



# GARDENA CITY COUNCIL

## Emergency Meeting Notice and Agenda

Council Chamber at City Hall  
1700 W. 162<sup>nd</sup> Street, Gardena, California  
Website: [www.cityofgardena.org](http://www.cityofgardena.org)

TASHA CERDA, *Mayor*  
ART KASKANIAN, *Mayor Pro Tem*  
MARK E. HENDERSON, *Council Member*  
DAN MEDINA, *Council Member*  
RODNEY G. TANAKA, *Council Member*

MINA SEMENZA, *City Clerk*  
J. INGRID TSUKIYAMA, *City Treasurer*  
CLINT OSORIO, *City Manager*  
CARMEN VASQUEZ, *City Attorney*  
LISA KRANITZ, *Assistant City Attorney*  
PETER L. WALLIN, *Deputy City Attorney*

**Thursday, March 19, 2020**  
**Open Session – 2:00 p.m.**

---

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which allows Council Members to attend City Council meetings telephonically. Please be advised that some, or all, of the Gardena City Council Members may attend this meeting telephonically.

If you wish to attend the City Council meeting in person, the City Council Chambers located at 1700 W. 162<sup>nd</sup> Street, Gardena, California will be open for this meeting and the public shall have the right to observe and offer public comment at this location. However, please note, seating is limited, you will be required to maintain appropriate social distancing, i.e, maintain a 6-foot distance between yourself and other individuals.

While you may attend this meeting in person, given the health risks associated with COVID-19, the City wants you to know that you can submit your comments and questions in writing for City Council consideration by sending them to the Deputy City Clerk at [bromero@cityofgardena.org](mailto:bromero@cityofgardena.org). To give the City Council adequate time to review your questions and comments, please submit your written comments prior to 1:00 p.m. on Thursday, March 19, 2020.

If you are watching the live stream and wish to make either a general public comment or to comment on a specific agenda item as it is being heard please submit your comment, limited to 200 words or less, to the Deputy City Clerk at [bromero@cityofgardena.org](mailto:bromero@cityofgardena.org). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations.

If you have travelled internationally and/or you have had direct contact with someone who has travelled internationally or tested positive for Coronavirus (COVID-19), or you are experiencing symptoms such as coughing, sneezing, fever, difficulty breathing or other flu-like symptoms, please **DO NOT ATTEND** this meeting in person. You may view the meeting live ONLINE AT [youtube.com/Cityofgardena](https://youtube.com/Cityofgardena).

If you are in the group of individuals who may be most vulnerable to COVID-19, including those over the age of 60 and those with underlying health conditions, including but not limited to lung, heart, immune-compromised, diabetes, or other conditions that could interfere with your ability to fight COVID-19, please consider carefully before attending this meeting in person.

**The City of Gardena, in complying with the Americans with Disabilities Act (ADA)**, requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability; to please contact the City Clerk's Office by phone (310) 217-9565 or email [msemenza@cityofgardena.org](mailto:msemenza@cityofgardena.org) at least two business days prior to the scheduled meeting to ensure assistance is provided. Assistive listening devices are available.

**PUBLIC COMMENT:** The City Council will hear from the public *only on the items that have been described on this agenda (GC §54954.3)*. Members of the public wishing to address the City Council will be given three (3) minutes to speak.

If you wish to address the Council, please complete a "Speaker Request" form and leave it on the podium for the City Clerk. You will be called to the podium by name when it is your turn to address the Council.

---

### STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS

- Treat everyone **courteously**;
- Listen to others **respectfully**;
- Exercise **self-control**;
- Give **open-minded** consideration to all viewpoints;
- Focus on the issues and **avoid personalizing debate**; and
- **Embrace respectful disagreement** and dissent as democratic rights, inherent components of an inclusive public process, and tools for forging sound decisions.

