

MINUTES
Regular Meeting of the
City of Gardena City Council
Tuesday, April 14, 2020

In order to minimize the spread of the COVID-19 virus Governor Newsom has issued Executive Orders that temporarily suspend requirements of the Brown Act. Please be advised that the Council Chambers are closed to the public and that some, or all, of the Gardena City Council Members may attend this meeting telephonically.

The regular meeting of the City Council of the City of Gardena, California, was called to order at 7:00 p.m. on Tuesday, April 14, 2020, in the Council Chamber of City Hall, 1700 West 162nd Street, Gardena, California: Mayor Tasha Cerda presiding.

1. ROLL CALL

Present: Mayor Tasha Cerda; Present via teleconference: Mayor Pro Tem Art Kaskanian; Council Member Mark E. Henderson; Council Member Dan Medina; Council Member Rodney G. Tanaka; Council Member Paulette Francis. Other City officials and employees present: City Manager Clint Osorio; Chief Mike Saffell; and Deputy City Clerk Becky Romero. Other City officials and employees present via teleconference: City Attorney Carmen Vasquez; and City Clerk Mina Semenza. City Treasurer Ingrid Tsukiyama was not present.

At 7:00 p.m., the City Council recessed into Closed Session in the Management Information Center of the Council Chamber at City Hall, with the following in attendance present: Mayor Tasha Cerda. Present via teleconference: Mayor Pro Tem Art Kaskanian; Council Member Mark E. Henderson; Council Member Dan Medina; Council Member Rodney G. Tanaka; Council Member Paulette Francis. Other City Staff present: City Manager Clint Osorio; and Chief Mike Saffell. Present via teleconference: City Attorney Carmen Vasquez; and Transportation Director Ernie Crespo.

2. PUBLIC COMMENT ON CLOSED SESSION

3. CLOSED SESSION

A. THREAT TO PUBLIC SERVICE OR FACILITIES
Government Code Section 54957

- (1) Consultation with Gardena Director of Emergency Services and City Manager, Clint Osorio, Chief of Police, Michael Saffell, City Attorney, Carmen Vasquez and Director of Transportation, Ernie Crespo.

B. CONFERENCE WITH LABOR NEGOTIATORS
Government Code Section 54957.6

- (1) Agency Designated Representative:
Clint Osorio, City Manager
Employee Organizations:
Gardena Police Officers Association (GPOA)
Matt Hassholdt, Association President
Gardena Management Employees Organization (GMEO)
Vicky L. Barker, Attorney
Gardena Municipal Employees Association (GMEA)
Fred G. Quiel, Attorney
Confidential / Unrepresented Employees

Mayor Cerda reconvened the meeting to the Regular Open Session at 7:42 p.m., and the City Clerk noted the return of all Council Members who were present at the meeting.

When City Attorney Vasquez was asked if there were any reportable actions from the Closed Session, she stated that no reportable action had been taken.

4. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS

A. PRESENTATIONS

Mayor Cerda asked Council Member Dan Medina if he had any final words for his last meeting.

Council Member Medina thanked the City of Gardena citizens for supporting him for the past 11+ years. He thanked everyone on the dais including the city staff for doing an outstanding job and keeping Gardena at the forefront. He said he was proud to serve for 11+ years. He said he will continue to be proactive when it comes to our community. He thanked everyone for their service and for their kindness.

Mayor Cerda thanked Council Member Medina for his years of service and said she appreciated all he has given to the City of Gardena.

B. ELECTION OFFICIAL'S CERTIFICATION OF OFFICIAL CANVASS OF MUNICIPAL ELECTION VOTES

- (1) **Approved:** RESOLUTION NO. 6445, Reciting the Fact of the General Municipal Election Held on March 3, 2020, Declaring the Results and Such Other Matters as Provided by Law

RESOLUTION NO. 6445

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON MARCH 3, 2020 DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW

City Clerk Mina Semenza presented the Staff Report.

It was moved by Mayor Pro Tem Kaskanian, seconded by Council Member Henderson, and carried by the following roll call vote to Adopt Resolution No. 6445:

Ayes: Mayor Pro Tem Kaskanian, Council Members Henderson, Tanaka and Francis and Mayor Cerda
Noes: None
Absent: None

- (a) The Oath of Office for the Newly Elected City Council Member Paulette C. Francis, and the Re-Elected Council Member, Mark E. Henderson, were given on Thursday, April 9, 2020 at City Hall, and became effective upon adoption of Resolution No. 6445.

