As of June 8 th 2026 staff has begun to receive ION Resin for new system. Staff is preparing to receive equipment related to the new treatment plant from Envirogen and as a result have to relocate bins from Well2 to a new temporary location in preparation of construction activities.			
23.	Well 2A Building Expansion Project	Site improvements and building upgrades to house the treatment process, improve security, and	9-2-25 - City Council approval for design drawing - Civiltec currently working with	Council approval of Plans in Dec 2025; Council approval for	June 2028	Victor Meza, Alex Mendez and Manuel Fabian

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
		extend the useful life of the facility.	Envirogen and General Pump for design of building. Geotech services conducted on Week of Oct 6, 2025 • Staff received notice of Sovern Immunity for this project allowing the City to control its own set backs and permitting • Staff is requesting an 2 year extension from Granting Agency to complete the project-Approved • Civiltec developing submittals for long lead time equipment MMC panels to get these going asap. • NPDES permit fees are being processed and – Driveway expansion is being requested through	construction in Jan 2026		

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			LACity PW. June 8th 2026 CEQA Documents have been developed and are currently under review • Permit A was filed with the City of Los Angeles in July 2026. • Next update will be presented at the October 5, 2026 City Council meeting.			
24.	Phase 4: Annual Street Resurfacing Program	Various	• Developing Funding for Annual Street Resurfacing Program • Staff will begin working with consultant to prepare bid package • Bid Package under review before publishing • Project Scheduled for FY26/27. Developing	Bid Release Authorization to go to Council on October 5, 2026	June 2027	Manuel Fabian / Willdan

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			specifications in August 2026.			
25.	Graffiti Abatement Program	Public Works monitors and addresses as situations arise.	Addressed as reported. Graffiti continues to be addressed daily, additionally Community Development, Police and Public Works have implemented a joint team effort to combat graffiti. Staff continue addressing graffiti and conducting meetings on how to improve the process. 2-25-2026. Ongoing, over 4000 SQFT has been removed 4-1-2026.	N/A	Ongoing	Bonnie Tam
26.	Crosswalk Safety at SF Middle School	To be included in the slurry seal project.	Quotes from LA County Public Works and Contractor received for discussion. Finished	TBD	2026	Bonnie Tam

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			by LA County Public Works.			
27.	Milkweed Project	City Council has requested the installation of additional Milkweed at City parks, including Cindy Montanez Park. The City will also seek out opportunities to add milkweed signage at the park and create citywide milkweed initiatives.	• Staff will assess costs to implement Council's request. • Funding and scope of work to be determined. • Finished phase 1. 1/26/2026 Need funding for further phases. Ongoing, waiting for direction and funding. 2-25-2026. Waiting on direction. In addition, a project is in the planning stages for the Cindy Montañez Park project, where additional milkweed could be installed 4/1/2026). • Project will be included in the Cindy Montanez project.	First Council Meeting in January	FY 2026-2027	Public Works Operations

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			7/20/2026 Project will be included in the Cindy Montanez project.			
	Police Department					
1.	Police Station Cameras and Parking Lot Security Improvement Project	Enhancing Police Station security with UASI 2022 grant funds. Includes new cameras, upgraded resolution, modern access control (key fobs), and parking lot security improvements (controlled access gate, wrought iron fence, mesh screen). Budget: \$114,408 (cameras/access control) and \$89,982 (parking lot security).	• Council approved contract amendment with BearCom on Nov 18, 2024 • Cameras/Access Control implementation began Nov 2024, completed May 2025 • Staff received 2024 UASI Subaward Agreement from City of LA • Parking Lot Security project pending draft of RFP	• Cameras/ Access Control: No further action • Parking Lot Security: 2024 UASI Subaward Approved. • Approve RFP for parking lot improvements	Parking Lot Security: Dec 2027	CJ Chiasson
2.	Police Officer Staffing Update	City Council approved \$40,000 recurring budget for Corporal Program and \$15,000	• 30 sworn positions filled • 1 in field training	• No additional Council action required	Ongoing	CJ Chiasson

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
		for recruitment enhancements. Supports succession planning and filling vacancies.	4 applicants in background process 1 Officer in the police academy and another Officer awaiting the start of Module I of the academy. 2nd commander promoted.			
	Administrative Services Department					
1.	Enterprise Resource Planning Software (Finance System)	The City's current financial system, Tyler Eden, will no longer be supported effective March 2027. Staff is preparing for transition to a new system. Phase I goals include development of General Ledger – Financials and data migration. The FY	- Initial vendor demonstrations held in June–July 2024. - Two vendors invited for onsite presentations in Aug–Sept 2024. - City Council approved Tyler Technologies ERP on Nov 18, 2024. - Project kickoff call held Mar 19, 2025	Additional hardware needs (e.g., AP/Payroll check printer, check scanner/receipt printer, cashiering drawers, barcode scanners, etc.) to be included in FY 2025-2026 Budget.	Implementation began Apr 2025; up to 24 months across 3 phases (Financials, Utility Billing, HR/Payroll) but was paused due to staffing shortages. Deadline for full completion by October 2027.	Art Ziyalov

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
		2024-2025 Budget includes \$100,000 for implementation and \$40,000 for ongoing subscription costs.	(timeline, resources, multi-phase plan reviewed). • Test environment deployed. • Weekly project meetings underway.			
2.	Update on City's OPEB/Pension Liabilities	The City provides full-time employees with CalPERS pension benefits and OPEB for certain retirees. Council requested informational presentation on OPEB actuarial report and investments from the City's financial advisor.	• Staff coordinating with actuarial consultant (Foster & Foster). • Data provided to consultant for updated valuation report (FY ending June 30, 2025). • Presentation provided to City Council on Feb 21, 2025. • Appropriation of \$724,340 approved in FY 2025-2026 Budget to continue OPEB pre-funding.	OPEB presentation to Council to be provided along with long-range financial forecast (September 2026)	September 2026	Erica Melton

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
3.	Alternative Insurance Risk Management Pool Review	City Council direction provided on 11/10/2025 to review California Joint Powers Insurance Authority (JPJA) as an alternative to current Independent Cities Risk Management (ICRMA) for any cost savings.	- Initial contact sent to California JPJA in November 2025 for new public agency partner criteria, but no response received. - Additional inquiry sent in Dec. 2025. - On January 13, 2026, CJPIA responded to the City's inquiry and stated that the risk pool takes a conservative approach in accepting new members with a Police Department. - Additional information was requested from CJPIA on January 23, 2026, regarding their new membership application process and their ideal risk	October 2026 – Staff will return to City Council with risk management pool options and associated costs	October 2026	Sergio Ibarra

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

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			loss history for new members. - On 2/9/2026 - Staff met with the CJPIA Representative to review their Risk Management Programs. CJPIA provided additional information regarding their ideal risk management profile for Cities that have their own Police Departments and looking at a 10 Year Loss Run. CJPIA Staff stated they are highly selective for new members. - Additionally, CJPIA staff will provide clarification if they provide insurance for Cities that have their own Water Systems.			

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

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
			• Staff followed up with CJPIA regarding next steps for membership evaluation. • 05/18/26 – City Council approved issuing notice of intent for withdrawal to ICRMA • 05/29/26 – Notice of Withdrawal Letter issued to ICRMA for including in June 2026 Meeting Agenda • Staff will be partnering with Alliant Broker Services to review various options for the City Risk Management Pool Insurance needs.			
	Recreation & Community Services					

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

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
1.	Campana de Libertad Home Placement	Permanent home for the 440-pound bronze and copper Liberty Bell replica, donated by Mexican dignitaries and unveiled in San Fernando on September 16, 2023.	11-2025: Discuss with Public Works regarding potential location.	Council directed Public Works and Recreation Department to look at the possibility of housing the Bell at City Hall.	FY 26-27	Julio C Salcedo
2.	City of San Fernando - FTBMI MOU for Rudy Ortega Park	Update to existing Agreement between the City of San Fernando and the Fernandeno Tataviam Band of Mission Indians for Rudy Ortega Sr. Park.	12/2025 Internal meeting held and direction gotten from City Manager's Office on Working on an all encompassing MOU with FTBMI and having the different existing MOUs as subsections.	Tentatively for June 2026	FY 26-27	Julio C Salcedo
3.	Cesar Chavez Memorial MOU with Pueblo Y Salud	Current MOU was extended on March 2022 to March 2027. This allows PYS access, with advance City approval, to hosts fundraisers and educational programming	No scheduled programming at the moment.	Tentatively November 2026.	MOU Expires March 2027.	Julio C Salcedo

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

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	Project Title	Description	Status / Completed Actions	Next City Council Action	Tentative Completion Date	Staff Project Lead
		benefitting the upkeep and maintenance of the memorial				
4.	Rudy Ortega FTBMI Sign Project	The installation of interpretive signage depicting the Native people of the region and highlighting their cultural importance.	Staff is currently making sure that an MOU is secured before looking into bringing this project in front of council. There are long term maintenance assurances that need to be addressed.	Approve MOU once draft has been finalized and agreed to by City staff and FTBMI.	TBD	Julio C Salcedo

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

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BUDGET IMPACT:

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

CONCLUSION:

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

ATTACHMENTS:

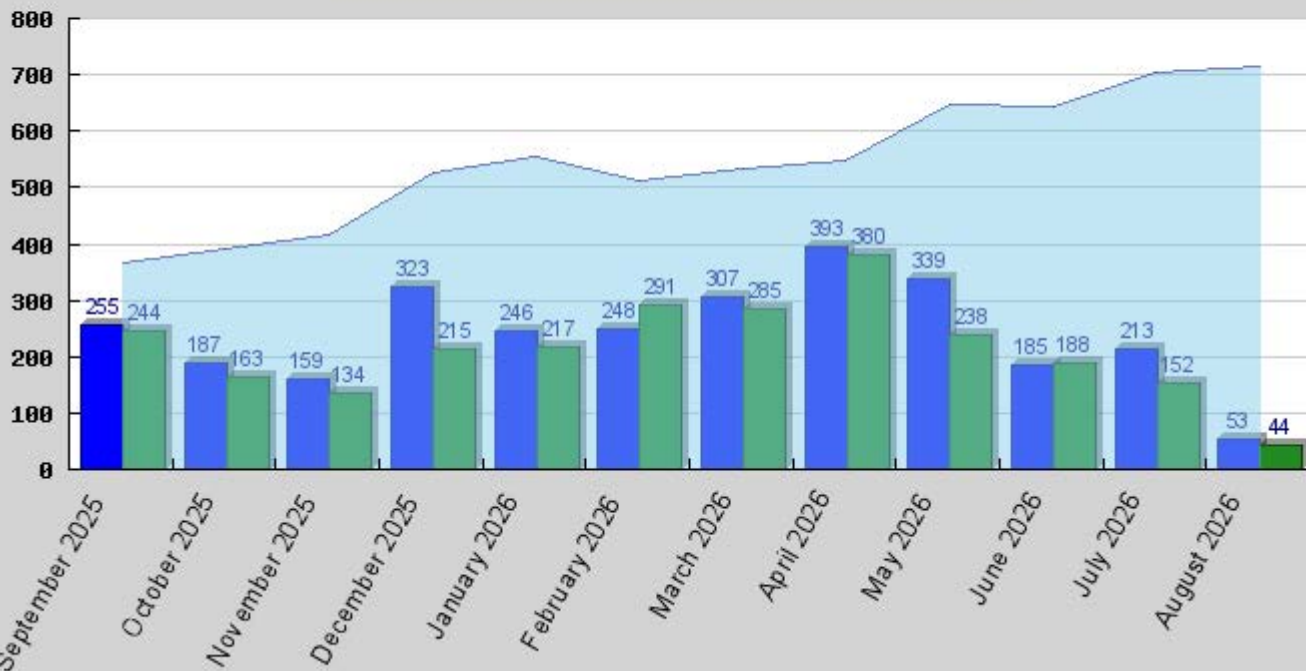
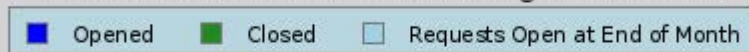
- A. My San Fernando App Work Order Reports
- B. ARPA – Expenditure Plan & Status Report
- C. Expiring Contracts
- D. Legislative Advocacy Updates

One Year Analysis of Opened Requests
Ending August 2026

	25-Sep	25-Oct	25-Nov	25-Dec	26-Jan	26-Feb	26-Mar	26-Apr	26-May	26-Jun	26-Jul	26-Aug	Total
Community Development													
Building Code Violation	4	7	7	4	8	6	3	12	10	5	12	1	79
Homelessness Outreach	9	11	9	19	20	35	11	25	30	4	7	0	180
Property Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0
Total - Community Development	13	18	16	23	28	41	14	37	40	9	19	1	259
Police													
Abandoned Vehicle	9	9	4	10	8	4	6	16	7	11	4	3	91
Illegal Fireworks	3	1	3	1	1	0	0	0	1	3	8	0	21
Total - Police	12	10	7	11	9	4	6	16	8	14	12	3	112
Public Works													
Bus Stop/Shelter Maintenance	0	0	0	0	0	0	0	0	1	1	0	1	3
City Trees	50	9	7	4	4	4	6	14	42	13	22	4	179
Graffiti and Sign Posting on P	56	50	32	79	58	82	102	103	72	51	61	17	763
Graffiti on Private Property	19	14	4	37	8	21	15	64	40	16	19	2	259
Illegal Dumping and Litter	63	50	56	87	67	44	59	53	56	44	34	11	624
Park Maintenance	1	5	3	7	1	0	3	3	7	1	10	3	44
Sidewalk Repair	8	1	6	9	4	6	6	10	8	7	6	0	71
Storm Drain and Flooding	0	1	0	3	0	0	1	2	0	4	1	0	12
Street Lighting	8	12	15	30	36	20	20	19	16	5	3	2	186
Street Repair	6	1	5	12	17	12	10	8	13	6	3	2	95
Street Signage	6	7	3	14	5	8	55	55	28	7	20	7	215
Traffic Signal	13	9	5	7	9	6	10	9	8	7	3	0	86
Total - Public Works	230	159	136	289	209	203	287	340	291	162	182	49	2537
All Topics													
Total All Topics	255	187	159	323	246	248	307	393	339	185	213	53	2908

Open Vs. Closed Requests by Month

For Date Period 09/01/2025 through 08/31/2026



ARPA Expenditure Plan & Status Report

ITEM	STATUS	PROJECT/PROGRAM	BUDGETED	SPENT	CONTRACTED
1	Complete	Annual Street Repavement - Phase II	1,007,232	1,007,232	-
2	Complete	COVID-19 Relief/Response Reimbursement	205,940	205,940	-
3	Complete	Layne Park Revitalization Project	200,000	200,000	-
4	Complete	Council Chambers/AV Upgrade	24,981	24,981	-
5	In Progress	Upper Reservoir Project	850,000	778,612	71,388
6	In Progress	Homeless Outreach Services	300,000	297,531	2,469
7	Complete	Pioneer Park Project	255,235	255,235	-
8	In Progress	Downtown Master Plan	250,000	164,338	85,662
9	Complete	Annual Street Repavement - Phase III	250,000	250,000	-
10	In Progress	Technology Improvements	179,845	54,356	125,490
11	In Progress	Las Palmas & Rec Park Generator Project	150,000	113,452	36,548
12	In Progress	City Mobile App - Virtual San Fernando	148,101	95,886	52,215
13	Complete	Feasibility Study - New City Park Space	49,592	49,592	-
14	In Progress	Sidewalk Repairs	1,016,991	919,395	103,752
15	In Progress	First Time Home Buyer & Rehab Loan Program Revolu	50,000	31,128	18,872
21	In Progress	Bus Shelter Project	114,939	114,939	-
16	In Progress	Las Palmas HVAC Project	399,848	392,011	7,837
17	Complete	Citywide Curb Repainting	200,000	200,000	-
18	Complete	City Hall Beautification	99,770	99,770	-
19	Complete	Park IT Server Room Transition	45,611	45,611	-
20	Complete	Wifi at LP & Recreation Park w/Computer Rooms	20,254	20,254	-
Total			5,818,339	\$ 5,320,262	\$ 504,233

NOTE: All funds have been fully contracted by December 31, 2024, per ARPA guidelines. Staff will continue to report on expenditures through the December 31, 2026 deadline.

Contract No.	Effective Date	Expiration Date	Company name	Description of Services	Contract Amount	Dept.
2408	8/4/2025	8/4/2026	UCLA Head Start	Provide individualized support in school readiness, health, resources, and quality services for infant, toddlers, pregnant women, and their families	\$0.00	RCS
2413	8/4/2025	8/4/2026	My Valley Pass	City Marketing Campaign	\$25,000.00	CMO
2281	8/5/2024	8/5/2026	Enterprise Fleet Management	Lease of 2024 Chrysler Voyager LX Passenger Van, taxes, titles, registration, destination charges, outfitting to support implementation of SAHMSA grant	\$51,287.95	PW
2507	5/5/2026	8/5/2026	Clean Energy	Assessment of Repairs at CNG Station	\$12,000.00	PW
2464(a)	8/5/2026	8/6/2026	GEC Events	First Amendment to Special Event Production and Support Services	\$10,000.00	CMO
2521	5/19/2026	8/15/2026	James Elliott Entertainment	2026 Summer Concert Performance	\$2,000.00	RCS
2514	4/20/2026	8/22/2026	Stone Soul	Summer Concert Series Entertainment	\$2,500.00	RCS
2522	5/28/2026	8/29/2026	Dominguero	Entertainment for City's 115th Birthday Event	\$2,300.00	RCS
2287(a)	9/1/2025	9/1/2026	Habitat for Humanity of Greater Los Angeles (Habitat LA)	First Amendment to Administer a Home Rehabilitation Program	\$50,000 per yr	CMO
1997	9/20/2021	9/30/2026	Utility Systems Science and Software, Inc.	Professional Services Agreement for Sewer Overflow Monitoring Services	\$46,200.00	PW
2433	10/6/2025	9/30/2026	California Office of Traffic Safety (OTS)	Selective Traffic Enforcement Program (STEP) Grant funds	\$60,000.00	PD
2473	1/5/2026	9/30/2026	University Corporation at California State University, Northridge (CSUN)	Provide Volunteer Income Tax Assistance (VITA) services and Financial Literacy Workshops	\$0.00	RCS
2524	6/17/2026	9/30/2026	Little John-Reuland Corporation	On Call Electrical Services for Water Division Infrastructure System	\$24,999.00	PW
2434	10/6/2025	10/6/2026	Asociación de Jaliscienses Unidos en Acción (AJUA)	Provide Mexican Consular Services	\$0.00	CMO
2206	10/16/2023	10/16/2026	Paymentus Corporation	Master Services Agreement for electronic/ online Payment Services	Transaction Fee	FIN
2206(a)	9/19/2024	10/16/2026	Paymentus Corporation	Amendment No. 1 to Master Services Agreement for electronic/ online Payment Services (Increasing scope of work)	Transaction Fee	FIN
2302(a)	10/7/2025	10/18/2026	I Ramirez Corp	First Amendment to On-Call Street and Sidewalk Repair Services for Water Division	\$4,800 no more than \$24,999/yr	PW
2299(a)	11/17/2025	10/21/2026	North Valley Caring Services	First Amendment to Provide Comprehensive Homeless Services	\$279.80	CMO
2300(b)	11/17/2025	10/21/2026	Home Again LA	Second Amendment to Provide Comprehensive Homeless Services and Financial Assistance Program	\$298,184.00	CMO
2122	10/23/2022	10/23/2026	BKK Working Group	Second Tolling Agreement - Successor Agreement to 2019 Agreement that tolled any Applicable Statute of Limitations governing Claims that could Assert against City or vice versa	-	ADM

2301	10/7/2024	10/31/2026	Acorn Technology Services	Provide Information Technology Managed Services	Initial: \$428,200 1st ext: \$260,405 2nd Ext: \$278, 102 3rd Ext: \$268,971	FIN
2301(a)	10/6/2025	10/31/2026	Acorn Technology Services	First Amendment to Provide Information Technology Managed Services (Expanding Scope of Work to Include M365 Migration)	Initial: \$428,200 1st ext: \$260,405 2nd Ext: \$278, 102 3rd Ext: \$268,971	FIN
2569	7/1/2026	10/31/2026	Moore & Associates	Federal Transit Administration (FTA) Title VI Program Plan Development	\$16,464.00	PW
2448	11/1/2025	11/1/2026	CoStar	License for Real Estate Data Website	\$500.00	CD
2562	10/24/2026	11/3/2026	Los Angeles County Registrar/Recorder	Check-In Center Plan November 3, 2026 General Election at Lot 6N	\$0.00	CLK
2494	3/18/2026	11/9/2026	Los Angeles County Registrar-Recorder/County Clerk (Elections)	Vote Center Facility Use Agreement for Recreation Park, Multi-Purpose Room for June 2, 2026 Election	\$0.00	CLK
2495	3/18/2026	11/9/2026	Los Angeles County Registrar-Recorder/County Clerk (Elections)	Vote Center Election Plan for Recreation Mark, Multi-Purpose Room for June 2, 2026 Election	\$0.00	CLK
2496	3/18/2026	11/9/2026	Los Angeles County Registrar-Recorder/County Clerk (Elections)	Vote Center Facility Use Agreement for Las Palmas Park, Arts and Crafts Room for June 2, 2026 Election	\$0.00	CLK
2497	3/18/2026	11/9/2026	Los Angeles County Registrar-Recorder/County Clerk (Elections)	Vote Center Election Plan for Las Palmas Park, Arts and Crafts Room for June 2, 2026 Election	\$0.00	CLK
2038(a)	11/19/2024	11/19/2026	Michael Baker International	First Amendment for CDBG Program Implementation and Administration Services (Utilizing (2) one-yr extensions	\$60,895.00	ED
2214	11/28/2023	11/30/2026	Susan Saxe-Clifford and Associates	Psychological and Fitness for Duty Evaluations for Police Officer applicants, current staff, and Concealed Carry Weapon (CCW) license evaluations for CCW applicants.	\$35,000.00	PD
2205(b)	12/5/2025	12/5/2026	Initiating Change in Our Neighborhoods Community Development Corporation (ICON CDC)	Second Amendment to MOU to Provide Free Services to entrepreneur and Small Business Owner in the City	\$0.00	CMO
2046(b)	12/1/2025	12/6/2026	GMU Pavement Engineering Services	Second Amendment to Pavement Design Services	\$450,000 annually	PW
2044(c)	1/14/2026	12/6/2026	CWE	Third Amendment to Water and Wastewater Engineering Services	\$1,000,000.00	PW
1875(b)	1/1/2024	12/31/2026	Los Angeles Department of Water and Power, Crescenta Valley Water District, Cities of Glendale, Burbank, and San Fernando	Amendment No. 2 to the Cost Sharing Agreement Regarding the Allocation of Costs of Watermaster Services and Watermaster's Legal Services for the Upper Los Angeles River Area Groundwater Basins (ULARA)	-	ADM
2286	9/3/2024	12/31/2026	TreePeople	Project Management, Grant Administration, Community Engagement, and Landscape Planting for Carlisle Green Alley Project, CNRA - UG2106-0, Job No. 7628, Plan No. P-745	\$270,020.00	PW
2309	10/21/2024	12/31/2026	Precision Concrete Cutting	Sidewalk Assessment, Repair and Maintenance Services (Cooperative Purchase: Keystone Purchasing Network Contract No. KPN-202201-04)	\$1,006,900.00	PW
2041(a)	11/18/2024	12/31/2026	Bear Communications, Inc. dba BearCom	First Amendment to City-Wide Radio System and Wireless broadband Video Network Maintenance Services, and Installation and Maintenance of Security Camera System and Access Control System (Extending Scope of Work and increasin compensation)	\$910,062.00	PD
2107(b)	11/5/2025	12/31/2026	RJM Design Group	Second Amendment for Design of Las Palmas Park Revitalization Project	\$490,121.00	RCS

2147(d)	12/24/2025	12/31/2026	Dudek	Fourth Amendment for Downtown Master Plan	\$297,675.00	CD
2424(a)	3/25/2026	12/31/2026	Civiltec Engineering, Inc.	First Amendment for Engineering Services for Well 2A Nitrate Treatment System	\$435,148.50	PW
2475	1/20/2026	1/20/2027	Strategic Leadership Consultants (SLC)	SFPD Consulting Services for the Police Department's Implements of Policy, Accountability, Culture, and Risk-management Reforms	\$50,000.00	PD
2477	1/20/2026	1/31/2027	The Merino Group	Public Relations and Crisis Communications Consulting Services	\$55,000.00	CMO
2518	6/8/2026	1/31/2027	Civiltec Engineering, Inc	Development of an America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment and Emergency Response Plan	\$24,935.00	PW
1731(b)	8/15/2022	2/14/2027	Republic Services	Solid Waste Collection Services (3 year extension)	-	PW
2493	4/6/2026	2/15/2027	R3 Consulting Group, Inc.	Solid Waste Management Consulting Services	\$174,970.00	PW



To: Mayor Victoria Garcia and Councilmembers

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

Date: August 17, 2026

Subject: Summary of 2026 Legislative Advocacy & Funding Request Letters

Legislative Activity

Below are legislative advocacy letters submitted in accordance with the City's Legislative Advocacy Policy and Platform (January 1, 2026 – Present):

1. **Oppose LA County Motion (Mitchell)** re: General Sales Tax Increase to Offset Healthcare Funding Shortfall (2/4)
2. **Oppose AB 1768 (Bryan)** - Transactions and Use Taxes: Los Angeles County (5/21)
3. **Support for SB 1270 (Richardson)** - Wildfire mitigation program: financial assistance to counties (5/27)
4. **Support SB 1422 (Durazo)** – Medi-Cal Eligibility: Immigration Status (5/27)
5. **Support AB-2600 (Bonta)** – Immigration: Access to Legal Counsel (5/27)
6. **Letter to Metro over SB 79 Concerns** – Regarding concerns over future Metrolink double-tracking triggering an SB 79 zone in the City (6/30)
7. **Support Proposition 36 Funding** – Support Request for \$400 Million in Funding for Recovery Support Services and Substance Use Treatment (7/16)
8. **Oppose Governor Proposed Wildfire Recovery Reforms** – Oppose Proposed reform package that would bail out electric utilities and limit how cities can recover damages following a utility-caused wildfire (8/11)

Additionally, the City has submitted letters of support for funding requests and initiatives for the following community-based organizations and legislators (January 1, 2026 – Present):

1. **Habitat LA** – Commemorative Letter for the Los Angeles Builders Ball (2/10)
2. **Congresswoman Rivas, Senator's Schiff and Padilla** – In Support of Pacoima Wash Greenway Segment 1b Project (2/18)
3. **Congresswoman Rivas** - In Support of San Fernando Community Health Community Project Funding Request (3/4)
4. **Congresswoman Rivas** - In Support of Northeast Valley Health Corporation Community Project Funding Request (3/4)
5. **Congresswoman Rivas, Senator's Schiff and Padilla** – In Support of FTBMI's Federal Appropriations Requests (3/11)

Summary of 2026 Legislative Advocacy & Funding Request Letters

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6. **Senator's Schiff and Padilla** - In Support of Northeast Valley Health Corporation Community Project Funding Request (3/11)
7. **Letter to LAUSD** - In Support of Renaming Cesar Chavez Learning Academies (4/8)
8. **Letter to Republic Services** - In Support of Renaming Cesar Chavez Scholarship (4/8)
9. **Substance Abuse and Mental Health Services Administration (SAMSHA)** - El Centro de Amistad Zero Suicide Grant (4/11)
10. **State Senator Menjivar & Assemblymember Rodriguez** - Request to Change the Date of United Farm Workers Day (4/15)
11. **Congresswoman Rivas, Senator's Schiff and Padilla** – Advocating for Congressional Action to Strengthen Investigations into Abuse Against Women (5/27)
12. **Letter to Safe Clean Water LA** - In Support of Pacoima Wash Greenway Segment 1b Project (6/9)
13. **Supervisor Horvath** –Discretionary Funds for Home Again LA Programming (6/24)

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

From: Kanika Kith, City Manager
By: Bonnie Tam, Director of Public Works

Date: August 17, 2026

Subject: Consideration to Approve Memorandum of Agreement with the San Gabriel Valley Council of Governments for Administration and Cost Sharing for Implementing the Coordinated Integrated Monitoring Program and Watershed Management Plan for the Upper Los Angeles River Watershed Management Area

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve the Memorandum of Agreement with the San Gabriel Valley Council of Governments (SGVCOG) (Attachment "A" – Contract No. 2574), and 18 Government Agencies for Administration and Cost Sharing for implementing the Coordinated Integrated Monitoring Program (CIMP) and Watershed Management Plan (WMP) for the Upper Los Angeles River Watershed Management Area (ULAR WMA); and
- b. Authorize the City Manager, or designee, to execute the Agreement and all related documents.

BACKGROUND:

1. On November 8, 2012, the Los Angeles Regional Water Quality Control Board (Regional Board) adopted Order R4-2012-0175, the Municipal National Pollutant Discharge Elimination Systems Permit (MS4 Permit), which became effective on December 28, 2012, and requires the City to maintain compliance with requirements within the permit.
2. On December 2, 2013, the City Council approved participation in the Upper Los Angeles River Enhanced Watershed Management Plan (EWMP) Group (ULAR Group) and authorized the City's participation in the development of a EWMP and the associated CIMP.
3. On August 5, 2015, the Regional Board approved the ULAR CIMP, which includes the City of San Fernando.

Consideration to Approve Memorandum of Agreement with the San Gabriel Valley Council of Governments for Administration and Cost Sharing for Implementing the Coordinated Integrated Monitoring Program and Watershed Management Plan for the Upper Los Angeles River Watershed Management Area

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4. On April 20, 2016, the Regional Board approved the ULAR EWMP, which includes the City of San Fernando.
5. On May 4, 2016, the City of San Fernando, and 18 other government agencies entered into an agreement with the City of Los Angeles (Contract No. 1822) for the administration and cost sharing for the implementation of the CIMP for the ULAR Group. City of Los Angeles is the lead for the ULAR Group and manages the completion of all work under this agreement including the those provided by SGVCOG. This agreement expired on June 30, 2018.
6. On June 18, 2018, the City of San Fernando, and 18 other government agencies entered into an MOA with the City of Los Angeles (Contract No. 1889) for the administration and cost sharing for the implementation of the CIMP for the ULAR Group. This agreement expired on June 30, 2023.
7. On September 11, 2021, the 2021 MS4 Permit became effective superseding the 2012 MS4 Permit.
8. On June 28, 2021, in accordance with the requirements of the 2021 MS4 Permit, a revised WMP was submitted to the Regional Board. The revised WMP incorporated recent monitoring data used to calibrate the model for determining pollutant loading generated by the ULAR Group and, consequently, the City of San Fernando. The Regional Board granted conditional approval of the revised WMP on May 1, 2023.
9. On March 13, 2023, per the requirements within the 2021 MS4 Permit, a revised CIMP was submitted to the Regional Board and received approval on June 25, 2026.
10. On June 20, 2023, the City of San Fernando, and 18 other government agencies entered into an MOA with the City of Los Angeles (Contract No. 2168) for the administration and cost sharing for the implementation of the CIMP for the ULAR Group. This agreement expired on June 30, 2026.

ANALYSIS:

The Los Angeles River receives drainage from an 834-square mile area of central and eastern Los Angeles County and extends 55 miles across urbanized areas of the San Fernando and west San Gabriel Valleys. The River flows through residential, commercial, and industrial areas before becoming the Los Angeles River estuary, which empties into San Pedro Bay.

The purpose of a Coordinated Integrated Monitoring Program (CIMP) is to outline the process for collecting data to meet the goals and requirements of the monitoring and reporting program and

Consideration to Approve Memorandum of Agreement with the San Gabriel Valley Council of Governments for Administration and Cost Sharing for Implementing the Coordinated Integrated Monitoring Program and Watershed Management Plan for the Upper Los Angeles River Watershed Management Area

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provide data to guide water quality program management decisions. The Watershed Management Plan (WMP) is a document that will provide a road map for the City to simultaneously comply with federal water quality mandates, improve the quality of rivers, creeks and beaches, and address current and future regional water supply challenges.

The City of Los Angeles is the lead for the ULAR WMG and manages the completion of all work under this agreement and contracted with the San Gabriel Valley Council of Governments (SGVCOG) for consulting services and financial management of the current Memorandum of Agreement (MOA). The City of San Fernando has been a member of the ULAR Group and has been a party to these agreements since 2013. The proposed MOA will retain the services of SGVCOG and maintain the same financial and administrative structure as the expiring MOA. The SGVCOG charges an annual fee for their services, which is included in the cost sharing of the MOA. The 18 government agencies (including the City of San Fernando) that are a part of the MOA will continue to share the cost for services provided by SGVCOG based on the land area percentage of each agency in the ULAR WMA; the City of San Fernando's land area percentage is 0.49%. This MOA benefits member cities primarily by sharing the cost and administrative burden of regional stormwater compliance rather than having each city manage the work independently.

The City of Los Angeles has performed monitoring and WMP activities within the ULAR WMA for the last three (3) years and proposes to continue to perform the monitoring and WMP services for the three (3) year term of the new MOA, which is through Fiscal Year (FY) 2028-2029, and as needed through the additional two (2) one-year extensions, FY 2029-2030 and FY 2030-2031.

Coordinated Integrated Monitoring Program (CIMP) Related Costs.

The proposed MOA covers a wide range of monitoring services such as receiving water monitoring, stormwater outfall monitoring, non-stormwater outfall monitoring, data management, maintenance activities (including equipment maintenance and replacement), development of monitoring sections of the Annual Report, and any additional activities, revisions, and/or requirements related to the CIMP. The City of Los Angeles is assigned as the lead agency responsible for completing the monitoring services and the costs of the monitoring services will be divided among the 18 participating agencies according to applicability of the monitoring requirements to each agency.

Watershed Management Plan (WMP) Related Costs.

The MOA covers a wide range of WMP-related services which must be divided among the 18 government agencies joining in this agreement. Services that are being funded through this portion of the MOA are:

1. The cost of preparing the ULAR Group annual and semi-annual reports, which are required by the Regional Board;

Consideration to Approve Memorandum of Agreement with the San Gabriel Valley Council of Governments for Administration and Cost Sharing for Implementing the Coordinated Integrated Monitoring Program and Watershed Management Plan for the Upper Los Angeles River Watershed Management Area

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2. The Adaptive Management review of the WMP that is required to be submitted with the ROWD;
3. Effort associated with the Trash Monitoring and Reporting Plan for the Los Angeles River Trash Total Maximum Daily Load (TMDL);
4. Any necessary revisions to the WMP;
5. Website management (lastormh20.org);
6. The ULAR Group's California Stormwater Quality Association (CASQA) Annual Membership; and
7. Potential penalties or fines from the Regional Board for Permit Notices of Violation or similar violations.

To ensure the City's continued participation in the ULAR Watershed Management Group and uninterrupted compliance with the Regional Board's monitoring and reporting requirements, staff recommends entering into the proposed MOA.