***Thank you for your attendance and cooperation.***

---

#### 1. **ROLL CALL**

#### 2. **PUBLIC COMMENT**

*Public comment is permitted only on the items that have been described on this agenda (GC §54954.3). Members of the public wishing to address the City Council will be given three (3) minutes to speak, unless extended by the Mayor. An amber light will appear to alert the speaker when two minutes are complete, and a red light will appear when three minutes are over. Your cooperation is appreciated.*

#### 3. **EMERGENCY MEETING ITEMS**

##### A. ELECTED & ADMINISTRATIVE OFFICES

- (1) **RESOLUTION NO. 6441**, Adopt Resolution Ratifying the Proclamation Declaring Existence of Local Emergency

**Staff Recommendation: Adopt Resolution No. 6441**

**3. EMERGENCY MEETING ITEMS (Continued)**

- (2) RESOLUTION NO. 6440, Adopt Resolution Approving the Designation of Applicant's Agent Resolution for Non-State Agencies to Obtain Federal and/or State Financial Assistance Through the California Office of Emergency Services.

**Staff Recommendation: Adopt Resolution No. 6440**

**4. ADJOURNMENT**

The Gardena City Council will adjourn to a Regular City Council Meeting, at 7:00 p.m., on Tuesday, March 24, 2020.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted in the City Hall lobby not less than 24 hours prior to the meeting. A copy of said Agenda is on file in the Office of the City Clerk.

Dated this 17<sup>th</sup> day of March, 2020

/s/ MINA SEMENZA  
MINA SEMENZA, City Clerk



**City of Gardena**  
**City Council Meeting**

**AGENDA REPORT SUMMARY**

Agenda Item No. 3. A. (1)

Department: ELECTED and  
ADMINISTRATIVE  
OFFICES

Meeting Date: 03/19/2020

Resolution No. 6441

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: RESOLUTION NO. 6441, ADOPT RESOLUTION RATIFYING THE  
PROCLAMATION DECLARING EXISTENCE OF LOCAL EMERGENCY

COUNCIL ACTION REQUIRED:

Action Taken

- Adopt Resolution No. 6441

STAFF SUMMARY:

As a result of the serious and imminent threat of novel coronavirus (COVID-19) in Gardena, and in order to take proactive action in this regard, on Monday, March 16, 2020, as City Manager, I issued the attached Proclamation of Local Emergency (Proclamation) related to COVID-19 as authorized by Government Code section 8630 and Gardena Municipal Code (GMC) Chapter 2.56.060.

The proclamation will enable the City to more effectively respond to the potential outbreak, put in place a framework that supports the continuity of essential public safety services, seek and utilize mutual aid, potentially obtain reimbursement for expenses incurred to address the pandemic, and ensure the City has all available tools at its disposal to keep the community safe. City Council needs to ratify the proclamation and the need for continuing the local emergency will be reviewed every 60 days or as otherwise required by state law.

It is recommended that the City Council adopt the attached resolution ratifying the proclamation of local emergency.

The background and analyses for the recommendation to approve the resolution is detailed in the attached staff report.

FISCAL IMPACT:

Current City costs are being covered by existing department appropriations, but will be tracked separately in the City's Disaster Fund. Staff will pursue federal and State reimbursement for all City costs incurred.

ATTACHMENT:

- 1) Resolution No. 6441 – Ratifying the Proclamation Declaring Existence of Local Emergency

Submitted by: Clint Osorio

Clint Osorio, City Manager

Date: 3/19/20

**CITY COUNCIL MEETING  
AGENDA STAFF REPORT**

Agenda Item No.	3. A. (1)
Department:	Elected & Administrative Offices
Meeting Date:	March 19, 2020
Resolution No. :	6441

AGENDA TITLES:    RESOLUTION NO. 6441, ADOPT RESOLUTION RATIFYING THE PROCLAMATION DECLARING EXISTENCE OF LOCAL EMERGENCY

RECOMMENDATION:

