



# GARDENA CITY COUNCIL

## Study Session 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  
**MARK E. HENDERSON**, Mayor Pro Tem  
**PAULETTE C. FRANCIS**, Council Member  
**ART KASKANIAN**, 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

### Special Study Session

**Tuesday, May 26, 2020 – 6:30 p.m.**

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.

If you would like to participate in this meeting, you can participate via the following options:

1. VIEW THE MEETING live on SPECTRUM CHANNEL 22 or ONLINE at [youtube.com/Cityofgardena](http://youtube.com/Cityofgardena)
2. PARTICIPATE BEFORE THE MEETING by emailing the Deputy City Clerk at [bromero@cityofgardena.org](mailto:bromero@cityofgardena.org) and write "Public Comment" in the subject line. Comments will be read into the record up to the time limit of three minutes.
3. PARTICIPATE DURING THE MEETING VIA ZOOM WEBINAR
  - Join Zoom Meeting Via the Internet or Via Phone Conference  
Direct URL: <https://us02web.zoom.us/j/82298973449>  
Phone number: US: +1 669 900 9128, Meeting ID: 822 9897 3449

If you wish to make a comment on a specific agenda item during the meeting, you may submit your comment into the "Question & Answer" feature and it will be read into the record up to the time limit of three (3) minutes.

If you wish to speak live on a specific agenda item during the meeting you, may use the "Raise your Hand" feature during the item you wish to speak on. Members of the public wishing to address the City Council will be given three (3) minutes to speak.
4. 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 [bromero@cityofgardena.org](mailto:bromero@cityofgardena.org) at least 24 hours prior to the scheduled general meeting to ensure assistance is provided. Assistive listening devices are available.

**The City of Gardena thanks you in advance for taking all precautions to prevent spreading the COVID 19 virus.**

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**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.***

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**1. ROLL CALL**

**2. PRESENTATION**

(1) Gardena Sumps – 1450 W. Artesia Blvd.

**PUBLIC COMMENT ON STUDY SESSION**

*Public comment is permitted only on the items that have been described on this agenda (GC §54954.3).*

**3. ADJOURNMENT**

Meeting to be adjourned to the Closed Session portion of the City Council Meeting at 7:00 p.m. and followed by the Regular City Council Meeting at 7:30 p.m. on Tuesday, May 26, 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 72 hours prior to the meeting. A copy of said Agenda is available on our website at [www.CityofGardena.org](http://www.CityofGardena.org).

Dated this 22<sup>nd</sup> day of May 2020

/s/ MINA SEMENZA  
MINA SEMENZA, City Clerk



# GARDENA CITY COUNCIL

## Regular Meeting Notice and Agenda

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**LISA KRANITZ**, Assistant City Attorney  
**PETER L. WALLIN**, Deputy City Attorney

**Tuesday, May 26, 2020**

**Closed Session – 7:00 p.m.**

**Open Session – 7:30 p.m.**

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

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**1. ROLL CALL**

**PUBLIC COMMENT ON CLOSED SESSION**

*Public comment is permitted only on the items that have been described on this agenda (GC §54954.3).*

**2. CLOSED SESSION**

**A. CONFERENCE WITH LABOR NEGOTIATORS**

Government Code Section 54957.6

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

**B. THREAT TO PUBLIC SERVICES OR FACILITIES**

Government Code Section 54957

Consultation with Gardena Director of Emergency Services and City Manager Clint Osorio, Chief of Police Michael Saffell, and City Attorney Carmen Vasquez.

**3. PLEDGE OF ALLEGIANCE & INVOCATION**



#### **4. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS**

##### **A. PRESENTATIONS – *None***

##### **B. PROCLAMATIONS – *None***

##### **C. APPOINTMENTS**

###### **(1) 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
  - (1) **Rachel C. Johnson** (Council Member Paulette Francis)
- (c) Recreation and Parks Commission
- (d) Senior Citizens Commission
- (e) Gardena Youth Commission
- (f) Gardena Beautification Committee
- (g) Gardena Economic Business Advisory Council
  - (1) **Carlos Lifosjoe** (City Manager Clint Osorio)
- (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**

##### **NOTICE TO THE PUBLIC**

**Roll Call Vote Required on Consent Calendar** All matters listed under the Consent Calendar will be enacted by one motion unless a Council member requests Council discussion, in which case that item will be removed from the Consent Calendar and considered separately following this portion of the agenda.

##### **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) Approval of Minutes**

- (a) Gardena City Council Regular Meeting, May 12, 2020
- (b) Planning & Environmental Quality Commission Meeting, April 21, 2020

###### **(2) Affidavit of Posting Agenda on May 22, 2020**

##### **C. CITY TREASURER**

###### **(1) Approval of Warrants / Payroll Register**

- (a) May 26, 2020

###### **(2) Monthly Portfolio**

- (a) April 2020

5. **CONSENT CALENDAR (Continued)**

D. **CITY MANAGER**

- (1) Personnel Report No. P-2020-9
- (2) **CDD - SECOND READING: ORDINANCE NO. 1817**, Adoption of Ordinance Amending the Gardena Municipal Code Relating to Density Bonus and directing staff to file a CEQA Notice of Exemption under Guidelines § 15061(b)(3) (*Introduced by Mayor Pro Tem Henderson, May 12, 2020*)
- (3) **CDD - SECOND READING: ORDINANCE NO. 1818**, Adoption of Ordinance Amending Chapter 17.20 of the Gardena Municipal Code Relating to Park and Recreation Dedication and Fees and directing staff to file a CEQA Notice of Exemption under Guidelines § 15061(b)(3) (*Introduced by Council Member Tanaka, May 12, 2020*)
- (4) **RECREATION** – Ratify Administrative Approval of the Elderly Nutrition Program Contract ENP162006 Amendment Six – Additional Funding
- (5) **GTRANS** - Authorize Purchase of a Cloud Backup and Local Backup Solution from Insight Public Sector for a Total of \$34,403.04

6. **EXCLUDED CONSENT CALENDAR**

7. **PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET**

A. **May 19, 2020, MEETING**

(1) **Site Plan Review #3-19; Tentative Parcel Map #2-19; Variance #1-05 (MOD)**

A proposal to create a lot for a standalone 3,486-square-foot fast-food restaurant with drive-thru and a variance request is needed to reduce the required number of parking spaces. The project is located in the General Commercial (C-3) zone, is consistent with Title 17 and 18 of the Gardena Municipal Code and qualifies for a Categorical Exemption.