BUDGET IMPACT:

Under the terms of the Agreement, the City's annual cost share, based on the City's land area percentage (0.49%) in the ULAR WMA, is as follows:

Fiscal Year	Cost Share
2026-2027	\$7,692
2027-2028	\$7,565
2028-2029	\$9,229
2029-2030	\$7,645
2030-2031	\$7,770
5-Year Total	\$39,901

The annual cost share fee will be funded from General Fund (Fund 001). The FY 2026-2027 Adopted Budget included appropriations in the General Fund for the Public Works Department. Funding for subsequent years will be considered through the City's budget development process and presented to the City Council for consideration.

Consideration to Approve Memorandum of Agreement with the San Gabriel Valley Council of Governments for Administration and Cost Sharing for Implementing the Coordinated Integrated Monitoring Program and Watershed Management Plan for the Upper Los Angeles River Watershed Management Area

Page 5 of 5

CONCLUSION:

Staff recommends that the City Council approve the Memorandum of Agreement with the SGVCOG, and 18 Government Agencies for Administration and Cost Sharing for implementing the CIMP and WMP for the ULAR WMA; and authorize the City Manager, or designee, to execute the Agreement and all related documents. Sufficient appropriation is included in the Public Works Department's FY 2026–2027 budget to cover the anticipated expenses. Funding for subsequent fiscal years will be requested through the City's annual budget development process.

ATTACHMENTS:

A. Contract No. 2574

MEMORANDUM OF AGREEMENT

BETWEEN THE CITY OF LOS ANGELES, THE CITY OF ALHAMBRA, THE CITY OF BURBANK, THE CITY OF CALABASAS, THE CITY OF GLENDALE, THE CITY OF HIDDEN HILLS, THE CITY OF LA CANADA FLINTRIDGE, THE CITY OF MONTEBELLO, THE CITY OF MONTEREY PARK, THE CITY OF PASADENA, THE CITY OF ROSEMEAD, THE CITY OF SAN FERNANDO, THE CITY OF SAN GABRIEL, THE CITY OF SAN MARINO, THE CITY OF SOUTH EL MONTE, THE CITY OF SOUTH PASADENA, THE CITY OF TEMPLE CITY, LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, THE COUNTY OF LOS ANGELES, AND THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM (CIMP) AND WATERSHED MANAGEMENT PROGRAM (WMP) FOR THE UPPER LOS ANGELES RIVER WATERSHED MANAGEMENT AREA

This Memorandum of Agreement (MOA), including its attachments, exhibits and schedules, is made and entered into as of July 1st, 2026, by and between The SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG), a California Joint Powers Authority, THE CITY OF LOS ANGELES (CITY), a municipal corporation, THE CITY OF ALHAMBRA, a municipal corporation, THE CITY OF BURBANK, a municipal corporation, THE CITY OF CALABASAS, a municipal corporation, THE CITY OF GLENDALE, a municipal corporation, THE CITY OF HIDDEN HILLS, a municipal corporation, THE CITY OF LA CANADA FLINTRIDGE, a municipal corporation, THE CITY OF MONTEBELLO, a municipal corporation, THE CITY OF MONTEREY PARK, a municipal corporation, THE CITY OF PASADENA, a municipal corporation, THE CITY OF ROSEMEAD, a municipal corporation, THE CITY OF SAN FERNANDO, a municipal corporation, THE CITY OF SAN GABRIEL, a municipal corporation, THE CITY OF SAN MARINO, a municipal corporation, THE CITY OF SOUTH EL MONTE, a municipal corporation, THE CITY OF SOUTH PASADENA, a municipal corporation, THE CITY OF TEMPLE CITY, a municipal corporation, LOS ANGELES COUNTY FLOOD CONTROL DISTRICT (LACFCD), a body corporate and politic, and the COUNTY OF LOS ANGELES (COUNTY), a political subdivision of the State of California. Collectively, these entities shall be known herein as PARTIES or individually as PARTY.

RECITALS

WHEREAS, the U.S. Environmental Protection Agency (USEPA) and the California Regional Water Quality Control Board, Los Angeles Region (Regional Board) have classified the Greater Los Angeles County Municipal Separate Storm Sewer System (MS4) as a large MS4 pursuant to 40 Code of Federal Regulations (CFR) section 122.26(b)(4) and a major facility pursuant to 40 CFR section 122.2; and

WHEREAS, the Regional Board adopted the 2021 Regional Phase I MS4 Permit Order No. R4-2021-0105 on July 23, 2021; and

WHEREAS, the 2021 MS4 Permit became effective on September 11, 2021, and requires the COUNTY, LACFCD, and 85 cities within the coastal watersheds of Los Angeles County, the Ventura County Watershed Protection District, the County of Ventura, and 10 cities within Ventura County to comply with its prescribed elements; and

WHEREAS, the MS4 Permit identifies the PARTIES as MS4 permittees responsible for compliance with the Permit's requirements pertaining to the PARTIES' collective jurisdictional area in the Upper Los Angeles River Watershed Management Area as identified in Exhibit D of this MOA; and

WHEREAS, the CITY and the cities of Alhambra, Burbank, Calabasas, Glendale, Hidden Hills, La Canada Flintridge, Montebello, Monterey Park, Pasadena, Rosemead, San Fernando, San Gabriel, San Marino, South El Monte, South Pasadena, and Temple City and LACFCD and the COUNTY formed the Upper Los Angeles River Watershed Management Group (ULAR WMG) to collaborate on the Watershed Management Program (WMP) and the Coordinated Integrated Monitoring Program (CIMP) in accordance with the MS4 Permit, with the CITY serving as the ULAR WMG Lead Agency; and

WHEREAS, the first WMP was submitted to the Regional Board by the PARTIES on June 25, 2015, and was approved by the Regional Board on April 20, 2016; and

WHEREAS, a revised WMP was submitted to the Regional Board on June 28, 2021, and was approved by the Regional Board on April 2, 2024; and

WHEREAS, the first CIMP was submitted to the Regional Board by the PARTIES on April 30, 2015, and was approved by the Regional Board on August 5, 2015; and

WHEREAS, a revised CIMP was submitted to the Regional Board on March 13, 2023, and was approved by the Regional Board on June 25, 2026; and

WHEREAS, the PARTIES have agreed to cooperatively share and fully fund the estimated costs of the implementation of the CIMP and WMP; and

WHEREAS, the PARTIES agree that each shall assume full and independent responsibility for ensuring its own compliance with the MS4 Permit notwithstanding this MOA; and

WHEREAS, the PARTIES desire to have the SGVCOG: (a) invoice and collect funds from each of the PARTIES to cover the costs of MONITORING SERVICES and WMP-RELATED TASKS as detailed in Exhibit A hereto, and pay the same to the CITY; (b) perform tasks identified in CONTRACT ADMINISTRATION in Exhibit A hereto;

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the PARTIES, and of the promises contained in this MOA, the PARTIES agree as follows:

Section 1. Recitals. The recitals set forth above are true and correct and fully incorporated into this MOA.

Section 2. Purpose. The purpose of this MOA is to cooperatively fund the MONITORING SERVICES and WMP-RELATED TASKS, as set forth in Exhibit A of this MOA.

Section 3. Cooperation. The PARTIES shall fully cooperate with one another to attain the purposes of this MOA.

Section 4. Voluntary. The PARTIES have voluntarily entered this MOA for the implementation of the MONITORING SERVICES and WMP-RELATED TASKS and authorize SGVCOG to administer the cost-sharing.

Section 5. Term. This MOA shall become effective on July 1, 2026, and shall remain in effect for three (3) years up to and including June 30, 2029. The MOA may be extended, through mutual agreement of the PARTIES, for up to two (2) additional one (1) year terms.

Section 6. Commitment. Once effective, the PARTIES agree to uphold the promises contained in this MOA for the duration of the agreed upon term. The PARTIES agree that costs, expenses, fees, liabilities, and obligations incurred by the CITY in performing MONITORING SERVICES in accordance with Tables 2-2B(i) of Exhibit B and WMP-RELATED TASKS in accordance with Table 3-3B of Exhibit B prior to the execution date of this MOA but after July 1, 2026, shall be cost-shared under this Agreement according to the amounts specified in Exhibit B and shall be included in the first invoice.

Section 7. THE PARTIES AGREE:

- a. Monitoring Services. The CITY will perform the MONITORING SERVICES, as defined in Exhibit A.
- b. WMP-Related Tasks. The CITY and the SGVCOG will perform the WMP-RELATED TASKS, as defined in Exhibit A.
- c. Reporting. Each PARTY hereto authorizes the CITY to prepare and submit reports to the Regional Board as required by the MS4 Permit. In addition, the CITY will submit to the PARTIES the data used to prepare the reports. This data will be transmitted electronically to all PARTIES and as requested by the Regional Board. The CITY will provide sufficient time for the PARTIES to review the reports prepared prior to submission to the Regional Board. The CITY shall consider incorporating such comments received and answering a PARTY's questions to the best of its abilities prior to its submittal to the Regional Board. Any comments received related to a PARTY's compliance determinations will be addressed or provided a response from the CITY prior to submittal to the Regional Board.

- d. Contract Administration. The SGVCOG will be responsible for CONTRACT ADMINISTRATION, as defined in Exhibit A.
- e. Communication. To the extent the PARTIES have communications related to CONTRACT ADMINISTRATION as defined in Exhibit A, such communications shall be directed to the SGVCOG. Communications concerning MONITORING SERVICES and WMP-RELATED TASKS under this Agreement shall be directed to the CITY. Written notice will be provided to the PARTIES should contact information for the SGVCOG and/or the ULAR WMG lead agency change.
- f. Contracting. The PARTIES contemplate that other individual NPDES permit holders may wish to participate in the MONITORING SERVICES without being a party to this MOA. If another NPDES permittee wants to participate in the MONITORING SERVICES, the SGVCOG may enter a separate, individual agreement with such individual NPDES permittee. The individual NPDES permittee will not become a party to this MOA but will be responsible for its proportionate share of the costs for those MONITORING SERVICES. If other individual NPDES permit holders' participation modifies the PARTIES' proportionate cost share, each PARTY'S proportional payment obligation shall be modified administratively in Exhibit B.

Section 8. Invoicing and Payment.

- a. Invoicing. The SGVCOG will invoice all PARTIES, except the CITY, annually in amounts not exceeding the invoice amounts shown in Table 1 of Exhibit B. The annual invoices will be issued by the SGVCOG to the PARTIES in July of each calendar year for their proportional share of the estimated cost for MONITORING SERVICES and WMP-RELATED TASKS, including SGVCOG's Contract Management Fee, for the fiscal year, as shown in Exhibit B. The first invoice will be issued in July 2026 or upon the execution of this Agreement, whichever is later. The PARTIES hereby acknowledge and ratify services performed on or after the earlier of July 1st, 2026 or the date of the last signature of the PARTIES that are performed in accordance with the terms and conditions of the MOA. Such services shall be included in the first invoice and reimbursable pursuant to this MOA.
 - i. CITY Invoicing. The SGVCOG shall invoice the CITY annually in amounts not exceeding the invoice amounts shown in Table 3 and Table 4 of Exhibit B ("Annual Invoice"). The Annual Invoice will be issued by the SGVCOG to the CITY in July of each calendar year for its proportional share of the estimated cost of WMP-RELATED TASKS, including the SGVCOG's Contract Management Fee, for the fiscal year, as shown in Table 3 and Table 4 of Exhibit B. The first invoice will be issued in July 2026 or upon the execution of this Agreement, whichever is later. The CITY and the SGVCOG hereby acknowledge and ratify services performed on or after the earlier of July 1st, 2026, or the date of the last signature of the PARTIES

that are performed in accordance with the terms and conditions of the MOA. Such services shall be included in the first invoice and reimbursable pursuant to this MOA. The CITY shall not be subject to Sections 8(c) or 8(d).

- ii. CITY Reimbursement. The CITY and SGVCOG shall complete a reconciliation process consistent with the one outlined in Section 8(h) on an annual basis. Upon completion of the reconciliation, CITY shall invoice SGVCOG for reimbursement due to the CITY for that fiscal year. SGVCOG shall pay the CITY within sixty (60) days of receipt of the invoice from the CITY. If the CITY has not remitted payment to SGVCOG for its Annual Invoice by the completion of the annual reconciliation, the SGVCOG shall deduct the CITY's share for MONITORING SERVICES and the amount of the Annual Invoice from the CITY's reimbursement.
- b. Annual Payment. Each PARTY, excluding the CITY, shall pay the SGVCOG for their invoice within sixty (60) days of receipt of the invoice from the SGVCOG.
- c. Late Payment Penalty. Any payment that is not received within sixty (60) days following receipt of the invoice from SGVCOG shall be subject to a late payment of 10%. Interest on any late payments shall accrue at the rate of 1% per month for each month a payment is past due.
- d. Delinquent Payments. A payment not made within three hundred and sixty-five (365) days after receipt of the invoice from the SGVCOG shall result in the SGVCOG notifying the Regional Board and the PARTIES that the delinquent PARTY is no longer a participating member of the CIMP or WMP. The PARTY shall be deemed to have withdrawn from this MOA and the remaining PARTIES' cost share allocation shall be adjusted in accordance with the cost allocation formula in Table 1 of Exhibit B. Withdrawal shall not relieve a PARTY's obligation to pay its proportionate share of costs that were due at the time of the deemed withdrawal.
- e. Contingency. Each PARTY's annual invoice will include a contingency of fifteen percent (15%) for MONITORING SERVICES and fifteen percent (15%) for WMP-RELATED TASKS, as shown in Exhibit B. Contingency funds will be held by SGVCOG until such time as they are needed. Contingency funds that are used will be applied to each PARTY based on its proportional share. No PARTY will be obligated to pay for additional expenditures which exceed its contingency amounts without an amendment to this MOA.
 - i. Monitoring Services Contingency. The CITY shall have access to the MONITORING SERVICES Contingency, for paying for or otherwise implementing the MONITORING SERVICES defined in Exhibit A of this MOA. The CITY shall notify the PARTIES before use of the MONITORING SERVICES Contingency is appropriate or required as soon as practicable

but any failure to notify any PARTY or the PARTIES shall not alter, eliminate, or affect the CITY's right to payment. The CITY will indicate the amount of MONITORING SERVICES Contingency used in its applicable invoice(s) to SGVCOG for implementation of the MONITORING SERVICES. Should the CITY determine in its reasonable discretion that the MONITORING SERVICES Contingency not be necessary for MONITORING SERVICES, the PARTIES may administratively shift these funds to be used for WMP-RELATED TASKS, consistent with Sections 8(f) and 9(c).

- ii. WMP-Related Tasks Contingency. The PARTIES may utilize WMP-RELATED TASKS Contingency to complete projects consistent with the WMP-RELATED TASKS defined in Exhibit A. To utilize WMP-RELATED TASKS Contingency for a particular purpose or task, the ULAR WMG must come to a majority consensus, using the process defined in Section 9(c), as to whether use of the contingency for the purpose or task proposed is appropriate, as well as the process by which such purpose or task will be implemented. SGVCOG shall reimburse the entity responsible for implementing the approved purpose or task with WMP-RELATED TASKS Contingency. Should the WMP-RELATED TASKS Contingency not be necessary for WMP-RELATED TASKS, the PARTIES may administratively shift these funds to be used for MONITORING SERVICES, consistent with Sections 8(f) and 9(c).
 - iii. Other Uses of Contingency. A PARTY or the PARTIES may utilize all or a portion of the MONITORING SERVICES Contingency and WMP-RELATED TASKS Contingency to pay for any penalties or fines assessed by the Regional Board. The PARTIES shall agree upon an approach pursuant to the process in Section 9(c) to utilize these funds for this purpose.
- f. Shifting of Funds. The PARTIES may shift funds collected under this MOA between MONITORING SERVICES and WMP-RELATED TASKS administratively, without an amendment to this MOA, provided that the overall amount does not exceed the total not-to-exceed amount of this MOA or a PARTY'S annual proportional cost, as set forth in Table 1 of Exhibit B, and if approved by a majority consensus, using the process defined in Section 9(c). Should the CITY require a shift in funds between MONITORING SERVICES and WMP-RELATED TASKS to implement the MONITORING SERVICES and WMP-RELATED TASKS, it shall notify the SGVCOG before shifting these funds.
- g. Contract Management Fee. The SGVCOG will receive a Contract Management Fee of \$100,000 per year for administration of this MOA by the SGVCOG. Each PARTY will be assessed its proportionate share of the annual Contract Management Fee as shown in Table 4 of Exhibit B.

- h. Reconciliation of this MOA. SGVCOG and CITY will provide the PARTIES with an annual accounting of expenditures for the prior fiscal year, generally consistent with the format shown in Exhibit E. The annual accounting is intended to provide transparency regarding funds received, expenditures incurred, and any remaining balances associated with the WMG activities. At the end of the MOA, SGVCOG will provide the PARTIES with an accounting of actual expenditures, consistent with the format as shown in Exhibit E, within ninety (90) days of receipt of the necessary information from the CITY. Any unexpended funds held by SGVCOG at the termination of this MOA will be rolled over to cover expenses in any subsequent MOA. PARTIES may request in writing a refund or credit of any unexpended funds by the SGVCOG, in accordance with the distributed cost formula set forth in Table 1 of Exhibit B.

Section 9. THE PARTIES FURTHER AGREE:

- a. Documentation. The PARTIES agree to promptly provide at no cost to the CITY all requested information and documentation required by the MS4 Permit in their possession that the CITY, in its discretion, deems to be necessary or helpful for the performance of the MONITORING SERVICES and WMP-RELATED TASKS.
- b. Access. During the term of this MOA on an as-needed basis, each PARTY shall allow the CITY or its contractor reasonable access and entry to land, facilities and structures owned, operated, or controlled by the PARTY, which access and entry are necessary or helpful for the CITY or its contractor to perform MONITORING SERVICES and WMP-RELATED TASKS (FACILITIES). The FACILITIES shall include but not be limited to the PARTY's storm drains, channels, catch basins, and similar, provided, however, that prior to entering any of the PARTIES' FACILITIES, the CITY or its contractor, as applicable, shall provide seventy-two (72) hours' advance written notice of entry to the applicable PARTY, or in the cases where seventy-two (72) hours' advance written notice is not possible, such as in cases of unforeseen wet weather, the CITY or its contractor shall provide written notice to the applicable PARTY as early as reasonably possible. Any PARTY, including LACFCD, agrees to provide the CITY or its contractor a "no-fee" Access Permit to its FACILITIES. This Access Permit does not cover any fees that may be required for Construction Permits for the installation of permanent monitoring equipment. The CITY shall secure any required necessary permits prior to entry.
- c. Consensus. The PARTIES agree that consensus in the ULAR WMG will be determined by a two-third supermajority (66.66%) voting of the ULAR WMG members based on each PARTY's percentage land area of the Watershed as shown in Exhibit D. Consensus shall be reached using an email vote of ULAR WMG members. Any PARTY that does not respond to a vote within five (5) business days, shall be considered to support the majority consensus.
- d. Participation. Each PARTY shall designate an individual to provide representation

at the ULAR WMG that is authorized to provide official input on behalf of the PARTY. Each PARTY shall ensure that a representative attends the ULAR WMG meetings and, if necessary, responds to email communication.

- e. Additional Activities. The PARTIES agree that additional activities may arise in the course of implementing this MOA, and there may be interest in utilizing funds collected through this MOA or pursuing additional funds, to complete those projects, including but not limited to the Safe Clean Water Program, the payment of a penalty or fine from the Regional Board, or unforeseen new requirements issued by the Regional Board. The ULAR WMG, led by the ULAR WMG Lead Agency, shall discuss and determine additional activities to be completed and the implementation approach to completing those projects. The ULAR WMG will determine which activities to pursue in accordance with the consensus process defined in Section 9(c). Any other PARTY that does not desire to participate in an additional activity can submit a written request to the SGVCOG that they do not desire to be part of the activity. The non-participating PARTY will not be responsible for its proportionate share of funds to complete the additional project, and the cost will be recalculated amongst the remaining PARTIES.

Section 10. Indemnification. Each PARTY shall indemnify, defend, and hold harmless each other PARTY, on a pro rata basis, including its special districts, their member agencies, elected and appointed officers, employees, agents, attorneys, and designated volunteers from and against any and all liability, including, but not limited to, demands, claims, actions, fees, costs, and expenses (including reasonable attorneys and expert witness fees), arising from or connected with this MOA; provided, however, that no PARTY shall indemnify another PARTY for that PARTY's own negligence or willful misconduct.

Section 11. Termination.

- a. Noticing. Any PARTY may withdraw from this MOA for any reason, in whole or part, by giving the SGVCOG and the Regional Board thirty (30) days' written notice thereof. Withdrawing PARTIES shall remain wholly responsible for their proportional share of the costs of MONITORING SERVICES and WMP-RELATED TASKS for any fiscal year for which the PARTY has not withdrawn. Withdrawing PARTIES shall not be entitled to any refunds. Each PARTY shall also be responsible for the payment of its own fines, penalties or costs incurred as a result of the non-performance of the CIMP and/or WMP. Upon withdrawal by the SGVCOG, the PARTIES shall meet and confer to designate an alternate organization to accept the SGVCOG's responsibilities under this MOA.
- b. Default. If a PARTY fails to comply with any of the terms or conditions of this MOA, that PARTY shall forfeit its rights to the work completed through this MOA, but no such forfeiture shall occur unless and until the defaulting PARTY has first been given notice of its default and a reasonable opportunity to cure the alleged default.

- c. Equipment Ownership. Devices such as automatic sampling stations - inclusive of a cabinet, sampling equipment, ancillary devices, power supplies (EQUIPMENT) may be installed to implement the CIMP. Any PARTY voluntarily terminating membership will not be entitled to a refund for the portion of the share paid to acquire and to operate the EQUIPMENT nor for the remaining value of the EQUIPMENT, if any. The operational life of such EQUIPMENT is approximately seven years, and after which it may be obsolete or may require major remodel or replacement of electrical and mechanical components costing equivalent to the purchase of new EQUIPMENT. The remaining PARTIES agree to own, operate and maintain and or replace the EQUIPMENT.

Section 12. General Provisions.

- a. Notices. Any notices, bills, invoices, or reports relating to this MOA, and any request, demand, statement, or other communication required or permitted hereunder shall be in writing and shall be delivered to the representatives of the PARTIES at the addresses set forth in Exhibit C attached hereto and incorporated herein by reference. PARTIES shall promptly notify each other of any change of contact information, including personnel changes, provided in Exhibit C. Written notice shall include notice delivered via e-mail or fax. A notice shall be deemed to have been received on (a) the date of delivery, if delivered by hand during regular business hours, or by confirmed facsimile or by e-mail; or (b) on the third (3rd) business day following mailing by registered or certified mail (return receipt requested) to the addresses set forth in Exhibit C.
- b. Administration. For the purposes of this MOA, the PARTIES and SGVCOG hereby designate as their respective representatives the persons named in Exhibit C. The designated representatives, or their respective designees, shall administer the terms and conditions of this MOA on behalf of their respective entities. Each of the persons signing below on behalf of a PARTY or the SGVCOG represents and warrants that he or she is authorized to sign this MOA on behalf of such entity.
- c. Relationship of the Parties. The PARTIES to this MOA are, and shall at all times remain as to each other, wholly independent entities. No PARTY shall have power to incur any debt, obligation, or liability on behalf of any other PARTY unless expressly provided to the contrary by this MOA. No employee, agent, or officer of a PARTY shall be deemed for any purpose whatsoever to be an agent, employee, or officer of another PARTY.
- d. Amendment. The terms and provisions of this MOA may not be amended, modified, or waived, except by an instrument in writing signed by all non-delinquent PARTIES and SGVCOG. Such amendments may be executed by those individuals listed in Exhibit C or by a person authorized to execute such amendment on behalf of each PARTY.

- e. Law to Govern. This MOA is governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California. In the event of litigation related to this MOA, venue in the State Superior Court or Federal District Court shall lie exclusively in the County of Los Angeles.
- f. No Presumption in Drafting. The PARTIES to this MOA agree that the general rule that an MOA is to be interpreted against the PARTY drafting it, or causing it to be prepared shall not apply.
- g. Severability. If any provision of this MOA shall be determined by any court to be invalid, illegal, or unenforceable to any extent, then the remainder of this MOA shall not be affected, and this MOA shall be construed as if the invalid, illegal, or unenforceable provision had never been contained in this MOA.
- h. Entire Agreement. This MOA constitutes the entire agreement of the PARTIES to this MOA with respect to the subject matter hereof.
- i. Waiver. Waiver by any PARTY to this MOA of any term, condition, or covenant of this MOA shall not constitute a waiver of any other term, condition, or covenant. Waiver by any PARTY to this MOA of any breach of the provisions of this MOA shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this MOA.
- j. Counterparts. This MOA may be executed in any number of counterparts, which execution may be by electronic means as defined in Civil Code section 1633.2 and each of which shall be an original, but all of which taken together shall constitute but one and the same instrument, provided, however, that such counterparts shall have been delivered to all PARTIES to this MOA.
- k. All PARTIES to this MOA have been represented by counsel in the preparation and negotiation of this MOA. Accordingly, this MOA shall be construed according to its fair language.

IN WITNESS WHEREOF, the PARTIES have caused this MOA to be executed by their duly authorized representatives and affixed as of the date of signature of the PARTIES:

COUNTY OF LOS ANGELES

By:

Mark Pestrella, Director of Public Works

Dated: _____

ATTEST:

Deputy

APPROVED AS TO FORM:

Dawyn R. Harrison
County Counsel

LOS ANGELES COUNTY FLOOD CONTROL DISTRICT

By:

Mark Pestrella, Chief Engineer

Dated: _____

ATTEST:

Deputy

APPROVED AS TO FORM:

Dawyn R. Harrison
County Counsel

CITY OF ALHAMBRA

By:

Jeffrey Koji Maloney, Mayor

Dated: _____

ATTEST:

Lauren Myles
City Clerk

APPROVED AS TO FORM:

Joseph M. Montes, Esq.
City Attorney

CITY OF LOS ANGELES

By:

Steven Kang, President
Board of Public Works

Dated: _____

ATTEST:

Patrice Lattimore
City Clerk

APPROVED AS TO FORM:

Hydee Feldstein Soto
City Attorney

CITY OF BURBANK

By:

Tamala Takahashi, Mayor

Dated: _____

ATTEST:

Justin Hess
City Manager

APPROVED AS TO FORM:

Joseph H. McDougall
City Attorney

CITY OF CALABASAS

By:

James R. Bozajian, Mayor

Dated: _____

ATTEST:

Kristy Buxkemper
City Clerk

APPROVED AS TO FORM:

Pam Lee
City Attorney

THE CITY OF GLENDALE

By:

Ardy Kassakhian, Mayor

Dated: _____

ATTEST:

Roubik Golanian, P.E.
City Manager

APPROVED AS TO FORM:

Michael Garcia
City Attorney

CITY OF HIDDEN HILLS

By:

Joseph Loggia, Mayor

Dated: _____

ATTEST:

Deana L. Gonzalez, CMC
City Clerk

APPROVED AS TO FORM:

Lauren Langer
City Attorney

CITY OF LA CANADA FLINTRIDGE

By:

Daniel Jordan, City Manager

Dated: _____

ATTEST:

Tania Garcia
City Clerk

APPROVED AS TO FORM:

Adrian R. Guerra
City Attorney

CITY OF MONTEBELLO

By:

Georgina Tamayo, Mayor

Dated: _____

ATTEST:

Christopher Jimenez
City Clerk

APPROVED AS TO FORM:

Arnold Alvarez-Glasman
City Attorney

CITY OF MONTEREY PARK

By:

Inez Alvarez, City Manager

Dated: _____

ATTEST:

Maychelle Yee
City Clerk

APPROVED AS TO FORM:

Karl H. Berger
City Attorney

CITY OF PASADENA

By:

Matthew Hawkesworth, Interim City
Manager

Dated: _____

ATTEST:

Mark Jomsky
City Clerk

APPROVED AS TO FORM:

Michele Beal Bagneris, Esq.
City Attorney

CITY OF ROSEMEAD

By:

Interim City Manager

Dated: _____

ATTEST:

Ericka Hernandez
City Clerk

APPROVED AS TO FORM:

Rachel H. Richman
City Attorney

CITY OF SAN FERNANDO

By:

Joel Fajardo, Mayor

Dated: _____

ATTEST:

Julia Fritz
City Clerk

APPROVED AS TO FORM:

Richard Padilla
City Attorney

CITY OF SAN GABRIEL

By:

Mark Lazzaretto, City Manager

Dated: _____

ATTEST:

Julie Nguyen
City Clerk

APPROVED AS TO FORM:

Keith Lemieux
City Attorney

CITY OF SAN MARINO

By:

Tony Chou, Mayor

Dated: _____

ATTEST:

Philippe Eskandar
City Manager

APPROVED AS TO FORM:

Joseph Montes
City Attorney

CITY OF SOUTH EL MONTE

By:

Rene Salas, City Manager

Dated: _____

ATTEST:

Adrian Garcia
City Clerk

APPROVED AS TO FORM:

Susie Altamirano
City Attorney

CITY OF SOUTH PASADENA

By:

Todd Hileman, City Manager

Dated: _____

ATTEST:

Nikima Newsome
Chief City Clerk

APPROVED AS TO FORM:

Roxanne Diaz
City Attorney

CITY OF TEMPLE CITY

By:

William Man, Mayor

Dated: _____

ATTEST:

Peggy Kuo
City Clerk

APPROVED AS TO FORM:

Greg Murphy
City Attorney

SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

By:

Marisa Creter, Executive Director

Dated: _____

ATTEST:

Mackenzie Bolger
Acting Sustainability Manager

APPROVED AS TO FORM:

Cassie Trapesonian
Counsel for the SGVCOG

EXHIBIT A

MOA Scope of Work

The purpose of this MOA is to facilitate compliance with the ULAR WMG with the MS4 Permit. The tasks below outline the broadly expected work anticipated to comply with the Permit.

MONITORING SERVICES

This includes all tasks required to comply with the monitoring requirements established in the MS4 Permit and associated documents. This includes but is not limited to implementation of the ULAR CIMP (Coordinated Integrated Monitoring Program), which includes but is not limited to the following activities:

- Receiving Water Monitoring
- Stormwater Outfall Monitoring
- Non-Stormwater Outfall Monitoring
- Urban Lakes Monitoring
- Data Management
- Capital, Operation, and Maintenance Activities
- Purchasing, maintaining, and replacing equipment (capital costs) necessary for monitoring activities
- Development of the monitoring sections to be included in the Annual Report (e.g. trends analysis, Total Maximum Daily Load (TMDL) attainment, summary of monitoring activities)
- Annual Reconciliation of the MONITORING SERVICES under the MOA.
- This work may include additional activities and requirements based upon the March 2023 CIMP revisions and other future CIMP revisions, and subsequent requirements for the Regional Board.

The CITY is responsible for completing the MONITORING SERVICES in this MOA, including by utilizing consultant support services.

WMP-RELATED TASKS

This includes all tasks required to comply with the MS4 Permit, as well as other work that is determined to advance the PARTIES' efforts in complying with the MS4 Permit. The ULAR WMG is required to complete the following activities as part of the ULAR Watershed Management Program (WMP). This includes but is not limited to the sub-tasks defined below:

- Annual Reporting (including the WMP Progress Report)
- Adaptive Management
- Trash Monitoring and Reporting Plan (TMRP)
- WMP Revisions
- Website management (lastormh2o.org)
- California Stormwater Quality Association (CASQA) Membership
- Coordination with the PARTIES and the Regional Board for MS4 Permit renewal as related to CIMP and WMP implementation
- Potential penalties or fines from the Regional Board for Permit Notices of Violations or other similar violations

Contracts regarding WMP-RELATED TASKS will be administered by the SGVCOG. The lead agency of the ULAR WMG will provide subject-matter expertise and project management support to SGVCOG and its consultants for the purposes of completing this task.

CONTRACT ADMINISTRATION

This includes any and all tasks associated with administering this MOA, including but not limited to the following:

- Facilitate the development of agreements and subsequent amendments for the ULAR WMG.
- Manage procurements, contracting, and contract administration for consultants and contractors, with the lead agency of the ULAR WMG providing subject-matter expertise and project management support. This includes establishing and managing a bench of technical consultants that may be utilized by any PARTY.
- Distribute invoices and collect payment from PARTIES.
- Pay invoices from the City, upon receipt of invoice, as established in Section 8(a) of the MOA.
- Manage the MOA budget in coordination with the lead agency of the ULAR WMG.
- Facilitate the preparation of ULAR WMG administrative procedures by ULAR WMG and ensure compliance with these procedures.
- Annual Reconciliation of WMP-RELATED TASKS under the MOA.

The CONTRACT ADMINISTRATION tasks will be completed by the SGVCOG. Additional tasks may be identified in the process of complying with the Permit, at which point the ULAR WMG would determine the optimal approach to ensuring that the ULAR WMG remains in compliance with all aspects of the MS4 Permit and its associated documents.