Mayor Cerda congratulated Council Member Henderson on his re-election and welcomed Council Member Francis and gave them both a chance to speak. Council Member Francis thanked everyone who attended her swear-in, including Becky, Nikki, Stephany, Janina and to Lydia for taking the video, making her swearing-in more special. She was grateful to the voters of Gardena. She said she

4. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS (Continued)

B. ELECTION OFFICIAL'S CERTIFICATION OF OFFICIAL CANVASS OF MUNICIPAL ELECTION VOTES (Continued)

(1) **Approved:** RESOLUTION NO. 6445, Reciting the Fact of the General Municipal Election Held on March 3, 2020, Declaring the Results and Such Other Matters as Provided by Law (Continued)

(a) The Oath of Office for the Newly Elected City Council Member Paulette C. Francis, and the Re-Elected Council Member, Mark E. Henderson, were given on Thursday, April 9, 2020 at City Hall, and became effective upon adoption of Resolution No. 6445. (Continued)

is looking forward to working with her colleagues on the Gardena City Council. She said whatever challenges that may arise in the future as long as they reach consensus, they will be alright, and added that the future looks bright and better days ahead. Council Member Henderson then spoke and said he would like to echo some of the words that Council Member Francis said. He thanked all the voters and candidates from the race and thanked his family. He said he is looking forward to some further great things and said he was excited and ready to go to work.

The titles on the dais were switched from Council Member Medina to Council Member Francis.

C. PROCLAMATIONS

D. APPOINTMENTS

(1) Reorganization of City Council – Selection of Mayor Pro Tem

Mayor Cerda presented the Staff Report.

Council Member Tanaka nominated Council Member Henderson as the next Mayor Pro Tem.

It was moved by Council Member Tanaka, seconded by Mayor Pro Tem Kaskanian, and carried by the following roll call vote to Appoint Council Member Henderson to serve as Mayor Pro Tem from April 2020 to April 2021:

Ayes: Council Member Tanaka, Mayor Pro Tem Kaskanian, Council Members Henderson, Francis and Mayor Cerda

Noes: None

Absent: None

(2) Council Appointments to Commissions, Committees, Councils, and Boards
(Appointees to be Ratified and Sworn In)

- (a) Human Services Commission
- (b) Planning and Environmental Quality Commission
- (c) Recreation and Parks Commission
- (d) Senior Citizens Commission
- (e) Gardena Youth Commission
- (f) Gardena Beautification Committee
- (g) Gardena Economic Business Advisory Council
- (h) Gardena Rent Mediation Board, Owner Representative
- (i) Gardena Rent Mediation Board, Tenant Representative
- (j) Gardena Rent Mediation Board, At-Large Representative

5. CONSENT CALENDAR

A. WAIVER OF READING IN FULL OF ALL ORDINANCES LISTED ON THIS AGENDA AND THAT THEY BE READ BY TITLE ONLY

B. CITY CLERK

(1) Approved: Minutes of

- (a) Gardena City Council Regular Meeting, February 25, 2020
- (b) Gardena City Council Regular Meeting, March 10, 2020
- (c) Gardena City Council Emergency Meeting, March 19, 2020
- (d) Gardena City Council Special Meeting, March 26, 2020
- (e) Gardena City Council Special Closed Session Meeting, April 2, 2020

(2) Approved: Affidavit of Posting Agenda on April 10, 2020

C. CITY TREASURER

(1) Approved: Warrants / Payroll Register

- (a) March 24, 2020: Wire Transfer: 11868-11869; Prepay: 158152-158153; Check Nos. 158154-158350 - for a total Warrants issued in the amount of \$1,762,229.57; Total Payroll Issued for March 13, 2020: \$2,007,669.90
- (b) April 14, 2020: Wire Transfer: 11870-11872; Prepay: 158351-158357; Check Nos. 158358-158705 – for a total Warrants issued in the amount of \$1,738,320.58; Total Payroll Issued for March 27, 2020: \$1,655,941.72

(2) Approved: Monthly Portfolio

- (a) December 2019
- (b) January 2020
- (c) February 2020

D. CITY MANAGER

(1) Approved: Personnel Report No. P-2020-6

(2) Approved: Award Construction Contract and Purchase Order of a Sun Shade Structure to USA Shade & Fabric Structures in the Amount of \$52,825.75 for Mas Fukai Rehabilitation, JN 820