**Project Location: 2169 West Redondo Beach Boulevard (APN: 4063-014-017)**

**Applicant: Kristen Roberts, Raising Cane's/Target Corporation**

**Commission Action:** No action was taken. The item will be re-noticed for the June 2, 2020, Planning and Environmental Planning Commission meeting and considered at that time.

**Receive and File**

(2) **Site Plan Review #2-20; Tentative Tract Map #1-20**

The Planning Commission considered a request for site plan review and tentative tract map approval for the construction of six new townhome units in the Medium Density Multiple-Family Residential (R-3) zone per section 18.44.010.E and Chapter 17.08 of the Gardena Municipal Code. Staff had determined that the project qualified for several categorical exemptions, did not meet any of the exceptions to the exemptions, and was therefore exempt from CEQA.

**Commission Action:** Commission approved Resolution No. PC 4-20, approving Site Plan Review #2-20 and Tentative Parcel Map #1-20.

**Call for Council Review or Receive and File**

**ORAL COMMUNICATIONS (Limited to a 30 minute period)**

*Oral Communications by the public will be heard for one-half hour at or before 8:30 p.m. or at the conclusion of the last agenda item commenced prior to 8:30 p.m. Oral Communications not concluded at that time shall be resumed at the end of the meeting after Council Reports. Speakers are to limit their remarks to three minutes. Your cooperation is appreciated.*

**8. DEPARTMENTAL ITEMS**

**A. ADMINISTRATIVE SERVICES – *No Items***

**B. COMMUNITY DEVELOPMENT**

- (1) PUBLIC HEARING: ORDINANCE NO. 1820, Introduction of an Ordinance Making Changes to Title 18 of the Gardena Municipal Code Relating to Residential Development and Time Extensions for Entitlements and directing staff to file a Notice of Exemption under CEQA Guidelines §§15061(b)(3) and 15305  
Applicant: City of Gardena  
**Staff Recommendation: Conduct Public Hearing; (Note: Each speaker's comments to be limited to three [3] Minutes); Introduce Ordinance No. 1820**

**C. ELECTED & ADMINISTRATIVE OFFICES**

- (1) Presentation of the City of Gardena's Projected Two-Year Budget for Fiscal Years 2020-2021 and 2021-2022  
**Staff Recommendation: Approve Budget**
- (2) Approval of CARES Act Program Funding (CDBG-CV) Received from the US Department of Housing and Urban Development (HUD) to Alleviate the Negative Economic Impacts of COVID-19  
**Staff Recommendation: Approve Funding Received from HUD**
- (3) Reimbursement Agreement with Gardena LF, LLC Relating to Fees and Costs for Change of General Plan Designation and Zone Change for 4.59 Acre Property Adjacent to Lucky Lady Casino  
**Staff Recommendation: Approve Reimbursement Agreement**

**E. GENERAL SERVICES – *No Items***

**F. POLICE – *No Items***

**G. RECREATION & HUMAN SERVICES**

- (1) Approval of \$50,000 Budget Appropriation for Human Services Construction Project JN 989  
**Staff Recommendation: Approve Budget**

**H. TRANSPORTATION – *No Items***

## 9. COUNCIL ITEMS, DIRECTIVES, & REMARKS

### A. COUNCIL ITEMS

- (1) Consideration of Termination of Memorandum of Understanding (MOU) with the Gardena Valley Chamber of Commerce

**Staff Recommendation: Consider Termination**

- (2) Approve the Amendment to the California Cities Gaming Authority Joint Powers Agreement to Admit the Town of Colma

**Staff Recommendation: Approve Amendment**

### B. COUNCIL DIRECTIVES

### C. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

### D. COUNCIL REMARKS

- (1) MAYOR PRO TEM HENDERSON
- (2) COUNCIL MEMBER FRANCIS
- (3) COUNCIL MEMBER KASKANIAN
- (4) MAYOR CERDA
- (5) COUNCIL MEMBER TANAKA

## 10. ANNOUNCEMENTS

## 11. REMEMBRANCES

## 12. ADJOURNMENT

The Gardena City Council will adjourn to the Closed Session portion of the City Council Meeting at 7:00 p.m., and the Regular City Council Meeting at 7:30 p.m. on Tuesday, June 9, 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 72 hours prior to the meeting. A copy of said Agenda is available on our website at [www.CityofGardena.org](http://www.CityofGardena.org).

Dated this 22<sup>nd</sup> day of May 2020

/s/ MINA SEMENZA  
MINA SEMENZA, City Clerk



**OFFICE of the CITY MANAGER**

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

**APPOINTMENTS**

4. C. (1) (G) (1)

May 26, 2020

May 21, 2020  
REF: 2020.131

Carlos Lifosjoe  
1670 West Redondo Beach Blvd.  
Gardena, CA 90247

SUBJECT: APPOINTMENT to the  
GARDENA ECONOMIC BUSINESS ADVISORY COUNCIL

Dear Mr. Lifosjoe:

On Tuesday, May 26, 2020, at 7:30 p.m., the City Council of the City of Gardena is scheduled to consider my nomination, as City Manager, for your appointment to the Gardena Economic Business Advisory Council.

Due to the current situation with COVID-19, your attendance will not be required at the City Council Meeting. You are more than welcome to watch the City Council Meeting live at [youtube.com/Cityofgardena](https://www.youtube.com/Cityofgardena).

Once your appointment is confirmed, Economic Development Manager Spencer De la Cruz will be in touch with you regarding the Gardena Economic Business Advisory Council. Thank you for your time and dedication to the City of Gardena. We look forward to the pleasure of having you on the Gardena Economic Business Advisory Council.

