

**CITY OF SAN FERNANDO
CITY COUNCIL**

**MINUTES
SPECIAL MEETING – 5:00 P.M
REGULAR MEETING – 6:00 P.M.
MONDAY, JUNE 15, 2026**

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

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

Mayor Joel Fajardo called the Special Meeting to order at 5:00 p.m.

Present:

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

Staff: City Manager Kanika Kith and City Attorney Richard Padilla

Absent: Vice Mayor Victoria Garcia

TELECONFERENCING REQUEST None

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS None

RECESS TO CLOSED SESSION (5:01 P.M.)

By consensus, Councilmembers recessed to Closed Session.

A) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54954.9 (D)(1) – EXISTING
LITIGATION

Case Name: Lenin Garcia Saurez v City of San Fernando
Case Number: Case 24CHCV03094

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- B) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTIONS 54957 AND 54957.6 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION / CONFERENCE WITH LABOR NEGOTIATOR

Title of Evaluated Employee: City Manager

Title of Unrepresented Employee for purposes of labor negotiation: City Manager

City's Designated Representative for purposes of labor negotiation: Richard Padilla, City Attorney

- C) CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title of Employee: City Attorney

- D) CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6

Designated City Negotiator: City Manager Kanika Kith

Employees and Employee Bargaining Units:

San Fernando Management Group (SEIU, Local 721);

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

San Fernando Police Officers Association;

San Fernando Police Officers Association Police Management Unit;

San Fernando Police Civilian Association;

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

All Unrepresented Employees

RECONVENED FROM SPECIAL MEETING AND REPORT OUT FROM CLOSED SESSION

It was noted that Vice Mayor Garcia arrived in Closed Session at 5:09 p.m. and did not participate in discussions regarding Item A.

City Attorney Padilla noted that there was no reportable action as it pertains to Item A, and a statement of actions will be stated later this evening on Item B, Item C was not heard and noted no reportable action on Item D.

Mayor Fajardo noted that regarding Item B for the City Manager evaluation that the evaluation was very positive and further noted that one of the City Manager's goals is to help foster an environment where staff feels protected from within the organization from people and harassment from outside the organization as well.

Motion by Mayor Fajardo, seconded by Councilmember Solorio to adjourn the Closed Session meeting at 6:32 p.m. The motion carried, unanimously.

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CALL TO ORDER/ROLL CALL – REGULAR MEETING

6:00 P.M. (OPEN SESSION)

Mayor Joel Fajardo called the regular meeting to order at 6:33 p.m.

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

Staff: City Manager Kanika Kith, City Attorney Richard Padilla, Acting Police Chief John Perez, Director of Recreation and Community Services Julio Salcedo, Director of Community Development Ron Garcia, Director of Public Works Bonnie Tam, and City Clerk Julia Fritz

Absent: None

TELECONFERENCING REQUESTS/DISCLOSURE

None

PLEDGE OF ALLEGIANCE

Led by City Clerk Julia Fritz

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS

Kimberly Perez introduced herself as the new Field Deputy from County Supervisor Horvath's office and provided updates regarding discretionary grant applications that are open until June 30, 2026, and on a World Cup community watch party event in Sylmar.

Donna Pearlman spoke regarding concerns pertaining to the light rail project coming through San Fernando and spoke about potential tax increases due to the stealing of copper wiring and converting to solar power.

Ricardo Benitez spoke regarding safe streets and lower taxes.

Celia Rivas spoke in support of Agenda Item No. 20 with Emprande regarding the Christmas Parade event.

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City Clerk Fritz was directed to read a statement submitted by Sergeant Paul Ventimiglia representing the San Fernando Police Officer's Association on affirming Mayor Fajardo's statements regarding Councilmember Solorio telling members of the SFPOA board that she wanted the Chief gone during a meeting, was an accurate statement.