EXHIBIT B

MOA Cost Estimates

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Table 1. Distribution of Combined Annual Implementation Costs (CIMP/WMP/CASQA/SGVCOG fee)

Agency	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31	Total (5 years)
LACFCD	\$80,591	\$76,998	\$94,622	\$78,862	\$78,420	\$409,493
City of Los Angeles	\$918,866	\$903,743	\$1,102,469	\$913,352	\$928,264	\$4,766,694
County of Los Angeles	\$234,333	\$215,817	\$261,008	\$234,484	\$221,965	\$1,167,607
City of Alhambra	\$24,756	\$24,348	\$29,703	\$24,608	\$25,010	\$128,425
City of Burbank	\$56,237	\$55,312	\$67,474	\$55,900	\$56,813	\$291,736
City of Calabasas	\$20,303	\$19,969	\$24,360	\$20,181	\$20,512	\$105,325
City of Glendale	\$99,280	\$97,647	\$119,117	\$98,684	\$100,295	\$515,023
City of Hidden Hills	\$4,871	\$4,792	\$5,845	\$4,842	\$4,921	\$25,271
City of La Canada Flintridge	\$28,052	\$27,589	\$33,656	\$27,884	\$28,338	\$145,519
City of Montebello	\$27,149	\$26,702	\$32,575	\$26,987	\$27,427	\$140,840
City of Monterey Park	\$25,098	\$24,684	\$30,113	\$24,947	\$25,354	\$130,196
City of Pasadena	\$75,041	\$73,807	\$90,036	\$74,591	\$75,808	\$389,283
City of Rosemead	\$16,780	\$16,505	\$20,134	\$16,680	\$16,953	\$87,052
City of San Fernando	\$7,692	\$7,565	\$9,229	\$7,645	\$7,770	\$39,901
City of San Gabriel	\$13,406	\$13,184	\$16,083	\$13,325	\$13,543	\$69,541
City of San Marino	\$12,214	\$12,013	\$14,654	\$12,140	\$12,338	\$63,359
City of South El Monte	\$28,551	\$16,661	\$18,559	\$29,592	\$17,341	\$110,704
City of South Pasadena	\$11,081	\$10,898	\$13,294	\$11,014	\$11,193	\$57,480
City of Temple City	\$13,059	\$12,843	\$15,668	\$12,980	\$13,193	\$67,743
Total	\$1,697,360	\$1,641,077	\$1,998,599	\$1,688,698	\$1,685,458	\$8,711,192

Table 2. Distribution of Cost for Implementing Total ULAR CIMP Monitoring Services

Agency	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31	Total (5 years)
LACFCD	\$64,206	\$60,415	\$61,469	\$61,871	\$61,219	\$309,180
City of Los Angeles	\$686,595	\$660,166	\$671,677	\$659,174	\$668,487	\$3,346,099
County of Los Angeles	\$181,742	\$160,665	\$163,466	\$176,932	\$163,145	\$845,950
City of Alhambra	\$18,498	\$17,786	\$18,097	\$17,760	\$18,011	\$90,152
City of Burbank	\$42,021	\$40,404	\$41,108	\$40,343	\$40,913	\$204,789
City of Calabasas	\$15,171	\$14,587	\$14,841	\$14,565	\$14,771	\$73,935
City of Glendale	\$74,184	\$71,329	\$72,572	\$71,221	\$72,228	\$361,534
City of Hidden Hills	\$3,640	\$3,500	\$3,561	\$3,494	\$3,544	\$17,739
City of La Canada Flintridge	\$20,961	\$20,154	\$20,505	\$20,124	\$20,408	\$102,152
City of Montebello	\$20,286	\$19,505	\$19,846	\$19,476	\$19,751	\$98,864
City of Monterey Park	\$18,753	\$18,031	\$18,346	\$18,004	\$18,258	\$91,392
City of Pasadena	\$56,072	\$53,914	\$54,854	\$53,833	\$54,593	\$273,266
City of Rosemead	\$12,539	\$12,057	\$12,267	\$12,039	\$12,209	\$61,111
City of San Fernando	\$5,748	\$5,527	\$5,623	\$5,518	\$5,596	\$28,012
City of San Gabriel	\$10,017	\$9,631	\$9,799	\$9,617	\$9,753	\$48,817
City of San Marino	\$9,126	\$8,775	\$8,928	\$8,762	\$8,885	\$44,476
City of South El Monte	\$26,509	\$14,519	\$14,771	\$27,356	\$15,057	\$98,212
City of South Pasadena	\$8,280	\$7,961	\$8,100	\$7,949	\$8,061	\$40,351
City of Temple City	\$9,758	\$9,382	\$9,546	\$9,368	\$9,501	\$47,555
Total Estimated Cost of CIMP	\$1,284,106	\$1,208,308	\$1,229,376	\$1,237,406	\$1,224,390	\$6,183,586

Note:

1. Total cost = General CIMP + Legg Lake

Table 2A. Costs for General CIMP Monitoring Services

ULAR CIMP General Monitoring Component	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31
Labor (Receiving Water and Storm Water Outfall)	\$275,000	\$250,000	\$250,000	\$250,000	\$250,000
Laboratory Analysis (Receiving Water and Storm Water Outfall)	\$345,898	\$321,833	\$321,833	\$320,715	\$320,715
Laboratory Data Handling Fee (15%)	\$51,885	\$48,275	\$48,275	\$48,107	\$48,107
Laboratory Analysis (TIE)	\$33,000	\$49,500	\$49,500	\$16,500	\$16,500
Contract Services	\$220,000	\$200,000	\$200,000	\$200,000	\$200,000
Equipment	\$96,904	\$96,904	\$96,904	\$96,904	\$93,793
Administrative Fee (5%)	\$51,134	\$48,326	\$48,326	\$46,611	\$46,456
Sub-Total	\$1,073,821	\$1,014,838	\$1,014,838	\$978,837	\$975,571
Contingency (15%)	\$161,073	\$152,226	\$152,226	\$146,826	\$146,336
Annual Escalation (2%)	\$0	\$20,297	\$40,999	\$59,913	\$80,418
Total	\$1,234,894	\$1,187,360	\$1,208,063	\$1,185,575	\$1,202,325

Table 2A(i). Distribution of Costs for General CIMP Monitoring Services

Agency	Land Area (acres)	% of Area	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31	Total (5 years)
LACFCD (5%)	--	--	\$61,745	\$59,368	\$60,403	\$59,279	\$60,116	\$300,911
City of Los Angeles	181,288.00	58.53%	\$686,595	\$660,166	\$671,677	\$659,174	\$668,487	\$3,346,099
County of Los Angeles	41,048.07	13.25%	\$155,462	\$149,478	\$152,084	\$149,253	\$151,362	\$757,639
City of Alhambra	4,884.31	1.58%	\$18,498	\$17,786	\$18,097	\$17,760	\$18,011	\$90,152
City of Burbank	11,095.20	3.58%	\$42,021	\$40,404	\$41,108	\$40,343	\$40,913	\$204,789
City of Calabasas	4,005.68	1.29%	\$15,171	\$14,587	\$14,841	\$14,565	\$14,771	\$73,935
City of Glendale	19,587.50	6.32%	\$74,184	\$71,329	\$72,572	\$71,221	\$72,228	\$361,534
City of Hidden Hills	961.03	0.31%	\$3,640	\$3,500	\$3,561	\$3,494	\$3,544	\$17,739
City of La Canada Flintridge	5,534.46	1.79%	\$20,961	\$20,154	\$20,505	\$20,124	\$20,408	\$102,152
City of Montebello	5,356.38	1.73%	\$20,286	\$19,505	\$19,846	\$19,476	\$19,751	\$98,864
City of Monterey Park	4,951.51	1.60%	\$18,753	\$18,031	\$18,346	\$18,004	\$18,258	\$91,392
City of Pasadena	14,805.30	4.78%	\$56,072	\$53,914	\$54,854	\$53,833	\$54,593	\$273,266
City of Rosemead	3,310.87	1.07%	\$12,539	\$12,057	\$12,267	\$12,039	\$12,209	\$61,111
City of San Fernando	1,517.64	0.49%	\$5,748	\$5,527	\$5,623	\$5,518	\$5,596	\$28,012
City of San Gabriel	2,644.87	0.85%	\$10,017	\$9,631	\$9,799	\$9,617	\$9,753	\$48,817
City of San Marino	2,409.64	0.78%	\$9,126	\$8,775	\$8,928	\$8,762	\$8,885	\$44,476
City of South El Monte	1,594.16	0.51%	\$6,038	\$5,805	\$5,906	\$5,796	\$5,878	\$29,423
City of South Pasadena	2,186.20	0.71%	\$8,280	\$7,961	\$8,100	\$7,949	\$8,061	\$40,351
City of Temple City	2,576.50	0.83%	\$9,758	\$9,382	\$9,546	\$9,368	\$9,501	\$47,555
Total	309,757.32	100.00%	\$1,234,894	\$1,187,360	\$1,208,063	\$1,185,575	\$1,202,325	\$6,018,217

Note:

1. LACFCD is responsible for 5% of the Total Cost, which is subtracted before distributing the cost among the other agencies.

Table 2B. Costs for Legg Lake Monitoring

CIMP Component	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31
Legg Lake	\$35,439	\$14,827	\$14,827	\$35,439	\$14,827
Laboratory Data Handling Fee (15%)	\$5,316	\$2,224	\$2,224	\$5,316	\$2,224
Administrative Fee (5%)	\$2,038	\$853	\$853	\$2,038	\$853
Sub-Total	\$42,793	\$17,904	\$17,904	\$42,793	\$17,904
Contingency (15%)	\$6,419	\$2,686	\$2,686	\$6,419	\$2,686
Annual Escalation (2%)	\$0	\$358	\$723	\$2,619	\$1,476
Legg Lake (Total)	\$49,212	\$20,948	\$21,313	\$51,831	\$22,065

Table 2B(j). Distribution of Costs for Legg Lake Monitoring

Agency	Land Area (acres)	% of Area	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31	Total (5 years)
LACFCD (5%)	--	--	\$2,461	\$1,047	\$1,066	\$2,592	\$1,103	\$8,269
County of Los Angeles	2,044.68	56.21%	\$26,280	\$11,187	\$11,382	\$27,679	\$11,783	\$88,311
South El Monte	1,592.68	43.79%	\$20,471	\$8,714	\$8,865	\$21,560	\$9,179	\$68,789
Legg Lake (Total)	3,637.35	100.00%	\$49,212	\$20,948	\$21,313	\$51,831	\$22,065	\$165,369

Note:

1. Legg Lake now has a fish tissue monitoring requirement at a frequency of once every three years.
2. LACFCD is responsible for 5% of the Total Cost, which is subtracted before distributing the cost among the other agencies.

Table 3. Distribution of Costs for Implementing WMP-Related Tasks (including CASQA fees)

ULAR WMP Cost Distribution + CASQA						
Agency	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28- 29	Fiscal Year 29-30	Fiscal Year 30-31	Total (5 years)
LACFCD	\$11,385	\$11,583	\$28,153	\$11,991	\$12,201	\$75,313
City of Los Angeles	\$176,671	\$187,977	\$375,192	\$198,578	\$204,177	\$1,142,595
County of Los Angeles	\$40,002	\$42,563	\$84,953	\$44,963	\$46,231	\$258,712
City of Alhambra	\$4,760	\$5,064	\$10,108	\$5,350	\$5,501	\$30,783
City of Burbank	\$10,813	\$11,505	\$22,963	\$12,154	\$12,497	\$69,932
City of Calabasas	\$3,903	\$4,153	\$8,290	\$4,387	\$4,512	\$25,245
City of Glendale	\$19,089	\$20,311	\$40,538	\$21,456	\$22,060	\$123,454
City of Hidden Hills	\$936	\$997	\$1,989	\$1,053	\$1,082	\$6,057
City of La Canada Flintridge	\$5,394	\$5,738	\$11,454	\$6,063	\$6,233	\$34,882
City of Montebello	\$5,220	\$5,554	\$11,086	\$5,868	\$6,033	\$33,761
City of Monterey Park	\$4,826	\$5,134	\$10,248	\$5,424	\$5,577	\$31,209
City of Pasadena	\$14,428	\$15,352	\$30,641	\$16,217	\$16,674	\$93,312
City of Rosemead	\$3,226	\$3,433	\$6,852	\$3,626	\$3,729	\$20,866
City of San Fernando	\$1,479	\$1,573	\$3,141	\$1,662	\$1,709	\$9,564
City of San Gabriel	\$2,578	\$2,742	\$5,473	\$2,897	\$2,979	\$16,669
City of San Marino	\$2,349	\$2,499	\$4,987	\$2,639	\$2,714	\$15,188
City of South El Monte	\$1,553	\$1,653	\$3,299	\$1,747	\$1,795	\$10,047
City of South Pasadena	\$2,131	\$2,267	\$4,524	\$2,395	\$2,462	\$13,779
City of Temple City	\$2,511	\$2,671	\$5,332	\$2,822	\$2,902	\$16,238
Total Estimated Cost of WMP + CASQA	\$313,254	\$332,769	\$669,223	\$351,292	\$361,068	\$2,027,606

Note:

1. Total cost = General WMP + CASQA Fees.

Table 3A. Costs for Implementing General WMP-Related Tasks

WMP Component	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31	Total (5 years)
Semi-Annual Progress Report (June)	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
Annual Reporting Package (December)	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
WMP Revisions/RAA/Adaptive Management	\$0	\$0	\$250,000	\$0	\$0	\$250,000
Trash Monitoring and Reporting Plan (TMRP)	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
Program Management (10%)	\$18,000	\$18,000	\$43,000	\$18,000	\$18,000	\$115,000
Sub-Total	\$198,000	\$198,000	\$473,000	\$198,000	\$198,000	\$1,265,000
Contingency (15%)	\$29,700	\$29,700	\$70,950	\$29,700	\$29,700	\$189,750
Annual Escalation (2% per year)	\$0	\$3,960	\$19,109	\$12,119	\$16,322	\$51,510
WMP Program Management Cost (Total)	\$227,700	\$231,660	\$563,059	\$239,819	\$244,022	\$1,506,260

Note:

1. Annual Report package includes semiannual progress report.

Table 3B. Distribution of Costs for CASQA Membership Fees

Agency	Land Area (acres)	% of Area	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31	Total (5 years)
City of Los Angeles	181,288.00	58.53%	\$50,071	\$59,175	\$62,134	\$65,240	\$68,502	\$305,122
County of Los Angeles	41,048.07	13.25%	\$11,337	\$13,399	\$14,069	\$14,772	\$15,511	\$69,088
City of Alhambra	4,884.31	1.58%	\$1,349	\$1,594	\$1,674	\$1,758	\$1,846	\$8,221
City of Burbank	11,095.20	3.58%	\$3,065	\$3,622	\$3,803	\$3,993	\$4,193	\$18,676
City of Calabasas	4,005.68	1.29%	\$1,106	\$1,307	\$1,373	\$1,441	\$1,514	\$6,741
City of Glendale	19,587.50	6.32%	\$5,410	\$6,394	\$6,713	\$7,049	\$7,401	\$32,967
City of Hidden Hills	961.03	0.31%	\$265	\$314	\$329	\$346	\$363	\$1,617
City of La Canada Flintridge	5,534.46	1.79%	\$1,529	\$1,806	\$1,897	\$1,992	\$2,091	\$9,315
City of Montebello	5,356.38	1.73%	\$1,479	\$1,748	\$1,836	\$1,928	\$2,024	\$9,015
City of Monterey Park	4,951.51	1.60%	\$1,368	\$1,616	\$1,697	\$1,782	\$1,871	\$8,334
City of Pasadena	14,805.30	4.78%	\$4,089	\$4,833	\$5,074	\$5,328	\$5,594	\$24,918
City of Rosemead	3,310.87	1.07%	\$914	\$1,081	\$1,135	\$1,191	\$1,251	\$5,572
City of San Fernando	1,517.64	0.49%	\$419	\$495	\$520	\$546	\$573	\$2,553
City of San Gabriel	2,644.87	0.85%	\$731	\$863	\$906	\$952	\$999	\$4,451
City of San Marino	2,409.64	0.78%	\$666	\$787	\$826	\$867	\$911	\$4,057
City of South El Monte	1,594.16	0.51%	\$440	\$520	\$546	\$574	\$602	\$2,682
City of South Pasadena	2,186.20	0.71%	\$604	\$714	\$749	\$787	\$826	\$3,680
City of Temple City	2,576.50	0.83%	\$712	\$841	\$883	\$927	\$974	\$4,337
Total	309,757.32	100.00%	\$85,554	\$101,109	\$106,164	\$111,473	\$117,046	\$521,346

Note:

1. LACFCD will retain its own CASQA membership.
2. 5% escalation is added to CASQA membership fee after FY27-28

Table 4. SGVCOG Annual Contract Management Fees

	Land Area (acres)	% of Area	Fiscal Year 26-27	Fiscal Year 27-28	Fiscal Year 28-29	Fiscal Year 29-30	Fiscal Year 30-31	Total (5 years)
LACFCD (5%)	--	--	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
City of Los Angeles	181,288.00	58.53%	\$55,600	\$55,600	\$55,600	\$55,600	\$55,600	\$278,000
County of Los Angeles	41,048.07	13.25%	\$12,589	\$12,589	\$12,589	\$12,589	\$12,589	\$62,945
City of Alhambra	4,884.31	1.58%	\$1,498	\$1,498	\$1,498	\$1,498	\$1,498	\$7,490
City of Burbank	11,095.20	3.58%	\$3,403	\$3,403	\$3,403	\$3,403	\$3,403	\$17,015
City of Calabasas	4,005.68	1.29%	\$1,229	\$1,229	\$1,229	\$1,229	\$1,229	\$6,145
City of Glendale	19,587.50	6.32%	\$6,007	\$6,007	\$6,007	\$6,007	\$6,007	\$30,035
City of Hidden Hills	961.03	0.31%	\$295	\$295	\$295	\$295	\$295	\$1,475
City of La Canada Flintridge	5,534.46	1.79%	\$1,697	\$1,697	\$1,697	\$1,697	\$1,697	\$8,485
City of Montebello	5,356.38	1.73%	\$1,643	\$1,643	\$1,643	\$1,643	\$1,643	\$8,215
City of Monterey Park	4,951.51	1.60%	\$1,519	\$1,519	\$1,519	\$1,519	\$1,519	\$7,595
City of Pasadena	14,805.30	4.78%	\$4,541	\$4,541	\$4,541	\$4,541	\$4,541	\$22,705
City of Rosemead	3,310.87	1.07%	\$1,015	\$1,015	\$1,015	\$1,015	\$1,015	\$5,075
City of San Fernando	1,517.64	0.49%	\$465	\$465	\$465	\$465	\$465	\$2,325
City of San Gabriel	2,644.87	0.85%	\$811	\$811	\$811	\$811	\$811	\$4,055
City of San Marino	2,409.64	0.78%	\$739	\$739	\$739	\$739	\$739	\$3,695
City of South El Monte	1,594.16	0.51%	\$489	\$489	\$489	\$489	\$489	\$2,445
City of South Pasadena	2,186.20	0.71%	\$670	\$670	\$670	\$670	\$670	\$3,350
City of Temple City	2,576.50	0.83%	\$790	\$790	\$790	\$790	\$790	\$3,950
Total	309,757.32	100.00%	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000

Note:

1. SGVCOG fee is \$100,000 per year.
2. LACFCD is responsible for 5% of the Total Cost, which is subtracted before distributing cost among the other agencies.

EXHIBIT C

Upper Los Angeles River WMP/CIMP Responsible Agencies Representatives and SGVCOG Contact

Agency Address	Agency Contact
City of Los Angeles Department of Public Works Bureau of Sanitation, Watershed Protection Division 1149 S. Broadway Los Angeles, CA 90015	Miller Zou E-mail: miller.zou@lacity.org Phone: (213) 485-2046
County of Los Angeles Department of Public Works Stormwater Quality Division, Building A-9 East, 1 st Floor 1000 South Fremont Avenue Alhambra, CA 91803	Hannah Dewey E-mail: hdewey@dpw.lacounty.gov Phone: (626) 300-4665
Los Angeles County Flood Control District Department of Public Works Stormwater Quality Division, Building A-9 East, 1 st Floor 1000 South Fremont Avenue Alhambra, CA 91803	Jalaine Verdiner E-mail: jquintr@dpw.lacounty.gov Phone: (626) 300-4666
City of Alhambra 111 South First Street Alhambra, CA 91801-3796	Latoya Waters E-Mail: lwaters@alhambraca.gov Phone: (626) 570-5036 Eddie Villegas E-mail: evillegas@alhambraca.gov Phone: (626) 570-5069
City of Burbank P.O. Box 6459 Burbank, CA 91510	Stephen Walker E-mail: SWalker@burbankca.gov Phone: (818) 238-3804
City of Calabasas 100 Civic Center Way Calabasas, CA 91302-3172	Curtis Castle Email: ccastle@cityofcalabasas.com Phone: (818) 224-1600 Melanis Stepanian Email: mstepanian@cityofcalabasas.com Phone: (818) 224-1680
City of Glendale Engineering Section 633 East Broadway, Room 209 Glendale, CA 91206-4308	Marc David E-mail: mdavid@glendaleca.gov Phone: (818) 937-8207
City of Hidden Hills 6165 Spring Valley Road Hidden Hills, CA 91302	Gloria Molleda E-mail: gloria@hiddenhills.gov Phone: (818) 888-9281
City of La Canada Flintridge 1327 Foothill Blvd. La Canada Flintridge, CA 91011-2137	Maged El-Rabaa E-mail: melrabaa@lcf.ca.gov Phone: (818) 790-8882 Nasser Shoushtarian E-mail: nasser.sh@lcf.ca.gov

	Phone: (818) 790-8882
City of Montebello 1600 W Beverly Blvd Montebello, CA 90640	Cesar Roldan E-mail: croldan@montebelloca.gov Phone: (323) 887-1462 Raul Alvarez E-mail: ralvarez@montebelloca.gov Phone: (323) 887-1200
City of Monterey Park 320 West Newmark Avenue Monterey Park, CA 91754-2896	Ziad Mazboudi E-mail: zmazboudi@montereypark.ca.gov Phone: (626) 532-2018 Shawn Igoe E-mail: sigoe@montereypark.ca.gov Phone: (626) 307-1320 Xochitl Tipan E-mail: xtipan@montereypark.ca.gov Phone: (626) 307-1383 Patricia Cruz Email: pcruz@montereypark.ca.gov Phone: (626) 307-1285
City of Pasadena 100 N Garfield Ave 3rd Floor, N306 Pasadena, CA 91101-1726	Dawn Petschauer E-mail: dpetschauer@cityofpasadena.net Phone: (626) 744-3929 Brent Maue E-mail: bmaue@cityofpasadena.net January Lee (Invoicing) E-mail: jalee@cityofpasadena.net
City of Rosemead 8838 East Valley Blvd. Rosemead, CA 91770-1787	Danielle Garcia E-mail: dgarcia@cityofrosemead.org Phone: (626) 569-2127
City of San Fernando 117 Macneil Street San Fernando, CA 91340	Bonnie Tam E-mail: btam@sanfernando.gov Phone: (818) 898-1237 Maria Padilla E-mail: mpadilla@sanfernando.gov Phone: (818) 898-1223
City of San Gabriel 425 South Mission Avenue San Gabriel, CA 91775	Michael Sledd E-mail: msledd@sangabriel.gov Phone: (626) 308-2825 Capucine Hernandez E-mail: chernandez@sangabriel.gov Phone: (626) 308-2825
City of San Marino 2200 Huntington Drive San Marino, CA 91108-2691	Amber Shah E-mail: ashah@sanmarinoca.gov Phone: (626) 300-0787

City of South El Monte 1415 Santa Anita Ave. South El Monte, CA 91733	Gerardo Marquez E-mail: gmarquez@soelmonte.org Phone: (626) 444-8184 Jason Espejo E-mail: jespejo@soelmonte.org Phone: (626) 246-7777 Rene Salas E-mail: rsalas@soelmonte.org Phone: (626) 579-6540
City of South Pasadena 1414 Mission Street South Pasadena, CA 91020-3298	Anteneh Tesfaye E-mail: atesfaye@southpasadenaca.gov Phone: (626) 403-7240 Michael Vartanians E-mail: mvartanians@southpasadenaca.gov Phone: (626) 403-7240
City of Temple City 9701 Las Tunas Drive Temple City, CA 91780	Andrew Coyne E-mail: acoyne@templecityca.gov Phone: (626) 285-2171 Ext. 4344 Bryan Cook E-mail: bcook@templecityca.gov Phone: (626) 285-2171 Ext. 4105
San Gabriel Valley Council of Governments 1333 Mayflower Avenue, Suite 360 Monrovia, CA 91016	Mackenzie Bolger E-mail: mbolger@sgvcog.org Phone: (626) 214-1316 Marisa Creter E-mail: mcreter@sgvcog.org Phone: (626) 457-1800

Los Angeles Watershed group participating in this EWMP

Agency	Area (acres)	Percent Area from Group
Alhambra	4,884.31	1.58%
Burbank	11,095.20	3.58%
Calabasas	4,005.68	1.29%
City of Los Angeles	181,288.00	58.53%
Glendale	19,587.50	6.32%
Hidden Hills	961.03	0.31%
La Canda Flintridge	5,534.46	1.79%
Los Angeles County	41,048.07	13.25%
Montebello	5,356.38	1.73%
Monterey Park	4,951.51	1.60%
Pasadena	14,805.30	4.78%
Rosemead	3,310.87	1.07%
San Fernando	1,517.64	0.49%
San Gabriel	2,644.87	0.85%
San Marino	2,409.64	0.78%
South El Monte	1,594.16	0.51%
South Pasadena	2,186.20	0.71%
Temple City	2,576.50	0.83%
LACFC	-	-
Group Total	309,757.33	100%

LEGEND

- Los Angeles River
- Upper Los Angeles Watershed Boundary
- Flood Control District Territory
- Upper LA Watershed Group Participating in this EWMP
- Upper LA Watershed Agencies not Participating in this EWMP

3 1.5 0 3 Miles



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EXHIBIT E Reconciliation Template

CIMP Component Reconciliation					
CIMP Component - General Monitoring					
General Monitoring	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
Budget (MOA)	\$				
Actual	\$				
Total Remaining	\$				
CIMP Component - Non-Stormwater Monitoring					
Non-Stormwater Monitoring	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
Budget (MOA)	\$				
Actual	\$				
Total Remaining	\$				
CIMP Component - Total					
Budget (MOA)	\$				
Actual	\$				
Total Remaining	\$				

WMP Component Reconciliation				
WMP MOA Table Item	Budget (MOA)	Actual (To Date)	Anticipated	Balance
Annual Report	\$			
Semi-Annual Report	\$			
Adaptive Management	\$			
Los Angeles Report of Waste Discharge	\$			
Trash Monitoring & Reporting Plan	\$			
Total	\$			

Note:

1. the line items shown in this Exhibit are placeholders and are subject to change]

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

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

Date: August 17, 2026

Subject: Consideration to Approve a Professional Services Agreement with Baker Tilly Advisory Group, LLP for Fiscal Model and Financial Health Indicators Development Services

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a Professional Services Agreement with Baker Tilly Advisory Group, LLP (Baker Tilly) (Attachment "A" - Contract No. 2576) for Fiscal Model and Financial Health Indicators Development Services, in an amount not-to-exceed \$25,000;
- b. Authorize the City Manager, or designee, to execute the agreement and make non-substantive edits.

BACKGROUND:

1. On June 30, 2026, the City Council approved an enhancement of \$25,000 for professional services to develop a new fiscal model for the City's General Fund.
2. In April 2026, staff initiated an informal solicitation process for public financial firms to provide fiscal model and health indicators development and proposals outlining potential costs.
3. By August 2026, the City received proposals from four (4) firms and evaluated viability based on scope of services, timeline for service delivery, comparative and relevant experience, and project costs.

ANALYSIS:

The City Council has established a strategic priority to develop financial planning and forecasting protocols. This priority reflects the City's commitment to strengthening long-term fiscal sustainability, improving financial transparency, and supporting data-driven decision-making. To advance this priority, the City requires specialized professional services to design and implement

Consideration to Approve a Professional Services Agreement with Baker Tilly for Fiscal Model and Financial Health Indicator Development Services

Page 2 of 3

a new fiscal modeling tool to develop a financial forecast to assist with the estimated projection of future revenues, expenses, fund balances , or financial conditions related to the city's General Fund and Retirement Fund accounts.

The existing forecasting tools lack the dynamic capabilities and scenario-planning flexibility necessary to support current and future policy discussions. As the City faces evolving economic conditions, service demands, and potential new revenue opportunities, modern financial modeling tools have become essential.

Professional services are needed to develop an improved fiscal model for the General Fund and Retirement Fund that offers easy-to-use dashboards, adjustable inputs, and strong scenario analysis tools. The new model will enable Councilmembers and staff to evaluate the impacts of budgetary choices, economic changes, and revenue strategies in real time. Awarding this agreement supports the City Council's financial stewardship goals and provides the City with essential tools to guide long-term planning and policy discussions.

Four (4) proposals were received for consideration from the following vendors:

FIRM NAME	PROJECTED COST (\$)
Baker Tilly	\$25,000
Regional Government Consultants	\$25,000
Urban Futures Inc.	\$25,000
Eide Bally	\$39,000

After reviewing all submitted proposals, staff determined that Baker Tilly, based on their proposal (Exhibit "A" to Attachment "A"), met all required criteria outlined in the RFP. The firm demonstrated a strong understanding of the intended scope of services and has specific experience in facilitating and developing long-range financial forecasts and health indicator plans for local governments. Their proposal included a feasible cost-effectiveness score with a project estimate of \$25,000 and no ongoing costs. Baker Tilly is a professional consultancy, financial, and tax firm with extensive experience providing financial management assistance and fiscal sustainability planning to public agencies throughout Southern California and nationwide, including expertise in developing long-range financial forecasts in support of cities and finance functions.

Scope of Services.

This project directly supports Goal 4 of the adopted City Council Five-Year Strategic Plan: San Fernando Vision 2031 priorities: "to strengthen the City's financial foundation through disciplined planning and diversified revenues." The fiscal model will assist with long-range fiscal planning, revenue projections, and budget decision-making. It will also serve as a critical resource for the City to explore potential new revenue sources. In addition, the financial health indicators will help identify the City's financial position, measure performance over time, and highlight emerging fiscal risks.

Consideration to Approve a Professional Services Agreement with Baker Tilly for Fiscal Model and Financial Health Indicator Development Services

Page 3 of 3

Baker Tilly will collaborate with Finance Division staff to ensure the model is tailored to San Fernando's financial structure, incorporates relevant economic indicators, and aligns with the City's fiscal policies. Consistent with the Scope of Services set forth in Exhibit "A" of the Professional Services Agreement, deliverables will include:

- A comprehensive multi-year General Fund & Retirement Fund fiscal model
- A financial health indicator dashboard
- Recommended forecasting methodologies and documentation
- Training for staff to maintain and update the model

By November 16, 2026, the City Council will receive a comprehensive presentation on the fiscal model to be incorporated for future strategic planning and direction.

Purchasing Requirements.

Staff conducted an informal bidding process for these contract services, as required for professional services contracts exceeding \$2,500 but not more than \$25,000 under Section 2-840 of the San Fernando Municipal Code. Because the project cost is \$25,000, it falls within the City's administrative purchasing authority. However, in the interest of transparency—given that this work aligns with the City Council Five-Year Strategic Plan: San Fernando Vision 2031 and follows previous strategic planning services provided by Baker Tilly—staff is seeking City Council authorization to proceed. City Council authorization will allow the City to move forward with securing professional fiscal modeling and financial health indicator development services needed to support ongoing budgetary and revenue strategic planning efforts.

BUDGET IMPACT:

The total cost of the Agreement shall not exceed \$25,000. A budget enhancement of \$25,000 was approved and incorporated into the Fiscal Year 2026-2027 Adopted Budget within the Administrative Services Department to fund the recommended agreement.

CONCLUSION:

Staff recommends that the City Council approve a Professional Services Agreement with Baker Tilly Advisory Group, LLP (Baker Tilly) (Contract No. 2576) for Fiscal Model and Financial Health Indicators Development Services, in an amount not-to-exceed \$25,000; and authorize the City Manager, or designee, to execute the agreement and make non-substantive edits.

ATTACHMENTS:

- A. Contract No. 2576, including:
Exhibit "A": Baker Tilly Advisory Group, LLP - Proposal



2026

PROFESSIONAL SERVICES AGREEMENT

(Parties: Baker Tilly Advisory Group, LP and City of San Fernando)

(Engagement: Fiscal Model and Financial Health Indicators Development Services)

THIS PROFESSIONAL SERVICES AGREEMENT (hereinafter, "Agreement") is made and entered into this 17th day of August, 2026 (hereinafter, the "Effective Date") by and between the CITY OF SAN FERNANDO, a municipal corporation (hereinafter, "CITY") and BAKER TILLY ADVISORY GROUP, LP (hereinafter, "CONSULTANT"). For the purposes of this Agreement, CITY and CONSULTANT may be referred to collectively by the capitalized term "Parties." The capitalized term "Party" may refer to CITY or CONSULTANT interchangeably, as appropriate.

RECITALS

WHEREAS, CITY requires consulting services to lead the development of a new fiscal model and financial health indicators, including a complete report and presentation to City Council and implementation support for staff following the approval of the plan; and

WHEREAS, CITY staff has determined that CONSULTANT possesses the experience, skills and training necessary to competently provide such tasks and services to CITY; and

WHEREAS, that the execution of this Agreement was approved by the San Fernando City Council at its Regular Meeting of August 17, 2026, under Agenda Item No. 4; and

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, CITY and CONSULTANT agree as follows:

I.

ENGAGEMENT TERMS

- 1.1 SCOPE OF WORK: Subject to the terms and conditions of this Agreement, CONSULTANT agrees to provide the services and tasks described in that certain proposal of CONSULTANT entitled "PROPOSAL FOR FISCAL MODEL AND FINANCIAL HEALTH INDICATORS DEVELOPEMENT" dated APRIL 21, 2026 (hereinafter, the "CONSULTANT Proposal") which is attached and incorporated hereto as Exhibit "A". CONSULTANT further agrees to furnish to CITY all labor, materials, tools, supplies, equipment, services, tasks, and incidental and customary work necessary to competently perform and timely complete the services and tasks set forth in the Scope of Work. For the purposes of this Agreement the aforementioned services and tasks set forth in the Scope of Work shall hereinafter be referred to generally by the capitalized term "Work."

1.2 PROSECUTION OF WORK:

- A. Time is of the essence for this Agreement and each and every provision contained herein. The Work shall be commenced within three (3) calendar days of CITY's issuance of a written notice to proceed ("Notice to Proceed"). CONSULTANT shall complete the various tasks identified in the Scope of Work within the timeframes set forth in the Scope of Work and shall complete all of the Work by or before December 31, 2026 (the "Completion Date"). CONSULTANT may submit a written request for additional time to complete the Work, which request must be submitted to the CITY no later than fifteen (15) calendar days prior to the Completion Date or any extended Completion Date granted by CITY. The written request for additional time must identify (i) what specific tasks or services remain to be completed by CONSULTANT in order to complete the Work; (ii) how much additional time CONSULTANT requires; (iii) identification of the circumstances that have caused the need for additional time, according to CONSULTANT, including, if applicable, identification of any tasks that must be completed by CITY as prerequisite to CONSULTANT being able to complete any other service or task; and (iv) what proactive steps CONSULTANT has taken up to the date of the request to mitigate the need for additional time, including, if applicable, any effort on the part of CONSULTANT to alert CITY of the need to provide information or complete certain tasks to be performed by CITY. CITY in its sole and absolute discretion may grant, deny, or conditionally grant a request for additional time, provided that no individual grant of additional time may exceed a maximum of fifteen (15) calendar days.
- B. CONSULTANT shall cooperate with CITY and in no manner interfere with the work of CITY, its employees or other consultants, contractors, or agents.
- C. CONSULTANT shall not claim or be entitled to receive any compensation or damage because of the failure of CONSULTANT, or its subconsultants, to have related services or tasks completed in a timely manner.
- D. CONSULTANT shall not claim or be entitled to receive any compensation or damage because of the failure of CONSULTANT, or its subconsultants, to have related services or tasks completed in a timely manner.
- E. CONSULTANT shall at all times enforce strict discipline and good order among CONSULTANT's employees.
- F. CONSULTANT, at its sole expense, shall pay all sales, consumer, use or other similar taxes required by law.