Sincerely,

Clint Osorio  
City Manager

CO:ao

c: City Clerk's Office

**MINUTES  
Regular Meeting of the  
City of Gardena City Council  
Tuesday, May 12, 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, May 12, 2020, in the Council Chamber of City Hall, 1700 West 162<sup>nd</sup> Street, Gardena, California: Mayor Tasha Cerda presiding.

**1. ROLL CALL**

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

At 7:12 p.m., the City Council recessed into Closed Session with the following present via teleconference: Mayor Tasha Cerda; Mayor Pro Tem Mark E. Henderson; Council Member Rodney Tanaka; Council Member Art Kaskanian; Council Member Paulette Francis. Other City officials and employees present via teleconference: City Manager Clint Osorio; and City Attorney Carmen Vasquez.

**2. PUBLIC COMMENT ON CLOSED SESSION**

**3. CLOSED SESSION**

**A. THREAT TO PUBLIC SERVICE OR FACILITIES**

Government Code Section 54957

Consultation with Gardena Director of Emergency Services and City Manager, Clint Osorio, Chief of Police, Michael Saffell, City Attorney, Carmen Vasquez.

**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

3. CLOSED SESSION (Continued)

Mayor Cerda reconvened the meeting to the Regular Open Session at 8:20 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. PLEDGE OF ALLEGIANCE& INVOCATION

A. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Henderson led the Pledge of Allegiance.

B. INVOCATION

Council Member Rodney G. Tanaka led the Invocation.

5. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS

A. PRESENTATIONS - *None*

B. PROCLAMATIONS - *None*

C. APPOINTMENTS - *No Appointments were made*

(1) 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

6. 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) Minutes of

- (a) **Approved:** Gardena City Council Regular Meeting, April 14, 2020 (**Revised**)
- (b) **Approved:** Gardena City Council Regular Meeting, April 28, 2020

(2) **Approved:** Affidavit of Posting Agenda on May 8, 2020



**6. CONSENT CALENDAR (Continued)**

**C. CITY TREASURER**

- (1) **Approved**: Warrants / Payroll Register

May 12, 2020: Wire Transfer: 11879-11882; Check Nos. 159011-159215 - for a total Warrants issued in the amount of \$965,308.68; Total Payroll Issued for May 8, 2020: \$1,489,942.46

**D. CITY MANAGER**

- (1) **Approved**: Personnel Report No. P-2020-8

- (2) **Approved**: POLICE – Execution of 10-Year Lease Agreement with Avanti Hospitals, dba Memorial Hospital of Gardena, for the Video Policing Program

- (3) **Approved**: RESOLUTION NO. 6454, Reaffirming Proclamation and Resolution No. 6441, Which Declared the Existence of a Local Emergency

**RESOLUTION NO. 6454**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, REAFFIRMING PROCLAMATION AND RESOLUTION NO. 6441 WHICH DECLARED THE EXISTENCE OF A LOCAL EMERGENCY

- (4) **Approved**: GTRANS – Approval of Contract for Refurbished Drive Motors and Associated Equipment with Delta Motors, Co., Inc. for a Contract total of up to \$104,720, plus Applicable Sales Tax

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

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

**Noes: None**

**Absent: None**

**7. EXCLUDED CONSENT CALENDAR**

**8. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET**

**A. MAY 5, 2020, MEETING – *Meeting Cancelled***

**PUBLIC COMMENT**

- (1) Mr. Rudy Martinez, resident – spoke via teleconference regarding Consent Calendar Item 6.D.(3) and voiced several concerns regarding Council protocols during the COVID-19 pandemic and gave his opinion on how Council actions and discussions could be managed in a more proficient manner.

9. DEPARTMENTAL ITEMS

A. ADMINISTRATIVE SERVICES – No Items

B. COMMUNITY DEVELOPMENT

- (1) PUBLIC HEARING: Ordinance amending Chapter 17.20 relating to Park and Recreation Dedication and Fees and Resolution setting the In-Lieu Park Dedication Fee for Residential Development.

- (a) ORDINANCE NO. 1818, Introduction of Ordinance Amending Chapter 17.20 of the Gardena Municipal Code Relating to Park and Recreation Dedication and Fees and directing staff to file a CEQA Notice of Exemption under Guidelines § 15061(b)(3)

ORDINANCE NO. 1818

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING CHAPTER 17.20 OF THE GARDENA MUNICIPAL CODE RELATING TO PARK AND RECREATION DEDICATION AND FEES

- (b) RESOLUTION NO. 6433, Adoption of Resolution Setting Fees In-Lieu of Park and Recreation Dedication and directing staff to file a CEQA Notice of Exemption under Guidelines § 15061(b)(3)  
APPLICANT: City of Gardena

RESOLUTION NO. 6433

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADOPTING FEES FOR IN-LIEU PARK AND RECREATION FEES PURSUANT TO CHAPTER 17.20 OF THE GARDENA MUNICIPAL CODE

City Manager Osorio presented the Staff Reports.

Lisa Kranitz, Assistant City Attorney, gave a PowerPoint presentation.

Mayor Cerda opened the Public Hearing at 8:42 p.m. and asked if there were any comments. There were no comments from the public.

The Council asked several questions regarding the provisions for in-lieu park and recreation fees. Assistant City Attorney Kranitz responded to Council's questions letting them know workforce housing development could receive a credit under the new Ordinance provided documentation was recorded to restrict the project to affordable housing units for a 30 year period and added that the recommendation could be modified by Council to allow credits for other types of housing development. Ms. Kranitz then responded to questions regarding whether Accessory Dwelling Units (ADUs) were subject to these fees, and stated the fees only applied to projects involving subdivision and ADUs are not divided into separate lots. Ms. Kranitz added State law prohibits the City from imposing an impact fee on ADUs less than 750 square feet. She continued to say that there will not be a penalty issued against the City for not meeting their park needs. Ms. Kranitz stated that the proposed fee of \$10,00 per unit, is based in part of the average population density per unit of 2.87 persons, as determined by the States Department of Finance. Ms. Kranitz stated that the Ordinance did have the flexibility to allow an adjustment to the calculation of fees, however, added that if there were an adjustment it would be based on the actual per acre cost of the property.