BUDGET STUDY SESSION NO. 4

1) **DISCUSSION OF FISCAL YEAR 2026-2027 BUDGET STUDY SESSION NO. 4 – POLICE DEPARTMENT**

City Manager Kanika Kith and Acting Police Chief John Perez and Commanders Brian Woodward and CJ Chiasson presented the staff report and responded to Councilmember questions.

The City Council suggested increasing patrols throughout neighborhoods, conducting more drive-by at parks, and noted that the community would like to see more officers patrolling throughout the City; and suggested that staff return with a draft agency letter regarding trespassing and report on if this requires the property owner permission and to discuss methods on how to disseminate information to the property owners.

Director of Administrative Services Melton summarized last meetings City Council requests (Attachment "A").

CONSENT CALENDAR

Motion by Mayor Fajardo, seconded by Councilmember Solorio to approve the Consent Calendar, excluding Item No. 6:

- 2) **CONSIDERATION TO ADOPT A RESOLUTION APPROVING THE WARRANT REGISTER**
- 3) **RECEIVE AND FILE STATUS UPDATES FOR CITY PROJECTS AND CITY COUNCIL PRIORITIES**
- 4) **RECEIVE AND FILE THE GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2025**
- 5) **CONSIDERATION TO ADOPT A RESOLUTION SETTING THE FISCAL YEAR 2026-2027 ARTICLE XIII B APPROPRIATIONS (GANN) LIMIT**
- 7) **CONSIDERATION TO APPROVE AUTHORIZATION TO WRITE-OFF BAD DEBT FOR FISCAL YEAR 2025-2026 FROM UNCOLLECTIBLE UTILITY ACCOUNTS**
- 8) **CONSIDERATION TO ADOPT A RESOLUTION ACCEPTING SENATE BILL 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 FUNDS AND APPROVING THE PROJECT LIST FOR FISCAL YEAR 2026-2027**
- 9) **CONSIDERATION TO ADOPT A RESOLUTION APPROVING CONTINUED PARTICIPATION IN THE LOS ANGELES URBAN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND APPROVING A COOPERATION AGREEMENT WITH THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY**

- 10) CONSIDERATION TO ADOPT A RESOLUTION APPROVING 2026 UPDATES TO COUNCILMEMBER EXPENSE REIMBURSEMENT POLICY AND CITY EMPLOYEE EXPENSE REIMBURSEMENT POLICY
- 11) CONSIDERATION TO APPROVE A SECOND READING TO ADOPT AN ORDINANCE ESTABLISHING PROTOCOLS FOR PROPOSED SALE, LEASING, AND/OR DEVELOPMENT OF CITY-OWNED LAND
- 12) CONSIDERATION TO APPROVE AN AGREEMENT WITH THE LOS ANGELES GATEWAY REGION INTEGRATED REGIONAL WATER MANAGEMENT JOINT POWERS AUTHORITY FOR COST SHARING FOR THE INSTALLATION OF MONITORING EQUIPMENT AND MONITORING PURSUANT TO THE HARBOR TOXIC POLLUTANTS TOTAL MAXIMUM DAILY LOAD

The motion carried, unanimously.

- 6) RECEIVE AND FILE STATUS UPDATE ON WELL NO. 2A NITRATE TREATMENT PLANT EXPANSION PROJECT, PROJECT NO. 7630

This item was continued to the next City Council meeting.

It was noted that the City Council recessed the meeting at 8:12 p.m. and reconvened at 8:29 p.m. with all Councilmembers present.

PUBLIC HEARINGS

- 13) A PUBLIC HEARING TO CONSIDER ADOPTION OF RESOLUTIONS TO CONTINUE MAINTENANCE OF THE CITY'S STREETLIGHTS, CONFIRMING THE ANNUAL ASSESSMENT, AND APPROVING THE FINAL ENGINEER'S REPORT FOR FISCAL YEAR 2026-2027 LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT

Mayor Fajardo opened the Public Hearing

City Clerk Julia Fritz announced the Public Hearing Notice was posted on May 28, 2026, pursuant to the provisions of the "Landscaping and Lighting Act of 1972," being Part 2 of Division 15 of the Streets and highways Code of the State of California, and that the "Affidavit of Publication" is on file in the City Clerk's Office. Motion by Vice Mayor Garcia, seconded by Councilmember Lopez to receive and file the affidavit of publication. The motion carried, unanimously.