1.3 COMPENSATION: CONSULTANT shall perform the Work in accordance with the proposed rate outlined in the RFP submission, which is attached and incorporated hereto within **Exhibit "A"**. The foregoing notwithstanding, CONSULTANT's total compensation for the

performance of all Work contemplated under this Agreement, may not exceed the aggregate sum of **TWENTY-FIVE THOUSAND DOLLARS (\$25,000)** (hereinafter, the “Not-to-Exceed Sum”) during the Term of this Agreement, unless such added expenditure is first approved by the City Council. In the event CONSULTANT’s charges are projected to exceed the Aggregate Not-to-Exceed Sum prior to the expiration of this Agreement, CITY may suspend CONSULTANT’s performance pending CITY approval of any anticipated expenditures in excess of the Aggregate Not-to-Exceed Sum or any other CITY approved amendment to the compensation terms of this Agreement.

- 1.4 PAYMENT OF COMPENSATION: The Not-to-Exceed Sum will be paid to CONSULTANT in monthly increments as the Work are completed. Following the conclusion of each calendar month, CONSULTANT will submit to CITY an itemized invoice indicating the services performed and tasks completed during the recently concluded calendar month, including services and tasks performed and the reimbursable out-of-pocket expenses incurred. If the amount of CONSULTANT’s monthly compensation is a function of hours worked by CONSULTANT’s personnel, the invoice should indicate the number of hours worked in the recently concluded calendar month, the persons responsible for performing the Services, the rate of compensation at which such services and tasks were performed, the subtotal for each task and service performed and a grand total for all services performed. Within thirty (30) calendar days of receipt of each invoice, CITY will notify CONSULTANT in writing of any disputed amounts included in the invoice. Within forty-five (45) calendar days of receipt of each invoice, CITY will pay all undisputed amounts included on the invoice. CITY will not withhold applicable taxes or other authorized deductions from payments made to CONSULTANT.
- 1.5 ACCOUNTING RECORDS: CONSULTANT will maintain complete and accurate records with respect to all matters covered under this Agreement for a period of three (3) years after the expiration or termination of this Agreement. CITY will have the right to access and examine records relating to the fees and expenses charged under this Agreement, without charge, during normal business hours. CITY will further have the right to audit records relating to the fees and expenses charged under this Agreement at a time and place mutually agreed by the Parties, provided such access shall not include access to CONSULTANT’S facilities, or systems housing confidential information of CONSULTANT or CONSULTANT’S other clients.
- 1.6 ABANDONMENT BY CONSULTANT: In the event CONSULTANT ceases to perform the Work agreed to under this Agreement or otherwise abandons the undertaking contemplated herein prior to the expiration of this Agreement or prior to completion of any or all tasks set forth in the Scope of Services, CONSULTANT will deliver to CITY immediately and without delay, final Documents and Data (as defined in Section 6.1) or other final work product prepared or obtained by CONSULTANT in the performance of this Agreement. Furthermore, CONSULTANT will only be compensated for the reasonable value of the services, tasks and other Work performed up to the time of cessation or abandonment.

II.

PERFORMANCE OF AGREEMENT

- 2.1 CITY'S REPRESENTATIVE: The CITY hereby designates Erica Melton, Director of Administrative Services, (hereinafter, the "City Representative") to act as its representative for the performance of this Agreement. The City Representative or the City Representative's designee will act on behalf of the CITY for all purposes under this Agreement. CONSULTANT will not accept directions or orders from any person other than the City Representative or the City Representative's designee.
- 2.2 CONSULTANT REPRESENTATIVE: CONSULTANT hereby designates Annie Rose Favreau, Director, to act as its representative for the performance of this Agreement (hereinafter, "Consultant Representative"). Consultant Representative will have full authority to represent and act on behalf of the CONSULTANT for all purposes under this Agreement. Consultant Representative or Consultant Representative's designee will supervise and direct the performance of the Work, using his/her best skill and attention, and will be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all Work under this Agreement. Notice to the Consultant Representative will constitute notice to CONSULTANT.
- 2.3 COORDINATION OF WORK; CONFORMANCE WITH REQUIREMENTS: CONSULTANT agrees to work closely with CITY staff in the performance of the Services and this Agreement and will be available to CITY staff and the City Representative at reasonable times. All work prepared by CONSULTANT will be subject to inspection and approval by City Representative or his or her designees.
- 2.4 STANDARD OF CARE; PERFORMANCE OF EMPLOYEES: CONSULTANT represents, acknowledges, and agrees to the following:
- A. CONSULTANT will perform all Work skillfully, consistent with and adhering to its professional standard of care, that is, the degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality;
 - B. CONSULTANT shall at all times employ such force, plant, materials, and tools as will be sufficient in the opinion of the CITY to perform the Services within the time limits established, and as provided herein. It is understood and agreed that said tools, equipment, apparatus, facilities, labor, and material shall be furnished and said Work performed and completed as required by the Agreement, and subject to the approval of the CITY's authorized representative;
 - C. CONSULTANT will perform all Work in a manner reasonably satisfactory to the CITY;
 - D. CONSULTANT will comply with all federal, state, and local laws and regulations applicable to the services, including the conflict of interest provisions of Government Code §1090 and the Political Reform Act (Government Code §§81000 et

- seq.*) CONSULTANT shall be liable for all violations of such laws and regulations in connection CONSULTANT's performance of the Services. If CONSULTANT performs any work knowing it to be contrary to such laws, rules and regulations, CONSULTANT shall be solely responsible for all costs arising therefrom;
- E. CONSULTANT understands the nature and scope of the Work to be performed under this Agreement as well as any and all schedules of performance;
 - F. All of CONSULTANT's employees and agents possess sufficient skill, knowledge, training, and experience to perform those services and tasks assigned to them by CONSULTANT; and
 - G. All of CONSULTANT's employees and agents (including, but not limited to, subcontractors and subconsultants) possess all licenses, permits, certificates, qualifications, and approvals of whatever nature that are legally required to perform the tasks and services contemplated under this Agreement and all such licenses, permits, certificates, qualifications, and approvals will be maintained throughout the term of this Agreement and made available to CITY for copying and inspection.

The Parties acknowledge and agree that CONSULTANT will perform, at CONSULTANT's own cost and expense and without any reimbursement from CITY, any services necessary to correct any errors or omissions caused by CONSULTANT's failure to comply with the standard of care set forth under this Section or by any like failure on the part of CONSULTANT's employees, agents, contractors, subcontractors and subconsultants. Such effort by CONSULTANT to correct any errors or omissions will be commenced immediately upon their discovery by either Party and, notwithstanding Section 5.2(B), will be completed within seven (7) calendars days from the date of discovery or such other extended period of time authorized by the City Representative in writing and in her sole and absolute discretion. The Parties acknowledge and agree that CITY's acceptance of any work performed by CONSULTANT or on CONSULTANT's behalf will not constitute a release of any deficiency or delay in performance. The Parties further acknowledge, understand, and agree that CITY has relied upon the foregoing representations of CONSULTANT, including but not limited to the representation that CONSULTANT possesses the skills, training, knowledge, and experience necessary to perform the Work under the standard of care as articulated under section 2.4(A).

- 2.5 ASSIGNMENT: The skills, training, knowledge, and experience of CONSULTANT are material to CITY's willingness to enter into this Agreement. Accordingly, CITY has an interest in the qualifications and capabilities of the person(s) who will perform the services and tasks to be undertaken by CONSULTANT or on behalf of CONSULTANT in the performance of this Agreement. In recognition of this interest, CONSULTANT agrees that it will not assign or transfer, either directly or indirectly or by operation of law, this Agreement, or the performance of any of CONSULTANT's duties or obligations under this Agreement, without the prior written consent of the CITY. In the absence of CITY's prior written consent, any attempted assignment or transfer will be ineffective, null and void and will constitute a material breach of this Agreement.

- 2.6 SUBSTITUTION OF KEY PERSONNEL: CONSULTANT has represented to CITY that certain key personnel will perform and coordinate the Work under this Agreement. Should one or more of such personnel become unavailable, CONSULTANT may substitute other personnel of at least equal competence upon written approval of CITY. In the event that CITY and CONSULTANT cannot agree as to the substitution of key personnel, CITY shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Work in a manner acceptable to the CITY, or who are determined by the CITY to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the CONSULTANT at the request of the CITY. The key personnel for performance of this Agreement are as follows: Annie Rose Favreau, Director and Colleen Rozillis, Managing Principal.
- 2.7 CONTROL AND PAYMENT OF SUBORDINATES; INDEPENDENT CONTRACTOR: The Work will be performed by CONSULTANT or under CONSULTANT's strict supervision. CONSULTANT will determine the means, methods, and details of performing the Work subject to the requirements of this Agreement. CITY retains CONSULTANT on an independent contractor basis and not as an employee. CONSULTANT reserves the right to perform similar or different services for other principals during the term of this Agreement, provided such work does not unduly interfere with CONSULTANT's competent and timely performance of the Work contemplated under this Agreement and provided the performance of such services and tasks does not result in the unauthorized disclosure of CITY's confidential or proprietary information. Any additional personnel performing the Work under this Agreement on behalf of CONSULTANT are not employees of CITY and will at all times be under CONSULTANT's exclusive direction and control. CONSULTANT will pay all wages, salaries and other amounts due such personnel and will assume responsibility for all benefits, payroll taxes, Social Security and Medicare payments and the like. CONSULTANT will be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: Social Security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation insurance and the like. Notwithstanding any other CITY, state, or federal policy, rule, regulation, law, or ordinance to the contrary, CONSULTANT and any of its employees, agents, and subcontractors performing the Work under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by CITY, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of CITY and entitlement to any contribution to be paid by CITY for employer contributions and/or employee contributions for PERS benefits.
- 2.8 REMOVAL OF EMPLOYEES OR AGENTS: If any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants is determined by the City Representative to be uncooperative, incompetent, a threat to the adequate or timely performance of the tasks assigned to CONSULTANT, a threat to persons or property, or if any of CONSULTANT's officers, employees, agents, contractors, subcontractors or subconsultants fail or refuse to perform the Work in a manner acceptable to the CITY,

such officer, employee, agent, contractor, subcontractor or subconsultant will be promptly removed by CONSULTANT and will not be reassigned to perform any of the Work.

- 2.9 COMPLIANCE WITH LAWS: CONSULTANT will keep itself informed of and in compliance with all applicable federal, state, or local laws to the extent such laws control or otherwise govern the performance of the Work. CONSULTANT's compliance with applicable laws will include, without limitation, compliance with all applicable Cal/OSHA requirements and applicable regulations of the U.S. Department of Housing and Urbanization.
- 2.10 NON-DISCRIMINATION: CONSULTANT represents that it is an equal opportunity employer, and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex, or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, or termination.
- 2.11 INDEPENDENT CONTRACTOR STATUS: The Parties acknowledge, understand, and agree that CONSULTANT and all persons retained or employed by CONSULTANT are, and will at all times remain, wholly independent contractors and are not officials, officers, employees, departments, or subdivisions of CITY. CONSULTANT will be solely responsible for the negligent acts and/or omissions of its employees, agents, contractors, subcontractors and subconsultants. CONSULTANT and all persons retained or employed by CONSULTANT will have no authority, express or implied, to bind CITY in any manner, nor to incur any obligation, debt, or liability of any kind on behalf of, or against, CITY, whether by contract or otherwise, unless such authority is expressly conferred to CONSULTANT under this Agreement or is otherwise expressly conferred by CITY in writing.

III.

INSURANCE

- 3.1 DUTY TO PROCURE AND MAINTAIN INSURANCE: Before commencing the Work, CONSULTANT will procure and maintain policies of insurance that meet the requirements and specifications set forth under this Article. CONSULTANT will procure and maintain the following insurance coverage, at its own expense:
- A. Commercial General Liability Insurance: CONSULTANT will procure and maintain Commercial General Liability Insurance ("CGL Coverage") as broad as Insurance Services Office Commercial General Liability coverage (occurrence Form CG 0001) or its equivalent. Such CGL Coverage will have minimum limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate for bodily injury, personal injury, property damage, operations, products and completed operations, and contractual liability.

- B. Automobile Liability Insurance: For any non-owned, or hired vehicles used in connection with the performance of this Agreement, CONSULTANT will procure and maintain Automobile Liability Insurance covering Automobile Liability, Code 1 (any auto). Such Automobile Liability Insurance will have minimum limits of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage.
- C. Workers' Compensation Insurance/ Employer's Liability Insurance: A policy of workers' compensation insurance in such amount as will fully comply with the laws of the State of California and sufficient to meet CONTRACTOR's statutory obligations to provide benefits for their contractual and statutory employees for claims relating to any injuries or occupational diseases occurring to any worker employed by or any persons retained by CONSULTANT in the course of carrying out the Work contemplated in this Agreement.
- D. Errors & Omissions Insurance: For the full term of this Agreement and for a period of three (3) years thereafter, CONSULTANT will procure and maintain Errors and Omissions Liability Insurance appropriate to CONSULTANT's profession. Such coverage will have minimum limits of no less than Two Million Dollars (\$2,000,000.00) per claim.
- 3.2 ADDITIONAL INSURED REQUIREMENTS: The CGL Coverage and the Automobile Liability Insurance will name the CITY and CITY's elected and appointed officials, officers, employees, agents, and volunteers as additional insureds via blanket endorsement.
- 3.3 REQUIRED CARRIER RATING: All varieties of insurance required under this Agreement will be procured from insurers admitted in the State of California and authorized to issue policies directly to California insureds. Except as otherwise provided elsewhere under this Article, all required insurance will be procured from insurers who, according to the latest edition of the Best's Insurance Guide, have an A.M. Best's rating of no less than A-:VII. CITY may also accept policies procured by insurance carriers with a Standard & Poor's rating of no less than BBB according to the latest published edition the Standard & Poor's rating guide. As to Workers' Compensation Insurance/ Employer's Liability Insurance, the CITY Representative is authorized to authorize lower ratings than those set forth in this Section.
- 3.4 PRIMACY OF CONSULTANT'S INSURANCE: All policies of insurance provided by CONSULTANT will be primary to any coverage available to CITY or CITY's elected or appointed officials, officers, employees, agents, or volunteers. Any insurance or self-insurance maintained by CITY or CITY's elected or appointed officials, officers, employees, agents, or volunteers will be in excess of CONSULTANT's insurance and will not contribute with it.

- 3.5 WAIVER OF SUBROGATION: The CGL Coverage, Worker Compensation and the Automobile Liability insurance coverage provided pursuant to this Agreement will not prohibit CONSULTANT or CONSULTANT's officers, employees, agents, subcontractors or subconsultants from waiving the right of subrogation prior to a loss. CONSULTANT hereby waives all rights of subrogation against CITY, its officials, officers, employees, agents, and volunteers.
- 3.6 VERIFICATION OF COVERAGE: CONSULTANT acknowledges, understands, and agrees, that CITY's ability to verify the procurement and maintenance of the insurance required under this Article is a material consideration of this Agreement. Accordingly, CONSULTANT warrants, represents, and agrees that it will furnish CITY with certificates of insurance and endorsements evidencing the coverage required under this Article. The certificates of insurance and endorsements for each insurance policy will be signed by a person authorized by that insurer to bind coverage on its behalf and will be on forms provided by the CITY if requested. Before commencing the Work, CONSULTANT shall provide CITY with all certificates of insurance and endorsements referenced herein.
- 3.7 FAILURE TO MAINTAIN COVERAGE: In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced immediately so as to avoid a lapse in the required coverage, CITY has the right to cancel this Agreement effective upon notice.
- 3.8 SPECIAL RISKS OR CIRCUMSTANCES: City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances. Any amendment to the insurance requirements of this Article shall be memorialized and approved in the form of a written amendment to this Agreement, signed by the Parties. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver will be void or invalid.

IV.

INDEMNIFICATION

- 4.1 To the fullest extent permitted by law, the parties agree to save, indemnify, defend, and hold harmless each other from any and all third-party liability, claims, suits, actions, arbitration proceedings, administrative proceedings, and regulatory proceedings, losses, expenses, or any injury or damage of any kind whatsoever, whether actual, alleged or threatened, attorney fees, court costs, and any other costs of any nature without restriction incurred in relation to, as a consequence of, or arising out of, bodily injury (including death) or damage to real or tangible property to the extent such claims are caused by any negligent act or omission of the other party in the performance of this Agreement, and attributable to the fault of the other. Following a determination of the percentage of fault and or liability by agreement between the Parties or a court of competent jurisdiction, the Party responsible for liability to the other will indemnify the other Party to this Agreement for the percentage of liability determined.

- 4.2 CITY does not and shall not waive any rights that it may possess against CONSULTANT because of the acceptance by CITY, or the deposit with CITY, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost, or expense.
- 4.3 This Article and all provisions contained herein (including but not limited to the duty to indemnify, defend, and hold free and harmless) shall survive the termination or normal expiration of this Agreement and is in addition to any other rights or remedies which the CITY may have at law or in equity.

V.

TERMINATION

- 5.1 TERMINATION WITHOUT CAUSE: Either Party may terminate this Agreement at any time for convenience and without cause by giving thirty (30) days prior written notice of Party's intent to terminate this Agreement which notice shall specify the effective date of such termination. Upon such termination for convenience, CONSULTANT will be compensated only for those services and tasks which have been performed by CONSULTANT up to the effective date of the termination. If this Agreement is terminated as provided herein, CITY may require CONSULTANT to provide all finalized Documents and Data, as defined in section 6.1 below. CONSULTANT will be required to provide such Documents and Data within fifteen (15) calendar days of CITY's written request. No actual or asserted breach of this Agreement on the part of CITY pursuant to Section 5.2, below, will operate to prohibit or otherwise restrict CITY's ability to terminate this Agreement for convenience as provided under this Section.
- 5.2 EVENTS OF DEFAULT; BREACH OF AGREEMENT:
- A. In the event either Party fails to perform any duty, obligation, service, or task set forth under this Agreement (or fails to timely perform or properly perform any such duty, obligation, service, or task set forth under this Agreement), an event of default (hereinafter, "Event of Default") will occur. For all Events of Default, the Party alleging an Event of Default will give written notice to the defaulting Party (hereinafter referred to as a "Default Notice") which will specify: (i) the nature of the Event of Default; (ii) the action required to cure the Event of Default; (iii) a date by which the Event of Default will be cured, which will not be less than the applicable cure period set forth under Sections 5.2B and 5.2C below or if a cure is not reasonably possible within the applicable cure period, to begin such cure and diligently prosecute such cure to completion. The Event of Default will constitute a breach of this Agreement if the defaulting Party fails to cure the Event of Default within the applicable cure period or any extended cure period allowed under this Agreement.
- B. CONSULTANT will cure the following Events of Defaults within the following time periods:

- i. Within ten (10) business days of CITY's issuance of a Default Notice for any failure of CONSULTANT to timely provide CITY or CITY's employees or agents with any information and/or written reports, documentation, or work product which CONSULTANT is obligated to provide to CITY or CITY's employees or agents under this Agreement. Prior to the expiration of the 10-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 10-day cure period. The foregoing notwithstanding, CITY will be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.i. that exceeds seven (7) calendar days from the end of the initial 10-day cure period; or
- ii. Within fourteen (14) calendar days of CITY's issuance of a Default Notice for any other Event of Default under this Agreement. Prior to the expiration of the 14-day cure period, CONSULTANT may submit a written request for additional time to cure the Event of Default upon a showing that CONSULTANT has commenced efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 14-day cure period. The foregoing notwithstanding, CITY will be under no obligation to grant additional time for the cure of an Event of Default under this Section 5.2B.ii that exceeds thirty (30) calendar days from the end of the initial 14-day cure period.

In addition to any other failure on the part of CONSULTANT to perform any duty, obligation, service or task set forth under this Agreement (or the failure to timely perform or properly perform any such duty, obligation, service or task), an Event of Default on the part of CONSULTANT will include, but will not be limited to the following: (i) CONSULTANT's refusal or failure to perform any of the services or tasks called for under the Scope of Work; (ii) CONSULTANT's failure to fulfill or perform its obligations under this Agreement within the specified time or if no time is specified, within a reasonable time; (iii) CONSULTANT's and/or its employees' disregard or violation of any federal, state, local law, rule, procedure or regulation; (iv) the initiation of proceedings under any bankruptcy, insolvency, receivership, reorganization, or similar legislation as relates to CONSULTANT, whether voluntary or involuntary; and/or (v) CITY's discovery that a statement representation or warranty by CONSULTANT relating to this Agreement is false, misleading or erroneous in any material respect.

- C. CITY will cure any Event of Default asserted by CONSULTANT within forty-five (45) calendar days of CONSULTANT's issuance of a Default Notice unless the Event of Default cannot reasonably be cured within the 45-day cure period. Prior to the expiration of the 45-day cure period, CITY may submit a written request for additional time to cure the Event of Default upon a showing that CITY has commenced its efforts to cure the Event of Default and that the Event of Default cannot be reasonably cured within the 45-day cure period. The foregoing notwithstanding, an Event of Default dealing with CITY's failure to timely pay any undisputed sums to CONSULTANT as provided under Section 1.5, above, will be cured by CITY within five (5) calendar days from the date of CONSULTANT's Default Notice to CITY.

- D. CITY, in its sole and absolute discretion, may also immediately suspend CONSULTANT's performance under this Agreement pending CONSULTANT's cure of any Event of Default by giving CONSULTANT written notice of CITY's intent to suspend CONSULTANT's performance (hereinafter, a "Suspension Notice"). CITY may issue the Suspension Notice at any time upon the occurrence of an Event of Default. Upon such suspension, CONSULTANT will be compensated only for those services and tasks which have been rendered by CONSULTANT to the reasonable satisfaction of CITY up to the effective date of the suspension. No actual or asserted breach of this Agreement on the part of CITY will operate to prohibit or otherwise restrict CITY's ability to suspend this Agreement as provided herein.
- E. No waiver of any Event of Default or breach under this Agreement will constitute a waiver of any other or subsequent Event of Default or breach. No waiver, benefit, privilege, or service voluntarily given or performed by a Party will give the other Party any contractual rights by custom, estoppel, or otherwise.
- F. The duties and obligations imposed under this Agreement and the rights and remedies available hereunder will be in addition to and not a limitation of any duties, obligations, rights, and remedies otherwise imposed or available by law. In addition to any other remedies available to CITY at law or under this Agreement in the event of any breach of this Agreement, CITY, in its sole and absolute discretion, may also pursue any one or more of the following remedies:
- i. Upon written notice to CONSULTANT, the CITY may immediately terminate this Agreement in whole or in part;
 - ii. Upon written notice to CONSULTANT, the CITY may extend the time of performance;
 - iii. The CITY may proceed by appropriate court action to enforce the terms of the Agreement to recover damages for CONSULTANT's breach of the Agreement or to terminate the Agreement; or
 - iv. The CITY may exercise any other available and lawful right or remedy.

Each Party will be liable for its own legal fees and other costs and expenses that a Party incurs upon a breach of this Agreement or in the Party's exercise of its remedies under this Agreement.

- G. In the event CITY is in breach of this Agreement, CONSULTANT's sole remedy will be the suspension or termination of this Agreement and/or the recovery of any unpaid sums lawfully owed to CONSULTANT under this Agreement for services performed.

- 5.3 SCOPE OF WAIVER: No waiver of any default or breach under this Agreement will constitute a waiver of any other default or breach, whether of the same or other covenant, warranty, agreement, term, condition, duty, or requirement contained in this Agreement. No waiver, benefit, privilege, or service voluntarily given or performed by a Party will give the other Party any contractual rights by custom, estoppel, or otherwise.
- 5.4 SURVIVING ARTICLES, SECTIONS AND PROVISIONS: The termination of this Agreement pursuant to any provision of this Article or by normal expiration of its term or any extension thereto will not operate to terminate any Article, Section or provision contained herein which provides that it will survive the termination or normal expiration of this Agreement.

VI.

MISCELLANEOUS PROVISIONS

- 6.1 DOCUMENTS & DATA; LICENSING OF INTELLECTUAL PROPERTY: All Documents and Data will be and remain the property of CITY without restriction or limitation upon their use or dissemination by CITY. For purposes of this Agreement, the term “Documents and Data” means and includes all final reports or completed deliverables provided by the CONSULTANT and delivered to the CITY in the performance of this Agreement and fixed in any tangible medium of expression, including but not limited to Documents and Data stored digitally, magnetically and/or electronically, but excluding any CONSULTANT Materials (defined below) contained or embodied therein. This Agreement creates, at no cost to CITY, a perpetual license for CITY to copy, use, reuse, disseminate and/or retain any and all copyrights, designs, and other intellectual property embodied in all Documents and Data. However, CITY may not alter or amend any Documents or Data issued under CONSULTANT’s name and CONSULTANT may retain a copy of Documents or Data for archival purposes. CONSULTANT will require all subcontractors and subconsultants working on behalf of CONSULTANT in the performance of this Agreement to agree in writing that CITY will be granted the same right to copy, use, reuse, disseminate and retain Documents and Data prepared or assembled by any subcontractor or subconsultant as applies to Documents and Data prepared by CONSULTANT in the performance of this Agreement.

CONSULTANT shall own: (i) its working papers and any internal engagement documentation; and (ii) any general skills, know-how, expertise, ideas, concepts, methods, techniques, processes, software, materials, or other intellectual property which may have been discovered, created, received, or developed by CONSULTANT either prior to or as a result of providing services under this Agreement (collectively, “CONSULTANT Materials”). CITY shall have a non-exclusive, non-transferable license to use CONSULTANT Materials for its own internal use and only for the purposes for which they are delivered to the extent they form part of Documents and Data. Notwithstanding anything to the contrary in this Agreement, CONSULTANT and its personnel are free to use and employ their general skills, know-how, and expertise, and to use, disclose, and employ any generalized ideas, concepts, know-how, methods, techniques or skills gained

or learned during the course of this Agreement so long as they acquire and apply such information without any unauthorized use or disclosure of confidential or proprietary information of CITY.

- 6.2 **CONFIDENTIALITY:** All data, documents, discussion, or other information developed or received by CONSULTANT or provided for performance of this Agreement are deemed confidential and will not be disclosed by CONSULTANT without prior written consent by CITY. CITY will grant such consent of disclosure as legally required. Upon request, all CITY data will be returned to CITY upon the termination or expiration of this Agreement; provided, however, that CONSULTANT shall own its workpapers and shall be permitted to retain Confidential Information to the extent incorporated or embodied in its workpapers, and it shall continue to maintain the confidentiality of such Confidential Information until the workpapers are destroyed. Neither Party will use the other Party's name or insignia, photographs, or any publicity pertaining to the Work in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of the other Party.
- 6.3 **DATA PRIVACY AND SECURITY:** To the extent the services require CONSULTANT to receive personal data or personal information from the CITY, CONSULTANT may process, and engage subcontractors to assist with processing, any personal data or personal information, as those terms are defined in applicable privacy laws, and such processing shall be in accordance with the requirements of the applicable privacy laws relevant to the processing in providing services hereunder, including services performed to meet the business purposes of the CITY, such as CONSULTANT's tax, advisory and other consulting services. Applicable privacy laws may include any local, state, federal or international laws, standards, guidelines, policies or regulations governing the collection, use, disclosure, sharing or other processing of personal data or personal information with which CONSULTANT or its clients must comply. Such privacy laws may include (i) the California Consumer Privacy Act of 2018 (CCPA); and/or (ii) other laws regulating marketing communications, requiring security breach notification, imposing minimum security requirements, requiring the secure disposal of records, and other similar requirements applicable to the processing of personal data or personal information. CONSULTANT is acting as a Service Provider/Data Processor, as those terms are defined respectively under the CCPA/GDPR, in relation to CITY personal data and personal information. As a Service Provider/Data Processor processing personal data or personal information on behalf of CITY, CONSULTANT shall, unless otherwise permitted by applicable privacy law, (a) follow CITY instructions; (b) not sell personal data or personal information collected from the CITY or share the personal data or personal information for purposes of targeted advertising; (c) process personal data or personal information solely for purposes related to the CITY's engagement and not for CONSULTANT's own commercial purposes; and (d) cooperate with and provide reasonable assistance to CITY to ensure compliance with applicable privacy laws. CITY represents and warrants it has all necessary authority (including any legally required consent from individuals) to transfer such information and authorize CONSULTANT to process such information in connection with the Services described herein. County further understands that CONSULTANT, Moss

Adams Advisory Group, LP, and Baker Tilly US, LLP and their affiliated entities (collectively, the "CONSULTANT Firms") may co process CITY data as necessary to perform the services, pursuant to the alternative practice structure in place among the entities, and by executing this Agreement, CITY hereby consents to the sharing of CITY data, CITY files, workpapers and work product with such CONSULTANT Firms. Baker Tilly Advisory Group, LP maintains custody of client files for these entities. The CONSULTANT Firms are bound by the same confidentiality obligations as CONSULTANT. CONSULTANT is responsible for notifying CITY if CONSULTANT becomes aware that it can no longer comply with any applicable privacy law and, upon such notice, shall permit CITY to take reasonable and appropriate steps to remediate personal data or personal information processing. CITY agrees that the CONSULTANT Firms have the right to utilize CITY data to improve internal processes and procedures and to generate aggregated/de identified data from the data provided by CITY to be used for the CONSULTANT Firms' business purposes and with the outputs owned by the CONSULTANT Firms. For clarity, the CONSULTANT Firms will only disclose aggregated/de identified data in a form that does not identify CITY, CITY employees, or any other individual or business entity and that is stripped of all persistent identifiers. CITY is not responsible for the CONSULTANT Firms' use of aggregated/de identified data.

- 6.4 **FALSE CLAIMS ACT:** CONSULTANT warrants and represents that neither CONSULTANT nor any person who is an officer of, in a managing position with, or has an ownership interest in CONSULTANT has been determined by a court or tribunal of competent jurisdiction to have violated the False Claims Act, 31 U.S.C., §§3789 *et seq.* and the California False Claims Act, Government Code §§12650 *et seq.*
- 6.5 **NOTICES:** All notices permitted or required under this Agreement will be given to the respective Parties at the following addresses, or at such other address as the respective Parties may provide in writing for this purpose:

CONSULTANT:

Baker Tilly Advisory Group, LP
21700 Oxnard Street Suite 300
Woodland Hills, CA 91367
Attn: Annie Rose Favreau
Phone: 206-302-6795
Email: AnnieRose.Favreau@bakertilly.com

CITY:

City of San Fernando
Administrative Services Department
117 Macneil Street
San Fernando, CA 91324
Attn: Director of Administrative Services
Phone: 818-898-1202

Such notices will be deemed effective when personally delivered or successfully transmitted by facsimile as evidenced by a fax confirmation slip or when mailed, forty-eight (48) hours after deposit with the United States Postal Service, first class postage prepaid and addressed to the Party at its applicable address.

- 6.6 **COOPERATION; FURTHER ACTS:** The Parties will fully cooperate with one another and will take any additional acts or sign any additional documents as are reasonably necessary, appropriate, or convenient to achieve the purposes of this Agreement.

- 6.7 SUBCONTRACTING: CONSULTANT will not subcontract any portion of the Work required by this Agreement, except as expressly stated herein, without the prior written approval of CITY. Subcontracts (including without limitation subcontracts with subconsultants), if any, will contain a provision making them subject to all provisions stipulated in this Agreement, including provisions relating to insurance requirements and indemnification.
- 6.8 CITY'S RIGHT TO EMPLOY OTHER CONSULTANTS: CITY reserves the right to employ other independent contractors in connection with the various projects worked upon by CONSULTANT.
- 6.9 CONFLICTS OF INTEREST:
- A. CONSULTANT represents and maintains that it has not employed nor retained any company or person, other than a *bona fide* employee working solely for CONSULTANT, to solicit or secure this Agreement. Further, CONSULTANT represents that it has not paid, nor has it agreed to pay, any company or person, other than a *bona fide* employee working solely for CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this representation, CITY will have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of CITY, during the term of his or her service with CITY, will have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
 - B. CONSULTANT may serve other clients, but none whose activities within the corporate limits of CITY or whose business, regardless of location, would place CONSULTANT in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code §81000 *et seq.*
 - C. CONSULTANT shall not employ any official or employee of the CITY during the Term of this Agreement or any extension term. No officer or employee of CITY shall have any financial interest in this Agreement that would violate Government Code §§1090 *et seq.* CONSULTANT represents that no owner, principal, partner, officer, or employee of CONSULTANT is or has been an official, officer, employee, agent, or appointee of the CITY within the twelve-month period of time immediately preceding the Effective Date. If an owner, principal, partner, officer, employee, agent, or appointee of CONSULTANT was an official, officer, employee, agent, or appointee of the CITY within the twelve-month period immediately preceding the Effective Date, CONSULTANT represents that any such individuals did not participate in any manner in the forming of this Agreement. CONTRACTOR understands that, if this Agreement is made in violation of Government Code §1090 *et seq.*, the entire Agreement is void and CONSULTANT will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and CONSULTANT will be required to reimburse the CITY for any sums paid to CONSULTANT. CONSULTANT understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code §1090.

- 6.10 TIME IS OF THE ESSENCE: Time is of the essence for each and every provision of this Agreement.
- 6.11 GOVERNING LAW AND VENUE: This Agreement shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, will be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, will be in the Central District of California located in the City of Los Angeles, California.
- 6.12 ATTORNEYS' FEES: If either Party commences an action against the other Party, legal, administrative, or otherwise, arising out of or in connection with this Agreement, each Party shall bear their own attorneys' fees and all other costs of such action.
- 6.13 SUCCESSORS AND ASSIGNS: This Agreement will be binding on the successors and assigns of the Parties.
- 6.14 NO THIRD-PARTY BENEFIT: There are no intended third-party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this Agreement inure exclusively to the Parties.
- 6.15 LIMITATION ON LIABILITY: Each party's total liability for any and all damages whatsoever arising out of or in any way related to this agreement from any cause, including but not limited to contract liability or negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not, in the aggregate, exceed three times (3x) the fees paid to consultant under this agreement. In no event will either party be liable for any special, indirect, incidental, or consequential damages in connection with or otherwise arising out of this agreement, even if advised of the possibility of such damages. In no event shall either party be liable for exemplary or punitive damages arising out of or related to this agreement.
- 6.16 ALTERNATIVE PRACTICE STRUCTURE; BAKER TILLY INTERNATIONAL: Baker Tilly US, LLP and Baker Tilly Advisory Group, LP and our subsidiary entities provide professional services through an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable laws, regulations and professional standards. Baker Tilly US, LLP is a licensed independent CPA firm that provides attest services to clients. Baker Tilly Advisory Group, LP and our subsidiary entities provide tax and business advisory services to clients. Baker Tilly Advisory Group, LP and our subsidiary entities are not licensed CPA firms. Baker Tilly Advisory Group, LP and our subsidiaries and Baker Tilly US, LLP are independent members of Baker Tilly International. Baker Tilly International Limited is an English company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Baker Tilly Advisory Group, LP and Baker Tilly US, LLP are not Baker Tilly International's agents and do not have the authority to bind Baker Tilly International or act on Baker Tilly International's behalf. None of Baker Tilly International, Baker Tilly

Advisory Group, LP, Baker Tilly US, LLP, nor any of the other member firms of Baker Tilly International has any liability for each other's acts or omissions. The name Baker Tilly and its associated logo is used under license from Baker Tilly International Limited.