Mayor Cerda closed the Public Hearing at 8:55 p.m.

**9. DEPARTMENTAL ITEMS (Continued)**

**B. COMMUNITY DEVELOPMENT (Continued)**

**(1) PUBLIC HEARING: (Continued)**

(a) ORDINANCE NO. 1818 (Continued)

(b) RESOLUTION NO. 6433 (Continued)

***Ordinance No. 1818 was Introduced by Council Member Tanaka***

**It was moved by Council Member Kaskanian, seconded by Mayor Pro Tem Henderson, and carried by the following roll call vote to Adopt Resolution No. 6433:**

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

**Noes: None**

**Absent: None**

- (2) PUBLIC HEARING: ORDINANCE NO. 1817, Introduction of Ordinance Amending the Gardena Municipal Code Relating to Density Bonus and directing staff to file a CEQA Notice of Exemption under Guidelines § 15061(b)(3).**

**ORDINANCE NO. 1817**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING CHAPTER 18.43 OF THE GARDENA MUNICIPAL CODE RELATING TO DENSITY BONUS PROVISIONS**

City Manager Osorio presented the Staff Report.

Raymond Barragan, Acting Director of Community Development Department, gave a PowerPoint presentation.

Mayor Cerda opened the Public Hearing at 9:00 p.m. and asked if there were any comments from the public. There were no comments from the public.

There was a discussion regarding changes to Gardena's Density Bonus Law to comply with state law. There were various questions from Council. Acting Director Barragan responded to all of Council's questions and explained that every city has a local density bonus ordinance adding that the City is required to be consistent with State law provisions. Mr. Barragan stated that concessions proposed by a developer would be reviewed by staff in accordance with the Ordinance and added that certain concessions could include relaxation in development standards. He added there would be a limit on how many concessions would be allowed. He then said projects utilizing the density bonus Ordinance may still go before the Planning Commission for review. Assistant City Attorney Kranitz added the Ordinance included a City initiated change that interior floor plans of affordable unit do not need to match market-rate units.

Mayor Cerda closed the Public Hearing at 9:30 p.m.

***Ordinance No. 1817 was Introduced by Mayor Pro Tem Henderson***

9. DEPARTMENTAL ITEMS (Continued)

C. ELECTED & ADMINISTRATIVE OFFICES

- (1) Substantial Amendment to the City's Citizen Participation Plan to Update Emergency Policies and Procedures in Response to COVID-19
- (2) Substantial Amendment to the Fiscal Year 2017-2018 H.U.D. Annual Action Plan to Reallocate CDBG Funding to COVID-19 related Activities
- (3) Substantial Amendment to the Fiscal Year 2019-2020 US Department of Housing and Urban Development (HUD) Annual Action Plan to Accept CDBG-CV Funding from the CARES Act

City Manager Osorio presented the Staff Report.

Mayor Cerda opened the Public Hearing at 9:32 p.m. and asked if there were any comments from the public.

Mr. Rudy Martinez, resident, spoke via teleconference, expressing his opposition for future funding towards COVID-19 projects; he also asked if a flyer can be put up on our social media platforms to share with Gardena residents.

There was a discussion regarding re-allocating the dollars and that this is a one-time amendment to our requirement.

Mayor Cerda Closed the Public Hearing at 9:42 p.m.

**It was moved by Council Member Tanaka, seconded by Council Member Kaskanian, and carried by the following roll call vote to Approve Agenda Items 9.C. (1) (2) and (3):**

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

**Noes: None**

**Absent: None**

- (4) Authorization for the City Manager, or His Designee, to Apply for a Line of Credit with US Bank.  
*At the request of City Manager Osorio, Mayor Cerda excluded Item 9.C.(4) from the Agenda.*
- (5) **RESOLUTION NO. 6456**, Adopt Resolution Ratifying Regulation No. 3 Issued by the City Manager as Director of Emergency Services, Partially Modifying Regulation No. 1 Re City Parks

RESOLUTION NO. 6456

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, RATIFYING REGULATION NO. 3 ISSUED BY THE CITY MANAGER AS DIRECTOR OF EMERGENCY SERVICES, PARTIALLY MODIFYING REGULATION NO. 1 RE CITY PARKS

City Manager Osorio presented the Staff Report.

Mr. Rudy Martinez – resident, spoke via teleconference and expressed his views about COVID-19 restrictions at the local parks.

9. DEPARTMENTAL ITEMS (Continued)

C. ELECTED & ADMINISTRATIVE OFFICES (Continued)

(5) RESOLUTION NO. 6456 (Continued)

There was a discussion regarding adding more trashcans to our parks and Mayor Cerda stated that the public's health is what is important; we need to do the re-openings with caution and care; she continued to say that people are concerned and we need to respect public health.

**It was moved by Council Member Tanaka, seconded by Mayor Pro Tem Henderson, and carried by the following roll call vote to Adopt Resolution No. 6456:**

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

**Noes: None**

**Absent: None**

D. GENERAL SERVICES

- (1) RESOLUTION NO. 6444, Approving the Engineer's Report for the Gardena Artesia Boulevard Landscaping Assessment District for Fiscal Year 2020-2021, Declaring Its Intention to Levy and Collect Assessments under the Gardena Artesia Boulevard Landscaping Assessment District for Fiscal Year 2020-2021, and Setting a time and Place for Hearing Projects in Relation Thereto (Public Hearing: June 9, 2020)

RESOLUTION NO. 6444

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, APPROVING THE ENGINEER'S REPORT FOR THE GARDENA ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT FOR FISCAL YEAR 2020-2021, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS UNDER THE GARDENA ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT FOR THE FISCAL YEAR 2020-2021 AND SETTING A TIME AND PLACE FOR HEARING PROTESTS IN RELATION THERETO (PUBLIC HEARING: June 9, 2020)

City Manager Osorio presented the Staff Report.

There was a discussion regarding where the money was coming from; it was then discussed that the money is coming from assessment on parcels; it is an annual tax to be used on landscaping costs; if we cut \$21,000, it will cost more down the road to maintain it. LA County will send funds for the assessment district.