Director of Public Works Bonnie Tam presented the staff report and responded to Councilmember questions.

Mayor Fajardo opened public testimony. There being none, Mayor Fajardo closed the Public Hearing, seconded by Vice Mayor Garcia. The motion carried, unanimously.

Motion by Mayor Fajardo, seconded by Vice Mayor Garcia to adopt Resolution No. 8465 ordering the continued maintenance of the City's streetlights and confirming the annual assessment; and adopt Resolution No. 8466 approving the Final Engineer's Report for the Fiscal Year 2026-2027 Landscaping and Lighting Assessment District. The motion carried, unanimously.

14) A PUBLIC HEARING TO CONSIDER ADOPTING A RESOLUTION APPROVING FISCAL YEAR 2026-2027 ANNUAL BUDGET

The City Council directed staff to begin taking steps to identify sponsorship and/or partnership opportunities for the Volleyball Open Gym, Lopez Adobe Tours, and the Mission City Baseball program. These programs will continue operating in the interim while staff evaluates alternatives and conduct appropriate community engagement; and the Teens for a Better Community program to be consolidated into the AS@P Teen Program effective immediately.

The City Council discussed additional considerations to City hosted special events as outlined in (Attachment "B"); and continued the item to the special meeting of June 29, 2026.

ADMINISTRATIVE REPORTS

15) DISCUSSION AND CONSIDERATION TO APPROVE A SECOND READING TO ADOPT ORDINANCE NO. 1742 THAT APPROVES A PROPOSED ZONING CODE UPDATE, SUBDIVISION CODE UPDATE, SPECIFIC PLAN-5 UPDATE, OBJECTIVE DESIGN STANDARDS, AND ZONING MAP UPDATE (HOUSING IMPLEMENTATION PLAN PROJECT OR HIP PROJECT)

Director of Community Development Ron Garcia presented the staff report and responded to Councilmember questions.

Motion by Councilmember Mendoza, seconded by Councilmember Solorio to approve for second reading and adopt Ordinance No. 1742 that was introduced for first reading at the City Council meeting of May 18, 2026, in title only, and waive all further readings titled, "An Ordinance of the City Council of the City of San Fernando, California, Approving a Zoning Code Update, Subdivision Code Update, Specific Plan-5 Update, Objective Design Standards, and Zoning Map Update; these actions collectively referred to as the Housing Implementation Plan Project or "HIP Project" in its entirety. The motion carried, by the following vote:

ROLL CALL

AYES:	Lopez, Solorio, Mendoza - 3
NAYES:	None
ABSENT:	None
ABSTAIN:	Garcia, Fajardo – 2

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- 16) DISCUSSION AND CONSIDERATION TO APPROVE PROPOSED PROGRAM FORMAT AND DATE FOR THE SECOND SAN FERNANDO IMMIGRATION FORUM

This item was continued to the special City Council meeting of June 29, 2026.

- 17) DISCUSSION AND CONSIDERATION TO ADOPT A RESOLUTION APPROVING UPDATES TO THE CITY COUNCIL PROCEDURAL MANUAL, INCLUDING RELATED PROCEDURES AND ADMINISTRATIVE PROVISIONS

This item was continued to the special City Council meeting of June 29, 2026.

- 18) DISCUSSION AND CONSIDERATION TO APPROVE A THIRD AMENDMENT TO THE COLLECTION SERVICES AGREEMENT WITH CONSOLIDATED DISPOSAL SERVICE, LLC DBA REPUBLIC SERVICES

Assistant to the City Manager Will Pettener presented the staff report and responded to Councilmember questions.