(3) Approved: Consultant Agreement with Telecom Law Firm to provide Consulting Services for Wireless Applications

It was moved by Council Member Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Approve all Items on the Consent Calendar:

Ayes: Council Members Tanaka and Henderson, Mayor Pro Tem Kaskanian, Council Member Francis and Mayor Cerda

Noes: None

Absent: None

6. EXCLUDED CONSENT CALENDAR

7. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

A. MARCH 17, 2020, MEETING – *Meeting Cancelled*

B. APRIL 7, 2020, MEETING – *Meeting Cancelled*

PUBLIC COMMENT

There were no Public Comments.

City Manager Osorio asked Mayor Cerda if he could present the City's Financial Projection ahead of the Departmental Items. Mayor Cerda and the Council granted proceeding with the presentation ahead of the Departmental Items.

City Manager Osorio presented a presentation of the City's Financial Projection.

There was a discussion which included Mayor Cerda, Council Members, and City Manager Osorio regarding the presentation. City Manager was asked the following questions from Council: As far as the sales tax, will funds from Measure G balance out the losses; If the Governor is seeking hotels and shelters, can we provide this and secure some funds through this; How soon are we expecting to get some money from the government and recover the losses; As we move forward, if we could look into short-term financing; Will the Governor be deferring the sales tax payment for small businesses, Will the businesses charge the sales tax but keep it for that year or will it be forgiven, If they can still pay taxes this year, and If we could give an incentive to those businesses who does pay it this year; When will the Measure G fund be collected. City Manager Osorio replied Measure G will take effect next fiscal year and will probably start collecting in the next couple of months but will not be able to see that until September 2021. City Manager Osorio asked if he meant to possibly house patients in hospitals and said due to the emergency situation, TOT is not charged, therefore, you will not get any revenue because the TOT does not apply. With regards to the expectation of funds, City Manager Osorio replied that there were two parts: 1) how much have we spent so far to-date that we can get back as a reimbursement? They identified about \$212,000 that has been spent so far. He said that reimbursement money will come at a much later time, maybe in about 2-3 years. 2) The \$2 Trillion dollars in federal aid that cities are supposed to be getting. He said that the problem with that was the cities with under 500,000 in population, would have to go through the allocation from the State of California and LA County. He said from past experiences, from previous allocation models, he would not put too much trust in them, take Measure H for example. He estimates we will be getting around \$1.5 to \$2 million dollars. With regards to short-term financing, he said we are in the middle of negotiating with few banks and our in-house bank, US Bank, to secure a line of credit. He said it is a cash flow problem and we have some deferrals from the government as far as sales taxes are concerned. He said we would need an infusion of cash, so we do not dip into our reserves since dipping into our reserves too much is a dangerous proposition, and said he is trying to get a line of credit from \$5 to \$10 million dollars and said there will be an attorney cost involved in securing the line of credits. The good news is, the interest rate will be low at 2.25% for the amount used, and for the amount not used will be about 50 basis points. With regards to sales tax deferral, he replied by explaining that businesses do not have to file and remit the tax today, they can do it a year from now. Business owners get to keep the sales tax funds for their operations and not having to shell out the money. This deferral is not forgiven, and they would have to pay that in one year, but they do not have to take advantage of the program and can pay this year. With regards to incentives, he said we could look at options with our Economic Development division to see some modeling and to see what incentives we can give them. He said it is a hard hit to our small businesses, but to float it to them, would be too much for the City, but added he is opened to exploring that possibility. With regards to Measure G, he said it will still be 10.25% starting this September/October of this calendar year for the next fiscal year. He added that he is planning on doing more updates for the Council and the residents of the community because things are changing day by day and advised residents to check our social media.

8. DEPARTMENTAL ITEMS

A. ADMINISTRATIVE SERVICES – No Items

B. COMMUNITY DEVELOPMENT – No Items

C. ELECTED & ADMINISTRATIVE OFFICES

- (1) RESOLUTION NO. 6443, Authorizing the City Manager, or his Designee, to Execute Agreements with the California Department of Tax and Fee Administration for Implementation of a Local Transactions and Use Tax

RESOLUTION NO. 6443

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO EXECUTE AGREEMENTS WITH THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION FOR IMPLEMENTATION OF A LOCAL TRANSACTIONS AND USE TAX

City Manager Osorio presented the Staff Report.