Staff respectfully recommends that the City Council take the following actions:

1. Adopt Resolution No. 6441

BACKGROUND

A novel coronavirus (COVID-19) was first detected in Wuhan City, Hubei Province in China in December 2019. Since then, on January 30, 2020, the World Health Organization declared COVID-19 a public health emergency of international concern. Further, on of March 11, 2020, the World Health Organization has elevated the public health emergency to the status of a pandemic. On January 31, 2020, The United States Health and Human Services Secretary Alex M. Azar II declared this global outbreak a public health emergency for the United States. The Centers for Disease Control and Prevention announced on February 25, 2020 that community spread of COVID-19 is likely to occur in the United States. On March 4, 2020, the County of Los Angeles Public Health Department declared a local health emergency. The State of California proclaimed a State of Emergency on March 4, 2020. On March 12, 2020, Governor Newsome issued Executive Order N-25-20, declaring that state and local public health officials may, as they deem necessary in the interest of public health, issue guidance limiting or recommending limitations upon attendance at public assemblies, conferences, or other mass events, which could cause the cancellation of such gatherings through no fault or responsibility of the parties involved, thereby constituting a force majeure. On March 13, 2020, the President of the United States issued a proclamation declaring the COVID-19 outbreak in the United States as a national emergency, beginning March 1, 2020.

As of March 13, 2020, the World Health Organization reported that, to date, there were 132,536 confirmed cases of COVID-19, 4,947 of which resulted in death, across 123 countries. On March 13, 2020, the California Department of Public Health (CDPH) reported that, to date, California has 198 confirmed cases of COVID-19, four of which have resulted in death. CDPH also reported that approximately 11,100 Californians who returned to the United States after travel are self-monitoring. The CDC anticipates that widespread transmission of COVID-19 in the United States will occur.

On March 16, 2020 the City Manager, as the City's Director of Emergency Services, issued Proclamation declaring a local emergency to protect public health and slow transmission of COVID-19. The City's proposed actions will provide the City additional powers to coordinate local efforts and identify and procure resources needed to effectively address the emergency as needed.

COVID-19 is a serious public health threat as it is highly contagious and may be spread by asymptomatic individuals. Much is unknown about the nature of the virus such as the exact modes of transmission, the factors facilitating human-to-human transmission, the extent of asymptomatic viral shedding, mutations, basic reproduction number, and the case fatality rate. Experts disagree about the incubation period and appropriate quarantine period. Additionally, there is currently no vaccine to prevent COVID-19 or specific antiviral treatment that has been found to be effective.

What is known at this time is that the virus is spread between people primarily via respiratory droplets produced when an infected person coughs or sneezes. Symptoms of the virus include fever, cough, and shortness of breath, and infected individuals have experienced a range of outcomes, from mild sickness to severe illness. Based on experience with other coronaviruses that cause severe respiratory illness, the U.S. Centers for Disease Control and Prevention (CDC) currently believes that symptoms appear two to 14 days after exposure; however, this is not certain. While the vast majority of individuals (approximately 87 to 98 percent) will have mild to no symptoms, or will eventually recover if they do become significantly ill, a small portion of those infected of about two to three percent will become severely ill resulting in death.

Due to the threat to the health, safety and welfare of residents of Gardena and Los Angeles County from COVID-19, staff is requesting the City Council ratify the City Manager's Proclamation declaring the existence of a local emergency pursuant to Government Code section 8630 and Chapter 2.56 of the Gardena Municipal Code (GMC).

#### ANALYSIS:

Government Code section 8558 defines a local emergency as "the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by conditions such as air pollution, fire, flood, storm, *epidemic*, riot, drought, ... or other conditions, other than conditions resulting from a labor controversy, which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of that political subdivision and require the combined forces of other political subdivisions to combat." (Emphasis added.)