**It was moved by Council Member Tanaka, seconded by Mayor Pro Tem Henderson, and carried by the following roll call vote to Adopt Resolution No. 6444:**

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

**Noes: None**

**Absent: None**

9. DEPARTMENTAL ITEMS (Continued)

D. GENERAL SERVICES (Continued)

- (2) RESOLUTION NO. 6448, Approving the Engineer's Report for the Gardena Consolidated Street Lighting Assessment District for Fiscal Year 2020-2021, Declaring Its Intention to Levy and Collect Under the Gardena Consolidated Street Lighting District for Fiscal Year 2020-2021, and Setting a time and Place for Hearing Projects in Relation Thereto (Public Hearing: June 9, 2020)

RESOLUTION NO. 6448

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, APPROVING THE ENGINEER'S REPORT FOR THE GARDENA CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT FOR FISCAL YEAR 2020-2021, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS UNDER THE GARDENA CONSOLIDATED STREET LIGHTING ASESMENT DISTRICT FOR THE FISCAL YEAR 2020-2021 AND SETTING A TIME AND PLACE FOR HEARING PROTESTS IN RELATION THERETO (PUBLIC HEARING: June 9, 2020)

City Manager Osorio presented the Staff Report.

**It was moved by Council Member Kaskanian, seconded by Council Member Tanaka, and carried by the following roll call vote to Adopt Resolution No. 6448:**

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

- (3) Approve a Budget Appropriation of \$55,000 Measure M Local Return & \$167,800 HSIP Grant Funds to New Crosswalk along Vermont Ave./133<sup>rd</sup>, JN 972 and \$144,000 Measure R Highway to New Traffic Signal at the Intersection of Vermont/Magnolia Ave. JN 973.

City Manager Osorio presented the Staff Report.

There was a discussion regarding the crosswalk that is going to be extended across Vermont and how it is going to make a lot of citizens happy. Kevin Kwak, Principal Civil Engineer, spoke and gave clarification that the City of Los Angeles has been involved and put the money in to conduct the warranty study phase; he continued to say that we are the leading agency for the intersection and we made an effort to apply for the grant, the funds we are appropriating for will complete the project. City Manager Osorio then stated that we will be using Planet Bids to solicit bids. Mayor Cerda then asked in the future if we could possibly add the Google map graphic view to look down on the intersection so we could better see the placement of the traffic signal.

**It was moved by Council Member Kaskanian, seconded by Council Member Tanaka, and carried by the following roll call vote to Approve Budget Appropriation:**

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

9. DEPARTMENTAL ITEMS (Continued)

E. POLICE – No Items

F. RECREATION & HUMAN SERVICES – No Items

G. TRANSPORTATION – No Items

10. COUNCIL ITEMS, DIRECTIVES & REMARKS

A. COUNCIL ITEMS

- (1) RESOLUTION NO. 6455, Designating Certain Members of the Gardena City Council to Serve as Representatives on the South Bay Cities Council of Governments Governing Board

RESOLUTION NO. 6455

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DESIGNATING CERTAIN CITY COUNCIL MEMBERS TO SERVE AS REPRESENTATIVES ON THE SOUTH BAY CITIES COUNCIL OF GOVERNMENTS GOVERNING BOARD

City Manager Osorio presented the Staff Report.

**It was moved by Mayor Pro Tem Henderson, seconded by Council Member Kaskanian, and carried by the following roll call vote to Adopt Resolution No. 6455:**

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

B. COUNCIL DIRECTIVES

Mayor Cerda asked City Manager Osorio if he could look into dissolving the MOU with the Gardena Chamber of Commerce. This directive was seconded by Mayor Pro Tem Henderson.

Council Member Francis made the following directives:

- (1) Recommended the abatement of Business License fees during the COVID-19 pandemic, and
- (2) Recommended putting together the Gardena Economic Recovery Task Force.

Both of Council Member Francis directives did not receive a second from Council.

C. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

- (1) Announced that on Thursday, May 14, 2020, in front of City Hall at 1700 W. 162nd Street, the City will be hosting a “Lunch on Us” drive-thru only, starting at 11:30 a.m. and will continue or until they run out. Brought to you by the City and their partners; Eatalian, Costco, Principe Meat, and the California Census 2020;



10. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)

C. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS (Continued)

- (2) Video presentation regarding the Census 2020, brought to you by the Gardena Recreation & Human Services Department; and
- (3) Video presentation regarding the Gardena Operations Center / EOC and procedures on how to properly respond to COVID-19 and their duties.

D. COUNCIL REMARKS

- (1) COUNCIL MEMBER FRANCIS – she attended a Landlord Training and Faith-Based Organization Workshop, and the South Bay Cities Council of Governments meeting. She also attended a meeting with Assembly Member Al Muratsuchi hosted by the League of California Cities in which she had an opportunity to share and hear about how COVID-19 was impacting neighboring cities. She also met with Lori Gay, CEO of the NHS. Closed her remarks by saying there are still exciting opportunities in the future, and better days are ahead.
- (2) COUNCIL MEMBER KASKANIAN he said he had an opportunity to go and see the Emergency Operations Center (EOC) with Chief Saffell, Lieutenant Osorio and City Manager Osorio. He said it was a great experience to see all the men and women who were working hard to keep up with reports and reports on the federal, state, county, and the local level. He commended Chief Saffell, Lieutenant Osorio, City Manager Osorio and all the EOC members for a job well done. He said he was trying to stay safe and local. He wished everyone a good night and for them to stay safe by keeping up with social distancing. He added by sharing that his son, Joseph, graduated with his MBA from Woodbury University and his youngest son Meher, will be graduating next week with a Bachelor of Science in Biochemistry from Cal-Poly Pomona.
- (3) COUNCIL MEMBER TANAKA – he said he tried to get on the South Bay Cities Council of Governments meeting, but they had code issues. He said he was fortunate to do a public service announcement for graduation and Mother's Day at the EOC. He said he saw our EOC and said it was great and shared that back in the days, when he oversaw the EOC, it was nothing like it was today. He said our EOC is doing a great job. He thanked Mayor Cerda for allowing him to lead the invocation tonight. He congratulated Deputy City Clerk Becky Romero's son, Jason Romero, for graduating from Arizona State University.
- (4) MAYOR CERDA – thanked Mayor Pro Tem Henderson for taking over while she switched devices for the meeting. She hoped everyone had a wonderful Mother's Day. She said she took part in LAUSD's Town Hall meeting, where they spoke to 400 parents along with Superintendent Mike Romero. She reported that they answered questions the parents had and shared 98 percent of the students were corresponding with their teachers. She participated in the Mother's Day photo/video and commended the Recreation and Human Services Department for doing a great job and for their creative ways to reach out to the mothers, seniors and to the kids; she reassured them they are not alone and said our pantry is available for those people who are in need. She thanked her colleagues for volunteering, and said if one of them was unavailable she can always rely on one of them to step in.