Mayor Cerda asked who we were referring to Mayor Pro Tem, the old or the new.

Deputy City Clerk Romero responded saying we were not referring to the new Mayor Pro Tem until the April 28, 2020 meeting.

It was moved by Mayor Pro Tem Kaskanian, seconded by Council Member Francis, and carried by the following roll call vote to Adopted Resolution No. 6443:

Ayes: Mayor Pro Tem Kaskanian, Council Members Francis, Henderson and Tanaka and Mayor Cerda
Noes: None
Absent: None

- (2) RESOLUTION NO. 6442, Authorizing the Examination of Sales, Use and Transactions Tax Records

RESOLUTION NO. 6442

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING THE EXAMINATION OF SALES, USE AND TRANSACTION TAX RECORDS

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if this item was allowing this company to put in an authorization for request. City Manager Osorio responded by saying that HdL is our tax consultant who meets with us quarterly, goes over different businesses in Gardena, and would need our records from CDTFA, and in order to do that, they would need this Resolution in hand.

8. DEPARTMENTAL ITEMS (Continued)

C. ELECTED & ADMINISTRATIVE OFFICES (Continued)

- (2) RESOLUTION NO. 6442, Authorizing the Examination of Sales, Use and Transactions Tax Records (Continued)

It was moved by Council Member Henderson, seconded by Council Member Tanaka, and carried by the following roll call vote to Adopt Resolution No. 6442:

Ayes: Council Members Henderson and Tanaka, Mayor Pro Tem Kaskanian, Council Member Francis and Mayor Cerda

Noes: None

Absent: None

- (3) Approval of Contract with Hinderliter, de Llamas and Associates (HdL) Companies for City Tax Audit and Information Services

City Manager Osorio presented the Staff Report.

There was a discussion including Mayor Cerda, the Council and the City Manager regarding HdL. City Manager was asked: will HdL be recommending economic advice moving forward, and will this be a part of this scope or just audit what was available; if HdL was essentially auditing and making sure we were collecting our fair share of taxes; if it is \$100 a month fee above what we currently pay for the tax audit services; if businesses in Gardena pay to unincorporated area, how would that happen, how would the City find out about businesses that are not paying or should be paying and if they physically go out to businesses. City Manager Osorio responded by saying we meet with HdL on a quarterly basis, they go over various reports and provide some level of recommendations as far as sales tax base and business retention and enhancement, but that is not their core business. Then he said, it is within HdL but not within this scope. He said HdL will find if the businesses are under-reporting or reporting in a different jurisdiction. HdL will make appropriate appeals to the CDTFA in order to recapture lost revenues. With regards to cost, he explained we pay a \$100 a month as a retainer services for the Bradley Burns portions of the sales tax, which is 1%. We also pay a commission of 25% on any new revenue (funds) they bring as a result of their auditing services. He stated that the most common reason for payments being made outside our jurisdiction will be due to multi-locations or human errors on both filers and CDTFA, and that the responsibility is left up to the City because there is only so much CDTFA can do. To the benefit of the City, you really need someone to do the extra work. He said HdL in some cases, will go out to businesses, but nowadays, they just request the returns from the CDTFA, and if needed, would contact the businesses.

It was moved by Council Member Tanaka, seconded by Mayor Pro Tem Kaskanian, and carried by the following roll call vote to Approve Agreement:

Ayes: Council Member Tanaka, Mayor Pro Tem Kaskanian, Council Members Henderson and Francis and Mayor Cerda

Noes: None

Absent: None

- (4) Approval of the 2020-2022 Memorandum of Understanding (MOU) between the City of Gardena and the Gardena Municipal Employees Association (GMEA)

City Manager Osorio presented the Staff Report.