Under Government Code section 8630, the City Council can proclaim the existence of a local emergency. Under GMC Chapter 2.56, the City Manager, as the Director of Emergency Services, can also proclaim the existence of a local emergency. Once the existence of a local emergency is proclaimed, neighboring jurisdictions and the State have the power to provide mutual aid to address the emergency conditions. Pursuant to Government Code section 8630, once proclaimed, the City Council is required to review the need for continuing the local emergency at least every 60 days until the local emergency is terminated, and must proclaim the termination of the local emergency at the earliest possible date that conditions warrant. Currently, the Governor has suspended the 60 day review requirement.

Accordingly, on March 16, 2020 the City Manager, as the City's Director of Emergency Services, declared a local emergency as authorized by Government Code section 8630 and Chapter 2.56 of the GMC. The proclamation will enable the City to more effectively respond to the potential outbreak, put in place a framework that supports the continuity of essential public safety services, seek and utilize mutual aid, potentially obtain reimbursement for expenses incurred to address the pandemic, and ensure the City has all available tools at its disposal to keep the community safe. City Council needs to ratify the proclamation and the need for continuing the local emergency will be reviewed every 60 days or as otherwise required by state law.

#### FISCAL IMPACT:

The primary costs that would be incurred by the City are for administrative support staff in the coordination, surveillance, communication and management of the COVID-19 local emergency, as well as related services and supplies. Current City costs are being covered by existing department appropriations, but will be tracked separately in the City's Disaster Fund. Staff will pursue federal and State reimbursement for all City costs incurred.

**IN CONCLUSION,**

Staff therefore requests that the City Council adopt Resolution No. 6441, declaring the existence of a local emergency.

Submitted by:   
Clint D. Osorio, City Manager

Date: March 19, 2020

Attachments: 1. Proposed Resolution No. 2020-6441

## **RESOLUTION NO. 6441**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, RATIFYING THE ACTION OF THE CITY MANAGER ACTING AS THE DIRECTOR OF EMERGENCY SERVICES IN PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY IN THE CITY OF GARDENA**

**WHEREAS**, Gardena Municipal Code Chapter 2.56.060 empowers the City Manager, as the Director of Emergency Services, to declare the existence or threatened existence of a local emergency when the City is affected or likely to be affected by a public calamity; and

**WHEREAS**, Government Code Section 8550 et seq., including Section 8558(c), authorize the City Council to proclaim a local emergency when the City is threatened by conditions of disaster or extreme peril to the safety of persons and property within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

**WHEREAS**, a novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan City, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness, and, in some cases, death. The Center for Disease Control and Prevention (CDC) has indicated the virus is a tremendous public health threat; and

**WHEREAS**, Chinese health officials have reported tens of thousands of cases of COVID-19 in China, with the virus reportedly spreading from person-to-person. COVID-19 illnesses, most of them associated with travel from Wuhan, are also being reported in 117 countries, with over 44,000 cases, including the United States; and

**WHEREAS**, on January 30, 2020, the World Health Organization (WHO) declared the outbreak a “public health emergency of international concern”. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a Public Health Emergency for the United States to aid the nation’s healthcare community in responding to COVID-19. On March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic; and

**WHEREAS**, on March 4, 2020, California Governor Gavin Newsom declared a State of Emergency in California; and

**WHEREAS**, on March 4, 2020, the County of Los Angeles Public Health Department declared a local health emergency in response to COVID-19 activity and, on March 11, 2020, announced the first death in the County due to COVID-19; and



**WHEREAS**, in declaring a State of Emergency, the Governor indicated that, as of March 4, 2020, there were 129 confirmed cases of COVID-19 in the United States, including 53 in California, and more than 9,400 Californians across 49 counties in home monitoring based on possible travel-based exposure to the virus, with officials expecting the number of cases in California, the United States, and worldwide to increase; and