Motion by Mayor Fajardo, seconded by Councilmember Solorio to approve a Third Amendment to the Collection Services Agreement with Consolidated Disposal Service, LLC dba Republic Services (Contract No. 1731 (c), extending the term by six months from February 14, 2027 to August 13, 2027, and removes application of the fleet age metric during the extension period; and authorize the City Manager, or designee, to make non-substantive changes and execute the Agreement and all related documents. The motion carried, unanimously.

- 19) DISCUSSION AND CONSIDERATION TO APPROVE AN AMENDMENT TO THE CITY MANAGER EMPLOYMENT CONTRACT ESTABLISHING COST OF LIVING INCREASE TERMS OR OTHER ALTERNATIVE AMENDMENTS TO COMPENSATION TERMS AS MAY BE WARRANTED

The City Council received a presentation by City Attorney Padilla outlining the key points of the contract terms as required under Government Code Section 54953(c)(3) and stated that the City Council has completed the City Manager's annual evaluation and amended her employment contract to include the cost-of-living adjustment of 5% being effective July 1, 2026, which is the same as the Executive Team.

Motion by Mayor Fajardo, seconded by Councilmember Solorio to approve a First Amendment to the City Manager Employment Agreement (Contract No. 2447(a)); and authorize the Mayor to execute the First Amendment on behalf of the City Council. The motion carried, unanimously.

- 20) DISCUSSION REGARDING SAN FERNANDO CHRISTMAS PARADE 2026 (TABLED FROM THE JUNE 8, 2026 CITY COUNCIL MEETING)

This item was continued to the special City Council meeting of June 29, 2026.

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- 21) DISCUSSION REGARDING OFFICE 133 COUNCILMEMBER WORKSPACE IMPROVEMENTS (TABLED FROM THE JUNE 8, 2026 CITY COUNCIL MEETING)

This item was continued to the special City Council meeting of June 29, 2026.

- 22) DISCUSSION REGARDING CITY EVENT PERMITTING AND FACILITY RESERVATION PROCESS (TABLED FROM THE JUNE 8, 2026 CITY COUNCIL MEETING)

This item was continued to the special City Council meeting of June 29, 2026.

- 23) DISCUSSION AND DIRECTION TO STAFF REGARDING CITY COUNCIL PRIORITIES AND INITIATIVES

Mayor Joel Fajardo presented the staff report.

The City Council directed staff to return to the special meeting of June 29, 2026 with information regarding a presentation on Liebert, Cassidy, Whitmore total cost on cases that the City has lost; mentioned that the City Attorney evaluation for Closed Session at 5pm was continued to the special meeting of June 29, 2026; stated he would be presenting his Commissioners with Certificates of Appreciation at the July 6, 2026 City Council meeting; and requested that staff prepare a letter to Metro opposing the additional rail line to Sylmar.

- 24) DISCUSSION AND CONSIDERATION TO PLACE AREA B RESOLUTION AND RELATED INFORMATION ONLINE

This item was continued to the special City Council meeting of June 29, 2026.

STAFF COMMUNICATION INCLUDING COMMISSION UPDATES

Commission updates:

- Planning and Preservation Commission:
 - No Updates
- Public Safety and Transportation Commission:
 - July 2 meeting has been cancelled
- Parks, Wellness & Recreation Commission:
 - At the June 11 meeting, updates were provided on equipment maintenance, how to use the MySanFernando App, and pending projects at the parks.
- Education Commission:
 - No Updates

Assistant to the City Manager Pettner provided updates on the following: Red Cross Shelter Training – 6/17, 9AM-2:30PM at Recreation Park; Viva Fútbol Watch Parties – 6/24, 5-9PM in the San Fernando Mall; 250th Independence Day Celebration (Foodzilla) – 6/27, from 5-9PM at City Hall; 250th Independence Day Celebration (Drone Show) – 7/4, from 4-9PM at Recreation Park; and on City Hall Closure Alerts: June 19 in observance of Juneteenth and July 3 in observance of Independence Day.