8. DEPARTMENTAL ITEMS (Continued)

C. ELECTED & ADMINISTRATIVE OFFICES (Continued)

- (4) Approval of the 2020-2022 Memorandum of Understanding (MOU) between the City of Gardena and the Gardena Municipal Employees Association (GMEA) (Continued)

There was a discussion regarding the approval of the MOU between City of Gardena and GMEA. Mayor Cerda asked if now was the time to make a decision on this MOU and stated her concern because of our deficit. The entire Council agreed that it was not the right time. Council Member Henderson asked if we do not approve the contract right now, are we opening up a potential liability and/or do we need to go back to the other associations and reopen their negotiations as well. City Manager Osorio replied saying, if you choose not to approve this contract tonight, it will go back to the table and renegotiate and bring it back to Council at a later time. With regards to other associations (bargaining group), with GMEO there is no contract yet, with GPOA which was passed last year, we can certainly have them come back to the table to see what can be done as far as mitigating the effects of this pandemic. Mayor Pro Tem Kaskanian gave his opinion that they would understand, and it would not be an issue. Council Member Francis asked if this was a one-time or a multi-year contract. City Manager replied that this was not a one-time contract, the portion due immediately will be \$470,000 (2% COLA increased retro actively in effect back to July 2019.) Mayor Cerda directed a message to the employees and said they want to work with them but due to the COVID-19, they are in an awkward position. They are doing the best they can to keep moving forward. She said it is not done in malice and they have to make the right/prudent decision as we move forward.

No motions were made.

Item No. 8.C.(4) was not passed.

Mayor Cerda asked City Manager to please take this back to the bargaining unit to continue with negotiations. City Manager Osorio said he will notify the GMEA board and their members and immediately go back to the table to figure out what they can agree upon.

- (5) RESOLUTION NO. 6446, Adopt Resolution Ratifying Regulation No. 1 Issued by the City Manager as Director of Emergency Services to Close All City Parks Pursuant to Proclamation Declaring the Existence of a Local Emergency

RESOLUTION NO. 6446

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, RATIFYING REGULATION NO. 1 ISSUED BY THE CITY MANAGER AS DIRECTOR OF EMERGENCY SERVICES TO CLOSE ALL CITY PARKS PURSUANT TO PROCLAMATION DECLARING THE EXISTENCE OF A LOCAL EMERGENCY

City Manager Osorio presented the Staff Report.

There was a discussion including Mayor Cerda, the Council, City Manager, and Chief Saffell regarding park closures. City Manager Osorio was asked the following: If we will be actively pursuing citations for people who violate this order; What should we do in the event children are using the skate parks, and will we cite children; Is the City Hall lawn area considered a park and included in the order; and Will we have large signs at the park or get the word out using social media to educate the residents. City Manager Osorio

8. DEPARTMENTAL ITEMS (Continued)

C. ELECTED & ADMINISTRATIVE OFFICES (Continued)

- (5) RESOLUTION NO. 6446, Adopt Resolution Ratifying Regulation No. 1 Issued by the City Manager as Director of Emergency Services to Close All City Parks Pursuant to Proclamation Declaring the Existence of a Local Emergency (Continued)

responded by saying yes, the citations will come if the problems persist, the fine will be defined and determined by the presiding judge when the case is heard. Chief Saffell spoke with regards to possible children using skate parks, and said his officers have discretion, it is not their intention to, but it will be issued if needed. He also confirmed that the City Hall lawn area is considered a park. With regards to signs and preventions, they have put out the press information, wrapped basketball rims, wrapped the entire courts at Rowley Park, spoke on other mitigation type things for skateboard parks, but said it will be a daily enforcement. Mayor Cerda suggested utilizing the electronic signs to notify that the parks are closed.

It was moved by Council Member Francis, seconded by Council Member Henderson, and carried by the following roll call vote to Adopt Resolution No. 6446:

Ayes: Council Members Francis and Henderson, Mayor Pro Tem Kaskanian, Council Member Tanaka and Mayor Cerda

Noes: None

Absent: None

- (6) RESOLUTION NO. 6447, Adopt Resolution Ratifying Additional Emergency Orders Issued by the City Manager as Director of Emergency Services to Mandate That All Residents for Visitors Within the Geographical Boundaries of the City of Gardena Shall Not Leave Their Places of Domicile or Residence Without Wearing a Face Mask or Covering Pursuant to Proclamation Declaring the Existence of a Local Emergency

RESOLUTION NO. 6447

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, RATIFYING ADDITIONAL EMERGENCY ORDERS ISSUED BY THE CITY MANAGER AS DIRECTOR OF EMERGENCY SERVICES TO MANDATE THAT ALL RESIDENTS OR VISITORS WITHIN THE GEOGRAPHICAL BOUNDARIES OF THE CITY OF GARDENA SHALL NOT LEAVE THEIR PLACES OF DOMICILE OR RESIDENCE WITHOUT WEARING A FACE MASK OR COVERING PURSUANT TO PROCLAMATION DECLARING THE EXISTENCE OF A LOCAL EMERGENCY

City Manager Clint Osorio presented the Staff Report.