**WHEREAS**, the Governor and the California Department of Health on March 11, 2020 issued a statement entitled "California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19," determining that gatherings should be postponed or canceled across the state until at least the end of March. Non-essential gatherings must be limited to no more than 50 people, while smaller events can proceed only if the organizers can implement social distancing of 6 feet per person. Gatherings of individuals who are at higher risk for severe illness from COVID-19 should be limited to no more than 10 people, while also following social distancing guidelines. Furthermore, essential gatherings should only be conducted if the essential activity could not be postponed or achieved without gathering, meaning that some other means of communication could not be used to conduct the essential function; and

**WHEREAS**, the Governor on March 12, 2020 issued Executive Order N-25-20, ordering, inter alia, that all residents are to heed the orders and guidance of state and local public health officials; and

**WHEREAS**, on March 13, 2020, the President of the United States issued a proclamation declaring the COVID-19 outbreak in the United States as a national emergency, beginning March 1, 2020; and

**WHEREAS**, the City of Gardena has the power to impose measures to promote social distancing including but not limited to limitations on public events; and

**WHEREAS**, Gardena is a densely populated city within Los Angeles County, which is the largest county in the United States, with one of the highest population densities; and

**WHEREAS**, conditions of extreme peril to the safety of persons and property have arisen due to the potential introduction of COVID-19 to the City of Gardena and Los Angeles County; and

**WHEREAS**, such conditions are beyond the control of the services, personnel, equipment, and facilities of the City and require the combined forces of other political subdivisions to combat; and

**WHEREAS**, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

**WHEREAS**, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the

health and safety of the community, and limits the spread of infection in the community and within the healthcare delivery system; and

**WHEREAS**, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully responding to COVID-19; and

**WHEREAS**, on March 16, 2020 the City Manager, as the City's Director of Emergency Services, has declared a local emergency as authorized by Government Code section 8630 and Gardena Municipal Code Chapter 2.56.060. A true and correct copy of the City Manager's Proclamation is attached hereto and incorporated herein by this reference as Attachment "A".

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY FIND, DETERMINE, AND RESOLVE, AS FOLLOWS:**

SECTION 1. The City Manager's Proclamation of Local Emergency dated March 16, 2020, and orders contained therein, is hereby ratified.

SECTION 2. As contemplated in the Emergency Services Act contained in Government Code Section 8550 et seq., including Section 8558(c), and Chapter 2.56 of the Gardena Municipal Code, a local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by an epidemic, as detailed in the recitals set forth above.

SECTION 3. The area of the City which is endangered/imperiled is the entire City.

SECTION 4. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and by local ordinances and regulations, including, but not limited to, Chapter 2.56 of the Gardena Municipal Code and any other applicable resolutions of this City;

SECTION 5. This local emergency shall continue to exist until the City Council proclaims the termination of this local emergency.

SECTION 6. That the City of Gardena orders that, within the boundaries of the City of Gardena, the Public Health Experts' recommendations shall be deemed mandatory.

SECTION 7. That the City Manager is authorized to furnish information, to enter into agreements, and to take all actions necessary to implement preventative measures to protect and preserve the public health of the City from the COVID-19 public health hazard.

SECTION 8. That a copy of this resolution and the emergency proclamation be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with State Law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the

City of Gardena; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 19<sup>th</sup> day of March, 2020.

\_\_\_\_\_  
TASHA CERDA, Mayor

ATTEST:

\_\_\_\_\_  
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CARMEN VASQUEZ, City Attorney



**OFFICE of the CITY MANAGER**

1700 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3732 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9503

March 16, 2020

REF. 2020.060

**A PROCLAMATION BY THE CITY MANAGER OF THE CITY OF GARDENA,  
CALIFORNIA, ACTING AS THE DIRECTOR OF EMERGENCY SERVICES,  
DECLARING THE EXISTENCE OF A LOCAL EMERGENCY**

WHEREAS, Gardena Municipal Code Chapter 2.56.060 empowers the City Manager, as the Director of Emergency Services, to declare the existence or threatened existence of a local emergency when the City is affected or likely to be affected by a public calamity; and