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GENERAL CITY COUNCIL/BOARD MEMBER COMMENTS AND LIAISON UPDATES

Councilmember Lopez shared a message with residents, acknowledging that there is a great deal of misinformation in the community, emphasized that the City Council is not divided and has the best intentions of working together, commented on misinformation circulating in the community regarding Councilmember Garcia's comments and requested that the meeting be adjourned in memory of her niece Karina Villa.

Councilmember Mendoza commented on her integrity and ethics, stating that they should not be questioned for political gain. She also made comments regarding the Democratic Party.

Councilmember Solorio stated she had no updates to report.

Vice Mayor Garcia emphasized focusing more on San Fernando issues and less on regional matters. She attended the Providence Sisters' 100th anniversary celebration and the FIFA Watch Party.

Mayor Fajardo commented on receiving updates from My Valley Pass on the Foodzilla events, bringing back the item for a farmers' market, and questioned if there was a way of contributing to the City's Other Post-Employment Benefits (OPEB) liability fund. He commented on the public comment statement received from Sergeant Ventimiglia.

ADJOURNMENT 11:57 pm

Motion by Mayor Fajardo, second by Vice Mayor Garcia, to adjourn the meeting in memory of Karina Villa to the special meeting of June 29, 2026.

I do hereby certify that the foregoing is a true and correct copy of the minutes of the June 15, 2026, Regular meeting and approved by the San Fernando City Council at the meeting of July 20, 2026.

Julia Fritz, CMC
City Clerk

2026-2027 BUDGET STUDY SESSIONS: CONSOLIDATED RECAP

Budget Study Session No.1: The initial Budget Study was held on May 18, 2026, in which the City Council received a presentation on the budget overview, the City Manager's Office, and Administrative Services Department. Comments and follow-up actions discussed during the meeting are provided below. Responses to items are provided in *blue*.

- **Budget Overview Presentation**

- For improved transparency, in instances of budget amendments throughout the fiscal year, include new reserve balance total in the budget impact section of agenda reports. *Staff will update standard operating procedures related to agenda reports to include this information going forward.*
- Provide information on the cost the County pays monthly for the lease of the pool. *Staff will submit a public records request and work with the County to obtain and share follow-up information on monthly pool-related expenses. This data will also be incorporated into future financial forecast models as the City evaluates its options at the end of the initial 35-year lease term, which concludes in October 2049.*
- Provide presentation on the cost for Liebert, Cassidy Whittmore (LCW) to provide legal services on cases or settlements from 2012 – current. *Staff will coordinate with LCW to schedule a presentation regarding the requested information.*
- Evaluate opportunities to trim back on events to save additional funding. *A presentation will be provided on the requested information during the Recreation & Community Services Department budget presentation on May 26, 2026.*

- **City Manager's Office**

- City Council approved the amount of \$300 (\$3.50 Certificate with Blue Folder or \$15.00 Certificate with Frame) per Councilmember to use towards Certificate Recognitions. Once that amount is exhausted, any additional requests for Certificate Recognitions by that Councilmember will be paid from the Councilmember's Community Investment Fund. *Update to be included in adopted budget.*
- Return with procedure and update procedure manual to include process for transferring Councilmember allocated funds amongst Councilmembers for purposes such as conferences, travel, meetings, certificate allowance, etc. *Staff will return with the requested information at the June 8, 2026, meeting in*

conjunction with the Agenda Item “Updates to the City Council Procedural Manual.”