There was a discussion including Mayor Cerda, the Council, City Manager Osorio, and City Attorney Vasquez regarding wearing a face mask. City Manager Osorio was asked if masks are ordered to be worn even when you walk out to your yard, while driving, or for any reason. City Manager Osorio said yes, if you walk out of your place of domicile or residence, because someone could be walking around near your yard, order is to wear the face covering, and applies to when you are in the car. City Attorney Vasquez commented saying, at this time, current regulation does include any person in the car to wear a face mask. She said, as City Manager stated, that this is a policy decision and they are free to accept or to make any amendments.

8. DEPARTMENTAL ITEMS (Continued)

C. ELECTED & ADMINISTRATIVE OFFICES (Continued)

- (6) RESOLUTION NO. 6447, Adopt Resolution Ratifying Additional Emergency Orders Issued by the City Manager as Director of Emergency Services to Mandate That All Residents for Visitors Within the Geographical Boundaries of the City of Gardena Shall Not Leave Their Places of Domicile or Residence Without Wearing a Face Mask or Covering Pursuant to Proclamation Declaring the Existence of a Local Emergency (Continued)

It was moved by Council Member Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Adopt Resolution No. 6447:

Ayes: Council Members Tanaka and Henderson, Mayor Pro Tem Kaskanian, Council Member Francis and Mayor Cerda

Noes: None

Absent: None

D. GENERAL SERVICES

- (1) Award Contract to Kalban, Inc., In the Amount of \$379,974 For:
A) Pedestrian Safety Improvement 2019/2020, Various Locations, JN 956; and
B) Sidewalk Replacement 2019/2020, Various Locations, JN 958; and
Approve Expenditures of Remaining Project Budget, As Needed

City Manager Osorio presented the Staff Report.

There was a discussion including Mayor Pro Tem Kaskanian, Council Members Henderson and Francis, and City Manager Osorio regarding the projects. City Manager Osorio was asked the following: If the money must be spent this year or next year or will we lose the funds if not used; If it will not affect the general fund, is it safe to move on knowing the funds are State funded; If it also has to do with ADA compliance; If sidewalks damaged by tree roots included in the project; and If the locations have already been identified or is there room to identify spots. City Manager Osorio responded that it is on a reimbursement basis, and said it is separate from general fund. He added that it does help us out a little bit because for some of our crew and supervisors, they do charge for payroll purposes to Measure R for direct allocations. He also said that the \$40,000 from the SB 821 would provide for ADA compliance and curbs and gutters. He also confirmed that the sidewalks damaged by tree roots will be included and that we are following the plan that has already been approved.

It was moved by Council Member Henderson, seconded by Mayor Pro Tem Kaskanian, and carried by the following roll call vote to Award Contract:

Ayes: Council Member Henderson, Mayor Pro Tem Kaskanian, Council Members Tanaka and Francis and Mayor Cerda

Noes: None

Absent: None

E. POLICE – No Items

F. RECREATION & HUMAN SERVICES

- (1) **Approved:** Authorization to Purchase Furniture and Office Hardware for the Human Services Building Family Child Care Offices in the Amount of \$66,602.07 from D&R Office Works, Inc.

City Manager Osorio presented the Staff Report.

8. DEPARTMENTAL ITEMS (Continued)

F. RECREATION & HUMAN SERVICES (Continued)

- (1) **Approved:** Authorization to Purchase Furniture and Office Hardware for the Human Services Building Family Child Care Offices in the Amount of \$66,602.07 from D&R Office Works, Inc. (Continued)

There was a discussion including Mayor Cerda, Mayor Pro Tem Kaskanian, Council Member Tanaka and City Manager Osorio with regards to the purchase and the layout for furniture and office hardware for the Human Services building. Council Member Tanaka commented that Human Services has suffered for years and they truly needed this upgrade. He also said that Director Santin has got an agreement with the government agency sales and saved us a lot of money, and added it was not coming out of our general funds. Mayor Pro Tem Kaskanian asked if D&R was a local company. City Manager replied saying he does not believe they are local in Gardena but local in the South Bay. He added that they performed many upgrades to our city facilities, including city hall, stated their work is excellent, their prices are good, and we have worked with them for a number of years. Mayor Cerda asked for clarification on the layout of the reception area, if that will be smaller and behind a glass window making more office space. Stephany Santin, Director of Recreation & Human Services, gave her the clarification that was needed.