WHEREAS, Government Code Section 8550 et seq., including Section 8558(c), authorize the City Manager to proclaim a local emergency when the City is threatened by conditions of disaster or extreme peril to the safety of persons and property within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, a novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan City, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness, and, in some cases, death. The Center for Disease Control and Prevention (CDC) has indicated the virus is a tremendous public health threat; and

WHEREAS, Chinese health officials have reported tens of thousands of cases of COVID-19 in China, with the virus reportedly spreading from person-to-person. COVID-19 illnesses, most of them associated with travel from Wuhan, are also being reported in 117 countries, with over 44,000 cases, including the United States; and

*TASHA CERDA, Mayor / ART KASKANIAN, Mayor Pro Tem*

*MARK E. HENDERSON, Councilmember / DAN MEDINA, Councilmember / RODNEY G. TANAKA, Councilmember  
MINA SEMENZA, City Clerk / J. INGRID TSUKIYAMA, City Treasurer / CLINT OSORIO, City Manager / CARMEN VASQUEZ, City Attorney*

WHEREAS, on January 30, 2020, the World Health Organization (WHO) declared the outbreak a “public health emergency of international concern”. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a Public Health Emergency for the United States to aid the nation’s healthcare community in responding to COVID-19. On March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic; and

WHEREAS, on March 4, 2020, California Governor Gavin Newsom declared a State of Emergency in California; and

WHEREAS, on March 4, 2020, the County of Los Angeles Public Health Department declared a local health emergency in response to COVID-19 activity and, on March 11, 2020, announced the first death in the County due to COVID-19; and

WHEREAS, in declaring a State of Emergency, the Governor indicated that, as of March 4, 2020, there were 129 confirmed cases of COVID-19 in the United States, including 53 in California, and more than 9,400 Californians across 49 counties in home monitoring based on possible travel-based exposure to the virus, with officials expecting the number of cases in California, the United States, and worldwide to increase; and

WHEREAS, the Governor and the California Department of Health on March 11, 2020 issued a statement entitled “California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19,” determining that gatherings should be postponed or canceled across the state until at least the end of March. Non-essential gatherings must be limited to no more than 50 people, while smaller events can proceed only if the organizers can implement social distancing of 6 feet per person. Gatherings of individuals who are at higher risk for severe illness from COVID-19 should be limited to no more than 10 people, while also following social distancing guidelines. Furthermore, essential gatherings should only be conducted if the essential activity could not be postponed or achieved without gathering, meaning that some other means of communication could not be used to conduct the essential function; and

WHEREAS, the Governor on March 12, 2020 issued Executive Order N-25-20, ordering, inter alia, that all residents are to heed the orders and guidance of state and local public health officials; and

WHEREAS; on March 13, 2020, the President of the United States issued a proclamation declaring the COVID-19 outbreak in the United States as a national emergency, beginning March 1, 2020; and

WHEREAS, the City of Gardena has the power to impose measures to promote social distancing including but not limited to limitations on public events; and

WHEREAS, Gardena is a densely populated city within Los Angeles County, which is the largest county in the United States, with one of the highest population densities; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen due to the potential introduction of COVID-19 to the City of Gardena and Los Angeles County; and

WHEREAS, such conditions are beyond the control of the services, personnel, equipment, and facilities of the City and require the combined forces of other political subdivisions to combat; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

WHEREAS, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the community, and limits the spread of infection in the community and within the healthcare delivery system; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future

reimbursement by the state and federal governments will be critical to successfully responding to COVID-19; and

WHEREAS, the City Manager, as the City's Director of Emergency Services, has the power to declare a local emergency as authorized by Government Code section 8630 and Gardena Municipal Code Chapter 2.56.060.