- 6.17 CONSTRUCTION OF AGREEMENT: This Agreement will not be construed in favor of, or against, either Party but will be construed as if the Parties prepared this Agreement together through a process of negotiation and with the advice of their respective attorneys.
- 6.18 SEVERABILITY: If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions will continue in full force and effect.
- 6.19 AMENDMENT; MODIFICATION: No amendment, modification or supplement of this Agreement will be valid or binding unless executed in writing and signed by both Parties, subject to CITY approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver will be void and invalid.
- 6.20 CAPTIONS: The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.
- 6.21 INCONSISTENCIES OR CONFLICTS: In the event of any conflict or inconsistency between the provisions of this Agreement and any of the exhibits attached hereto, the provisions of this Agreement will control.
- 6.22 ENTIRE AGREEMENT: This Agreement, including all attached exhibits, constitutes the entire, complete, final, and exclusive expression of the Parties with respect to the matters addressed herein and supersedes all other agreements or understandings, whether oral or written, which may have been entered into between CITY and CONSULTANT prior to the execution of this Agreement. Any statements, representations, or other agreements, whether oral or written, made by either Party that is not embodied herein will not be valid or binding on the Parties. No amendment, modification or supplement to this Agreement will be valid and binding unless in writing and duly executed by the Parties pursuant to Section 6.16, above.
- 6.23 FORCE MAJEURE: The Completion Date for completing the Work may be extended in the event of any delays due to unforeseeable causes beyond the control of CONSULTANT and without the fault or negligence of CONSULTANT, including but not limited to severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the CITY. CONSULTANT shall within three (3) calendar days of the commencement of such delay notify the City Representative in writing of the causes of the delay. The City Representative shall ascertain the facts and the extent of delay and extend the time for performing the services and tasks for the period of the enforced delay when and if in the

judgment of the CITY Representative such delay is justified. The CITY Representative's determination shall be final and conclusive upon the parties to this Agreement. In no event shall CONSULTANT be entitled to recover damages against the CITY for any delay in the performance of this Agreement, however caused, CONSULTANT's sole remedy being extension of the Agreement pursuant to this Section.

- 6.24 **COUNTERPARTS:** This Agreement will be executed in three (3) original counterparts each of which will be of equal force and effect. No handwritten or typewritten amendment, modification, or supplement to any one counterpart will be valid or binding unless made to all three counterparts in conformity with Section 6.16, above. One fully executed original counterpart will be delivered to CONSULTANT and the remaining two original counterparts will be retained by CITY.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

CITY OF SAN FERNANDO:**BAKER TILLY US, LLC:**

By: _____
Kanika Kith, City Manager

By: _____

Name: _____

Date: _____

Title: _____

APPROVED AS TO FORM

Date: _____

By: _____
Richard Padilla, City Attorney

Date: _____

APRIL 21, 2026

City of San Fernando, CA

PROPOSAL FOR FISCAL MODEL AND FINANCIAL HEALTH
INDICATORS DEVELOPMENT



April 21, 2026

Baker Tilly Advisory Group, LP
2050 Main Street, Suite 700
Irvine, CA 92614
bakertilly.com

Ms. Kanika Kith
City Manager
City of San Fernando
117 Macneil Street
San Fernando, CA 91340

Delivered electronically

Dear Ms. Kith:

Thank you for the opportunity to provide a proposal to develop financial health indicators and a new fiscal model for the City of San Fernando's General Fund. It is our understanding that you would like a new model that staff can more easily manage for the future. We understand it should contain the dynamic dashboard and assumption flexibility to help decision-makers see the impacts of changes in assumptions and impacts of various budget strategies. The new model would be developed based on the unique circumstances that are important to the City and allow the leadership team to guide and support the Council's fiscal policies.

Proposed plan of work

Based on our experience with financial modeling and our understanding of your needs, we have prepared a plan of work to provide a new, streamlined fiscal model. This framework is amenable to refinements, based on your input.

The following describes the plan of work anticipated for the engagement.

Activity 1 – Start Project

Baker Tilly will begin this project with a project launch meeting with you and others as designated, collectively referred to as the project team. During this meeting we will refine the schedule, discuss the project objectives, and review the tasks to be completed. After this initial launch meeting, we will submit a document and data request to the City.

Activity 2 – Gather Information and Data

Next, we will initiate a careful learning phase to understand the City's current fiscal status and what has changed since the development of a prior model. Key tasks include the following:

- Gather data to be used throughout the analytical phase of the project. This will include budgets, department budgetary recommendations, analytical work, labor agreements and other pertinent information created since our last fiscal model update.
- Review multi-year budget information, including revenue sources and amounts, expenditure allocations, reserves and other funds, budgetary reductions and cost shifts that have been made to date, the local economy, the City's labor environment, and other relevant factors that have changed from the last fiscal model update.

City of San Fernando, CA
April 21, 2026

- Discuss our previous forecasting model with you to understand what improvements can be made in a new model, including key decision factors that may likely arise in the coming years.
- Review budgeting approaches and test budget assumptions against actual experience, and review and factor in the City's inventory of unmet or deferred infrastructure and maintenance needs, to the extent the information is available.

Activity 3 – Develop New Baseline Fiscal Trend Model

Next, we will analyze the data we have gathered through the previous activity and prepare a long-range fiscal model. Key tasks include:

- Identifying historical trends and updating the forecast to provide a comprehensive perspective of the factors affecting the financial capacity of the City. This analysis will provide a sound basis for understanding the financial ability to fund services during the next 10 years.
- Developing the multi-year fiscal model based on this information. The model will tie back to accounting and payroll records and represent a fiscal model that will allow City staff to update it in the future.
- Developing a draft forecast and then reviewing it via videoconference with project team members to refine and validate our new assumptions. We are careful to tie back all model data to the City's source documents and to fully explain the assumptions underlying the model.
- Making refinements and revising the final model suitable for presentation.
- Developing a user manual and conducting up to four hours of staff training on the capabilities of the model and how to update the model in future years with the expectation that staff will "own" and begin using and updating the model regularly as a tool.

We will conduct periodic check-ins with staff as we develop the model to ensure it meets the City's needs.

Activity 4 – Finalize and Present the Model and Provide Support

We will review the fiscal model with the project team and make any necessary edits to finalize it and send it to the City for its future use. We will also be happy to present the fiscal model to the City Manager or others within the organization using videoconference technology at the discretion and desire of the project team.

We are committed to ensuring City staff have a tool to use in preparing forecasts in future years. We will continue to provide on-call assistance during the next year to address any questions staff might have as they use the model. This support does not include updating the fiscal model for future years but provides support and guidance to the City as it implements the tool in subsequent forecasts.

Activity 5 – Financial Health Indicators Development

Baker Tilly would assist the City of San Fernando in developing Financial Health Indicators (FHIs) using a structured, transparent methodology grounded in established public-sector best practices. The methodology is informed by the California Municipal Financial Health Diagnostic and the Governing Guide to Financial Literacy: Managing Your Jurisdiction's Financial Health. Together, these sources emphasize that financial health is a multi-dimensional concept that cannot be captured by a single score or balanced budget alone. Instead, FHIs are intended to provide City leaders and the public with an integrated view of near-term position, operating sustainability, and long-term fiscal capacity. Key tasks include:

- Establishing a shared definition of financial health and an analytical framework grounded in recognized California municipal best practices.
- Identifying and defining a set of Financial Health Indicators addressing financial position, financial performance, and solvency.

City of San Fernando, CA
April 21, 2026

- Compiling and validating financial data from audited ACFRs and supporting City financial documents.
- Normalizing data to separate recurring operations from one-time revenues, expenditures, and deferred obligations.
- Calculating indicators and evaluating multi-year trends to identify direction and emerging risks.
- Providing peer context where appropriate to support interpretation.
- Interpreting indicators collectively and document results in a clear, transparent report for decision-makers and the public.

Firm Qualifications

Making decisions today to shape tomorrow is never easy. San Fernando needs a consulting firm with the right blend of industry insight, functional expertise and technical know-how. Baker Tilly is that firm. We focus on the intersection of strategy and execution to help you move forward with clarity and confidence. Our consulting services are designed to:



- Deliver innovative, practical solutions that help you adapt quickly, implement best practices and stay competitive in any environment.
- Enhance and protect enterprise value, safeguarding the success you've worked hard to gain.
- Identify and mitigate risk, so you can make informed decisions with greater certainty.
- Solve your toughest challenges, with a team that brings creativity, agility and deep industry/sector knowledge.

Our reputation for quality is well-documented. As a leading advisory, tax and assurance firm, we were named a "Leader in Consulting" by Accounting Today. Below are key facts about our consulting practice, including the depth of resources that stand ready to support San Fernando's project team:

Baker Tilly at a glance

2,800+

consulting team members

45+

years of consulting experience

200+

consulting principals

100+

worldwide office locations

40%

of Baker Tilly's \$3B in FY24 firm revenue

300+

workplace and culture awards



Comprehensive services for local governments

Your team is ready to help you find solutions to overcome the obstacles that stand between you and your goals. We provide a full range of service offerings for state and local governments, including those listed below.

City of San Fernando, CA
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FULL RANGE OF KEY SERVICE OFFERINGS FOR LOCAL GOVERNMENTS	
Accounting services and assurance	Human capital services
Capital planning	Leadership development and training
Cybersecurity consulting	Management services
Classification and compensation study	Organizational assessment
Efficiency studies	Organizational development
Executive coaching	Process improvement
Executive performance assessment	Rate and user fee studies
Federal funding advisory	Risk advisory and internal audit
Financial planning, budgeting and analysis	Service sharing and service consolidation
Housing and economic development	Strategic planning

References

We encourage you to connect with the clients below to learn more about the value of their relationship with Baker Tilly. Each client will offer a different perspective as you consider your own needs.

CITY OF SCOTTS VALLEY, CALIFORNIA			
Name	Ms. Mali LaGoe	Title	City Manager
Phone	+1 (831) 440-5600	Email	MLagoe@scottsvally.gov
Description	Financial management assistance, fiscal sustainability planning and related services Our firm has provided a wide range of services to the City of Scotts Valley over the past several years in support of the City's budget and finance functions and to support fiscal sustainability. We provided budget development and process implementation services that included the City's first long-range financial forecast as part of its annual budget. The results of that forecast indicated a long-term structural deficit in the General Fund that would liquidate all reserves within three years. During our work on the financial model, we also provided support to the City Manager and contracted legal counsel during labor negotiations with the City's bargaining groups to cost various proposals made by management and labor. We provided a tool tied to the City's financial forecast for City leaders to use during the current and future negotiation process. The tool was presented to labor groups and Council members as a means of creating a more transparent negotiation environment and to demonstrate how various proposals would positively or negatively impact the City's structural deficit. Based on that work, we developed a fiscal sustainability plan for City Council consideration. The project included interviews, focus groups, an employee survey, and two Council workshops. We analyzed various budget strategies, including revenue enhancements, expenditure controls/cost shifts, service delivery changes, and service level reductions that would eliminate the structural deficit and packaged them into various scenarios for Council consideration. Council members reviewed the scenarios and identified several budget strategies for implementation, including tax measures, cost shifts that saw labor groups		

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	increase their contributions to pension costs, and service delivery changes that collectively would provide long-term fiscal sustainability to the City. The City has requested assistance in updating the model in subsequent years due primarily to staffing changes and lack of staffing capacity to update the model. The most recent update was completed for the FY 2023-24 budget, working with City Manager Mali LaGoe (a JPA board member) and her Administrative Services Director Stephanie Hill.
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TOWN OF WINDSOR, CALIFORNIA

Name	Ms. Jeneen Peterson	Title	Former Administrative Services Director
Phone	+1 (707) 322-0321	Email	Contact via LinkedIn Profile: https://www.linkedin.com/in/jeneen-peterson-20663519/
Description	Recession diagnostic financial forecasting tool; fiscal sustainability planning Our firm prepared a long-range General Fund forecast tool for the Town as it began preparations for its FY 2022 and 2023 biennial budget. The Town had not had a long-range forecast in the past and were concerned about the impacts to sales and transient occupancy taxes on the Town's long-term fiscal sustainability. Upon completing the fiscal model, which presented a nearly 10% structural gap between ongoing revenues and expenditures, we then identified budget strategies that would help solve the fiscal gap for presentation and consideration of the Town Council. We identified 23 distinct budget strategies, including revenue enhancements, service delivery alternatives, cost efficiencies and service level reductions to the extent that other strategies were not selected or achievable in solving the gap. The strategies identified were four times the value of the fiscal gap, providing Council with sufficient options to bring fiscal sustainability to the Town's General Fund. We facilitated a consensus-building process that helped the Town Council settle on a chosen selection of strategies for implementation. Finally, we developed a set of guiding budget principles for the Town Council to consider in developing prudent budget management and evaluation of proposals. These principles touched on concepts regarding policies such as budgeting practices, reserves, ongoing resources and operations, use of one-time (windfall) resources, capital project planning, fiscal sustainability planning, and debt management. The Town has requested assistance in updating the model in subsequent years due primarily to staffing changes and lack of staffing capacity to update the model. The most recent update is being completed for the FY 2025-26 biennial budget, working with Accounting Manager Danny Castillo.		

CITY OF UNION CITY, CALIFORNIA

Name	Joan Malloy	Title	City Manager
Phone	+1 (510) 760-7332	Email	JoanM@UnionCity.Org
Description	Long-range fiscal model We prepared a long-range fiscal model for the City's General Fund and provided expert advice about the potential fiscal impacts associated with the COVID-19 pandemic recession that was starting to impact City revenues. Also looming over the City was the expiration of a public safety parcel tax measure that, if not replaced, would leave a \$5 million gap in the City's General Fund and severely impact public safety service delivery. The tool we developed provided a useful dashboard to assist the City Council,		

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April 21, 2026

staff, and community members in understanding the impacts of the pandemic recession and the lapsing of the tax measure if not replaced. Based on the work we completed, the City Council proposed a utility users tax measure for voter consideration in the November 2020 election that was approved and will provide ongoing revenues to support continuity of services as the City exits the pandemic recession.

The City has requested assistance in updating the model in all subsequent years due primarily to staffing changes and lack of staffing capacity to update the model. The most recent update was completed for the FY 2023-24 and 2024-25 biennial budget and as part of labor negotiations currently underway with bargaining groups.

Aligning key engagement team members with your goals

Your handpicked team of professionals offers a collaborative focus supported by the breadth and depth of our firm's national resources. We believe in strong personal relationships, and this means a personal interest in the City of San Fernando from some of our most experienced team members. Engagement team members are introduced below.

ENGAGEMENT TEAM FOR CITY OF SAN FERNANDO



Andy Belknap, Managing Director

Role: Project Director; Lead Fiscal Model Developer

Andy has more than 20 years of local government experience, including service as a city manager, public works director and consultant to California municipalities, counties and special districts. His areas of expertise include fiscal and budget analysis, municipal restructuring, governance models and developing service delivery partnerships and functional consolidations to take advantage of economies of scale in public sector service delivery. Andy has served more than 100 California local governments, many on multiple occasions, including 17 of the largest 20 cities.

A trained economist, Andy brings special experience to fiscal analysis and public finance issues. His blend of quantitative skills, coupled with a practitioner's understanding of public services and management systems, adds value to all types of organizational and policy analysis.

Matt Stark – Senior Manager

Role: Subject Matter Specialist; Labor Costing Model Support

City of San Fernando, CA
April 21, 2026

ENGAGEMENT TEAM FOR CITY OF SAN FERNANDO



Matt's primary responsibilities are the design and implementation of financial forecast models, research studies and online survey tools. Matt assists several Baker Tilly practice groups with his analytical expertise, helping to find solutions to new challenges within the fields of operational finance, economic development and compensation studies. Specifically, Matt is the primary architect of various interactive financial forecasts for clients ranging from cities and counties to special districts. In addition to his financial forecasting work, Matt develops surveys to help elected officials and professional staff to understand the perceptions, opinions and motivations of their communities, providing feedback from residents who would not otherwise make their voices heard. These surveys help inform decisions about spending priorities and long-term planning. He has also designed and conducted random-sample telephone and online surveys for school districts, cities and counties.

Matt develops analytical tools for Baker Tilly practice groups in operational finance, capital planning, economic development, employee compensation and transportation planning.

Professional fee

The total cost and timeline for this project is summarized in the following table. The ultimate test of a quality project is that the client is pleased with the results, and we are committed to achieving that goal.

Activity	Hours	Cost	Timeline
Baseline Project			
1 – Start project	7	\$ 2,700	Early May 2026
2 – Gather information	7	2,700	May to Early June 2026
3 – Develop baseline financial forecast model	27	10,800	June 2026 to Mid-July 2026
4 – Finalize and present model and provide support	11	4,400	Mid-July to August 2026
5 – Financial Health Indicators	11	4,400	Mid-July to August 2026
Total – Baseline Project	63	\$25,000	Estimated completion – end of August 2026

Conclusion

The City of San Fernando will continue to be a valued client of Baker Tilly. Thank you for the opportunity to make tangible contributions to your success. Our team is excited to earn your trust, and we look forward to discussing your questions and feedback.

City of San Fernando, CA
April 21, 2026

Sincerely,



Khala Stanfield, Director
Baker Tilly Advisory Group, LP
+1 (480) 809 5588 | khala.stanfield@bakertilly.com

Accepted for the City of San Fernando by:

Name: _____

Title: _____

Date: _____

The information provided here is of a general nature and is not intended to address the specific circumstances of any individual or entity. In specific circumstances, the services of a professional should be sought.

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

From: Kanika Kith, City Manager
By: Bonnie Tam, Director of Public Works
Rodrigo Mora, Public Works Operations Manager

Date: August 17, 2026

Subject: Receive and File an Update on the Safe & Beautiful San Fernando Work Plan

RECOMMENDATION:

It is recommended that the City Council receive and file a presentation on the 16-week Progress Report for the Safe & Beautiful San Fernando Work Plan.

BACKGROUND:

1. On January 20, 2026, the City Council directed staff to present a status update on a list of priorities presented by former Mayor Joel Fajardo.
2. On February 2, 2026, staff presented a status update on a list of priorities, and the City Council directed staff to return with a beautification work plan for Public Works staff to enhance sidewalk repairs, tree planting, and general city maintenance on overtime budget through June 30, 2026.
3. On March 2, 2026, as part of the Fiscal Year 2025-2026 Mid-Year Budget adoption, the City Council approved a Safe & Beautiful San Fernando initiative, authorizing 600 hours of overtime for Public Works staff to accelerate sidewalk repairs, tree planting, and general city maintenance through June 30, 2026.
4. On June 8, 2026, staff presented an 8-week update for the Safe & Beautiful San Fernando Work Plan during the Public Works Budget Study Session.

ANALYSIS:

The City continues to advance citywide beautification and infrastructure improvements through coordinated tree maintenance and planting, signage restoration, trash removal, paving projects, and sidewalk repairs. Led by the Public Works Department, these efforts are focused on enhancing neighborhood aesthetics, improving public safety, and maintaining the City's public right-of-way. To ensure transparency and results, this 16-week progress report for the Safe & Beautiful San Fernando initiative is being provided to the City Council.

Receive and File an Update on the Safe & Beautiful San Fernando Work Plan

Page 2 of 4

On March 2, 2026, the City Council approved a Safe & Beautiful San Fernando Work Plan authorizing the use of staff overtime to conduct a variety of beautification and safety-related projects.

The Safe & Beautiful San Fernando Work Plan was a focused, action-driven 16-week beautification initiative was conducted from March 2, 2026, through June 30, 2026. The plan prioritized safety, cleanliness, sustainability, and neighborhood investment by expanding the day-to-day work already performed by Public Works through the use of staff overtime focused in three (3) areas:

1. Sidewalk repair
2. Tree planting & tree stump removal
3. Citywide cleanup & beautification (graffiti removal, bulky item, weed abatement, monument sign painting, trash removal, & illegal dumping)

The work completed in these areas is discussed below.

1. Sidewalk Repair – Improving Safety Where It Matters Most

Repairing and replacing sidewalks is an ongoing project to improve pedestrian safety and reduce liability as City staff and the City's contractor continued to work on sidewalks throughout the city. The Safe & Beautiful San Fernando Work Plan provided an additional 37.5 hours per week on average of staff time, for a total of 600 hours. These additional hours enabled staff to accomplish the following:

- Addressed 13 community-requested sidewalk repairs
- Addressed four (4) identified sidewalk repairs
- Completed 34 sidewalk repairs, exceeding the 27 requested. Concrete demolition and forming were completed by City staff during regular working hours.
- Targeted 10 high-risk locations, including business districts, schools, churches, and major corridors.

A total of \$20,000 was used to cover the cost of concrete for the repairs. In addition, staff has removed and replaced approximately 920 linear feet of sidewalk over the past five (5) months across multiple grids to address priority locations and supplement the contracted work.

2. Tree Planting & Tree Stump Removal - Investing in Long-Term Beauty and Sustainability

The Safe and Beautiful San Fernando Work Plan expanded the City's existing tree planting and maintenance program by providing additional staff time to address priority tree maintenance needs throughout the City. As part of the work plan, staff:

- Removed six (6) trees that were identified as requiring emergency removal.
- Removed 19 tree stumps and prepared the sites for replanting.
- Purchased 91 trees.

Receive and File an Update on the Safe & Beautiful San Fernando Work Plan

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- Planted 37 new trees, exceeding the original goal of 36 requested trees.
- Filled vacant parkway spaces where appropriate.

The City originally had a list of 36 locations where residents had requested tree planting. Through the Safe and Beautiful San Fernando Work Plan, staff were able to plant trees at all 36 requested locations, plus one additional location requested after the work plan was finalized, for a total of 37 new trees.

The work plan allocated 16 hours of additional staff time each week on Saturdays to complete the tree planting and maintenance work.

The purchase of trees and the additional tree maintenance work were funded with \$25,000 reallocated from a previously approved mural project.

3. Citywide Cleanup & Beautification - Creating Cleaner, More Welcoming Neighborhoods

This component combines graffiti removal, illegal dumping cleanup, weed abatement, and general maintenance into a consistent, citywide effort.

Graffiti Removal.

Currently, graffiti on public properties are typically removed the same day, with an average response time of less than 24 hours from the initial request. The Safe & Beautiful San Fernando Work Plan allocated four (4) overtime hours every Saturday for the City's graffiti removal efforts, for a total of 64 hours of additional staff time over the 16-week project timeline. As a result, 372 square feet (approximately 25 sites) of graffiti was removed.

Bulky Item, Trash Removal, and Illegal Dumping.

The Safe & Beautiful San Fernando Work Plan expanded on the City's ongoing bulky item and trash removal by providing an additional four (4) hours of staff time each week on Sunday for the duration of the 16-week project, for a total of 64 hours of additional staff time. Staff overtime for the project focused on known illegal dumping hotspots, in alleyways, and residential areas where dumping occurs. The additional Sunday overtime hours allowed staff to remove dumped materials on the weekend, improving neighborhood cleanliness and pride. As a result, 340 cubic yards (approximately 25 sites) of bulky and illegal dumping items were picked up.

Weed Abatements & Miscellaneous Beautification.

In addition to the specific items shown above, the Safe & Beautiful San Fernando Work Plan involved a total of 136 hours of staff overtime dedicated to a variety of miscellaneous beautification efforts, including weed abatement, general citywide cleanup, and ongoing maintenance in gateways, parking lots, and civic areas. A total of 16 monument signs were renovated.

Receive and File an Update on the Safe & Beautiful San Fernando Work Plan

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Resource Allocation.

The following is a summary of additional staff time and expenditures for the Safe & Beautiful San Fernando Work Plan. Resource allocation for staff overtime hours was approximately \$85,000 for 600 hours.

Program Component	Weekly OT Hours	Duration	Total OT Hours
Sidewalk Repair	18 hours	16 weeks	288 hours
Tree Planting & Stump Removal	16 hours	3 Saturdays	48 hours
Graffiti Removal	4 hours	16 weeks	64 hours
Bulky Item Removal	4 hours	16 weeks	64 hours
Miscellaneous Beautification Efforts		16 weeks	136 hours
Total Overtime Hours:			600 hours
Total OT Expenditure:			\$85,000

As discussed above, an additional \$20,000 was used to cover the cost of concrete for sidewalk repair and maintenance, and \$25,000 for tree planting and trimming. Total expenditure is as follows:

Item	Budget
National Concrete Materials	\$15,000 (concrete delivered to work sites)
Arroyo Builders Materials	\$5,000 ("u-cart" concrete)
Tree Planting & Trimming	\$25,000
Total Material and Service:	\$45,000

Total resource allocation for staff time and material is approximately \$130,000 in completing the 16-Week Safe & Beautiful San Fernando Work Plan with authorized 600 overtime hours.

BUDGET IMPACT:

The total expenditure for the 16-Week Safe & Beautiful San Fernando Work Plan was \$130,000. This included 600 hours of overtime staff cost of \$85,000, and material cost of \$45,000 for the purchase of concrete materials for sidewalk repair and maintenance and for the tree planting and trimming service. Sufficient funding was included in the Fiscal Year 2025–2026 Mid-Year Budget adoption to support the initiatives outlined in the Safe & Beautiful San Fernando Work Plan.

CONCLUSION:

It is recommended that the City Council receive and file a presentation on the 16-week Progress Report for the Safe & Beautiful San Fernando Work Plan.

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

From: Kanika Kith, City Manager
By: Bonnie Tam, Director of Public Works
Rodrigo Mora, Public Works Operations Manager

Date: August 17, 2026

Subject: Receive and File the Downtown Maintenance Schedule

RECOMMENDATION:

It is recommended that the City Council receive and file the Downtown Maintenance Schedule (Attachment "A").

BACKGROUND:

On July 20, 2026, the City Council directed staff to bring back to the August 17, 2026 City Council meeting a Downtown Maintenance Schedule.

ANALYSIS:

A maintenance schedule is essential for the Public Works Maintenance Department because it ensures that routine tasks are performed consistently, resources are used efficiently, and potential issues are identified before they become costly problems. A structured schedule also supports long-term asset preservation, improves service reliability, and helps staff plan and prioritize work effectively.

The Public Works Department maintains the City's public infrastructure and facilities, including Downtown sidewalks, parking lots, alleys, landscaping, trash enclosures, and the Bank of America public parking structure.

Downtown maintenance is provided through a combination of City staff and contracted services. Maintenance activities include:

- Routine cleaning and litter removal
- Parking lot and alley maintenance
- Landscape and irrigation maintenance
- Pressure washing
- Trash enclosure maintenance

Receive and File the Downtown Maintenance Schedule

Page 2 of 3

- Illegal dumping response
- Tree maintenance
- Parking structure cleaning and repairs

Public Works also maintains the Bank of America public parking structure, including routine cleaning, quarterly interior and exterior pressure washing, and replacement of deficient lighting fixtures as needed to maintain a safe public facility.

Public Works staff assigned to Downtown maintenance generally work Monday to Thursday and Saturday to Sunday, from 6:00 a.m. to 3:00 p.m. or 7:00 a.m. to 4:00 p.m., and Fridays from 7:00 to 10:00 a.m. Routine Downtown maintenance requires approximately 3,102 staff hours annually, excluding contracted parking lot sweeping and trash enclosure cleaning. Public Works also provides approximately 900 additional hours annually to support events, including street closures, cleanup, and holiday decorations.

The Downtown Mall Maintenance Schedule is included as Attachment “A”. Below is a summary of the maintenance schedule:

Description of Activities	Locations	Frequency	Daily Schedule
Parking lot sweeping (contracted)	Parking lots	Once daily (1:20am-4:50am)	Mon-Sun
Trash enclosure clean-up (contracted)	Downtown Mall	Once daily (3:00am-4:50am)	Mon-Sun
Trash enclosure clean-up	Downtown Mall	Once daily (before 9am/spot check during the day)	Mon-Sun
Trash & litter removal	Downtown Mall	Once daily (before 9am/spot check during the day)	Mon-Sun
Parking lot & alley maintenance	Parking lots & alleys	Once daily (before 9am/spot check during the day)	Mon-Sun
Landscape maintenance	Downtown streets, parking lots & alleys	5x a week	Mon-Sun
Irrigation repairs	Landscaped areas	3x a week	Usually Tue-Thu
Pressure washing	Sidewalks, alleys & enclosures	Biweekly (and as needed, if appropriate)	As needed, Biweekly
Tree Trimming	Downtown Mall	Biweekly	Biweekly

Operational Review.

As part of its continuous improvement efforts, Public Works is reviewing the following opportunities to improve Downtown maintenance:

- Increase litter inspections: Evaluate whether trash and litter removal should occur multiple times per day during peak activity periods.
- Clarify parking structure responsibilities: Confirm maintenance and cleaning responsibilities between the City and the owner of the Bank of America parking structure.

Receive and File the Downtown Maintenance Schedule

Page 3 of 3

- Coordinate trash enclosure cleaning: Review Friday cleaning schedules with Republic Services to align with collection days.
- Establish pest control: Evaluate a routine pest control program for Downtown trash enclosures.
- Review staffing and efficiency: Continue evaluating staffing levels and operational practices to maintain service quality while making the best use of available resources.

These operational reviews will help ensure the Downtown Area continues to provide a clean, safe, and welcoming environment while maximizing the effective use of City resources.

BUDGET IMPACT:

The Downtown Area maintenance program is funded through the Public Works Department's annual operating budget. Services for the existing parking lot sweeping maintenance service contract is approximately \$87,600 and annual costs are appropriated from Measure W (Fund 023)¹ and Parking Maintenance and Operations Funds (Fund 029)². In addition, the City maintains a Mall Maintenance Fund (Fund 030)³ that typically generates about \$45,000 annually. However, current revenues are being used to address prior-year fund deficits, limiting the availability of these proceeds for ongoing maintenance needs.

Any future potential changes to service levels, staffing needs, or increased maintenance frequencies and activities would require additional funding, which will be presented to the City Council for consideration through the annual budget process or a future budget amendment request.

CONCLUSION:

It is recommended that the City Council receive and file the Downtown Maintenance Schedule (Attachment "A").

ATTACHMENTS:

A. Downtown Maintenance Schedule

¹ Measure W revenues are received through Los Angeles County, which are allocated to each local jurisdiction on a per capita basis.

² Parking lot maintenance fees are collected through business license fees in the Parking & Business Improvement District and are recorded in Fund 029, which also includes revenue from Downtown parking meters.

³ Mall maintenance fees are collected through business license fees in the Mall Maintenance District and recorded in Fund 030.

City of San Fernando Downtown Maintenance Schedule

Description of Activities	Locations	Frequency	Daily Schedule
Parking lot sweeping (contracted)	Parking lots	Once daily (1:20am-4:50am)	Mon-Sun
Trash enclosure clean-up (contracted)	Downtown Mall	Once daily (3:00am-4:50am)	Mon-Sun
Trash enclosure clean-up	Downtown Mall	Once daily (before 9am and spot check during the day)	Mon-Sun
Trash & litter removal	Downtown Mall	Once daily (before 9am and spot check during the day)	Mon-Sun
Parking lot & alley maintenance	Parking lots & alleys	Once daily (before 9am and spot check during the day)	Mon-Sun
Landscape maintenance	Downtown streets, parking lots & alleys	5x a week	Mon-Sun
Irrigation repairs	Landscaped areas	3x a week	Usually Tue-Thu
Pressure washing	Sidewalks, alleys & enclosures	Biweekly (and as needed, if appropriate)	As needed, Biweekly
Tree Trimming	Downtown Mall	Biweekly	Biweekly

General Schedule: Mondays -Thursdays and Saturdays to Sundays (6am to 3pm or 7am to 4pm); Fridays (7-10am)

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

From: Kanika Kith, City Manager
By: Will Pettener, Assistant to the City Manager
Linden Johnson, Economic Development Manager

Date: August 17, 2026

Subject: Discussion and Consideration of Proposed Revisions to Memorandum of Understanding with Emprende to Produce a Christmas Parade in Coordination with the City's Annual Tree Lighting Event and to Reimburse the City for Related Parade Expenses

RECOMMENDATION:

It is recommended that the City Council:

- a. Discuss and consider proposed revisions to Memorandum of Understanding (MOU) with Emprende (Attachment "A" – Contract No. 2545) to produce a Christmas Parade in coordination with the City's Annual Tree Lighting Event and to Reimburse the City for Related Parade Expenses;
- b. Provide direction, as applicable; and
- c. Authorize the City Manager, or designee, to make non-substantive changes and execute the agreement.

BACKGROUND:

1. On November 17, 2025, the City Council directed staff to work with Emprende to develop an estimated budget for a proposed Christmas Parade to take place in 2026, for City Council consideration during the Fiscal Year (FY) 2026-2027 budget process.
2. On February 2, 2026, the City Council directed staff to meet with Emprende and return to the City Council with co-sponsorship cost estimates and logistics for combining the parade with the City's Tree Lighting Event.
3. On June 3 and June 10, 2026, staff and Emprende met to discuss the Christmas Parade logistics and the details of the parade. These discussions centered around the logistics and responsibilities of Emprende and City staff.

Discussion and Consideration of Proposed Revisions to Memorandum of Understanding with Emprende to Produce a Christmas Parade in Coordination with the City's Annual Tree Lighting Event and to Reimburse the City for Related Parade Expenses

Page 2 of 5

4. On June 29, 2026, the City Council approved the City's annual list of events for FY 2026-2027, including the Christmas Parade in coordination with the City's Annual Tree Lighting Event to take place on December 5, 2026. The City Council also approved co-hosting with Emprende to produce the parade and directed staff to return to a future City Council meeting with an MOU for consideration.
5. On July 16, 2026, Emprende approved the draft MOU submitted to the organization by City staff on July 15, 2026.
6. On July 20, 2026, the City Council approved the MOU with Emprende to produce a Christmas Parade in coordination with the City's Annual Tree Lighting Event and to reimburse the City for related Parade Expenses in the total amount of \$37,718.
7. On August 5, 2026, the City met with Emprende for a parade planning kickoff meeting. At the meeting, Emprende's roles and responsibilities, as set out in the City Council approved MOU, were reviewed and discussed.

ANALYSIS:

A Christmas Parade is a valuable community building and economic development event. It draws large crowds that boost foot traffic for local stores and restaurants, supporting businesses along the route and throughout the City. At the same time, the parade strengthens community connections by bringing residents together in a joyful, family friendly celebration. It offers meaningful participation opportunities for local performers, organizations, and families, fostering civic pride and encouraging continued support for the City and its businesses.

Emprende is a Section 501 (c)(3) nonprofit organization dedicated to empowering communities through education, cultural enrichment, leadership development, self-esteem building, entrepreneurship, and spiritual growth. Their mission includes a commitment to creating opportunities that strengthen individuals, families, and community. Through engagement spanning back to Fall 2025, staff has worked with Emprende to develop the framework for a Christmas Parade event that will accompany the City's Annual Tree Lighting Ceremony.