**10. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)**

**D. COUNCIL REMARKS (Continued)**

- (5) MAYOR PRO TEM HENDERSON – he attended a small Ted/Lunch talk with USD Sol Price Public Policy Forum and spoke on effects of COVID-19 and how municipalities can participate and get through this in regards to different actions from the public and things we can do to be preemptive, supportive and collaborative of our community and economics. He attended a meeting with Assemblyman Al Muratsuchi with Council Member Francis to discuss the impact from the lack of sales tax and the economic effects to our communities in the South Bay. He said tomorrow he will be meeting with LA Business Federation Economic Task Force, where he is the Chair for the Responsible Governance Committee. He shared that they meet frequently after the Governor or the County states their directives and recommendations. They meet to try and come up with ideas to bring this economy back forward. He also attended the first SCAG meeting where they voted on Regional Transportation Sustainable Community Strategy plan. They voted to go ahead and approve the plan and it gave them an opportunity to go back and amend the plan within the next 120 days. Before the Census presentation, he added by thanking all the staff at the EOC, City Manager Osorio, Chief Saffell and Lieutenant Osorio and said he had the opportunity to tour the Emergency Operation Center.

**11. ANNOUNCEMENTS**

**12. REMEMBRANCES**

Mrs. Rayko Kojimoto, 95 years of age, beloved mother, grandmother, and great-grandmother. Mrs. Kojimoto was a long-time resident of Gardena; Mrs. Irene Yasutake Hirano Inouye, 71 years of age, attended Gardena High School, and former president and founding CEO of the Japanese American National Museum; Mrs. Teruko Dorothy Awakuni, 90 years of age, beloved mother of former Planning Commissioner Steve Awakuni; and Mr. Ernest Marquez, 58 years of age, Mr. Marquez was a retired Fire Fighter Specialist and he was stationed at the Gardena Fire Station 159, Battalion 18. Fire Fighter Specialist Marquez retired in 2018 after 26 years of dedicated service to the Los Angeles County Fire Department.

**13. ADJOURNMENT**

The Gardena City Council will adjourn to a Special Study Session, at 6:30 p.m., followed by the Closed Session portion of the City Council at 7:30 p.m., on Tuesday, May 26, 2020.

MINA SEMENZA  
City Clerk of the City of Gardena and  
Ex-officio Clerk of the Council

APPROVED:

\_\_\_\_\_  
Tasha Cerda, Mayor

By: \_\_\_\_\_  
Becky Romero, Deputy City Clerk

**CITY OF GARDENA**  
**PLANNING & ENVIRONMENTAL QUALITY COMMISSION**  
TUESDAY, APRIL 21, 2020, MEETING  
VIRTUAL MEETING VIA ZOOM  
\* \* \*

Called to order by Chair Jackson at 7:00 P.M.

**ROLL CALL**

Present: Dale Pierce, Deryl Henderson, Stephen Langley, Steve Sherman, Brenda Jackson  
Absent: None  
Also in Attendance: Lisa Kranitz, Assistant City Attorney  
Raymond Barragan, Acting Community Development Director  
John F. Signo, Senior Planner  
Amanda Acuna, Planning Assistant

**PLEDGE OF ALLEGIANCE**

None.

**APPROVAL OF MINUTES**

A motion was made by Chair Jackson and seconded by Commissioner Henderson to approve the minutes of the meeting on March 3, 2020. The minutes were approved 5-0-0.

Ayes: Jackson, Henderson, Pierce, Langley, Sherman  
Noes: None  
Absent: None

**PUBLIC HEARING**

**Agenda Item #5**

**Zone Code Amendment #2-20**

The Planning Commission considered an ordinance that would make changes to Title 18 of the City's Zoning Code, primarily relating to residential development standards throughout the City and providing extensions for entitlements. Staff had determined that the Zone Code Amendment would not have any significant effects and was therefore exempt from CEQA.

**Project Location: Citywide**

Acting Community Development Director, Raymond Barragan, presented the staff report and recommended that the Planning Commission approve Resolution No. PC 2-20 recommending City Council adopt Ordinance 1820.

Chair Jackson opened the public hearing.

Vice Chair Sherman stated his concerns on increasing the maximum height for residential buildings.

Mr. Barragan stated that because the City would be increasing the density for housing an increase in height would allow for this type of development to come into fruition.

Commissioner Langley stated his concerns regarding storage space, compact parking spaces, multi-stories of residential units, and high density.

Assistant City Attorney Lisa Kranitz addressed the Commission's concern on storage space requirements and high density.

Mr. Barragan addressed the Commissioners' concerns on the changes to parking standards.

Doris Nguyen of the Olson Company stated comments on the dimensions for storage spaces in residential units.

Chair Jackson stated her concerns regarding allowing for multiple extensions on entitlements.

Chair Jackson closed the public hearing.

MOTION: It was moved by Chair Jackson and seconded by Commissioner Langley to adopt Resolution No. PC 2-20, recommending City Council to approve Ordinance No 1820, with the modifications to reduce the minimum dimension for storage spaces from four feet to two feet in any direction, not reducing the size of parking spaces and garage dimensions, and eliminating multiple extensions.

The motion passed by the following roll call vote:

Ayes: Jackson, Langley, Pierce, Henderson, Sherman  
Noes: None  
Absent: None

### **ORAL COMMUNICATIONS FROM THE PUBLIC**

There were no oral communications from the public.