NOW, THEREFORE, IT IS PROCLAIMED AND ORDERED by the City Manager of the City of Gardena as follows:

- A. As contemplated in the Emergency Services Act contained in Government Code Section 8550 et seq., including Section 8558(c), and Chapter 2.56 of the Gardena Municipal Code, a local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by an epidemic, as detailed in the recitals set forth above.
- B. The area of the City which is endangered/imperiled is the entire City.
- C. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and by local ordinances and regulations, including, but not limited to, Chapter 2.56 of the Gardena Municipal Code and any other applicable resolutions of this City;
- A. The City Council shall review and ratify this proclamation within 7 days as required by state law, and if ratified, shall continue to exist until the City Council proclaims the termination of this local emergency. The City Council shall review the need for continuing the local emergency as required by state law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.
- B. That the City of Gardena orders that, within the boundaries of the City of Gardena, the Public Health Experts' recommendations shall be deemed mandatory.
- C. That a copy of this proclamation be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find

it acceptable in accordance with State Law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the City of Gardena; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

**PROCLAIMED this 16th day of March, 2020.**



---

Clint Osorio,  
City Manager/Director of Emergency  
Services

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A PROCLAMATION OF LOCAL EMERGENCY FOR THE CITY OF GARDENA, CALIFORNIA BY THE CITY MANAGER (DIRECTOR OF EMERGENCY SERVICES) ON THE 16<sup>TH</sup> DAY OF MARCH, 2020.

ATTEST:

---

/s/ MINA SEMENZA

MINA SEMENZA, City Clerk





**City of Gardena**  
**City Council Meeting**

**AGENDA REPORT SUMMARY**

Agenda Item No. 3. A. (2)

Department: ELECTED and  
ADMINISTRATIVE  
OFFICES

Meeting Date: 03/19/2020

Resolution No. 6440

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: RESOLUTION NO. 6440, APPROVING THE DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES TO OBTAIN FEDERAL AND/OR STATE FINANCIAL ASSISTANCE THROUGH THE CALIFORNIA OFFICE OF EMERGENCY SERVICES

COUNCIL ACTION REQUIRED:

Action Taken

- Adopt Resolution No. 6440

STAFF SUMMARY:

When disasters such as fire, flood and earthquakes occur, the City may be eligible for federal and/or state financial assistance by means of reimbursement or grant funding. The Governor's Office of Emergency Services (CalOES) requires an approved resolution, "Designation of Applicant's Agent for Non-State Agencies," to be on file for the purpose of obtaining certain Federal and / or State financial assistance.

Pending and future reimbursements and grant applications will only be accepted from an authorized agent whose title appears on the list approved by Council resolution and provided to CalOES. This list of authorized agents is designated by title to alleviate the need to adopt a new resolution each time one of the designated agents leaves or moves from his or her position.

Staff respectfully recommends that the City Council approve the Designation of Applicant's Agent Resolution for Non-State Agencies, authorizing the City Manager, Chief of Police or Public Works Director as the designated agents to apply for federal and state disaster financial assistance and make necessary assurances to obtain such assistance.

FISCAL IMPACT:

The City is not eligible for State and Federal disaster assistance unless a Designation of Applicant's Agent Resolution has been adopted by City Council.

ATTACHMENT:

- 1) Resolution No. 6440 – Designation of Applicant's Agent Resolution for Non-State Agencies

Submitted by: Clint Osorio

Clint Osorio, City Manager

Date: 3/19/20

**RESOLUTION NO. 6440**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADOPTING CAL OES FORM 130, DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION FOR NON-STATE AGENCIES, DESIGNATING AUTHORIZED AGENTS OF THE CITY OF GARDENA FOR CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES PUBLIC ASSISTANCE GRANTS

WHEREAS, the California Governor's Office of Emergency Services (CAL OES) requires a Designation of Subrecipient's Agent Resolution for Non-State Agencies (Cal OES Form 130) to be on file for the purpose of obtaining certain Federal and/or State financial assistance and;