On June 29, 2026, the City Council approved the 2026 Christmas Parade, to be held in coordination with the City's Annual Tree Lighting Ceremony. This approval was contingent upon finalizing an MOU with Emprende that outlined a defined scope of work and a process for collecting fundraising revenue to reimburse all parade-related expenses totaling \$37,718. This amount covers City staff costs, Los Angeles Fire Department and other related permit fees, and a traffic control plan. The City Council provided additional direction to include in the MOU, for Emprende to be responsible for completing the following scope of work:

Discussion and Consideration of Proposed Revisions to Memorandum of Understanding with Empreunde to Produce a Christmas Parade in Coordination with the City's Annual Tree Lighting Event and to Reimburse the City for Related Parade Expenses

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- a. Empreunde to form a community committee that will meet more often than monthly to support parade planning efforts.
- b. Empreunde to provide rules to be established regarding sponsorship criteria.
- c. Empreunde to provide bi-weekly updates on sponsorship activities beginning in August.
- d. Empreunde to create a sponsorship flyer for their use that will be separate from a City created Save the Date flyer and Event flyer for all the events taking place that day which includes the parade, tree lighting, and photographs with Santa.

On July 20, 2026, the City Council approved the MOU with Empreunde to produce a Christmas Parade in coordination with the City's Annual Tree Lighting event and to reimburse the City for related Parade expenses. The City Council also provided directions for staff to incorporate the following revisions into the MOU:

- a. City to design and post the "Save the Date" flyer and event detail flyer with no sponsorship information and advertise the event through the City's social media outlets.
- b. Empreunde to solicit sponsorship information on Empreunde website.
- c. Staff to provide update on sponsors and participants, through bi-monthly reporting by Empreunde, in the Status Updates for City Projects and City Council Priorities agenda report that is a recurring item included in the City Council agenda packets.
- d. Empreunde to provide small discount to businesses and non-profit organizations based in the community if participating in the event.

Following City Council direction, staff worked with the City Attorney to incorporate the approved revisions into the MOU. The revisions clarify each party's responsibilities and deadlines to improve coordination between Empreunde and the City. Key updates include:

- Clarified definition of "production of event" and the City's logistical support.
- Updated deadlines for the Event Plan, monthly reports, and participant forms.
- Added details regarding the event location and date.
- Clarified "Services offered" and updated sponsorship language to reflect the reimbursement process in Section 3 of the MOU.
- Further defined the Community Committee and its responsibilities.
- Adjusted certain deadlines from three (3) weeks to two (2) weeks to improve coordination between Empreunde and the City.

The City Attorney also recommended additional provisions addressing City Council's direction regarding financial reporting, including further clarification of Empreunde fundraising and revisions to the insurance provisions.

Discussion and Consideration of Proposed Revisions to Memorandum of Understanding with Emprende to Produce a Christmas Parade in Coordination with the City's Annual Tree Lighting Event and to Reimburse the City for Related Parade Expenses

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All City Council and City Attorney recommendations are incorporated in the redlined MOU in Attachment "A".

MOU Amendment Requests from Emprende.

On August 5, 2026, the City met with Emprende for a planning kickoff meeting. Roles and responsibilities as set out in the City Council approved MOU were reviewed and discussed. During this meeting, Emprende brought two (2) requested revisions within the agreement to the City's attention:

1. Emprende requested to have the Community Committee meeting only once per month virtually, instead of twice per month, as directed by City Council.
2. Emprende requested to provide a monthly update regarding sponsorship and participant reporting, instead of bi-weekly updates, as was directed by City Council.

Summary of Parade Planning to Date.

The following table is a summary of all key task related to Christmas Parade planning.

2026 City of San Fernando Christmas Parade		
Task	Responsible Party	Status
Producing City Christmas Parade	Emprende	In Progress
Procuring Sponsorship to reimburse the City of for costs incurred by the City in connection with the Parade	Emprende	In Progress
Fire Department Permits	City (Recreation and Community Services (RCS) and City Manager's Office (CMO))	Pending logistic information from Emprende
Public Safety - Traffic Control Plan	City (RCS)	Completed. The City reached out to four (4) companies and has received a quote for \$22,745.17 from one (1) company for the traffic control plan.
Create Save the Date Flyer	City (RCS)	In Progress
Delivery of Event Plan	Emprende	Pending
Event and Workers Compensation Insurance	Emprende	Has not been provided, but Emprende confirmed they can get the insurance

Discussion and Consideration of Proposed Revisions to Memorandum of Understanding with Empreunde to Produce a Christmas Parade in Coordination with the City's Annual Tree Lighting Event and to Reimburse the City for Related Parade Expenses

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Sponsorship	Emprende	No Sponsorships have been reported
Monthly Reports	Emprende	Waiting for Empreunde to provide
Bi-Weekly written sponsorship updates via email	Emprende	Emprende is proposing for this to be monthly reports
Responsible for all Parade Logistics - input for traffic control plan, complete event protocol management, parade participant application, volunteer recruitment, route monitors, safety rules and communication plan, coordination of staging areas, parade and formation schedules, trash pickup along parade route, etc.	Emprende	Inputs received from Empreunde on the traffic control plan; other are pending
Community Committee to help plan the parade, inform residents and business about street closures and gather input and support. Committee to meet twice per month.	Emprende	Emprende is proposing to have these meetings once per month, virtually
Responsible for all Parade Operations	Emprende	Pending
Support with Logistics as spelled out in the MOU	City (All departments)	Waiting for information from Empreunde
Create Sponsorship Flyer	Emprende	Completed

Staff is seeking City Council direction on the requested changes from Empreunde and will proceed with planning efforts based on the direction provided, including the responsibilities outlined in Attachment "A" and any additional considerations or modifications identified by the City Council.

BUDGET IMPACT:

The budget of \$37,718 was approved by City Council on June 29, 2025. There will be no budget impact as a result of this discussion.

CONCLUSION:

Staff recommends that the City Council discuss and consider proposed revisions to MOU with Empreunde to produce a Christmas Parade in coordination with the City's Annual Tree Lighting Event and to reimburse the City for related Parade expenses; provide direction, as applicable, and authorize the City Manager, or designee, to make non-substantive changes and execute the agreement.

ATTACHMENTS:

- A. Redlined Contract No. 2545, including:
Exhibit "A": Scope of Services

MEMORANDUM OF UNDERSTANDING

Parties: City Of San Fernando and Emprende
Engagement: Produce the City's Christmas Parade

This Memorandum of Understanding ("MOU") is entered into this ~~20th~~-17th day of ~~July~~August, 2026 ("Effective Date"), by and between the CITY OF SAN FERNANDO ("City") and EMPRENDE ("Emprende"), a Section 501 (c)(3) nonprofit organization. City and Emprende are sometimes individually referred to as "Party" and collectively as "Parties."

WHEREAS, the City is a California municipal corporation organized and existing under the laws of the State of California; and

WHEREAS, the City is dedicated to enhancing resources and supportive services that promote the well-being of residents, in alignment with Strategic Goal 6: Foster Community Trust, Engagement and Shared Identity; and

WHEREAS, the City will approve the use of the City seal on print material and social media pursuant to City Council Ordinance No. 1724; and

WHEREAS, Emprende is a nonprofit organization dedicated to empowering our community through education, cultural enrichment, leadership development, self-esteem building, entrepreneurship, and spiritual growth. We are committed to creating opportunities that strengthen individuals, families, and our community; and

WHEREAS, the Parties desire to enter into this MOU to establish a partnership to produce the City's Christmas Parade on the 5th day of December 2026.

NOW, THEREFORE, it is mutually understood and agreed by the Parties as follows:

SECTION 1. **RECITALS.** The foregoing recitals are true and correct and incorporated into and made a part of this MOU.

SECTION 2. **TERM PERFORMANCE PERIOD.** ~~The performance period for t~~This MOU shall commence on the Effective Date and shall terminate forty-five (45) days from the date of the Parade on the 30th of June, 2027.

A. **Amendments:** This MOU may be amended with the approval of both parties, in writing, provided both parties sign the revised agreement. A modification request must be presented, in writing, thirty (30) days prior to effective date.

B. **Termination:** Either party may terminate its participation in this MOU without cause by providing a 30-day written notice by a nationally recognized overnight delivery service with delivery to, personal service at, or mail to, the addresses identified herein. The thirty (30) days will begin on the date of personal service, the date placed with the overnight delivery service or the date of mailing as applicable.

B.C. In the event the MOU is terminated before the Parade event, City and EMPRENDE shall cooperate to return all unexpended funds raised for the event to the appropriate donors.

~~**SECTION 3. — REPAYMENT OF CITY FUNDS TO FRONT PROJECT.** Emprende recognizes and agrees that City shall provide City funds to front the costs associated with staging the City Christmas Parade. The expressed understanding is that EMPRENDE will engage in fundraising activities to pay back in full all funds contributed to the staging of the Christmas parade including but not limited to actual costs as well as staff costs.~~

SECTION 3. PARADE FUNDRAISING BY EMPRENDE

- A. Reimbursement of City Costs. As a material inducement to CITY's willingness to enter into this MOU, EMPRENDE agrees that will be responsible for raising funds to reimburse CITY for costs CITY will incur in connection with the production of the Parade, including but not limited to (i) pre-event planning, outreach and public noticing; (ii) event day staging, traffic control, breakdown and clean-up; and (iii) all other staff time and overtime.
- B. Fundraising Activities. EMPRENDE will engage in a limited fundraising activity consisting of providing City-approved information concerning the Parade on EMPRENDE's social media platforms and accepting donations (both made online via its website or received by checks or other payment methods). EMPRENDE will ensure that all fundraising activities comply with applicable state and federal laws, including those governing charitable solicitation. While engaging in these fundraising activities, EMPRENDE will cooperate with and provide all such information as CITY may request concerning the source of donations, the amount of individual donations and the total sums raised by EMPRENDE in connection with the Parade.
- C. Donation Management: EMPRENDE will manage all donations received for the Parade, ensuring proper receipt, acknowledgment, and stewardship of all donations. EMPRENDE will deposit, and hold in trust for the City, all donated funds it receives for the Parade in a separate or designated bank account. EMPRENDE will not use any such funds and shall not permit its own funds to be comingled with any funds donated for the Parade. EMPRENDE will maintain a record of every donation received and will include as part of this record the information set forth in Section 2.c., below.
- D. Reporting: As specified under subsection (G) of this section below, EMPRENDE will provide regular monthly written reports to the City which, at a minimum, will include all information listed in subsection (G)(5) of this Section, below. Additionally, EMPRENDE will save and maintain the name(s) of the person(s) or entity(ies) that make donations, the date made, the amount and where the donation was made with any conditions. The City shall reserve the right to reject any donations made that are subject to donor-imposed conditions, and in such cases, may request tha such donations to be returned to the donor by EMPRENDE.
- E. Transfer of Funds: EMPRENDE will transfer all funds collected for the Parade to the City along with the Monthly Donations Report in compliance with the procedure as described in subsection (G)(6)-(G)(7), below.

F. Disclosure Obligations & Financial Reporting and Auditing: EMPRENDE will maintain books and records relating to this MOU, in accordance with generally accepted accounting practices consistently applied, that contain all information required to allow the City, at City's discretion, to audit EMPRENDE's records relating to this MOU, and to verify donations/contributions and expenditures in accordance with this MOU. EMPRENDE shall maintain such data and records in an accessible location and condition for a period of not less than five years after final payment under this MOU or until after final audit has been resolved, whichever is later.

G. EMPRENDE's fundraising activates shall comply with the following requirements:

1. All electronic donations will be processed through an online system and transferred directly into a separate, designated bank account for EMPRENDE.
2. All hand-delivered checks or cash (EMPRENDE will provide a receipt upon delivery) will be deposited into this same account as soon as practically possible.
3. With the City's agreement, EMPRENDE will create a monthly fiscal report template in Microsoft Excel. The template will include at a minimum:
 - Total funds received during the reporting period.
 - Total amount of electronic donations.
 - Total amount of check donations.
 - Total amount of cash donations.
4. Attached to each monthly report will be a copy of the bank account's transitions for that same period to support reconciliation of the reports data with the bank's records.
5. The Monthly Donations Report will be delivered to the Finance Department c/o the Finance Director via email.,
6. All proceeds raised by Emprende shall be transferred to the City by or before the 1st of November, 2026. Any funds received between the 1st of November, 2026 and the 5th of December, 2026 will be transferred to the City within thirty (30) days after the parade.

SECTION 4. USE OF CITY FACILITIES. If EMPRENDE wishes to make use of City parks, rooms, parking lots and buildings for event planning and implementation ("City Facilities"), EMPRENDE must first submit a written request for such use to City. City in its sole discretion and subject to availability may grant, conditionally grant or deny any such request. City shall waive facility use fees for EMPRENDE's use of City Facilities for activities and services provided by or through the Program. City reserves the right to designate or redesignate which City Facilities may be used by EMPRENDE in the performance of its duties and responsibilities under this MOU.

Nothing in this MOU shall be interpreted to grant any license or leasehold interest in the City Facilities to EMPRENDE.

SECTION 5. ~~EMPRENDE'S SCOPE OF SERVICES EMPRENDE EVENT PLAN.~~ EMPRENDE ~~shall be is~~ responsible for ~~Program Parade~~ implementation, administration, and oversight, as further described in the ~~Scope of Services Event Plan~~ outlined in Exhibit "A" attached to this MOU and incorporated herein by reference. EMPRENDE will provide its services for producing Christmas Parade and fundraising to cover event cost.

SECTION 6. INDEMNIFICATION: To the fullest extent permitted by law, EMPRENDE agrees to indemnify, defend and hold free and harmless the City and City's elected or appointed officials, officers, employees, agents and volunteers from, any and all actions, claims, damages to persons or property, penalties, obligations, costs (including reasonable attorneys' fees) or liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization, arising out of, caused by or related to the services provided by EMPRENDE under this MOU, as well as the willful misconduct or negligent acts, errors or omissions of EMPRENDE, its agents, employees, volunteers, or invitees, including each person or entity responsible for the provision of services hereunder. EMPRENDE's duty to indemnify, defend and hold harmless shall not include any claims or liabilities arising from the sole negligence or willful misconduct of the City, or the City's elected or appointed officials, officers, employees, agents, and volunteers. This provision shall survive the expiration or termination of this MOU.

SECTION 7. LIMITATION OF CITY LIABILITY. In no event shall City be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect, or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this MOU or the services performed in connection with this MOU.

SECTION 8. TAXES. EMPRENDE shall assume full responsibility for payments of federal, state and local taxes or contributions imposed or required under the social security, workers' compensation or income tax law, or any disability or unemployment law, or retirement contribution of any sort whatever, concerning EMPRENDE or any employee of EMPRENDE and shall further indemnify, pay for the defense of, and hold harmless City of and from any such payment or liability arising out of or in any manner connected with EMPRENDE's performance under this MOU.

SECTION 9. INSURANCE. ~~At its sole expense, EMPRENDE shall procure and keep in force full and adequate insurance coverage of all of its operations pursuant to this MOU as set forth below, and "City of San Fernando" shall be named as an additional insured on policies providing coverage for subsections 9(a) and 9(c) below:~~

~~(a) Commercial General Liability: (1986 ISO form or later) with minimum limits of \$2,000,000 per occurrence/\$4,000,000 aggregate written on an occurrence basis.~~

~~(b) Auto Liability (including owned, hired and non-owned autos): \$1,000,000 combined single limit (each accident).~~

~~(c) Worker's Compensation and Employer's Liability: Statutory California State limits. These coverages and limits are to be considered minimum requirements under this MOU and in no way limit the liability of EMPRENDE.~~

~~Prior to start of work under this MOU, EMPRENDE shall file with City evidence of insurance as required above from an insurer or insurers certifying to the required coverage. The coverage shall be evidenced on a certificate of insurance signed by an authorized representative of the insurer(s). Coverage on all required policies may not be canceled, amended, terminated, or otherwise modified without no less than 30 days advance written notice to the City.~~

A. For the duration of this MOU, and at EMPRENDE's sole expense, EMPRENDE shall procure and keep in force full policies insurance coverage, acceptable to the City's Risk Manager, for all of the activities contemplated under this MOU as set forth below:

:

1. Commercial General Liability: (1986 ISO form or later) with minimum limits of \$2,000,000 per occurrence/\$4,000,000 aggregate written on an occurrence basis.
2. Auto Liability (including owned, hired and non-owned autos): \$1,000,000 combined single limit (each accident).
3. Worker's Compensation and Employer's Liability: Statutory California State limits. These coverages and limits are to be considered minimum requirements under this MOU and in no way limit the liability of EMPRENDE.

B. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits which are applicable to a given loss shall be available to City. No representation is made that the minimum insurance requirements of this MOU are sufficient to cover the obligations of EMPRENDE under this MOU.

C. Each policy of commercial general liability and automotive liability shall provide that City, its officers, officials, agents, employees and volunteers are declared to be additional insured. A policy endorsement to that effect shall be provided to City along with the certificate of insurance. In lieu of an endorsement, City will accept a copy of the policy(ies) which evidences that City is an additional insured as a contracting party. The minimum coverage required by subsections (A)(1) and (A)(2) above, shall apply to City as an additional insured.

D. The insurance policies maintained by EMPRENDE shall be primary insurance and no insurance held or owned by City shall be called upon to cover any loss under the policy. EMPRENDE will determine its own needs in procurement of insurance to cover liabilities other than as stated above.

E. Before EMPRENDE commences its performance under this MOU, EMPRENDE shall furnish

certificates of insurance and endorsements, as required by City, evidencing the aforementioned minimum insurance coverages on forms acceptable to City, which shall provide that the insurance in force will not be canceled or allowed to lapse without at least ten (10) days' prior written notice to City.

F. All insurance maintained by EMPRENDE shall be issued by companies admitted to conduct the pertinent line of insurance business in California and having a rating of Grade A or better and Class VII or better by the latest edition of Best Key Rating Guide.

G. EMPRENDE shall immediately notify City if any required insurance lapses or is otherwise modified and cease performance of this MOU unless otherwise directed by City. In such a case, City may procure insurance or self-insure the risk and charge EMPRENDE for such costs and any and all damages resulting therefrom, by way of set-off from any sums owed EMPRENDE.

H. EMPRENDE agrees that in the event of loss due to any of the perils for which it has agreed to provide insurance, EMPRENDE shall look solely to its insurance for recovery. EMPRENDE hereby grants to City, on behalf of any insurer providing insurance to either EMPRENDE or City with respect to the services of EMPRENDE herein, a waiver of any right to subrogation which any such insurer may acquire against City by virtue of the payment of any loss under such insurance.

SECTION 10. NOTICES. Any notice required or permitted to be given under this MOU shall be in writing and shall be deemed to have been delivered, if hand delivered or deposited with a reputable overnight courier (such as Federal Express, UPS, DHL, or similar courier), postage prepaid, return receipt required, or three (3) business days after deposit into U. S. Mail, certified or registered, postage prepaid and return receipt requested, and shall be addressed as follows, unless otherwise notified in writing of change of address:

IF TO CITY:

City of San Fernando, City Manager's Office
117 Macneil St.
San Fernando, CA. 91340
Phone: (818) 898-1202
Email: citymanager@sanfernando.gov

IF TO EMPRENDE ORGANIZATIONAL:

Attn: Celia Rivas
3029 E Florence Ave,
Huntington Park CA, 90255
Phone: (909) 770-6733
Email: emprendeformacionedu@gmail.com

SECTION 11. MISCELLANEOUS.

A. Assignment Prohibited. Empreunde shall not, either directly or indirectly, assign, transfer, hypothecate, subcontract or delegate all or any portion of this MOU or any rights, duties or obligations of EMPRENDE hereunder without the prior written consent of City. A change of ownership or control of EMPRENDE or a sale or transfer of substantially all of the assets of EMPRENDE shall be deemed an assignment for purposes of this MOU.

- B. Cooperation; Further Acts: The Parties shall fully cooperate with one another and shall take any additional acts or sign any additional documents as is reasonably necessary, appropriate or convenient to achieve the purposes of this MOU.
- C. Governing Law and Venue. This MOU shall be interpreted and governed according to the laws of the State of California. In the event of litigation between the Parties, venue, without exception, shall be in the Los Angeles County Superior Court of the State of California. If, and only if, applicable law requires that all or part of any such litigation be tried exclusively in federal court, venue, without exception, shall be in the Central District of California located in the City of Los Angeles, California.
- D. No Third-Party Benefit. There are no intended third-party beneficiaries of any right or obligation assumed by the Parties. All rights and benefits under this MOU inure exclusively to the Parties.
- E. Construction of MOU. This MOU shall not be construed in favor of, or against, either Party but shall be construed as if the Parties prepared this MOU together through a process of negotiation and with the advice of their respective attorneys.
- F. Severability. If any portion of this MOU is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.
- G. Amendment; Modification. No amendment, modification or supplement of this MOU shall be valid or binding unless executed in writing and signed by both Parties, subject to City approval. The requirement for written amendments, modifications or supplements cannot be waived and any attempted waiver shall be void and invalid.
- H. Captions. The captions of the various articles, sections and paragraphs are for convenience and ease of reference only, and do not define, limits, augment, or describe the scope, content, or intent of this MOU.
- I. Inconsistencies or Conflicts. In the event of any conflict or inconsistency between the provisions of this MOU and any of the exhibits attached hereto, the provisions of this MOU shall control.

Signature page to follow

IN WITNESS WHEREOF, the Parties hereto have caused this Memorandum of Understanding to be executed on the day and year first appearing in the paragraph preceding the recitals.

CITY OF SAN FERNANDO

EMPRENDE ORGANIZATIONAL

By: _____
Kanika Kith, City Manager

By: _____

Name: _____

Date: _____

Title: _____

APPROVED AS TO FORM

Date: _____

By: _____
Richard Padilla, City Attorney

Date: _____

EXHIBIT A**SCOPE OF SERVICE EVENT PLAN****I. Objectives**

The purpose of this collaboration between EMPRENDE and the City of San Fernando ~~and EMPRENDE ORGANIZATIONAL (EMPRENDE)~~ is to produce the City's Christmas Parade on the 5th day of December, 2026. This will be achieved by:

- Producing City of San Fernando Christmas Parade
 - The "production of Parade" as used herein means all aspects of the planning, coordination, and execution of said Parade including, but not limited to: reviewing and approving applications for participants; preparing and distributing advertising; obtaining all licenses, permits and other applicable governmental approvals; obtaining all insurance coverages required under the MOU; and
- Procuring Sponsorship to reimburse the City for costs incurred by the City in connection with the Parade cover entire cost of producing parade
 - It is estimated the City's total incurred costs will be approximately \$37,718 which is inclusive of staff costs, Los Angeles Fire Department Permit and a Traffic Control Plan.

II. Parties

This Event Plan ~~Scope of Work~~ is established between the City of San Fernando and EMPRENDE.

III. Responsibilities of City of San Fernando (City)

The City of San Fernando will be responsible for the following: ~~agrees to:~~

1. ~~Provide Fire Department~~ **Permits**
 - City will be responsible for obtaining all necessary permits required by the City of Los Angeles Fire Department LAFD
2. **Public Safety**
 - City to provide a location for the parade Command Post at the San Fernando Road lot.
 - City, in consultation with Emprende, will lead the effort to secure a company to prepare a traffic control plan. City will be responsible for organizing and managing all required street closures.
 - ~~Emprende will collaborate with the City to secure a company to provide the traffic control plan and do the required street closures~~
 - ~~City staff will lead this process.~~
3. **Marketing and Outreach**
 - ~~Assistance~~ **ance** in promoting Parade through City communication channels, including newsletters, social media platforms, and community bulletin boards. Save the Date and Event materials will be created by the City

- City will share and distribute sponsorship material created by Empreunde through City communication channels, including newsletters, social media platforms, and community bulletin boards
- Create a Save the Date flyer and the actual event flyer for all events taking place that day which includes the parade, tree lighting event and photos with Santa.

4. Logistical Support for the Christmas Parade

- Subject to availability as determined by the City, City will make available certain City-designated facilities and parking lot(s) to support the Parade and/or fundraising events specifically for the Parade. In deciding which facilities and parking lots to make available City may consider (i) the impact on other events and City operations; and (ii) whether allowing such use necessarily requires some level of City staff support such as a pre-event staging, post-event breakdown/clean-up and/or traffic/crowd control among other things.
- ~~Use of City facilities and parking lot(s) to support the Parade and fundraising events~~
- City will provide sSound equipment system for announcing the parade at start and where needed along route

5. Point of Contact

- Designate a staff member to serve as the primary liaison with EMPRENDE for coordination, logistical concerns and issue resolution.

IV. Responsibilities of EMPRENDE ~~ORGANIZATIONAL (EMPRENDE)~~

EMPRENDE agrees to:

~~1. Program Delivery~~ Delivery of Event Plan

- By or before August 31, 2026, Empreunde must deliver a written event plan which identifies key pre-event preparation tasks and the deadline for completing such tasks.
- The plan will describe Empreunde's plan to satisfy the various responsibilities described below.
- Location - the Parade shall take place only on those public streets and rights-of-way within the City, generally described as the area of San Fernando Road west of Brand Blvd. (start) and travel along San Fernando Rd and end at the corner of San Fernando Rd and Workman Street.
 - Any requested changes to this route must be submitted to the City in writing no less than 60 days prior to the date of the Parade. The request shall indicate the proposed changes and explain the reason for the change. City shall be under no obligation to grant requests to change the Parade and shall be under no obligation to consider untimely requests to change the Parade route.
- Date and Time - The Parade shall take place on the 5th Day of December, 2026 starting promptly at 12p.m. and ending no later than 4pm
- ~~Deliver a City Holiday Parade on the 5th day of December 2026~~

2. Services Offered and Costs

- The "production of Parade" as used herein means all aspects of the planning, coordination, and execution of said Parade including, but not limited to: reviewing

and approving applications for participants; preparing and distributing advertising; obtaining all licenses, permits and other applicable governmental approvals; obtaining all required insurance coverages,

- Emprende will work in close coordination, cooperation and consultation with City representatives to ensure businesses and organizations involved in the Parade to ensure compliance with this MOU and all plans referenced in this Event Plan.
- Responsible for identifying and coordinating all Parade participants
 - Preparation of a written participant contact list which shall be provided to City in updated form every two weeks.
 - Final list of participants due to the City on or before the 7th of October, 2026

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- ~~Coordination of all participant contact list~~
- Assignment and supervision of parade order
- Determine entry categories and how many of each
- Develop an entry application (to be approved by the City) prior to distribution
- Development of the official parade lineup
- Coordination of parade float order to ensure the safety of the all the participants
- Provide and coordinate all necessary staff to implement the parade leading up to and during the event

3. Sponsorship

- Emprende will procure sponsorship to re-imburse City for all City expenses for the Parade
- Emprende will submit their sponsorship guidelines to the City for approval prior to procuring sponsorships
- All sponsorship promotional advertising and information appear on Emprende website and social media platforms
- Emprende will provide in their bi-weekly updates to the City the names and amounts of all those who have sponsored the event
- All funds raised by Emprende shall be transferred to City at the time and in the manner specified under Section 2 of the MOU

○

4. Reporting

- By or before the 5th of each month, pP Provide monthly reports summarizing progress of parade planning, including but not limited to the number of sponsorships received, number of floats in parade, logistics and staff support.
- Provide ~~bi-weekly~~ weekly sponsorship and participant update reports via email
 - Reports to outline name and amount donated for sponsorship and the names of all Parade participants

- Attend regularly scheduled check-in meetings with City staff during City project coordination meetings which occur on the 3rd Wednesday of every month at 10am.

5. Parade Logistics

- Provide input for traffic control plan
- Responsible for complete event protocol management

- Emprende will be responsible for all logistics and operations during and leading up to the Parade, subject to City oversight and City's ability to unilaterally modify such logistics and operations where necessary to safeguard the public health, safety and welfare
- Emprende to design and submit for City approval the application it will use for all parade entries and participants to the City. City reserves the right to make such modifications as it may deem necessary or desirable in its discretion ~~an application for all parade entries and participants~~
- Responsible for coordinating and implementing all ~~P~~parade logistics
- Responsible for volunteer recruitment, route monitors, etc.
- Create safety rules and a communication plan which shall be submitted to City two weeks after the MOU is signed
- Coordination of staging areas
 - Emprende to deliver all logistical needs to City in a timely manner to ensure coordination with necessary City departments
- Coordinate with the Police Advisory Committee (PAC) to secure St. Ferdinand Church parking lot ~~(end)~~
- Assignment of arrival and formation schedules
- Coordination of trash pickup on parade route following parade
- Supervision and control of participant and crowd flow for the parade and staging area(s)
- Support for floats, groups and special elements needed for the parade
- Coordination of VIP guests
- Assignment of meeting points and escort support
- Guest reception and assistance

6. Operations

- General oversight of participant-side of parade execution
- Resolution of operational issues during the event
- Coordination with city staff and security when needed
- Support for last-minute adjustments
- Emprende will create a Community Committee to help plan the parade, inform residents and businesses about street closures and gather input and support. ~~FK~~
 - This committee is to meet twice a month

7. Community Committee

- Emprende will create in close coordination, collaboration and consultation with City, a Community Committee to help plan the parade, inform residents and businesses about street closures and gather input and support.
- This committee is to meet twice a month
- These meeting are to begin in September 2026 and occur twice a month
- Emprende is responsible for these community meetings
 - Informing the community of these meetings
 - Scheduling and running the logistics of these meetings, establishing the time and location of said meetings

7.8. Outreach and Promotion

- Emprende to provide City with an outreach plan leading up to the parade for City approval
- Actively promote the Christmas Parade through EMPRENDE's networks, social media, and printed materials.
- Coordinate with the City to ensure consistent messaging in outreach efforts.
- All material to be in English and Spanish

8.9. Compliance

- Follow all City rules and regulations during planning stages and during parade.
- Ensure all services are provided in a safe, respectful, and professional manner.

Emprende to provide City with the following for approval:

- Outreach plan – Due 2 weeks after MOU signed
- Sponsorship guidelines - Due ~~32~~ weeks after MOU signed
- Run of Show – Due the 1st day of October 2026
- Staff list - Due ~~23~~ weeks after MOU signed
- Safety and Communication plan - Due 2 weeks after MOU signed
- Float/participant entry application, form to include a discount for City of San Fernando participants - Due 2 weeks after MOU signed
- ~~Float/participant entry application—Due 3 weeks after MOU signed~~
- Bi-weekly sponsorship and participant updates – this report to include the name and amount of all sponsors and the name of all participants
- ~~First Meeting to take place within 6 weeks after MOU signed~~
- First Meeting to take place in September 2026
- The committee will meet at least twice per month

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

From: Kanika Kith, City Manager
By: Ronald Garcia, Director of Community Development
Jose Mandivil, Planning Manager
Marina Khrustaleva, Associate Planner

Date: August 17, 2026

Subject: Receive and File the San Fernando Historic Context Statement and Survey Report

RECOMMENDATION:

It is recommended that the City Council receive and file the San Fernando Historic Context Statement and Survey Report (Attachment "A").

BACKGROUND:

1. In 2000, the City initiated a historic preservation planning project, including the preparation of a Citywide Historic Survey, a General Plan Historic Preservation Element, and a Historic Preservation Ordinance.
2. In 2001-2002, the City retained Cultural Resources Management LLC (CRM) (Contract No. 1436) to conduct a survey of the City (the San Fernando Historic Resources Survey or 2002 survey). The 2002 survey focused on residential properties dating from the early 20th century to 1952 and identified 225 potential historic resources.
3. On April 5, 2005, the City Council approved Resolution No. 7032, adopting the General Plan Historic Preservation Element (the Element). The Element's purpose was to identify the community's historic preservation goals and objectives. The Element includes a workplan to implement a citywide historic preservation program, integrating it into economic development strategies. The Element received an Outstanding Achievement Award from the California Preservation Foundation.
4. On November 17, 2008, the City Council adopted Ordinance No. 1583, adopting the Historic Preservation Ordinance, currently San Fernando Municipal Code (SFMC) Chapter 106, Article III, Division 11. The purpose of this code section is to recognize, preserve, protect and use historic resources in a manner consistent with the goals and objectives of the Element.

Receive and File the San Fernando Historic Context Statement and Survey Report

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5. In June 2023, staff submitted a grant application to the Southern California Association of Governments (SCAG) for Regional Early Action Planning (REAP) 2.0 funding to assist in updating the zoning code to comply with State laws, conduct a historic resource survey, and create State mandated clear objective design standards to maintain neighborhood character while streamlining development.
6. On October 21, 2024, the City Council accepted REAP 2.0 funding and entered into a Memorandum of Understanding (MOU) with SCAG (Contract No. 2306) to implement the REAP 2.0 Grant Program and help carry out key goals, policies, and programs from the City's 6th Cycle Housing Element.
7. On March 3, 2025, the City Council approved Contract No. 2343 with Rincon Consultants, Inc. (Rincon) to implement the REAP 2.0 Grant Program, including a historic resource survey. In March-October 2025, Rincon conducted research for the San Fernando Focused Historic Context Statement and Reconnaissance-Level Survey Report (Attachment "A", including Exhibits A, B-1, and B-2 and collectively called the Historic Survey Report). From November 2025 through April 2026, Rincon worked closely with City staff to refine the findings.
8. On May 11, 2026, the Historic Survey Report was presented to the Planning and Preservation Commission (PPC). The PPC was supportive of the Historic Survey Report, creating a public facing interactive GIS Map locating all City historic resources inventory, recommending the City Council move forward with the Certified Local Government status application, and recommended the City Council receive and file the Historic Survey Report.

ANALYSIS:

The California State Office of Historic Preservation (OHP) and the San Fernando General Plan recommend updating the City's historic survey at least every five (5) years. The City had not conducted a comprehensive update since 2002.

As part of the SCAG REAP Housing Implementation Grant completed in June 2026, the City worked with Rincon to conduct a citywide historic survey and prepare a Historic Context Statement. The survey was included in the Housing Implementation Program to identify potential historic resources and support streamlined environmental review under the California Environmental Quality Act (CEQA) for future housing development projects.

The Historic Survey Report helps the City identify properties that are designated or may be eligible for historic designation. It supports the City's Historic Preservation Element and assists with implementation of the City's Historic Preservation Ordinance (Chapter 106, Article III, Division 11), which provides for the recognition, preservation, protection, and appropriate use of historic resources consistent with the General Plan.

Receive and File the San Fernando Historic Context Statement and Survey Report

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The Historic Survey Report:

- Updates the City's inventory of historic and potentially historic properties.
- Supports the evaluation and designation of historic resources.
- Helps identify properties that may qualify for protection under State housing laws.
- Provides a foundation for pursuing Certified Local Government status and future preservation efforts.

California has adopted housing laws that streamline the review and approval of certain residential development projects. Some of these laws provide exemptions for properties formally designated as historic before a development application is submitted for streamlined review. The updated Historic Survey Report gives the City current information to help identify properties that may qualify for historic designation and related protections.