### **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**

Acting Community Development Director Raymond Barragan provided information on how staff was continuing to work on development applications and assisting the public with planning and zoning inquiries during the current global pandemic.

### **PLANNING AND ENVIRONMENTAL QUALITY COMMISSION REPORTS**

Commissioner Pierce commended staff's work during these unprecedented times and wished everyone well.

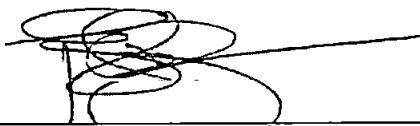
Commissioner Henderson thanked staff for their efforts in reaching out to Los Angeles County's Health Services.

Chair Jackson and Commissioner Langley thanked staff for assisting the Commission on attending the meeting through the new online platform

### **ADJOURNMENT**

Chair Jackson adjourned the meeting at 8:34 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'RB', written over a horizontal line.

RAYMOND BARRAGAN, SECRETARY  
Planning and Environmental Quality Commission

/S/ BRENDA JACKSON  
BRENDA JACKSON, CHAIR  
Planning and Environmental Quality Commission

MEMORANDUM

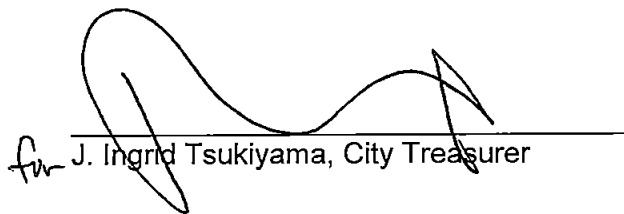
TO: Honorable Mayor and City Council  
FROM: Treasurer's Department  
DATE: May 22, 2020  
SUBJECT: WARRANT REGISTER  
PAYROLL REGISTER

(a) May 26, 2020 TOTAL WARRANTS ISSUED: \$860,071.83

Wire Transfer: 11883-11884  
Prepay:  
Check Numbers: 159216-159343  
Checks Voided:

Total Pages of Register: 14

May 22, 2020 TOTAL PAYROLL ISSUED: \$1,945,899.18

  
for J. Ingrid Tsukiyama, City Treasurer

cc: City Clerk

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Voucher List  
CITY OF GARDENA

Page: 1

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11883	5/18/2020	104058 ADMINISURE INC.	051820		WORKERS' COMP CLAIMS ADMINISTR	37,849.54
Total :						37,849.54
11884	5/18/2020	321408 U.S. POSTAL SERVICE	051820		TMX #259234 REPLENISH POSTAGE MI	6,000.00
Total :						6,000.00
159216	5/26/2020	107712 AFFORDABLE GENERATOR SERVICES, INC.	18128	037-09936	COOLING SYSTEM SERVICE	2,624.08
Total :						2,624.08
159217	5/26/2020	101748 AFTERMARKET PARTS COMPANY LLC, THE	82083554	037-09848	GTRANS AUTO PARTS	63.95
			82087100		GTRANS AUTO PARTS	120.45
			82099565		GTRANS AUTO PARTS	647.37
			82099566	037-09848	GTRANS AUTO PARTS	1,415.36
Total :						2,247.13
159218	5/26/2020	110423 ALL STAR ELITE SPORTS	2204		FACE MASKS FOR SR. BUREAU	1,642.50
Total :						1,642.50
159219	5/26/2020	100925 AMERICAN MOVING PARTS	01A108404		GTRANS AUTO PARTS	596.07
			01A108807		GTRANS AUTO PARTS	968.64
Total :						1,564.71
159220	5/26/2020	111364 AMERICAN UNIFORMS & TAILORING	16		BUS UNIFORM SUPPLIES	142.34
			17		BUS UNIFORM SUPPLIES	520.08
			18		BUS UNIFORM SUPPLIES	328.48
			19		BUS UNIFORM SUPPLIES	1,018.27
			20		BUS UNIFORM SUPPLIES	344.89
			21		BUS UNIFORM SUPPLIES	837.62
			22		BUS UNIFORM SUPPLIES	979.95
			23		BUS UNIFORM SUPPLIES	416.08
			27		BUS UNIFORM SUPPLIES	624.11
			28		BUS UNIFORM SUPPLIES	355.84
Total :						5,567.66
159221	5/26/2020	104687 AT&T	14668254		TELEPHONE	389.17
			14674799		TELEPHONE	261.75

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Bank code : usb

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			14751673		TELEPHONE	262.55
			14751674		TELEPHONE	383.48
			14751984		TELEPHONE - ALL DEPTS	7,648.23
			14754793		TELEPHONE	721.29
					Total :	9,666.47
159222	5/26/2020	616090 AT&T	3103232408 05/01/20		TELEPHONE	981.15
					Total :	981.15
159223	5/26/2020	100964 AT&T MOBILITY	287275680401X5012020		PD CELL PHONE ACCT #287275680401	180.62
			828667974X5162020		CM CELL PHONE ACCT #828667974~	86.46
					Total :	267.08
159224	5/26/2020	110190 BASNET FAMILY CHILD CARE	APRIL 2020		CHILD CARE PROVIDER	4,136.00
					Total :	4,136.00
159225	5/26/2020	108715 BOBBS, CINDY	APRIL 2020		CHILD CARE PROVIDER	2,328.00
					Total :	2,328.00
159226	5/26/2020	111367 BONNER, TRACY	TRANS #62211392900		REFUND - FACILTIY RENTAL CANCELEI	225.00
					Total :	225.00
159227	5/26/2020	110938 BRANDON'S FAMILY CHILDCARE	APRIL 2020		CHILD CARE PROVIDER	1,982.00
					Total :	1,982.00
159228	5/26/2020	107144 BSN SPORTS INC.	907410174		PARK MAINT SUPPLIES	240.00
					Total :	240.00
159229	5/26/2020	803420 CARPENTER, ROTHANS & DUMONT, LAW OFI	35205		PROFESSIONAL SERVICES	2,639.20
			35206		PROFESSIONAL SERVICES	144.00
			35207		PROFESSIONAL SERVICES	79.20
			35208		PROFESSIONAL SERVICES	5,234.40
			35209		PROFESSIONAL SERVICES	126.00
			35210		PROFESSIONAL SERVICES	1,710.95
			35211		PROFESSIONAL SERVICES	444.86
					Total :	10,378.61