WHEREAS the Designation of Subrecipient's Agent Resolution for Non-State Agencies is only effective for up to three (3) years following the date of approval, and;

WHEREAS, CAL OES confirmed the last document on file for Gardena was submitted over three years ago.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY FIND, DETERMINE, AND RESOLVE, AS FOLLOWS:

SECTION 1. The City Council adopts the Designation of Applicant's Agent Resolution for Non- State Agencies (CAL OES Form 130) attached hereto as Attachment "A," designating the City Manager, Chief of Police, and the Public Works Director as Authorized Agents for the City of Gardena.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

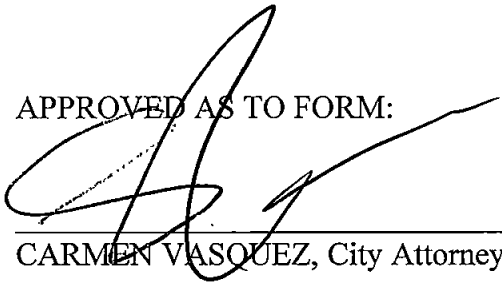
Passed, approved, and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
TASHA CERDA, Mayor

ATTEST:

\_\_\_\_\_  
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:



CARMEN VASQUEZ, City Attorney

**DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION**  
**Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program**

BE IT RESOLVED BY THE City Council OF THE City of Gardena  
(Governing Body) (Name of Applicant)

THAT City Manager, OR  
(Title of Authorized Agent)  
Chief of Police, OR  
(Title of Authorized Agent)  
Public Works Director  
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the City of Gardena, a public entity  
(Name of Subrecipient)  
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Service.  
for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief  
and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the City of Gardena, a public entity established under the laws of the State of California,  
(Name of Subrecipient)  
hereby authorizes its agent(s) to provide to the California Governor's Office of Emergency Service for all matters pertaining to such state  
disaster assistance the assurances and agreements required.

Please check the appropriate box below:

☒ This is a universal resolution and is effective for all open and futures Disasters/Grants up to three (3) years following the date of approval  
below.

☐ This is a Disaster/Grant specific resolution and is effective for only Disaster/Grant name/number(s) \_\_\_\_\_

Passed and approved this 19 day of March, 2020

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, Mina Semenza, duly appointed and City Clerk of  
(Name) (Title)

City of Gardena, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

Resolution passed and approved by the City Council of the City of Gardena  
(Governing Body) (Name of Applicant)

on the \_\_\_\_\_ day of March, 2020.

\_\_\_\_\_  
(Signature)

City Clerk  
(Title)

## **Cal OES Form 130**

### **Instructions**

**A new Designation of Applicant's Agent Resolution is required if the previously submitted document is older than three (3) years from the last date of Board/Council approval.**

When completing the Cal OES Form 130, Subrecipients should fill in the blanks on page 1. The blanks are to be filled in as follows:

#### **Resolution Section:**

**Governing Body:** This is the individual or group responsible for appointing and approving the Authorized Agents. Examples include: Board of Directors, City Council, Board of Supervisors, etc.

**Name of Subrecipient:** This is the official name of the non-profit, agency, city, county or special district that has applied for the grant. Examples include: City of Sacramento; Sacramento County; or Los Angeles Unified School District.

**Authorized Agent:** These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Service regarding grants applied for by the subrecipient. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency (e.g.; City Clerk, the Authorized Agent, Secretary to the Director) and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names and titles of the Authorized Agents should be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

**Governing Body Representative:** These are the names and titles of the approving board members. Examples include: Chairman of the Board, Superintendent, etc. The names and titles cannot be one of the designated Authorized Agents.

#### **Certification Section:**

**Name and Title:** This is the individual that was in attendance and recorded the Resolution creation and approval. Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person cannot be one of the designated Authorized Agents to eliminate "Self Certification."