



# CITY OF SANTA CLARITA CITY COUNCIL REGULAR MEETING

Tuesday, June 13, 2023  
6:00 PM

City Council Chambers  
23920 Valencia Blvd.  
Santa Clarita, CA 91355

## AGENDA

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Joint Meeting with  
Board of Library Trustees  
Successor Agency to the former Redevelopment Agency

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### How to Address the City Council

Pursuant to Government Code section 54954.3 members of the public are afforded the opportunities to address the City Council. You may address the Council once per meeting during *Public Participation* on any matter within the Council's jurisdiction that is *not* listed on the agenda. Public Participation speaker's cards must be submitted to the City Clerk BEFORE this portion of the meeting begins. To address the Council regarding an *item* on the agenda, please fill out a speaker's card and submit it to the City Clerk BEFORE the Mayor announces the item. Each person addressing the Council is given three minutes to speak (with double the time allotted to non-English speakers using a translator) indicated by a colored light system on the Council dais. If you wish to provide information to the Council, please present the City Clerk with 10 copies. Otherwise, your materials will simply be added to the official record. Please note use of City Council Chamber technology equipment to present electronic material during meetings is not allowed.

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In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office, (661) 255-4391. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28CFR 35.102-35.104 ADA Title II)

Pursuant to Government Code 54957.5 any writings or documents distributed to a majority of the members of the City Council regarding any open session item on this agenda will be made available for public inspection in the City Clerk's Office located at 23920 Valencia Boulevard, Suite 120, during normal business hours.

View public meeting agendas [here](#), inclusive of all attachments and reading file material.

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**INVOCATION**

Smyth

**CALL TO ORDER**

**ROLL CALL**

**FLAG SALUTE**

**EXECUTIVE MEETING**

This time has been set aside for Councilmembers to review the agenda and obtain any further information that may be needed. Council will also discuss each individual item during the course of the meeting with the exception of the Consent Calendar, which may be approved in its entirety by one motion, unless there is a request to pull an item for discussion. No action will be taken on public agenda items during the Executive Meeting.

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**APPROVAL OF AGENDA**

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**AWARDS AND RECOGNITIONS**

Saugus High School Band Recognition

Pride Month Proclamation

Graffiti Removal Day Proclamation

Juneteenth Proclamation

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**PUBLIC PARTICIPATION**

This time has been set aside for the public to address the City Council on items NOT listed on the agenda. The City Council will not act upon these items at this meeting other than to review and/or provide direction to staff. All speakers must submit a speaker's card to the City Clerk PRIOR to the beginning of this portion of the meeting. Thirty minutes are allotted for public input at this time. The FIRST TEN people to submit a speaker card prior to the beginning of Public Participation will be heard.

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**STAFF COMMENTS**

**COMMITTEE REPORTS/COUNCILMEMBER COMMENTS**

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## **PUBLIC HEARINGS**

- 1. FISCAL YEAR 2023-24 ANNUAL OPERATING BUDGET AND CAPITAL IMPROVEMENT PROGRAM** - The proposed Fiscal Year 2023-24 budget was distributed to the City Council along with the Planning Commission; the Parks, Recreation, and Community Services Commission; and the Arts Commission on May 2, 2023. In addition, on June 6, 2023, the Planning Commission made a finding by minute action that the Draft Fiscal Year 2023-24 Capital Improvement Program is consistent with the City of Santa Clarita's (City) General Plan.

**RECOMMENDED ACTION:**  
City Council and City Council acting as Successor Agency to the former Redevelopment Agency of the City of Santa Clarita conduct a public hearing on the proposed Fiscal Year 2023-24 Annual Operating Budget and Capital Improvement Program and schedule the budget for adoption at the June 27, 2023, City Council Meeting.