Historic Survey Findings

The Historic Survey Report evaluated 225 properties previously documented in the 2002 survey, with a greater focus on commercial, institutional, and industrial properties, as well as properties developed during the latter half of the 20th century. Of the 225 properties from the 2002 survey:

- 131 remain eligible as historic resources.
 - 56 are eligible for local historic designation based on architectural merit and are considered exceptional or unique examples of a particular architectural style in San Fernando.
 - 75 may appear eligible but require additional research to confirm their eligibility, including review of alteration history and associations with significant events or people.
- 94 are no longer eligible, primarily due to demolition or substantial modifications that compromised their historic integrity.

The Historic Survey Report identified 90 additional properties that were not included in the 2002 survey:

- 33 are potentially eligible for local historic designation based on architectural merit.
- 57 appear eligible but require additional research to confirm their eligibility.

The Historic Survey Report also confirmed the continued historic significance of nine (9) properties previously recognized by the City and the National Register of Historic Places (NRHP):

- Lopez Adobe, 1100 Pico St, listed on the NRHP in 1971
- Seven (7) properties determined eligible for the NRHP in 1994:
 - Old Rock Scout House, 208 Park Ave
 - Single-family residence, 216 Hagar St
 - Single-family residence, 447 Hagar St
 - Elk's Lodge, 804 Pico St

Receive and File the San Fernando Historic Context Statement and Survey Report

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- Morningside Elementary School, 576 N Maclay Ave
- San Fernando Junior High School, 130 N Brand Blvd
- Salvation Army Thrift Store, 110 N Maclay Ave
- Former J. C. Penney Building, 1140 San Fernando Rd, designated by the City Council in 2014

Overall, 324 properties were evaluated, of which 221 are identified as potential historic resources, including 89 that are potentially eligible for local historic designation based on architectural merit.

Additionally, the Historic Survey Report identified three (3) potential historic districts that are shown on a map included in the Historic Survey Report, Appendix A/Figure A-2:

1. First Street Industrial Historic District
2. South Brand Residential Historic District
3. Post-World War II Ranch House Historic District

The Historic Survey Report also identified the Central Business District along San Fernando Road, generally between San Fernando Mission Boulevard and South Brand Boulevard, as an area that may warrant additional consideration in the City's local planning process.

Planning and Preservation Commission Meeting.

On May 11, 2026, staff presented the Historic Context Statement and Survey Report to the PPC. The PPC discussed the historic designation and review process, Certificates of Appropriateness, the State Historical Building Code, the Mills Act, and the criteria for maintaining historic eligibility.

The PPC supported the report and recommended moving forward with an interactive GIS map of historic resources, pursuing Certified Local Government (CLG) status, and having the City Council receive and file the report. Under the SFMC, a historic resources survey does not require City Council adoption or approval.

Environmental Review.

The Historic Context Statement and Survey Report is not a project under CEQA; therefore, no further environmental review is required.

Next Steps.

The Historic Survey Report identifies several actions the City can take to strengthen its historic preservation program, and the 2005 Historic Preservation Element identified several actions to strengthen the City's historic preservation program. Many of these actions remain relevant and have not yet been fully implemented.

Receive and File the San Fernando Historic Context Statement and Survey Report

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Recommended Action	Current Status
Historical Resources Inventory – Create a publicly accessible inventory and map of historic resources.	Staff is working with CSUN's Center for Geospatial Science & Technology to develop a searchable GIS map for the City's website. Staff is also exploring the use of Arches, a free platform used by other jurisdictions to create online historic resource inventories.
Public Awareness and Designation – Increase awareness of San Fernando's history, promote historic preservation, and encourage property owners to nominate eligible properties for designation.	A public outreach and promotion strategy has not yet been developed. As part of the public outreach, staff will be working on releasing an RFP to develop an on-call Historic Preservation consultants list to assist the City in reviewing potential historic designations.
Certified Local Government (CLG) – Obtain CLG status to increase the City's participation in historic preservation and provide access to state and federal preservation grants.	The City Council considered applying in 2010, but there is no evidence that an application was submitted.
California Historical Building Code – Apply the State Historical Building Code to qualified historic buildings when appropriate to help preserve historic features while addressing building code requirements.	The City's Building and Safety Division is responsible for applying the Code when an owner chooses to use its provisions.
Mills Act Program – Establish a program that provides potential property tax benefits to owners of designated historic properties in exchange for maintaining and rehabilitating those properties.	The SFMC established a framework for the program in 2008; however, the City has not yet begun accepting Mills Act applications.
Comprehensive Historic Survey – Conduct a comprehensive survey to identify, document, and evaluate historic resources throughout the City.	The current Historic Survey Report advances this effort by evaluating properties throughout the City and identifying potential historic resources and historic districts.

These actions provide a framework for continuing to develop the City's historic preservation program and identifying opportunities to preserve San Fernando's historic and cultural resources.

BUDGET IMPACT:

There is no budget impact associated with this project, as the preparation of the San Fernando Historic Context Statement and Survey Report was included in the Comprehensive Housing Element Implementation Program which was funded by a \$1,125,000 SCAG REAP 2.0 Grant Program.

Receive and File the San Fernando Historic Context Statement and Survey Report

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The next steps identified in the table represent ongoing internal departmental priorities necessary to maintain and update the historic survey. These activities are part of the Community Department's regular operations and will be completed within the existing departmental budget. Additionally, staff will also be exploring grant opportunities as they become available to further advance historic preservation efforts.

CONCLUSION:

It is recommended that the City Council receive and file the San Fernando Historic Context Statement and Survey Report.

ATTACHMENTS:

- A. San Fernando Focused Historic Context Statement and Reconnaissance-Level Survey Report ([provided via digital link](#)) including:
 - Appendix A: Results Tables and Figures ([provided via digital link](#))
 - Appendix B-1: Previously Recorded Properties ([provided via digital link](#))
 - Appendix B-2: Newly Recorded Properties ([provided via digital link](#))

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

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

Date: August 17, 2026

Subject: Receive and File a Presentation on the City's Pension and Other Post-Employment Benefits Liabilities and Consideration to Adopt a Resolution Setting the Property Tax Rate Required to Meet the City's Obligation to the California Public Employees' Retirement System for Fiscal Year 2026-2027

RECOMMENDATION:

It is recommended that the City Council:

- a. Receive and file a presentation on the City's Pension and Other Post-Employment Benefits (OPEB) Liabilities;
- b. Adopt Resolution No. 8481 (Attachment "A") establishing the amount necessary to be raised by taxation for the City's annual payment to the California Public Employees' Retirement System;
- c. Adjust the property tax rate for Fiscal Year (FY) 2026-2027 to \$0.180471 per \$100 of assessed valuation; and
- d. Authorize staff to submit the required tax rate input forms to the County of Los Angeles to levy the tax rate on all taxable property in the City.

BACKGROUND:

1. On April 9, 1946, the voters of the City approved a ballot measure authorizing an ad valorem (property assessment tax rate) to raise the funds necessary to pay the City's annual obligation to the California Public Employees' Retirement System (CalPERS) for the retirement benefits of City employees.
2. In 1980, the Legislature adopted California Revenue and Taxation Code Section 93, which authorized local agencies to levy ad valorem (property assessment tax rate) property taxes equal to the amount needed to make annual payments for the interest and principal on indebtedness approved by the voters prior to July 1, 1978 (i.e., prior to the effective date of Proposition 13).

Receive and File a Presentation on the City's Pension and Other Post-Employment Benefits Liabilities and Consideration to Adopt a Resolution Setting the Property Tax Rate Required to Meet the City's Obligation to the California Public Employees' Retirement System for Fiscal Year 2026-2027

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3. In FY 1982-1983, the City levied an ad valorem (property assessment tax rate) of \$0.28420 for each \$100 of assessed value on all property in the City subject to taxation (Resolution No. 5252, adopted August 18, 1982) to pay the City's annual CalPERS obligation.
4. In FY 1983-1984, the City levied an ad valorem (property assessment tax rate) of \$0.26420 for each \$100 of assessed value on all property in the City subject to taxation (Resolution No. 5326, adopted August 15, 1983) to pay the City's annual CalPERS obligation.
5. In 1985, the Revenue and Taxation Code Section 96.31 was adopted permitting jurisdictions to continue levying an ad valorem (property assessment tax rate) tax to fund pension programs if the tax was voter-approved before July 1, 1978 and levied in FY 1982-83 or FY 1983-84. The statute caps the tax rate at the amount imposed in those years under a budget resolution adopted by July 1, 1983. Because the City's FY 1983-84 resolution was adopted after that date (on August 15, 1983), the maximum allowable rate is \$0.28420 per \$100 of assessed value, the rate established in FY 1982-83.
6. On August 18, 2025, the City Council approved the City's annual ad valorem (property assessment tax rate) at \$0.168977 per \$100 of assessed valuation, a decrease of 4.8% from the prior year rate of \$0.170462.

ANALYSIS:

The cost of public pensions and sustainability of the defined benefit system has long been part of the national public policy conversation on the vulnerability of pension systems. Due to increasing life expectancy rates as quality of life improves, pension systems have been challenged with paying benefits for a growing number of retirees for a longer period of time. This is coupled with fewer younger workers, due to declining birth rates, contributing to an imbalance between contributors and recipients. The demographic assumptions upon which the pension system was built have created a strain as funding sources are no longer able to keep pace with expanding costs. Together, pension and OPEB liabilities influence the City's long-term financial forecasts and planning.

Pension & FY 2026–2027 Tax Rate Adjustment

The City provides a defined benefit pension plan to all full-time employees through CalPERS. CalPERS is the largest public pension fund in the United States with over \$500 billion in assets covering more than two (2) million state, school and public employees. CalPERS, however, is considered to be underfunded because it owes more in benefits over time than the present value of its assets.

As of June 30, 2026, the CalPERS actuarial valuation reports the City's liability as \$20,665,353 for its proportionate share of the net pension liability. The required contribution toward the unfunded liability for FY 2026-2027 is \$2,565,533. CalPERS allows agencies to prepay this annual

Receive and File a Presentation on the City's Pension and Other Post-Employment Benefits Liabilities and Consideration to Adopt a Resolution Setting the Property Tax Rate Required to Meet the City's Obligation to the California Public Employees' Retirement System for Fiscal Year 2026-2027

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unfunded liability in July at a discounted rate rather than making monthly payments. The City has used this option for several years, reducing interest costs, made possible by maintaining sufficient cash in the Retirement Fund.

Unlike most California cities, San Fernando maintains a dedicated revenue stream for pension costs through an annual ad valorem tax (property assessment tax rate). This approach protects the General Fund and contributes to the City's long-term financial stability. This property-based tax provides a stable and equitable revenue stream that supports long-term pension obligations and ensures financial security for retired public employees. Without this dedicated tax, pension costs would need to be covered by the General Fund, which would have an impact on the resources available to provide city services. Responsible management of this tax ensures continued funding for pension obligations without compromising other city services.

The Los Angeles County Assessor estimates that San Fernando's total assessed property value will increase by 5.9% in FY 2026–2027, reaching approximately \$3.06 billion. Despite this growth and the City's efforts to manage pension costs, higher CalPERS unfunded liability costs require an adjustment to the pension tax rate. Staff recommend increasing the rate by 6.4%, from \$0.168977 to \$0.180471 per \$100 of assessed value.

For example, a home assessed at \$500,000 would have paid approximately \$845 under the FY 2025–2026 rate. Under the proposed FY 2026–2027 rate, the same \$500,000 assessed value would pay approximately \$902, an increase of about \$57 per year.

The proposed rate is expected to generate approximately \$5.5 million, which would cover about 80% of the City's projected CalPERS costs for FY 2026–2027. The rate would still be 36.5% below the maximum allowable rate.

Other Post-Employment Benefits (OPEB)

In addition to its pension program, the City contracts with CalPERS to provide medical insurance to active and retired employees. This allows the City to take advantage of statewide negotiated group premiums for active and qualifying retired employees. The City has negotiated a cap on healthcare cost exposure with a number of bargaining units by implementing a cafeteria plan or maximum amount the City will pay toward healthcare. If the cost of an employee's selected healthcare premium exceeds their negotiated allowance, then the employee is responsible to pay the difference. There is currently only one (1) bargaining unit (San Fernando Police Civilians; Association) that receives fully paid medical coverage.

The City currently funds retiree health on a "pay-as-you-go" basis, which means the City only pays the monthly premium for 109 retired employees and surviving spouses. The annual "pay-as-you-go" retiree health cost is approximately \$1 million per year, which, unlike pension costs, does not have a dedicated funding source and is paid from the General Fund and Enterprise Funds.

Receive and File a Presentation on the City's Pension and Other Post-Employment Benefits Liabilities and Consideration to Adopt a Resolution Setting the Property Tax Rate Required to Meet the City's Obligation to the California Public Employees' Retirement System for Fiscal Year 2026-2027

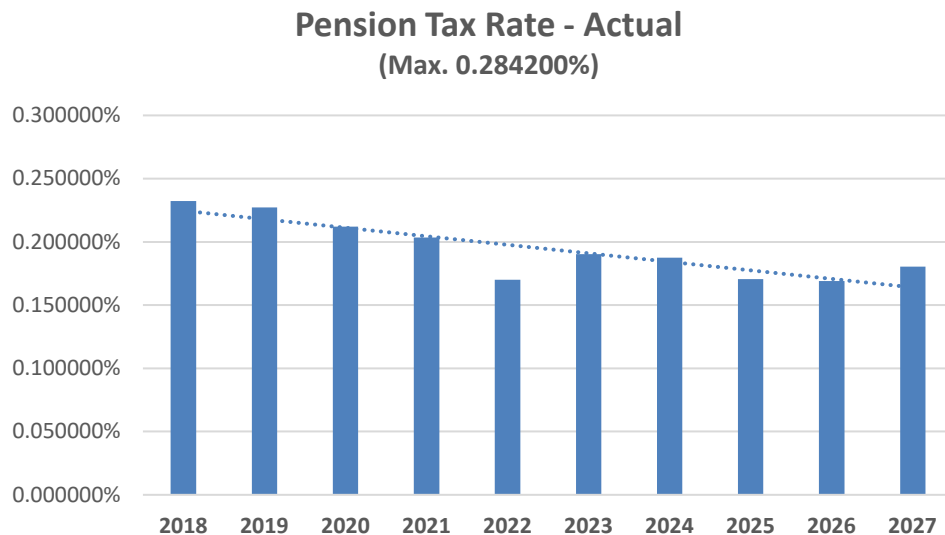
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As of June 30, 2025, the City reported a liability of \$32,281,333 for its proportionate share of the net OPEB liability. An updated actuarial study is underway and will reflect contributions to the City's Section 115 Irrevocable Trust for OPEB costs, which allows pre-funding at a higher expected rate of return, helping reduce the overall liability over time.

BUDGET IMPACT:

The revenues raised by setting the ad valorem (property assessment tax rate) at \$0.180471 per \$100 of assessed value will provide sufficient revenue to fully offset the cost of employee pensions and will not require a subsidy from the General Fund. For example, a home assessed at \$500,000 would have paid approximately \$845 under the FY 2025–2026 rate. Under the proposed FY 2026–2027 rate, the annual tax would increase to approximately \$902, or about \$57 more per year.¹

As illustrated in the table, below, the rate is established annually and fluctuates based on assessed value and the cost of pension obligations. Additional planning and projections for the Retirement Tax will be incorporated into the forthcoming long-range financial forecast tool. This will enable staff to model various scenarios to support future City Council decision-making, evaluate funding strategies, plan for major capital needs, and maintain long-term fiscal sustainability.



¹ Residents will pay \$180.47 per \$100,000 of assessed value in FY 2026-2027 compared to \$168.98 per \$100,000 of assessed value in FY 2025-2026.

Receive and File a Presentation on the City's Pension and Other Post-Employment Benefits Liabilities and Consideration to Adopt a Resolution Setting the Property Tax Rate Required to Meet the City's Obligation to the California Public Employees' Retirement System for Fiscal Year 2026-2027

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CONCLUSION:

Staff recommends City Council receive and file a presentation on pension and retiree health savings; and adopt a resolution to fix the property tax rate at \$0.180471 per \$100 of assessed value and will be used to fund the appropriate portion of the City's total annual CalPERS obligation, which is estimated at \$5.5 million for FY 2026-2027.

ATTACHMENTS:

- A. Resolution No. 8481, including:
 - Exhibit "1": FY 2026-2027 Calculation of Property Tax for City's Obligation to the CalPERS
- B. Fiscal Year 2026-2027 Assessed Valuation and Tax Rate Input Forms (August 4, 2026)

RESOLUTION NO. 8481

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO, CALIFORNIA, FIXING A TAX RATE AND LEVYING TAXES FOR FISCAL YEAR 2026-2027 ON PROPERTY WITHIN THE CITY FOR THE OBLIGATION OF THE CITY TO THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM FOR THE RETIREMENT BENEFITS OF CITY EMPLOYEES, AUTHORIZED AT AN ELECTION HELD ON APRIL 9, 1946

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

SECTION 1. On April 9, 1946, the voters of the City of San Fernando ("City") approved a ballot measure authorizing the levying of an additional property tax rate to raise the funds necessary to pay for the annual obligation of the City to the California Public Employees' Retirement System ("PERS") for the retirement benefits of City employees.

SECTION 2. California Revenue and Taxation Code Section 96.31(a) provides that for FY 1985-1986 and each fiscal year thereafter, a jurisdiction may impose a property tax rate to make payments in support of pension programs approved by the voters before July 1, 1978, provided that the jurisdiction imposed the property tax rate in FY 1982-1983 or FY 1983-1984. Revenue and Taxation Code Section 96.31(b) provides that the tax rate imposed by a jurisdiction pursuant to Section 96.31(a) may not exceed the rate imposed by that jurisdiction in FY 1982-1983 or FY 1983-1984.

SECTION 3. For FY 1982-1983, in order to pay for the City's annual PERS obligation, the City imposed the property tax rate of \$0.28420 for each one hundred dollars (\$100.00) of assessed value of all property in the City subject to taxation (Resolution No. 5252). For FY 1983-1984, in order to pay for the City's annual PERS obligation, the City imposed the property tax rate of \$0.26420 for each one hundred dollars (\$100.00) of assessed value of all property in the City subject to taxation (Resolution No. 5326). Pursuant to California Revenue and Taxation Code Section 96.31(b), the City is authorized to impose a maximum tax rate of \$0.28420 for each \$100 of assessed property value, which is the property tax rate imposed by the City in FY 1982-1983.

SECTION 4. As set forth in Exhibit "1" to this Resolution, which is attached hereto and incorporated herein by this reference, the City Council has determined and fixed the sum of \$5,523,189 as the amount of revenue from property taxes necessary to pay the City's PERS obligation for FY 2026-2027.

SECTION 5. Pursuant to Exhibit "1" to this Resolution, the City Council hereby fixes the tax rate of the City of San Fernando for FY 2026-2027 at \$0.180471 and hereby levies such tax in that amount upon each one hundred dollars (\$100.00) of property value of all property in the City subject to taxation, using as a basis the value of such property as assessed and equalized in a manner prescribed by law.

SECTION 6. The City Clerk is directed to transmit immediately to the Los Angeles County Auditor-Controller a certified copy of this Resolution, together with a statement of the tax rate fixed herein.

SECTION 7. The City Clerk shall certify to the adoption to this Resolution, which shall be in full force and effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED THIS 17th day of August 2026.

Victoria Garcia, Mayor of the City of San
Fernando, California

ATTEST:

Julia Fritz, City Clerk

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 8404 which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 17th day of August 2026, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of August 2026.

Julia Fritz, City Clerk

RES. NO. 8481

EXHIBIT "1"

City of San FernandoFY 2026-2027 Calculation of Property Tax for City's Obligation
to the California Public Employee's Retirement System

The following calculations are based on the assessed valuation figures received from the Los Angeles County Assessor for tax area 240.01.

Assessed Valuation General City Area (240.01)	\$3,060,425,463
Total Retirement Assessed Valuation	\$3,060,425,463
Estimated Retirement Cost (Estimated)	\$6,903,986
Amount Charged to Other Funds	(\$1,032,969)
Less Employee Contributions	(\$200,000)
Funding Required (FY 2027-2028)	\$5,671,017
Max funding per actuarial determination (80%)**	\$5,523,189
Funding Rate per \$100 of Assessed Value (Funding Required/Total Retirement AV)*100	\$0.180471
Maximum Funding Rate Allowed*	\$0.284200

Notes:

*The Funding Rate required is \$0.180471; The City is authorized to impose a maximum amount of \$0.284200 per Revenue and Taxation Code Section 96.31.

**In August 2019, the City received an Actuarial Study estimating the current value of pension benefits provided in 1978, prior to voter approval of Proposition 13, which limited the amount the City's Pension Tax can fund to the current value of pension benefits provided in 1978.



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

PROPERTY TAX APPORTIONMENT DIVISION
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 484
LOS ANGELES, CALIFORNIA 90012-3554

OSCAR VALDEZ
AUDITOR-CONTROLLER

CONNIE YEE
CHIEF DEPUTY AUDITOR-CONTROLLER

ASSISTANT AUDITOR-CONTROLLERS

**MAJIDA ADNAN
RACHELLE ANEMA
ROBERT G. CAMPBELL**

August 4, 2026

All Taxing Agencies
County of Los Angeles

Attention: Treasurer or Finance Director

FISCAL YEAR (FY) 2026-27 ASSESSED VALUATION AND TAX RATE INPUT FORMS

Enclosed are the FY 2026-27 assessed valuation statements for your taxing agency and our standard CR52 Report A input form for this fiscal year. To assist you in establishing your tax rates, also included is an information sheet indicating the FY 2025-26 unitary and pipeline revenue paid to your agency. This represents your agency's proportionate share of tax revenue generated from FY 2025-26 countywide unitary values assessed by the State and pipeline values assessed by the County.

The CR52 Report A input form along with a copy of your resolution must be completed and returned by August 21, 2026. The tax rates must be extended to six decimal places (e.g., 0.123456). Please enter zeros (e.g., 0.000000), if your agency does not levy a tax rate. **If your agency levies a tax rate, it must be in accordance with the provisions of Article XIII A, Section 1(b) of the Constitution of the State of California.** This law requires that a debt service rate only be applied to the voters if it is approved prior to July 1, 1978 and any bonded indebtedness for the acquisition or improvement of real property approved on or after July 1, 1978, by two-thirds of the votes cast by the voters voting on the proposition.

Please email the completed electronic form in PDF format and a scanned copy of the signed resolution to ac.ptad.valuation@auditor.lacounty.gov. Then, submit the original signed form and a copy of the signed resolution to:

County of Los Angeles
Department of Auditor-Controller
Property Tax Apportionment Division
500 West Temple Street, Room 484
Los Angeles, CA 90012-3554
Attention: Daniel Rodriguez

Please make sure the input form is completely filled out and signed to ensure inclusion of your tax rate(s) on the tax bills.

If you have any questions or require further assistance, please contact Daniel Rodriguez at DRodriguez@auditor.lacounty.gov or Kit Wan at KWan@auditor.lacounty.gov.

Very truly yours,

Ryan Sullivan
Assistant Division Chief

RS:KV:DR:kw

H:\Create Tax Roll - Annual\NEW - FY PROCESS\FY 2026-2027\CR PROCESS\Debt Service Rate Letter FY 2026-27.docx

Attachments

2025 - 26 SECURED TAX RATES

TAX RATE

\$0.180471

Mayor

TITLE

DATE _____

**COUNTY OF LOS ANGELES
AUDITOR - CONTROLLER/TAX DIVISION**

SV13 7/9/2025

ASSESSED VALUATIONS AUGUST 2025

0684

TAXING AGENCY 240.01 CITY-S FERNANDO TD #1				
SECURED VALUATIONS				
LOCALLY ASSESSED				
LAND	1,541,641,526	SECURED HOMEOWNER EXEMPTION ⁴	12,143,600	
IMPROVEMENTS	1,181,170,109			
PERSONAL PROPERTY	3,112,435			
LESS: EXEMPTIONS ¹	89,931,078			
TOTAL - LOCALLY ASSESSED	2,635,992,992			
PUBLIC UTILITY (ST. BOARD OF EQUAL.)				
LAND	45,600			
IMPROVEMENTS				
PERSONAL PROPERTY				
TOTAL - PUBLIC UTILITY	45,600			
TOTAL - SECURED VALUATIONS	2,636,038,592			
UNSECURED VALUATIONS ²				
LAND		UNSECURED HOMEOWNER EXEMPTION ⁵		
IMPROVEMENTS	60,036,066			
PERSONAL PROPERTY	193,769,940			
LESS: EXEMPTIONS ¹	1,201,940			
TOTAL - UNSECURED VALUATIONS	252,604,066			
GRAND TOTAL	2,888,642,658	TOTAL HOMEOWNER EXEMPTION	12,143,600	
AIRCRAFT ³				
¹ Exclusive of Homeowner Exemption. ² Tax levied at last year's secured rate. ³ Taxed at full rate and distributed according to 5451 to 5456 of the Revenue and Taxation Code. ⁴ Do not add to exemptions for rate setting purposes. ⁵ Subtract from "Total-Unsecured Valuations" for determination of Unsecured Tax Revenue.		The above information was compiled from the official records of the County of Los Angeles AUDITOR - CONTROLLER By Linda Santillano Chief, Tax Apportionment Division		

**COUNTY OF LOS ANGELES
AUDITOR - CONTROLLER/TAX DIVISION**

SV13 7/9/2025

ASSESSED VALUATIONS AUGUST 2025

0685

TAXING AGENCY 240.00 CITY TOTAL - CITY-S FERNANDO TD				
SECURED VALUATIONS				
LOCALLY ASSESSED				
LAND	1,541,641,526	SECURED HOMEOWNER EXEMPTION ⁴	12,143,600	
IMPROVEMENTS	1,181,170,109			
PERSONAL PROPERTY	3,112,435			
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UNSECURED VALUATIONS ²				
LAND		UNSECURED HOMEOWNER EXEMPTION ⁵		
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AIRCRAFT ³				
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**COUNTY OF LOS ANGELES
AUDITOR-CONTROLLER
PROPERTY TAX APPORTIONMENT DIVISION**

2024-2025 UNITARY REVENUE

LISTED BELOW IS THE AMOUNT OF THE COUNTYWIDE UNITARY REVENUE CREDITED AND PAID TO YOUR AGENCY FOR 2024-2025. THIS REPRESENTS YOUR AGENCY'S SHARE OF THE REVENUE GENERATED FROM THE COUNTYWIDE UNITARY (STATE ASSESSED) AND PIPELINE (COUNTY ASSESSED) VALUE OF \$27,518,392,161 REPORTED IN 2024-2025.

FOR YOUR INFORMATION, THE 2025-2026 COMBINED COUNTYWIDE UNITARY AND PIPELINE VALUE IS \$29,463,229,884.

ACCOUNT NO	AGENCY NAME	1% REVENUE	D/S REVENUE
240.01	CITY-S FERNANDO TD #1	283,868.96	130,576.49
		283,868.96	130,576.49

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

From: Kanika Kith, City Manager
By: Bonnie Tam, Director of Public Works

Date: August 17, 2026

Subject: Discussion and Consideration to Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031, and Adopt a Resolution Amending Fiscal Year 2026-2027 Budget to Appropriate Funds for Phase I of the Five-Year Facilities Capital Improvement Plan

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031 (Attachment “A”) for repairs and maintenance of City facilities;
- b. Adopt Resolution No. 8480 (Attachment “B”) amending the Fiscal Year 2026-2027 Adopted Budget to appropriate \$1.6 million from the General Fund, Water Fund and Sewer Fund Reserves for Phase I of the Five-Year Facilities Capital Improvement Plan; and
- c. Provide staff direction, as applicable.

BACKGROUND:

1. On April 2, 2024, the City Council directed staff to provide an update on City facility, parkways, and other infrastructure improvements at the next City Council meeting, including a City facilities assessment.
2. On April 15, 2024, staff provided a presentation to the City Council with a recommended approach for conducting a citywide facility condition assessment.
3. On May 20, 2024, staff conducted an informal Request for Proposals (RFP) process and received a quote from Brightly Software, Inc. for consulting services for a citywide facility condition assessment.
4. On July 1, 2024, the City Council approved Contract No. 2264 with Brightly Software, Inc. to provide citywide facility condition assessment (FCA) services.

Discussion and Consideration to Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031, and Adopt a Resolution Amending Fiscal Year 2026-2027 Budget to Appropriate Funds for Phase I of the Five-Year Facilities Capital Improvement Plan

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5. On February 17, 2026, the Facility Condition Assessment Report was completed and issued by ALPHA Facilities Solutions LLC, in partnership with Brightly Software, Inc. (Attachment “C”).
6. On June 8, 2026, the City Council received and filed the City’s Facility Condition Assessment Report and directed staff to present a Five-Year Facilities Capital Improvement Plan developed from the Facility Condition Assessment Report at future City Council meeting.

ANALYSIS:

In February 2026, ALPHA Facilities Solutions LLC (ALPHA), in partnership with Brightly Software, Inc. (Brightly), completed an FCA of approximately 98,700 square feet across 25 permanent public facilities and one (1) portable building. The FCA Report, which was presented to the City Council on June 8, 2026, evaluated the condition, remaining useful life, and capital renewal needs of each facility's major systems.

The citywide average Facility Condition Index (FCI) is currently 17%, placing the City’s facilities portfolio within the “Poor” condition category (10–30%) under International Facility Management Association (IFMA) standards. For instance, the most critical facilities identified are City Hall (approximately 73 years old, FCI 25%) and Recreation Park (approximately 90 years old, FCI 21%). A common guideline is:

FCI	Condition
0–5%	Good
5–10%	Fair
10–30%	Poor
>30%	Critical / Consider replacement or major renovation

Several City facilities have aging building systems that will require maintenance, repair, or replacement. Proactively addressing these needs will help preserve public assets, maintain reliable services, reduce future repair costs, and minimize unexpected facility failures and service disruptions. Maintaining safe and functional facilities also supports a better work environment for employees.

The FCA identified the following facility needs:

Facility/Location	Roof	Water Piping	Electrical	Fire Alarm	HVAC	Total Issues
City Hall	✓		✓	✓	✓	4
Recreation Park	✓	✓	✓		✓	4
Public Works Operations Center	✓	✓	✓		✓	4

Discussion and Consideration to Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031, and Adopt a Resolution Amending Fiscal Year 2026-2027 Budget to Appropriate Funds for Phase I of the Five-Year Facilities Capital Improvement Plan

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Facility/Location	Roof	Water Piping	Electrical	Fire Alarm	HVAC	Total Issues
Booster Station – Lower Reservoir (Dronefield Ave)	✓	✓	✓			3
Pioneer Park House (Harding St.)	✓	✓	✓			3
MWD Booster Station (Jessie St)	✓	✓	✓			3
Pumping Station – Lower Reservoir (Dronefield Ave)	✓	✓	✓			3
Police Department (First St)	✓		✓	✓		3
Las Palmas Park (Huntington St.)		✓		✓	✓	3
Chlorine Treatment Building – Lower Reservoir (Dronefield Ave)	✓	✓				2
Public Works Trailer	✓	✓				2
Public Works Maintenance Storage Shed		✓	✓			2
Well 3 (Borden Ave)	✓					1
Well 2A (Sayre St)		✓				1

- **Roof Systems:** 11 facilities have roofs that have exceeded their expected useful life, increasing the risk of leaks, deterioration, and costly repairs.
- **Domestic Water Piping:** 11 facilities have water piping installed before 1985, which is more susceptible to corrosion, leaks, reduced water flow, and unexpected failures.
- **Electrical Systems:** Nine (9) facilities have electrical branch wiring more than 30 years old, which may be more prone to deterioration, electrical failures, and other safety concerns.
- **Fire Alarm Systems:** Three (3) facilities have fire alarm and detection systems that have exceeded their expected 15-year lifecycle and may require increased maintenance or replacement.
- **HVAC Systems:** Four (4) facilities have HVAC distribution systems that have exceeded their expected 30-year lifecycle and may require more frequent repairs or replacement. At Las Palmas Park, one unit has been replaced, but additional units still require replacement or upgrades.

The age of a system does not necessarily mean it is unsafe or failing. However, systems that have reached or exceeded their expected service life should be evaluated and prioritized for maintenance or replacement to reduce the risk of unexpected failures and service disruptions.

Five-Year Facilities Capital Improvement Plan.

Based on the findings from the FCA Report, staff prepared a Five-Year Facilities Capital Improvement Plan (the “Facility CIP”) for City Council consideration. This Facility CIP is based on

Discussion and Consideration to Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031, and Adopt a Resolution Amending Fiscal Year 2026–2027 Budget to Appropriate Funds for Phase I of the Five-Year Facilities Capital Improvement Plan

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the findings of the FCA and relies upon the facility condition data and assessments in developing the recommendations contained in the CIP. The proposed CIP is intended to stabilize, repair, and update City facilities through a phased investment strategy designed to address deferred maintenance, improve operational reliability, and protect the City's long-term municipal assets.

The proposed Facility CIP prioritizes addressing critical facility deficiencies, with medium- and low-priority improvements phased in as funding becomes available. Projects are categorized into the following priority tiers:

- **HIGH** — Life-safety and critical infrastructure systems, including HVAC, roofing repairs, electrical fire protection, and plumbing systems;
- **MEDIUM** — Building enclosure integrity and occupant comfort improvements; and
- **LOW** — Cosmetic finishes, aesthetic upgrades, and site improvements.

The FCA identifies approximately \$9.5 million in facility needs over five years, or approximately \$11.4 million including 20% for design, inspection, permitting, and contingencies. Due to limited funding, the proposed Facility CIP focuses on the most critical needs first and phases the remaining projects over five years.

Consistent with this prioritization framework, all high-priority projects are scheduled during FY 2026–2027 through FY 2029–2030 to address the most critical facility needs early, reducing the risk of system failures, increasing repair costs, and further deterioration. Using this approach, the Facility CIP identifies approximately \$7.2 million for the projects recommended for implementation during the five-year period. The remaining needs identified in the FCA would be addressed as additional funding becomes available.