- **Administrative Services Department**

- Return with amounts and timeline for IT related grants. *\$120,000 through CalOES State and Local Cybersecurity Grant program to be awarded in July 2026. Additional funding will be applied through the UASI 25 program through the Police Department for a more secure server dedicated to public safety requirements.*
- Information on revenue from Swap Meet. *Historical information and projected revenues for both Swap Meet Permits and Admission Taxes are provided below:*

	2023 Actuals	2024 Actuals	2025 Actuals	2026 Budget	2027 Proposed
Swap Meet Permits	39,664	42,009	41,093	45,000	45,000
Admission Taxes	638,509	665,061	650,918	665,000	655,000

- Recommendation to enhance employee cross-training to reduce reliance on single-service points within City operations. *As a component of the newly adopted San Fernando Strategic Plan, an Implementation Action Plan (IAP) will next be developed. Within the IAP, staff will incorporate strategies to address cross-functional training between positions to ensure continuity of services.*

Budget Study Session No. 2: The 2nd Study Session was held on May 26, 2026, in which the City Council received a presentation from the City Clerk, Community Development, and Recreation & Community Services Departments. Comments and follow-up actions discussed during the meeting are provided below. Responses to items are provided in *blue*.

CITY CLERK’S OFFICE

- Request for staff to provide a list of Cesar Chavez Memorial contributors: *On October 6, 2024, City Council approved an initial funding plan for the César E. Chávez Memorial site (available digitally through web link). No additional reporting to City Council was identified following the site’s construction. Staff recently contacted the Pueblo Y Salud to inquire about additional records of contributors; however, they were unable to supply records on brick and plaque sales or donations.*
- Suggestion to augment banners that encourage the community to vote during the election season: *The City’s next election is March 2028. Staff will incorporate in*

2027-2028 budget process for additional consideration and request through Los Angeles County Election Office resources.

- Request to provide a comment drop box for City Council Meeting preferred translators: *Staff will review costs and determine a comment box review process to present to the City Council consideration and direction.*
- Recommendation for City Clerk's Office to attend the elections ballot processing center: *Staff annually attends the Los Angeles County Registrar/Recorder's Annual City Clerk Summit where election information is presented. Additionally, the City Clerk has previously visited the ballot processing center. A time will be scheduled for the Deputy City Clerk/Management Analyst to visit and review the ballot processing center.*
- Request for information distinguishing the City Council Handbook from Procedural Manual and timeline: *The City Council Procedural Manual covers processes that occur during a City Council Meeting and City Council's roles and responsibilities, with specific references to the Government Code, meeting management, and required elected official forms. Whereas the City Council Handbook serves as an orientation guide that outlines key policies, benefits and compensation, key staff contacts, technology and security practices, and travel and conference procedures, etc. to help Councilmembers understand operational processes and available resources.*

COMMUNITY DEVELOPMENT DEPARTMENT

- Staff to provide clarification regarding the \$65,000 enhancement for legal services, as listed at no net cost: *While other enhancements are cost-only, legal services for code enforcement will also collect fees on outstanding cases. The revenues then offset the expense, resulting in an estimated net cost of zero.*

RECREATION & COMMUNITY SERVICES (RCS) DEPARTMENT

- Events Discussion:
 - Can non-profit organizations assist with Senior Fest and San Fernando Valley Mile Run events: *Yes, partnering with interested organizations to sponsor events is always welcomed. The challenge has been due to staffing, as there is no dedicated position within Recreation & Community Services to market and recruit sponsorships. In turn, this role is only conducted intermittently between special event coordination as time allows.*
 - Provide a list of special events to include additional information regarding co-sponsorships, complete staff costs including regular time vs overtime costs, and attendance: *A list is [available digitally through web link](#).*
 - Consider partnering with the City of Los Angeles for future 4th of July Events: *Staff will reach out to the City of Los Angeles to determine*

feasibility of request and return with additional information for the 2027 Independence Day Event.