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- 2. ANNUAL ADJUSTMENT TO FEES AND AMENDMENTS TO THE FEE SCHEDULE** - For Fiscal Year 2023-24, staff recommends development-related fees and charges be increased by the December year-end Consumer Price Index (CPI) for the urban consumers of the Los Angeles-Long Beach-Anaheim area. The percentage increase, as reported by the United States Department of Labor, is 4.93 percent.

**RECOMMENDED ACTION:**  
City Council:

  1. Conduct the public hearing on the proposed fee adjustments.
  2. Adopt a resolution establishing a schedule of fees and charges for City services.

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- 3. INTRODUCTION AND FIRST READING OF AN ORDINANCE DETERMINING THE ANNUAL STORMWATER POLLUTION PREVENTION FEE FOR FISCAL YEAR 2023-24** - Determination and approval of the Stormwater Pollution Prevention Fee rates for Fiscal Year 2023-24.

**RECOMMENDED ACTION:**  
City Council:

  1. Conduct a public hearing on the Stormwater Pollution Prevention Fee for Fiscal Year 2023-24.
  2. Introduce an ordinance entitled: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CLARITA, CALIFORNIA, DETERMINING THE ANNUAL STORMWATER POLLUTION PREVENTION FEE FOR FISCAL YEAR 2023-24;" waive reading of the text and consent to read by title only, as listed on the agenda; and pass to second reading.

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## UNFINISHED BUSINESS

4. **ANALYSIS RELATED TO THE FEASIBILITY OF TRANSFERRING OWNERSHIP OF WILLIAM S. HART REGIONAL PARK** - The purpose of this items is to consider assuming ownership and operations of Williams S. Hart Regional Park from the County of Los Angeles.  
**RECOMMENDED ACTION:**  
City Council review the analysis related to the feasibility of assuming ownership and operations of William S. Hart Regional Park and provide direction to staff.
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## CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one motion by the City Council. The items are not individually discussed by the City Council unless a request is made by a member of the public or the Council, in which case, the item(s) will be removed from the Consent Calendar and will be considered separately.

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5. **APPROVAL OF SPECIAL MEETING MINUTES** – The minutes of the City Council are submitted for approval.  
**RECOMMENDED ACTION:**  
City Council approve the minutes of the May 23, 2023 Special Meeting.
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6. **APPROVAL OF REGULAR MEETING MINUTES** – The minutes of the City Council are submitted for approval.  
**RECOMMENDED ACTION:**  
City Council approve the minutes of the May 23, 2023 Regular Meeting.
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7. **APPROVAL OF SPECIAL MEETING MINUTES** – The minutes of the City Council are submitted for approval.  
**RECOMMENDED ACTION:**  
City Council approve the minutes of the May 30, 2023 Special Meeting.
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8. **CHECK REGISTER NO. 11** - Check Register No. 11 for the Period 04/21/23 through 05/04/23 and 05/11/23. Electronic Funds Transfers for the Period 04/24/23 through 05/05/23.  
**RECOMMENDED ACTION:**  
City Council approve and ratify for payment the demands presented in Check Register No. 11.
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9. **SECOND READING OF AN ORDINANCE ADDING SECTION 2.04.005 TO THE SANTA CLARITA MUNICIPAL CODE ESTABLISHING BY-DISTRICT ELECTIONS, DEFINING DISTRICT BOUNDARIES, AND SCHEDULING ELECTIONS WITHIN THE DISTRICTS AND DETERMINING THE ORDINANCE IS EXEMPT FROM CEQA** - Consideration of a second reading of an ordinance switching to District elections, selecting a District map, and the sequencing of by-District elections starting with the 2024 election.

**RECOMMENDED ACTION:**

City Council waive reading of the text and consent to read by title only, as listed on the agenda, determine the ordinance is exempt form CEQA, and adopt an ordinance entitled: “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA CLARITA, CALIFORNIA, ADDING SECTION 2.04.005 TO THE SANTA CLARITA MUNICIPAL CODE ESTABLISHING BY-DISTRICT ELECTIONS, DEFINING DISTRICT BOUNDARIES, AND SCHEDULING ELECTIONS WITHIN THE DISTRICTS.”