It was moved by Council Member Tanaka, seconded by Mayor Pro Tem Kaskanian, and carried by the following roll call vote to Authorize Purchase:

Ayes: Council Member Tanaka, Mayor Pro Tem Kaskanian, Council Members Henderson and Francis and Mayor Cerda

Noes: None

Absent: None

G. TRANSPORTATION – No Items

9. COUNCIL ITEMS, DIRECTIVES & REMARKS

A. COUNCIL ITEMS – No Items

B. COUNCIL DIRECTIVES

- (1) **Council Member Francis** submitted these requests to the City Manager: 1) With the newly passed sales tax increase, to set up a COVID-19 emergency relief fund for our small businesses and our residents 2) Set up of virtual resource center with listing of all information and resources for our small businesses and our residents, a one-stop website. 3) She will reach out to local health care providers to make sure they are prepared to provide services to our residents and make sure we need a credible source of most accurate and live information. 4) We need more voting centers in north Gardena and asked the City Manager to reach out to the County Registrar to increase our number of voting centers in Gardena.

There was a discussion including Mayor Cerda, Council Member Francis, City Manager Osorio, and Deputy City Clerk Romero regarding Council Member Francis' directives. Mayor Cerda responded that several of the directives were taken into account and already have been putting out information to the community, through several different means of social media, and letters to keep them updated as COVID-19 was concerned, also healthcare and information for small business. Mayor Cerda said we are doing everything we can and suggested redirecting the directives. Deputy City Clerk Romero commented that she is in the process of filling out a survey from the LA County Registrar-Recorder and said she will address regarding needing more vote centers in north Gardena as well as keeping the vote centers spread out throughout Gardena. Council Member Francis responded that she was not sure how the procedures went, but she brought up these items which were concerns to her and the residents.

9. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)**B. COUNCIL DIRECTIVES (Continued)**

Mayor Cerda informed that the information already exists on our website and we are trying to keep everyone updated as best as possible. City Manager Osorio suggested he will prepare a report to show everyone on the Council what we are doing as far as the topics brought up. He shared that we have a website for Economic Development, and we were the first ones to send out a mass email regarding small business loans. He said Chief Saffell has been in constant communication with our healthcare partners in Gardena and regionally. He said the only one of the directives we did not have in place is the first directive from Council Member Francis with regards to setting up a relief fund. *Mayor Cerda seconded the detailed report from City Manager.*

Council Member Kaskanian wanted it on record that he did not receive Council Member Francis' email.

Mayor Cerda asked to add the pledge of allegiance back unto the agenda for the City Council Meetings. *Request was seconded by Mayor Pro Tem Kaskanian*

C. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

City Manager Osorio gave a verbal report of information to follow-up matters that had been directed or requested by Council Member Tanaka:

- (1) Status update on directive made on March 10, 2020 by Council Member Tanaka regarding Congresswoman Maxine Water's campaign signage left behind in Gardena after the Election. Her office has been contacted to make sure her election signs have been properly removed. Code Enforcement did a sweep throughout the city and confirmed all election signs have been removed.

City Manager Osorio thanked Chief Saffell and our Emergency Operation Center (EOC) workers who have been there since day one of this pandemic. He shared that they have been coming to work every day to the EOC located at GTrans. He said we would not have done half the things we have accomplished and the resources that we have procured if it were not for our EOC staff and Chief Saffell.

D. COUNCIL REMARKS

- (1) COUNCIL MEMBER TANAKA – he echoed what the City Manager just expressed and said he appreciates staff holding down the fort at the City and continuing to keep the City operating, away from their families. He also appreciates the City Manager, Chief of Police, and the Directors for doing a great job. He said the information we are putting out and the social media we are using for our public was far better than most of the cities. He reported a lot of the meetings were cancelled but was able to attend the online meetings that we have had, such as RCC, etc., and the installation of officers at the Elks Lodge, which was held through Zoom. He told everyone to stay safe, wear their mask and do not get the virus.
- (2) COUNCIL MEMBER HENDERSON – he echoed Council Member Tanaka's sentiments with all city staff that has been working hard and the EOC as well as our community staying safe. He stated that most of the meetings were cancelled but few were online. He said he attended the COVID-19 task force meetings and getting new information and passing it on as he sees fit and working on different resources and locations for PPE. He said that he been at the Biz Fair Responsible Governance Committee meeting where they talked about other resources available for businesses within LA County. He said he has been confirmed as the District 28 SCAG representative representing Gardena, Hawthorne, and Inglewood. He reminded everyone to stay safe, stay quarantined if needs be, and wear the face masks.

9. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)

D. COUNCIL REMARKS (Continued)

- (3) COUNCIL MEMBER FRANCIS – said she too echoed the previous comments and gave the staff kudos for all their hard work. He thanked City Manager for offering to present a detailed directive. He thanked and congratulated Council Member Medina for a job well done. She said she was grateful to God to her family and friends, and to the voters of Gardena who placed a confidence in her to place her in a leadership position. She said she looks forward to the next four years working together with her colleagues, as a change to overcome not only challenges to these unprecedented times but to confront those challenges that are sure to rise in the future, and looking forward to better days.
- (4) MAYOR CERDA – said she attended several teleconference calls with our local JPA, Sanitation Board District, with Mayor Garcetti and several other Mayors. She said she learned great things and getting up to date information. She said she had teleconferenced with Congresswoman Maxine Waters, along with other Mayors in the surrounding area, to ask for her help with things that we can potentially use here in Gardena. Last Wednesday, she attended Good Morning Gardena with staff from Human Services, where they visited various residents' homes. She reassured that they were practicing safety by keeping a safe distance with masks and gloves. They were passing out donuts and coffee, donated by Dunkin Donuts. She thanked everyone who participated in that event.
- (5) MAYOR PRO TEM KASKANIAN – since the last Council Meeting, he was able to help the City by donating 2000 rolls of toilet paper to the seniors, 9000 bottles of water to city staff and seniors, 200 N95 masks to the Gardena Police Department, and donated 100 cans of tuna, 50 jars of peanut butter, some jams, and cereal. etc. to the food pantry. He also said he helped Meals on Wheels pack their bags of food. Past Saturday, he helped out at the "Hop-up" event and found out that people from various cities showed up through our social media ad and reported the city passed out over 700 bags of goodies for kids, and people were able to see and wave at the Easter Bunny. He said he spoke to some business owners to secure the items he donated. He thanked the manager at Sam's Club, Pedro Medrano, and thanked Food 4 Less for helping secure 2000 rolls of toilet paper. He thanked our City Manager, Chief of Police, and the department heads for a job well done. He thanked outgoing Council Member Medina and said it was a pleasure working with him on the dais and welcomed Council Member Francis.

Mayor Cerda thanked Mayor Pro Tem Kaskanian for all that he did. She mentioned LA Council Member Herb Wesson donated 10,000 diapers and baby wipes to the City of Gardena.

10. ANNOUNCEMENTS

Mayor Cerda announced:

- (1) Parks are closed, including: the basketball courts, skate park areas, apparatuses, grassy areas, and parking lots.
- (2) Reminded that everyone must wear a mask when out in public or driving to help the spread of COVID-19.

11. REMEMBRANCES

Mrs. Thelma Herbert, 96 years of age, former Intermediate Clerk Typist for the City of Gardena. She retired in June 1998, and came back as a part-timer in September 1998, she resigned in December 2017; Mr. Pedro Silva Sr., 80 years old, beloved grandfather of Park Maintenance Lead, Rigoberto Desantiago; Dr. Julius Frank, 96 years old, operated a medical practice in the City of Gardena until he retired at the age of 90, he was known for his dedicated and faithful service to the families of the City of Gardena, demonstrating an inspirational commitment to the good health and happiness of the community; Mrs. Barbara Banks, 80 years

11. REMEMBRANCES (Continued)

old, former Recreation and Human Services Commissioner and former Rent Mediation Board Member serving as a Member-at-Large for the City of Gardena; and Mr. Michael Rodriguez, 68 years old, former Police Service Officer with the Gardena Police Department from 1990 to 2012.

12. ADJOURNMENT

At 9:47 p.m., Mayor Cerda adjourned the Gardena City Council Meeting to the next regular City Council Meeting, at 7:00 p.m., on Tuesday, April 28, 2020.

MINA SEMENZA

City Clerk of the City of Gardena and

Ex-officio Clerk of the Council

APPROVED:

for Mark E. Henderson
Tasha Cerda, Mayor

By: Becky Romero
Becky Romero, Deputy City Clerk