- Consider replacing/merging El Grito with Menudo Festival using Area B Funds: *One-time funding was appropriated in Fiscal Year 2025-2026 at \$12,000 for the El Grito Event. If the City Council approves continuing as an ongoing event along with restructuring, Area B funds could be considered for use.*
- Provide costs if Tree Lighting Event were combined with re-routed Parade and consider use of Area B Funds. Councilmember Lopez will also reach out to ask Emprende organization to provide a presentation to City Council regarding their role in organizing a Christmas Parade: *A meeting was scheduled with Councilmember Lopez, Emprende organization, and staff on June 3, 2026 to discuss collaboration and cost. Based on the discussion, staff will present estimated cost on June 15, 2026 for consideration. The proposal will include Emprende serving as the parade organizer to include event planning, community outreach, participant recruitment, sponsorship development and promotional efforts. The City would support through street closures, traffic control, safety plan development, permitting and task force establishment for ongoing event logistics coordination.*
- Provide information regarding Vendor Selection Process for Events: *The Special Events Vendor Application (available digitally through web link) provides businesses and organizations the opportunity to showcase their products and services at various City-hosted events throughout the year. Vendors may apply to participate in a single event or multiple events using the same application. In cases where multiple vendors offering similar products or services apply, selections are made on a first-come, first-served basis, with a rotational schedule implemented to ensure equitable participation. Instances requiring this approach, however, have been limited. Moving forward, staff will post a call-for-vendor on social media to increase outreach.*
- Provide information on the cost of combining Movies at the Park and Concerts at the Park into one event: *The current cost for the Summer Concert Series is \$29,812 and Movies at the Park is \$12,853, for a combined total of \$42,665 across the duration of both programs. While consolidating the events into a combined three-week format may appear to present cost-saving opportunities, projected expenses for staffing and event coordination would still total approximately \$42,500, resulting in minimal overall savings. Both programs are distinct in nature, requiring different equipment, operational needs, and event setups, while also attracting different audiences and community interests. As a result, combining the events would provide limited financial benefit.*

- Provide a list of all programming activities, with complete costs including staff time, supplies, and attendance information, including Afterschool Program: *A list is available digitally through web link.*
- Status on locating permanent home for Liberty Bell: *The Lopez Adobe House was evaluated as a potential site; however, Public Works staff expressed concerns regarding possible vandalism. Staff also assessed the City Hall lobby, which appears to be a viable alternative but would require further evaluation to determine appropriate mounting needs. Staff welcomes additional direction from the Council on any other locations and will present a proposal to Council at a later date.*
- Cost Estimates for City Farmer's Market: *Per City Council authorization on May 4, 2026, staff released a request for proposals (RFP) on May 7, 2026 for a Farmers Market operator. The RFP encourages proposals with no-cost or revenue sharing models for operation. The deadline for submittal is July 9, 2026.*

ADDITIONAL COMMENTS

- Contact the Los Angeles County Elections Division and United States Postal Service (USPS) regarding new changes in mail handling as it relates to ballot processing: *The Los Angeles County Registrar recommends voters who want to return their ballot by United State Postal Services (USPS) mail should go into a Post Office to request a postmark of their ballot which will ensure it is counted on/before Election Day. Staff published social media posts on May 29 and June 1 reminding voters that ballots must be postmarked on or before June 2, encouraging those mailing their ballots to obtain a postmark inside a USPS facility to verify timely mailing and eligibility for inclusion in the official ballot count.*
- Consider cost and procedural impacts of San Fernando becoming a Charter City: *With City Council consensus and direction, staff will return with this additional information.*
- Provide additional information regarding paying off future debt: *The Fiscal Year 2026-2027 Proposed Budget includes a request for funding towards a long-range financial forecast. If the budget is adopted to include this enhancement, information regarding future debt pay-off will be incorporated.*

Budget Study Session No. 3: A third Study Session No. 3 was held on June 8, 2026, in which the City Council received a presentation from the Public Works Department. Comments and follow-up actions discussed during the meeting are provided below. Responses to items are provided in *blue*.