Table 1: 5-Year Facility CIP

Fiscal Year	Facility	Critical Project Repairs	Priority	Est. Cost
FY 2026–2027	Multiple Sites	Roofing – Roof Repairs (Phase 1)	HIGH	\$1,027,792
FY 2026–2027	City Hall & Public Works	HVAC – Air Conditioning Systems (Phase 1)	HIGH	\$545,278
FY 2026–2027	City Hall, Parks & Rec Facilities	Plumbing – Domestic Water & Sanitary Waste (Phase 1)	HIGH	\$1,111,435
FY 2026–2027	Police Station	Plumbing – Domestic Water & Sanitary Waste (Phase 1)	HIGH	\$607,526
FY 2026–2027	City Hall	Electrical – Branch Wiring & Communications (Phase 1)	HIGH	\$763,390
FY 2026–2027	Police Station, Parks & Rec Facilities	Electrical – Branch Wiring & Exit Signs (Phase 1)	HIGH	\$961,726
FY 2026-2027 TOTAL				\$5,017,146
*Excludes \$500k in Measure A funds approved for Rec Park Roof Replacement carried over from FY 2025-26				

Discussion and Consideration to Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031, and Adopt a Resolution Amending Fiscal Year 2026–2027 Budget to Appropriate Funds for Phase I of the Five-Year Facilities Capital Improvement Plan

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Fiscal Year	Facility	Critical Project Repairs	Priority	Est. Cost
FY 2027–2028	All Sites	Site Infrastructure – Parking Lots & Driveways	LOW	\$392,462
FY 2027–2028	Police Station & City Hall	HVAC – Air Conditioning Systems (Phase 2)	HIGH	\$101,300
FY 2027–2028	City Hall	Interior Specialties & Finishes -Painting & Spackling	MEDIUM	\$244,032
FY 2027-2028 TOTAL				\$737,795
FY 2028–2029	Parks & Rec Facilities	Interior Finishes – Ceilings, Floors, Walls	LOW	\$294,349
FY 2028–2029	Police Station & City Hall	HVAC – Air Conditioning Systems (Phase 3)	HIGH	\$101,300
FY 2028–2029	Police Station	Fire Protection – Sprinkler System	HIGH	\$482,437
FY 2028-2029 TOTAL				\$878,087
FY 2029–2030	All Sites	Electrical – Branch Wiring (Phase 2)	HIGH	\$370,199
FY 2029–2030	Multiple Sites	Roofing – Remaining Roof Renewals (Phase 2)	HIGH	\$11,628
FY 2029-2030 TOTAL				\$381,827
FY 2030–2031	Las Palmas Park	HVAC - Air Conditioning Systems (Final Phase)	HIGH	\$17,442
FY 2030–2031	MWD Booster Station at Jessie Street & Well 3	Plumbing & Water System Renewals (Phase 2)	MEDIUM	\$14,384
FY 2030–2031	Multiple Sites	Roofing and Electrical Remaining Deferrals	MEDIUM	\$31,913
FY 2030–2031	Multiple Sites	Interior Finishes – Ceilings, Floors, Walls	LOW	\$123,086
FY 2030-2031 TOTAL				\$186,826
5-Year CIP Total Estimated Cost				\$7,201,680

FY 2026–2027 Funding Recommendation.

The Facility CIP identifies approximately \$5 million in recommended project funding for FY 2026–2027, including 20% for design, inspection, permitting, and contingencies. Staff is not recommending that the full amount be funded from General Fund reserves at this time.

Instead, staff recommends an immediate \$1.6 million allocation from General Fund, Water Fund, and Sewer Fund reserves to address the most critical FY 2026–2027 needs: roof repairs and HVAC replacements at City Hall and Public Works Operations Center. These projects are being prioritized because of the condition of the facilities and their potential impact on City operations.

Discussion and Consideration to Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031, and Adopt a Resolution Amending Fiscal Year 2026–2027 Budget to Appropriate Funds for Phase I of the Five-Year Facilities Capital Improvement Plan

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The \$1.6 million allocation includes the estimated construction costs and associated project costs, including design, construction management, inspection, permitting, and contingency. Staff will pursue grants and other funding opportunities to reduce the City's General Fund contribution where eligible.

The remaining FY 2026–2027 project funding will be pursued through grants and other funding opportunities. As additional funding becomes available, staff will proceed with the remaining high-priority projects identified in the Facility CIP.

The \$1.6 million reserve allocation is therefore the City's immediate investment for FY 2026–2027 and does not represent the total cost of all projects planned for that fiscal year.

Other Facility Needs.

The FCA identifies approximately \$11.4 million in total facility needs over the next five years. The Facility CIP addresses the most critical needs first while recognizing that additional funding will be needed to address the remaining projects.

The City also recently completed a Parks Assessment through the Independent Cities Risk Management Authority (ICRMA), which identified playground equipment requiring maintenance or replacement. These improvements are not included in the Facility CIP. Staff will develop a separate Parks CIP following further evaluation with the Recreation and Community Services Department.

Staff will continue to pursue state and federal grants, enterprise funds, internal service funds, lease financing, and other funding sources to address remaining facility needs. Additional funding requests may be brought forward through the annual budget process as funding becomes available.

BUDGET IMPACT:

Staff recommends allocating \$1.6 million from General Fund, Water Fund, and Sewer Fund reserves for the FY 2026–2027 roofing repairs and HVAC projects identified as the City's immediate facility priorities. The funding would cover roof repairs and HVAC replacements at City Hall and the Public Works Operations Center as follows:

FUND	Current Reserve Balance	Budget Amendment	New Reserve Balance
General Fund	10,856,480	(1,360,580)	9,495,900
Water Fund	755,663	(119,710)	635,953
Sewer Fund	4,155,694	(119,710)	4,035,984
PROPOSED BUDGET AMENDMENT:		\$1,600,000	

Discussion and Consideration to Approve the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–2027 through 2030–2031, and Adopt a Resolution Amending Fiscal Year 2026-2027 Budget to Appropriate Funds for Phase I of the Five-Year Facilities Capital Improvement Plan

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City Council also approved a request for a \$500,000 Measure A fund allocation on April 20, 2026, for an urgent Recreation Park Roof Replacement that will be carried over and completed as an additional repair in FY 2026-27.

Future phases of the facility maintenance capital improvement plan needs to be incorporated into the forthcoming long-range financial forecast tool. This tool will allow staff to model scenarios to support future City Council decision-making, allowing the City to evaluate funding strategies, plan for major capital needs, and maintain long-term fiscal sustainability.

CONCLUSION:

It is recommended that the City Council consider approving the Five-Year Facilities Capital Improvement Plan for Fiscal Years 2026–27 through 2030–31 regarding the repairs and maintenance of City facilities; adopt a Resolution amending the Fiscal Year 2026-2027 Adopted Budget to appropriate \$1.6 million from General Fund, Water Fund, and Sewer Fund reserves for Phase I of the Five-Year Facilities Capital Improvement Plan; and provide direction, as applicable.

ATTACHMENTS:

- A. Five-Year Facilities Capital Improvement Plan Prepared by Public Works Department
- B. Resolution No. 8480
- C. Facility Condition Assessment: Executive Summary Report Prepared by ALPHA/Brightly ([provided via digital link](#))



Department of Public Works

Five-Year Facilities Capital Improvement Plan

Facility Condition Assessment — Priority Projects

FY 2026–2027 through FY 2030–2031

Prepared By: Bonnie Tam, Director of Public Works

August 17, 2026

*Based on ALPHA Facilities Solutions LLC / Brightly Asset Essentials
Facility Condition Assessment Report — February 17, 2026*

1. Executive Summary

The City of San Fernando engaged ALPHA Facilities Solutions LLC, in partnership with Brightly, to conduct a comprehensive Facility Condition Assessment (FCA) of approximately 98,700 square feet across 25 permanent facilities and one portable building. Facilities excluded from the assessment included the City’s water and sewer lines and rolling stock, such as police and fire vehicles. The assessment was completed and issued in February 2026.

The citywide average Facility Condition Index (FCI) is currently 17%, placing the portfolio in the “Poor” condition range (10–30%) under International Facility Management Association (IFMA) standards. Without additional capital investment, the average FCI is projected to increase to 22% by 2031. **The total deferred maintenance and capital renewal backlog currently stands at \$7.6 million, with an additional \$1.9 million in new needs forecast through 2031.**

This Five-Year Capital Improvement Plan (CIP) prioritizes projects based on facility condition criticality, life-safety risk, and FCI scoring. Critical facilities—defined as those with an FCI exceeding 20% or containing expired high-priority systems—are prioritized for funding and implementation.

Key Findings at a Glance

- **Roof Systems:** 11 facilities have roof systems that have exceeded their useful service life. These facilities are: Booster Station at the Lower Reservoir, Recreation Park, City Hall, Pioneer Park House, Chlorine Treatment Building at Lower Reservoir, MWD Booster Station at Jessie Street, Police Department, Public Works Operation Center, Pumping Station at Lower Reservoir, Well 3, and Public Works Trailer.
- **Domestic Water Piping:** 11 facilities contain domestic water piping installed prior to 1985. These buildings are: Booster Station at Lower Reservoir, Las Palmas Park, Recreation Park, Pioneer Park House, MWD Booster Station at Jessie Street, Public Works Maintenance Shed, Chlorine Treatment Building at Lower Reservoir, Public Works Operation Center, Pumping Station at Lower Reservoir, Well 2A, and Public Works Trailer.
- **Electrical Systems:** Nine (9) facilities have electrical branch wiring systems more than 30 years old. These buildings are: Booster Station at Lower Reservoir, Recreation Park, City Hall, Pioneer Park House, MWD Booster Station at Jessie Street, Public Works Maintenance Shed, Police Department, Public Works Operation Center, and Pumping Station at Lower Reservoir.
- **Fire Alarm Systems:** Three (3) facilities have fire alarm and detection systems that have exceeded their 15-year expected lifecycle. These buildings are: Las Palmas Park, City Hall, and Police Department.
- **HVAC Systems:** Four (4) facilities have HVAC distribution system that have exceeded their 30-year expected lifecycle. These buildings are: Las Palmas Park, Recreation Park, City Hall, and Public Works Operation Center.

The age of a system does not necessarily mean it is unsafe or failing. However, systems that have reached or exceeded their expected service life should be evaluated and prioritized for maintenance or replacement to reduce the risk of unexpected failures and service disruptions.

2. Portfolio Condition Overview

The table below summarizes current and projected conditions by facility group. FCI above 20% is considered Poor; above 50% triggers a replacement analysis.

Facility Group	Area (SF)	2026 FCI %	2031 FCI %	Condition Rating
Administrative (City Hall)	16,889	25%	30%	POOR
Parks & Recreation	46,397	17%	21%	POOR
Police Station	19,469	18%	24%	POOR
Public Works	10,688	14%	15%	POOR
Utilities	5,257	6%	12%	FAIR
TOTAL (exclude site & infrastructure)	98,700	17%	22%	POOR

Note: Replacement or renovation should be evaluated when FCI exceeds 50%. No facility is currently at that threshold, but Recreation Park and City Hall warrant close monitoring.

3. Prioritization Framework

Projects are ranked by three tiers consistent with the FCA methodology:

- **HIGH:** Systems that failure would render a building unsuitable for occupancy or create a life-safety hazard. Includes HVAC, electrical branch wiring, roofing, fire protection, and plumbing.
- **MEDIUM:** Systems that impact occupant comfort or enclosure integrity. Includes exterior doors/windows, plumbing fixtures, and domestic water distribution.
- **LOW:** Systems that do not affect occupancy but require planned renewal. Includes floor/ceiling/wall finishes, exterior walls, pedestrian and vehicular pavements, and site development.

This CIP sequences HIGH-priority items first, with MEDIUM and LOW items phased in as budget allows. All cost estimates are Rough Order of Magnitude (ROM) and do not include soft costs (design fees, permitting, ADA upgrades, asbestos abatement, or seismic retrofitting), which typically add 5–20% to project totals.

4. Five-Year Facilities CIP Project Schedule

The schedule below details recommended capital projects for FY 2026–27 through FY 2030–31. Projects are listed in priority order within each fiscal year. Cost figures are drawn directly from the FCA report plus 20% soft costs.

Fiscal Year	Facility	Critical Project Repairs	Source	Priority	Est. Cost	Justification
FY 2026–2027	Multiple Sites	Roofing – Roof Repairs (Phase 1)	Table 2 (p.23)	HIGH	\$1,027,792	11 facilities have failed roofs
FY 2026–2027	City Hall & Public Works	HVAC – Air Conditioning System (Phase 1)	Table 9 (p.35)	HIGH	\$545,278	Systems beyond 30-year lifecycle
FY 2026–2027	City Hall, Parks & Rec Facilities	Plumbing – Domestic Water & Sanitary Waste (Phase 1)	Table 2 (p.23)	HIGH	\$1,111,435	Some pipes age 90 years; public safety risk
FY 2026–2027	Police Station	Plumbing – Domestic Water & Sanitary Waste (Phase 1)	Table 19 (p.55)	HIGH	\$607,526	Pipes beyond useful life
FY 2026–2027	City Hall	Electrical – Branch Wiring & Communications (Phase 1)	Table 9 (p.35)	HIGH	\$763,390	37-year-old wiring; fire hazard
FY 2026–2027	Police Station	Electrical – Branch Wiring & Exit Signs (Phase 1)	Table 19 (p.55)	HIGH	\$693,983	38-year-old wiring; life safety
FY 2026–2027	Parks & Rec Facilities	Electrical – Branch Wiring & Exit Signs (Phase 1)	Table 2 (p.23)	HIGH	\$267,743	Fire & life safety compliance
FY 2027–2028*	All Sites	Site Infrastructure – Parking Lots & Driveways	Table 2 (p.23)	LOW	\$392,462	Public Works Yard & Lower Reservoir
FY 2027–2028	Police Station & City Hall	HVAC – Air Conditioning Systems (Phase 2)	Table 2 (p.23)	HIGH	\$101,300	Units at end of service life
FY 2027–2028	City Hall	Interior Specialties & Finishes – Painting & Spackling	Table 9 (p.35)	MEDIUM	\$244,032	Deferred maintenance backlog
FY 2028–2029*	Parks & Rec Facilities	Interior Finishes – Ceilings, Floors, Walls	Table 24 (p.65)	LOW	\$294,349	Cosmetic/occupant health condition
FY 2028–2029	Police Station & City Hall	HVAC – Air Conditioning Systems (Phase 3)	Table 2 (p.23)	HIGH	\$101,300	Units at end of service life
FY 2028–2029	Police Station	Fire Protection – Sprinkler System	Table 19 (p.55)	HIGH	\$482,437	Fire alarm beyond 15-year lifecycle
FY 2029–2030	All Sites	Electrical – Branch Wiring (Phase 2)	Table 2 (p.23)	HIGH	\$370,199	Remaining wiring lifecycle completions
FY 2029–2030	Multiple Sites	Roofing – Remaining Roof Renewals (Phase 2)	Table 2 (p.23)	HIGH	\$11,628	Remaining roofs reaching lifecycle
FY 2030–2031	Las Palmas Park	HVAC – Air Conditioning Systems (Final Phase)	Table 24 (p.65)	HIGH	\$17,442	30+ year systems at Las Palmas Park
FY 2030–2031	Utilities (MWD Booster Station, Well 3)	Plumbing & Water System Renewals (Phase 2)	Table 2 (p.23)	MEDIUM	\$14,384	Well systems approaching lifecycle
FY 2030–2031	Multiple Sites	Roofing and Electrical Remaining Deferrals	Table 2 (p.23)	MEDIUM	\$31,913	Roofing and Electrical completions
FY 2030–2031	Multiple Sites	Interior Finishes – Ceilings, Floors, Walls	Table 2 (p.23)	LOW	\$123,086	Interior Finishes – Ceilings, Floors, Walls
5-Year CIP Total Estimated Cost					\$7,201,680	

*Scheduled for prior FY per the assessment but recommended for the following FY due to funding and priority.

5. Recommended Annual Budget Summary

The FCA-identified needs by year represent the cost of systems expiring in that period. **The Recommended Budget column reflects a proposed appropriation that addresses the backlog over five years in a manageable sequence** — front-loading the highest-risk items while deferring low-priority cosmetic work. The currently deferred maintenance and capital renewal backlog still stands at \$7.6 million, with an additional \$1.9 million in new needs forecast by 2031.

Total 5-Year Recommended Investment: approximately \$7.2 million. This figure is the direct sum of the estimated costs of all line items in the Five-Year CIP Project Schedule (Section 4) and reflects only the projects scoped in the updated schedule. *Soft costs (design, permitting, ADA compliance, asbestos abatement, seismic review) are included and typically add 20% to individual project totals.*

The recommended \$7.2 million investment will address the current \$7.6 million backlog through phased execution over five fiscal years, avoiding the compounding costs of further deferral. However, approximately \$1.5 million in identified needs remains unscheduled, including deferred low-priority finishes and items requiring further scope development. APPA: Leadership in Educational Facilities, formerly known as the Association of Physical Plant Administrators, is a professional organization that develops standards and best practices for facilities management in educational institutions and similar organizations. Per APPA guidance, an annual maintenance and capital renewal budget of 2–4% of the aggregate Current Replacement Value (\$41.4 million) would equate to approximately \$828,000–\$1.66 million per year for ongoing sustainment beyond backlog elimination.

Fiscal Year	*New Needs (per FCA)	**Recommended Project Budget (from schedule)	Primary Focus
FY 2026–2027	\$7,591,676	\$4,180,955	Address critical backlog: Priority items – Roofing + HVAC Phase 1 + Electrical Phase 1 + Plumbing
FY 2027–2028	\$894,045	\$614,829	HVAC Phase 2 + Interior finishes
FY 2028–2029	\$510,350	\$731,739	Fire suppression + HVAC Phase 3 + Interior finishes
FY 2029–2030	\$320,620	\$318,189	Electrical Phase 2 + Remaining roof renewals
FY 2030–2031	\$155,689	\$155,689	HVAC completions, Utility systems + Interior finishes + Finish deferrals
TOTAL	\$9,472,379	\$6,001,401	
GRAND TOTAL	\$11,366,855	***\$7,201,682	Including 20% soft cost

*Reference “Table 2” on Page 23 of the Facility Condition Assessment Report.

**The Recommended Project Budget is calculated based on the total Project Budget by spreading it over five years, weighted toward Year 1 (the critical items), and rounded to round numbers. Note that the Recommended Budget column should be replaced with actual figures developed by the City’s Finance team based on the City’s projected financial capacity, grant opportunities, and competing priorities.

***The grand total recommended project budget does not: 1) address all identified new needs as of February 2026; 2) include approximately \$1.5M in identified but unscheduled needs, consisting of deferred low-priority items that require further scope development; and 3) include an additional \$1.9 in new needs forecast through 2031.

6. Funding Strategies

This 5-Year Facilities CIP serves as the primary planning document for identifying, prioritizing, and financing long-term infrastructure and facility needs. However, cities often face limited discretionary revenues, funding strategies generally require multiple funding sources and phased implementation over several fiscal years. Primary funding mechanisms commonly include:

- General Fund revenues, including property tax, sales tax, franchise fees, and utility users tax;
- State and federal grant programs;
- Enterprise fund contributions for utility-related facility use;
- Internal service funds and replacement reserves;
- Lease financing or Certificates of Participation (COPs) for major capital projects.

Annual Cost Allocation Plan (CAP)

An important component of long-term facilities financing is the City’s Annual Cost Allocation Plan (CAP). The CAP allocates shared administrative and operational costs among departments and funds based on measurable usage factors such as occupied square footage, staffing levels, or service demand. Costs commonly allocated include facilities maintenance, custodial services, utilities, information technology, finance, human resources, and administrative support.

The Cost Allocation Plan supports facility capital improvement efforts by ensuring that all departments contribute proportionally toward the ongoing operation, maintenance, and future replacement of City facilities. This approach distributes costs equitably across City operations rather than concentrating facility expenses solely within the General Fund.

In many municipalities, facilities-related costs are managed through an Internal Service Fund (ISF), which centralizes facility maintenance and replacement planning. Departments are charged annually through internal service allocations, and a portion of these charges may be directed toward capital replacement reserves for future facility rehabilitation and deferred maintenance needs.

This framework provides several financial and operational benefits, including:

- Establishing predictable annual funding for facility maintenance and replacement;
- Reducing deferred maintenance liabilities;
- Allowing enterprise funds to pay their proportional share of facility costs;
- Improving eligibility and documentation for grant reimbursement;
- Supporting long-term capital planning and fiscal sustainability.

Through integration of the Capital Improvement Program, Internal Service Fund structure, and Annual Cost Allocation Plan, the City can develop a more sustainable and equitable approach to financing facilities capital improvements while ensuring that all departments participate in supporting the City’s long-term infrastructure needs.

7. Asset Management Program

The FCA data and this CIP establish a strong foundation, but sustaining facility conditions over time requires a permanent Asset Management Program (AMP). **The following program framework is designed to transition the City from reactive maintenance to a planned, data-driven approach to facility stewardship.**

Program Objectives

- Maintain and improve the citywide FCI below 15% over the next 10 years, moving from the current Poor classification toward Fair.
- Eliminate the deferred maintenance backlog of \$7.6 million within the five-year CIP window and prevent new deferred maintenance from accumulating.
- Provide the City Council with transparent, data-driven information to support annual capital budget decisions.
- Extend the useful life of facility assets through proactive preventive maintenance, reducing the frequency and cost of emergency repairs.
- Ensure compliance with life-safety codes, ADA requirements, and regulatory standards across all City facilities.

Centralized Asset Register

The City should maintain a centralized asset register that captures the following data for every major building system at each facility at least annually:

- System type, manufacturer, model, and installation date
- Expected useful life (per IFMA or manufacturer standards)
- Current condition rating (from FCA or subsequent inspection)
- Current Replacement Value (CRV)
- Warranty status
- Maintenance history and associated costs

Preventive Maintenance Program

A Preventive Maintenance (PM) program is the most cost-effective tool for extending asset life and reducing unplanned failures. The following PM schedule is recommended as a minimum standard:

System	PM Frequency	Key Tasks
HVAC	Quarterly / Annual	Filter changes, coil cleaning, belt inspection, controls calibration, refrigerant check (per EPA 608 requirements)
Electrical Systems	Annual	Infrared scanning of panels, breaker testing, grounding verification, emergency lighting test

ATTACHMENT “A”

Roofing	Semi-Annual	Visual inspection after winter and summer, debris removal, flashing and penetration check, drain clearing
Plumbing	Annual	Backflow preventer testing (required by code), water heater inspection, fixture condition check, drain flow test
Fire Alarm / Suppression	Annual / Per NFPA 25/72	Detector testing, panel inspection, sprinkler head inspection, flow test (per NFPA 25 requirements)
Elevators (if applicable)	Monthly / Annual	Per California DOSH requirements; annual inspection with certificate of operation
Exterior / Site	Semi-Annual	Pavement crack survey, ADA path of travel inspection, exterior caulking condition

Note: PM task frequencies cited above are standard industry guidance. Actual requirements may vary based on manufacturer recommendations, local codes, or insurance requirements. City facilities staff and any applicable regulatory agencies need to confirm specific requirements.

Staffing and Capacity

The AMP is most effective when there is dedicated internal capacity to manage it. Current staffing levels are not assessed in this CIP, but the following positions or functions are typically necessary for a portfolio of this size (approximately 98,700 SF across 26 facilities):

- **Public Works Operations Manager:** Overall CIP and AMP oversight, reporting, contractor management.
- **Maintenance Technician(s):** Day-to-day PM execution and work order response.
- **Project Manager:** CIP project delivery, contract administration, inspection oversight. It could be an augmented role within existing Public Works staff or a contracted project management service.

If current staffing is insufficient to execute the PM program alongside CIP delivery, the City should evaluate hiring, contract augmentation, or a facilities management services agreement. The cost of understaffing, in deferred maintenance and emergency repairs, typically exceeds the cost of adequate staffing.

Technology Platform

An asset management software system will be well-suited for managing this AMP:

- **Work Order Management:** All PM tasks and reactive repairs should be tracked in a work order management system, not spreadsheets or paper logs. This creates the maintenance history record that supports future FCA updates and capital planning.
- **Asset Lifecycle Tracking:** Utilize the platform's asset module to record all major equipment, installation dates, and expected replacement years. Set automated alerts when systems approach end of useful life so capital requests can be built into the budget cycle proactively.
- **CIP Integration:** Link capital projects back to the asset records they renew. This provides a full lifecycle record: original installation → maintenance history → capital replacement → new installation.

8. Critical Facility Profiles

Recreation Park (FCI 21% — Age 90)

The Recreation Park is the most urgent facility in the portfolio. Built in 1936, its plumbing infrastructure (domestic water and sanitary waste) is at or well beyond its useful life, representing \$926,196 in immediate needs. Electrical systems including branch wiring and exit/emergency lighting add \$485,602. The facility's FCI is projected to reach 24% by 2031 without intervention. **Full plumbing replacement and electrical renewal should be initiated in FY 2026–27.** Note: When renovation costs approach 50% of the Current Replacement Value (\$9.7 million), full ADA/life safety code compliance may be triggered — staff should evaluate this threshold as the scope develops.

City Hall (FCI 25% — Age 73)

City Hall carries the highest FCI in the portfolio at 25%, rising to a projected 30% by 2031. The \$1,335,501 backlog is concentrated in electrical branch wiring and communications/security (\$636,158), HVAC distribution and terminal units (\$279,610), roofing (\$157,434), and plumbing (\$206,653). With these systems at or beyond their 30-year lifecycle, deferred action significantly increases the risk of unplanned system failures in the City's primary administrative facility. **FY 2026–27 should begin electrical and HVAC renewal.**

Police Department (FCI 18% — Age 38)

The Police Station has \$1,581,075 in current needs and a projected FCI of 24% by 2031. **Immediate concerns include roofing (\$277,636), plumbing (\$506,272), and electrical exit/emergency lighting and branch wiring (\$578,319).** A critical item deferred to FY 2028-29 is the fire sprinkler system (\$402,031), which has exceeded its 15-year useful life. Given the facility's public safety mission, any extended out-of-service risk is unacceptable. Staff should investigate interim fire safety compliance measures until full sprinkler replacement is funded.

Las Palmas Park (FCI 16% — Age 71)

Las Palmas Park carries \$1,528,370 in current needs driven primarily by plumbing, HVAC distribution systems (30+ years), and interior finishes. The fire alarm/detection system is also beyond its recommended 15-year lifecycle. **Renewal of HVAC distribution and fire alarm should be prioritized in FY 2026–27 alongside plumbing infrastructure.**

Public Works Operation Center (FCI 15% — Age 67)

The Public Works Operation Center has \$594,050 in current needs across roofing, HVAC, plumbing, and electrical branch wiring. The facility also requires \$207,900 in vehicular pavement replacement. **The FCI is expected to remain relatively stable at 15–16% through 2031, but the age of the structure warrants proactive intervention on high-priority systems in FY 2026–27.**

9. Immediate Actions Required

The following actions should be initiated immediately, independent of the annual budget cycle:

- **Water Quality Testing:** All 11 buildings with pre-1985 domestic water piping (including Booster Station, Recreation Park, City Hall, Police Department, Public Works Operation Center, and Well 2A) should have water quality tested on a regular schedule to assess lead and other contamination risk.
- **Infrared Electrical Testing:** All nine (9) buildings with 30+ year-old branch wiring should undergo infrared scanning to identify hot spots and failure risk before system replacement is scheduled. This is a low-cost diagnostic that can extend system life or confirm urgency.
- **Fire Alarm/Detection Interim Review:** City Hall, Las Palmas Park, and Police Department all have fire alarm systems past their useful life. Until replacement is completed, a fire safety review and any required interim compliance measures should be documented.
- **Roof Condition Verification:** A detailed roof inspection of all 11 facilities with expired roof coverings is recommended to determine which can be repaired versus fully replaced, which will refine cost estimates in the CIP.

10. Important Limitations

This CIP is derived from the ALPHA/Brightly Facility Condition Assessment dated February 2026. The following caveats apply:

- All costs are ROM estimates based on 2026 RSMeans data. Actual project costs will vary and should be confirmed through formal design and bidding.
- Soft costs (design, permitting, legal, ADA upgrades, asbestos abatement, seismic evaluation) are not included and may add 5–20% to project totals.
- Building square footage was provided by the City and was not independently verified during the assessment.
- Concealed systems (e.g., buried piping, hidden wiring) may reveal additional deficiencies upon construction access.
- The City may elect to defer systems that have exceeded average service life if they remain functional and the tolerance for risk is acceptable — but this increases future costs and failure probability.

City staff should revisit and update this CIP annually as project scopes are finalized, new conditions emerge, and budget appropriations are confirmed.

RESOLUTION NO. 8480

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN FERNANDO,
CALIFORNIA, AMENDING THE BUDGET FOR FISCAL YEAR 2026-2027
ADOPTED ON JUNE 29, 2026, REGARDING PHASE I OF THE FIVE-YEAR
FACILITIES CAPITAL IMPROVEMENT PLAN**

WHEREAS, the City Council has received and considered the proposed adjustment to the budget for Fiscal Year 2026-2027, commencing July 1, 2026, and ending June 30, 2027; and

WHEREAS, the City Council has determined that it is necessary to amend the revenues and expenditures of the current City budget to appropriate \$1.6 million from the General Fund, Water Fund and Sewer Fund Reserves for Phase I of the Five-Year Facilities Capital Improvement Plan; and

WHEREAS, an annual budget for the City of San Fernando for Fiscal Year beginning July 1, 2026 and ending July 30, 2027, a copy of which is on file in the City Clerk's Office, was adopted on June 29, 2026.

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:

PHASE I OF THE FIVE-YEAR FACILITIES CAPITAL IMPROVEMENT PLAN

Increase in Revenues	<u>\$1,600,000</u>
Account No. 043-3970-0000	1,360,580
043-3992-0000	119,710
043-3995-0000	119,710
 Increase in Expenditures	 <u>\$1,600,000</u>
Account No. 001-190-0000-4943	1,360,580
070-381-0000-4943	119,710
072-381-0000-4943	119,710
 Account No. 043-390-0000-4500	 1,593,000
043-390-0000-4270	7,000

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the Office of the City Clerk.

PASSED, APPROVED, AND ADOPTED THIS 17th day of August, 2026.

Victoria Garcia, Mayor of the City of San
Fernando, California

ATTEST:

Julia Fritz, City Clerk

CERTIFICATION

I, City Clerk of the City of San Fernando, California, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 8480 which was regularly introduced and adopted by the City Council of the City of San Fernando, California, at a regular meeting thereof held on the 17th day of August, 2026, by the following vote of the City Council:

AYES:

NAYS:

ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Fernando, California, this _____ day of August, 2026.

Julia Fritz, City Clerk

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AGENDA REPORT

To: Mayor Victoria Garcia and Councilmembers

From: Vice Mayor Patty Lopez

Date: August 17, 2026

Subject: Receive and File a Presentation from Asciela Gallo an Apostille Services, Mobile Notary, and Certified Trust Delivery Agent

RECOMMENDATION:

I have placed this on the agenda (Attachment "A") for City Council to receive and file the presentation from Asciela Gallo an Apostille Services, Mobile Notary, and Certified Trust Delivery Agent.

BACKGROUND/ANALYSIS:

See Attachment "A" that was submitted to request to agendize this item for the August 17, 2026 City Council Meeting.

BUDGET IMPACT:

There is no impact to the budget by discussing this item. Additional future costs to be determined based on City Council direction.

ATTACHMENT:

A. Request to Agendize an Item for City Council Discussion/Consideration

REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION

CITY COUNCILMEMBER INFORMATION

NAME

Patty Lopez

TITLE

Vice Mayor

ITEM INFORMATION

SUBJECT *Title of the item you are requesting to be agendized.*

Presentation by: Asciela Gallo
Apostille Services, Mobile Notary, and Certified Trust Delivery Agent

BACKGROUND/ANALYSIS *Provide the reason you are requesting this item be agendized.*

This item is requested as an educational and preventive presentation to inform the community about available services and the importance of preparing essential documents in case of an emergency. The presentation will provide practical information and resources to help residents protect themselves and their families.

ATTACHMENTS *Do you have any attachments to include?*

☒ Yes ☐ No

RECOMMENDATION *Indicate the direction you are recommending.*

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AGENDA REPORT

To: Vice Mayor Patty Lopez and Councilmembers

From: Mayor Victoria Garcia

Date: August 17, 2026

Subject: Discussion and Consideration Regarding the Creation of City Co-Sponsorship Ad Hoc Committee

RECOMMENDATION:

I have placed this on the agenda (Attachment "A") for City Council discussion to provide direction to staff regarding the creation of an ad hoc committee to create a policy and guidelines for the co-sponsorship of events by the City.

BACKGROUND/ANALYSIS:

See Attachment "A" that was submitted to request to agendize this item for the August 17, 2026, City Council Meeting.

BUDGET IMPACT:

There is no impact to the budget by discussing this item. Additional future costs to be determined based on City Council direction.

ATTACHMENTS:

A. Request to Agendize an Item for City Council Discussion/Consideration

REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION

CITY COUNCILMEMBER INFORMATION

NAME

Victoria Garcia

TITLE

Mayor

ITEM INFORMATION

SUBJECT *Title of the item you are requesting to be agendized.*

Creation of City Co-Sponsorships Ad Hoc Committee

BACKGROUND/ANALYSIS *Provide the reason you are requesting this item be agendized.*

The City currently does not have a policy or any guidelines regarding the City's co-sponsorship of events but would likely greatly benefit from a policy that includes guidelines to address the City's co-sponsorship of events.

ATTACHMENTS *Do you have any attachments to include?*

☐ Yes ☒ No

RECOMMENDATION *Indicate the direction you are recommending.*

Discussion and direction regarding the creation of an ad hoc committee to create a policy and guidelines for the co-sponsorship of events by the City.

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AGENDA REPORT

To: Vice Mayor Patty Lopez and Councilmembers

From: Mayor Victoria Garcia

Date: August 17, 2026

Subject: Discussion and Consideration Regarding City Council Agenda Items

RECOMMENDATION:

I have placed this on the agenda (Attachment "A") for City Council discussion to provide direction to staff regarding a pilot program limiting the number of items a Councilmember may place on an agenda and/or ensuring that agenda items fall within the City's strategic goals and priorities and within the City's approved budget or the funding is otherwise clearly disclosed.

BACKGROUND/ANALYSIS:

See Attachment "A" that was submitted to request to agendize this item for the August 17, 2026, City Council Meeting.

BUDGET IMPACT:

There is no impact to the budget by discussing this item. Additional future costs to be determined based on City Council direction.

ATTACHMENTS:

A. Request to Agendize an Item for City Council Discussion/Consideration

REQUEST TO AGENDIZE AN ITEM FOR CITY COUNCIL DISCUSSION/CONSIDERATION

CITY COUNCILMEMBER INFORMATION

NAME

Victoria Garcia

TITLE

Mayor

ITEM INFORMATION

SUBJECT *Title of the item you are requesting to be agendized.*

City Council Agenda Items

BACKGROUND/ANALYSIS *Provide the reason you are requesting this item be agendized.*

City Council meetings continue to run for over four hours each meeting which presents a challenge for our residents to attend and participate. The City may benefit from a pilot program which limits the number of items that a Councilmember may place on each agenda and/or a system which ensures that agenda items fall within the City's established and approved strategic goals and priorities and either fall within the City's approved budget or the funding is otherwise clearly disclosed, e.g., emergencies, sponsorship from a local business, another agency, or grant funding, etc.

ATTACHMENTS *Do you have any attachments to include?*

☐ Yes ☒ No

RECOMMENDATION *Indicate the direction you are recommending.*

Discussion and direction regarding a pilot program limiting the number of items a Councilmember may place on an agenda and/or ensuring that agenda items fall within the City's strategic goals and priorities and within the City's approved budget or the funding is otherwise clearly disclosed.