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10. **AUTHORITY TO EXECUTE AN AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR THE CITY OF SANTA CLARITA'S FISCAL YEAR 2023-24 MEASURE H ALLOCATION** - City Council to consider approval of a contract with Los Angeles County to receive Measure H funding for the construction of Family Promise of Santa Clarita Valley's interim housing facility and for a Homeless Coordinator to continue the implementation of the 2022 Community Plan to Address Homelessness.

**RECOMMENDED ACTION:**

City Council:

1. Approve a one-year contract with County of Los Angeles Homeless Initiative to receive Measure H funding in the amount of \$266,743 to assist with the construction of Family Promise of Santa Clarita Valley’s interim housing facility and for a Homeless Services Coordinator to continue the implementation of the *Community Plan to Address Homelessness*.
  2. Increase revenue account 272-462101 by \$266,743, and appropriate \$19,360 to expenditure account 2723205-500201 and \$247,383 to expenditure account 2723205-516101.
  3. Authorize the City Manager to execute an agreement with Family Promise of Santa Clarita Valley in an amount not to exceed \$247,383 to provide funding towards the construction of an interim housing facility in the Newhall community.
  4. Authorize the City Manager or designee to execute all contracts and associated documents and make non-material amendments that may arise, subject to City Attorney approval.
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11. **FISCAL YEAR 2023-24 ANNUAL LEVY OF ASSESSMENTS FOR SPECIAL DISTRICTS** - This procedural matter is required by state law and orders, approves, and sets the public hearing for the annual levy of the Landscape and Lighting District, Drainage Benefit Assessment Areas, Golden Valley Ranch Open Space Maintenance District, and the Tourism Marketing District.

**RECOMMENDED ACTION:**

City Council:

1. Adopt resolutions declaring the City's intention to levy assessments, preliminarily approve Engineer's Reports in connection with the Special Districts for Fiscal Year 2023-24, and set a public hearing for June 27, 2023.
  2. Adopt the annual report for the Tourism Marketing District, adopt a resolution of intent to continue a business improvement area in the City of Santa Clarita designated as the Tourism Marketing District, and set a public hearing for June 27, 2023.
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12. **FISCAL YEAR 2023-24 ANNUAL LEVY FOR OPEN SPACE PRESERVATION DISTRICT** - Consideration and adoption of resolutions associated with the annual process of ordering, approving, and setting the public hearing on the annual levy of the Open Space Preservation District as required by the Landscaping and Lighting Act of 1972.

**RECOMMENDED ACTION:**

City Council adopt a resolution declaring the City's intention to levy assessments, preliminarily approve an Engineer's Report in connection with the Open Space Preservation District for Fiscal Year 2023-24, and set a public hearing for June 27, 2023.

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13. **EXPENDITURE AUTHORITY INCREASE AND RENEWAL FOR UTILITY BILLING AND FRANCHISE FEE AUDIT SERVICES** - Council consideration to approve expenditure authority increase and contract renewal for consultant's audit of utility billing and franchise fee services.

**RECOMMENDED ACTION:**

City Council:

1. Authorize an expenditure authority increase to the existing contract with Utility Cost Management, LLC, in the amount of \$100,000, for a total contract amount not to exceed \$200,000.
  2. Authorize a five-year contract renewal with Utility Cost Management, LLC, beginning in Fiscal Year 2023-24, for ongoing utility billing and franchise fee audit services, not to exceed \$200,000 per year.
  3. Authorize the City Manager or designee to execute all contracts and associated documents subject to City Attorney approval.
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14. **TRANSPORTATION DEVELOPMENT PLAN UPDATE CONTRACT -**  
Consideration to award a contract to update the City of Santa Clarita Transit's Transportation Development Plan.  
**RECOMMENDED ACTION:**  
City Council:
1. Award a contract to Transportation Management & Design, Inc., to update the City of Santa Clarita Transit's Transportation Development Plan in a total contract amount not to exceed \$299,856.
  2. Authorize the City Manager or designee to execute all contract documents, subject to City Attorney approval.
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15. **CITY OF SANTA CLARITA TRANSIT 2023 TITLE VI FEDERAL NONDISCRIMINATION PROGRAM -** Council consideration to approve the updated Santa Clarita Transit Title VI Nondiscrimination Program, which is required to take place every three years. The last program was approved by the City Council in November 2020.  
**RECOMMENDED ACTION:**  
City Council approve the City of Santa Clarita Transit 2023 Federal Title VI Nondiscrimination Program and authorize staff to amend the program as needed.
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16. **PARKING ENFORCEMENT PROGRAM CONTRACTS -** Consideration to award two-year contracts with three one-year renewal options to Ace Parking III, LLC, for parking enforcement and traffic control services, and Data Ticket, Inc., for citation processing services.  
**RECOMMENDED ACTION:**  
City Council:
1. Award a two-year contract to Ace Parking III, LLC, for Citywide parking enforcement and traffic control services in the annual amount not to exceed \$839,622, beginning on July 1, 2023, and authorize three, one-year renewal options with annual Consumer Price Index adjustments, upon request of the contractor and contingent upon the appropriation of funds in the annual budget for such fiscal year.
  2. Award a two-year contract to Data Ticket, Inc., for parking citation processing services in an amount not to exceed \$150,000 annually, beginning on July 1, 2023, and authorize three, one-year renewal options.
  3. Authorize the City Manager or designee to execute all contracts and associated documents, subject to City Attorney approval.
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17. **PURCHASE OF ONE FORD F-350 SUPER DUTY TRUCK WITH UTILITY BED**  
- Consideration to approve the purchase of one Ford F-350 Super Duty truck with a utility bed.

**RECOMMENDED ACTION:**

City Council:

1. Approve the purchase of one 2023 Ford F-350 super duty truck from Auto Nation Ford Valencia for a total amount not to exceed \$75,000.
  2. Authorize the City Manager or designee to execute all documents, subject to City Attorney approval.
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18. **PURCHASE OF A JOHN DEERE 7700A PRECISIONCUT FAIRWAY MOWER -**  
Council consideration to approve the purchase of a John Deere 7700A PrecisionCut Fairway Mower using a "piggyback" contract.

**RECOMMENDED ACTION:**

City Council:

1. Approve the "piggyback" purchase of a John Deere 7700A PrecisionCut Fairway Mower using Sourcewell contract #031121-DAC in a total amount not to exceed \$106,407.
  2. Authorize the City Manager or designee to execute all documents, subject to City Attorney approval.
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19. **VALENCIA GLEN AQUATICS BUILDING - EMERGENCY REPAIR -**  
Continuation of the emergency declaration for repairs at the Valencia Glen Aquatics Building.

**RECOMMENDED ACTION:**

City Council to continue to receive staff updates regarding the emergency repair project at Valencia Glen Park.

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## **PUBLIC PARTICIPATION**

This time has been set aside for any speakers that have turned in speaker cards and *were not heard* in the first thirty minutes allotted to address the City Council on items that are NOT on the agenda. Speaker cards may not be submitted relating to any items listed on the agenda.

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### **STAFF COMMENTS**

### **ADJOURNMENT**

### **FUTURE MEETINGS**

The next regular meeting of the City Council will be held June 27, 2023, at 6:00 PM in the Council Chambers, 1st floor of City Hall, 23920 Valencia Blvd., Santa Clarita, CA.

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## CERTIFICATION

On June 8, 2023, I, Mary Cusick, do hereby certify that I am the duly appointed and qualified City Clerk for the City of Santa Clarita and that the foregoing agenda was posted at City Hall.



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Mary Cusick  
City Clerk  
Santa Clarita, California