- Request for staff to bring back information for a (1) city-hosted or co-sponsorship of the Welcome Home Veterans Day event and (2) city-hosted or co-sponsorship for a monthly Veterans meeting:

(1) Welcome Home Veterans Day Event: Staff estimate the cost to host the Welcome Home Veterans Recognition Event in the City for approximately 80 attendees would total \$3,370. This cost includes event supplies, refreshments, veteran recognition items, staff time and contingency expenses. Should the City Council direct staff to participate as a co-sponsor for the event, the estimated City contribution would be \$1,178 pending the final scope of the event and partner contributions. Details regarding the estimated budgets are as follows:

Category	Description	City Sponsored	City Co-Sponsored
Decorations	Patriotic decor, banners, flags, and event supplies	\$300	\$0
Refreshments	Light refreshments for approximately 80 attendees	400	0
Recognition Pins	Vietnam Veteran lapel pins for Veterans in attendance	200	200
Certificates	Certificate printing, folders, and materials	150	150
Program Materials	Printed programs, signage, and name tags	175	175
Staff Supplies	Event setup and operational supplies	75	75
Staff Time	36 hours/10 hours at \$47.80/hour	1,720	478
Contingency	Unanticipated expenses	350	100
Total Estimated Costs:		\$3,370	\$1,178

(2) Monthly Meetings: Staff estimate the cost to host monthly Veterans Meetings Event in the City for approximately 40 attendees would total \$858 per month at an annual cost of \$10,296. This cost includes event supplies, refreshments, veteran recognition items, staff time and contingency expenses. Should the City Council direct staff to participate as a co-sponsor for the event, the estimated City contribution would be \$1,178 pending the final scope of the event and partner contributions. Details regarding the estimated budgets are as follows:

Category	Description	City Sponsored	City Co-Sponsored
Venue	Las Palmas Learning Center (\$275/mo)	\$3,300	\$0
Refreshments & Pastries	Light refreshments and pastries for approximately 40 attendees (\$400/mo)	4,800	0
Staff Supplies	Event setup and operational supplies	75	75
Staff Time	1 hr/mo at \$176.72/hour	2,121	2,121
Total Estimated Costs:		\$10,296	\$2,196

**Recreation & Community Services Special Events
City Council Direction**

GENERAL FUND SPECIAL EVENTS AMOUNT: \$ 173,180					
Current Event Name	Est. Attendance	Council Direction	Non-RCS Staff Time Costs	Non-Staff Time Costs	Total Event Costs
4 th of July	2,000	Continue	\$0	\$47,000	\$47,000
City's B-Day	600	Continue	\$15,005	\$13,000	\$28,005
Movies @ the Park	300	Continue	\$2,915	\$2,500	\$5,415
Senior Fest	200	Continue	\$684	\$4,000	\$4,684
Spring Jamboree	400	Continue	\$2,734	\$8,000	\$10,734
Summer Concerts	300	Continue	\$2,915	\$21,000	\$23,915
Tree Lighting	3,000	Continue	\$16,713	\$18,000	\$34,713
Dia de los Muertos	500	Adjust	\$3,380	\$8,250	\$11,630
Pride Flag Ceremony	50	Adjust	\$0	\$500	\$500
Memorial Day	125	Co-Sponsor	\$0	\$1,000	\$1,000
Veteran's Day	75	Co-Sponsor	\$0	\$1,000	\$1,000
Total	7,550		\$44,345	\$124,250	\$ 168,595
SAVINGS TOWARDS NEW EVENTS: \$ 4,585					
New Event Name	Est. Attendance	Council Direction	Total Staff Costs	Non-Staff Time Costs	Total Event Costs
El Grito	600	New Contracted	\$7,588	\$15,000	\$22,588
Holiday Parade*	1,200	New Co-Sponsor	\$6,718	\$31,000	\$37,718
Welcome Home Veteran's Day	80	New Co-Sponsor	\$478	\$700	\$1,178
Veteran Monthly Meetings	40	New Co-Sponsor	\$2,121	\$75	\$2,196
Total	1,920		\$16,905	\$46,775	\$ 63,680
TOTAL SPECIAL EVENTS BALANCE: \$ (59,095)					