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159230	5/26/2020	111366 CASSO & SPARKS, LLP	20396		PROFESSIONAL SERVICES	9,460.50
					Total :	9,460.50
159231	5/26/2020	103489 CF UNITED LLC	144-H 040120-043020		CAR WASH - APRIL 2020	84.00
					Total :	84.00
159232	5/26/2020	110605 CHANDLER ASSET MANAGEMENT	2004GARDENA	013-00027	INVESTMENT SERVICES - APRIL 2020	1,355.72
					Total :	1,355.72
159233	5/26/2020	109666 CHEM PRO LABORATORY, INC.	661740 661751		STORM WATER SAMPLE ANALYSIS STORM WATER SAMPLE ANALYSIS	210.00 210.00
					Total :	420.00
159234	5/26/2020	103127 CHILD 2 CHILD CONNECTION, FAMILY DAY C/	APRIL 2020		CHILD CARE PROVIDER	2,660.00
					Total :	2,660.00
159235	5/26/2020	312105 CITY OF LOS ANGELES	94 MA200000053		TRAFFIC SIGNAL MAINTENANCE & OPI	834.17
					Total :	834.17
159236	5/26/2020	110122 COMMANDSTAT ANALYTICS, INC	165		DATABASE MGMT & REPORTING PREF	1,899.00
					Total :	1,899.00
159237	5/26/2020	102388 COPYLAND, INC.	72415	037-09882	GTRANS BULK HEAD SIGNS	454.17
					Total :	454.17
159238	5/26/2020	109913 COSTAR REALTY INFORMATION INC.	111291996-1		COSTAR SUITE - MAY 2020	995.94
					Total :	995.94
159239	5/26/2020	104152 CREATIVE BUS SALES, INC.	1538579 02/11/20		2020 STARCRAFT ALLSTAR 25 VEHICL	24,658.66
					Total :	24,658.66
159240	5/26/2020	111365 CRITICAL INCIDENT VIDEOS, LLC.	1022		PROFESSIONAL SERVICES	9,750.00
					Total :	9,750.00
159241	5/26/2020	107082 CXTEC INC.	CI13058		CISCO 3702E AIRONET 11AC CTLR AP	1,096.93
					Total :	1,096.93
159242	5/26/2020	110844 DATA GEAR, INC.	42198	035-00955	VIDEO POLICING SYSTEM CAMERA M/	1,400.00

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Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
159242	5/26/2020	110844 DATA GEAR, INC.	(Continued)			
			42199	035-00955	VIDEO POLICING SYSTEM CAMERA M/	300.00
			42238	035-00955	VIDEO POLICING SYSTEM CAMERA M/	250.00
					<b>Total :</b>	<b>1,950.00</b>
159243	5/26/2020	303459 DEPARTMENT OF JUSTICE	448290		FINGERPRINT APPS - APRIL 2020	288.00
					<b>Total :</b>	<b>288.00</b>
159244	5/26/2020	105418 EMPIRE CLEANING SUPPLY	1171192	024-00599	CUSTODIAL SUPPLIES	618.19
					<b>Total :</b>	<b>618.19</b>
159245	5/26/2020	107690 ENLIGHTENMENT CHILD, DEVELOPMENT CEI APRIL 2020			CHILD CARE PROVIDER	4,928.00
					<b>Total :</b>	<b>4,928.00</b>
159246	5/26/2020	105392 ENTENMANN-ROVIN COMPANY	0151408		PD UNIFORM SUPPLIES	843.86
					<b>Total :</b>	<b>843.86</b>
159247	5/26/2020	103795 ESCALANTE FAMILY CHILD CARE	APRIL 2020		CHILD CARE PROVIDER	2,718.00
					<b>Total :</b>	<b>2,718.00</b>
159248	5/26/2020	107510 ESCALANTE, WENDY E.	APRIL 2020		CHILD CARE PROVIDER	6,792.00
					<b>Total :</b>	<b>6,792.00</b>
159249	5/26/2020	108574 EVANBROOKSASSOCIATES, INC.	20004-14	037-09845	NTD PASSENGER MILES DATA COLLEC	4,657.11
					<b>Total :</b>	<b>4,657.11</b>
159250	5/26/2020	103864 EVERYCHILD CALIFORNIA	M-20185		MEMBERSHIP RENEWAL - D.SLOBOJAI	300.00
			M-20186		MEMBERSHIP RENEWAL - N.HOWARD,	750.00
					<b>Total :</b>	<b>1,050.00</b>
159251	5/26/2020	100055 FAIR HOUSING FOUNDATION	APRIL 2020		CDBG CONSULTANT	1,884.21
					<b>Total :</b>	<b>1,884.21</b>
159252	5/26/2020	110888 FEHR & PEERS	137735	032-00049	CONSULTING SERVICES - SB743 IMPLI	3,611.77
					<b>Total :</b>	<b>3,611.77</b>
159253	5/26/2020	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT 2504052004			DRUG TEST/ADMIN FEE	280.28

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
159253	5/26/2020	103083 103083 FIRST ADVANTAGE LNS OCC HEALTH, S	(Continued)		Total :	280.28
159254	5/26/2020	111170 FIRSTNET - Q SOLUTIONS	287290395417X5012020		PD CELL PHONE ACCT #287290395417	445.96
			287293416290x5102020		PD CELL PHONE ACCT #287293416290	3,160.42
					Total :	3,606.38
159255	5/26/2020	106334 FLORENCE FILTER CORPORATION	0114739		GTRANS AUTO PARTS	1,231.16
					Total :	1,231.16
159256	5/26/2020	110683 FOBBS-HOLMAN, FAITH	APRIL 2020		CHILD CARE PROVIDER	2,675.00
					Total :	2,675.00
159257	5/26/2020	107724 GARCIA, CLAUDIA CRISTINA	APRIL 2020		CHILD CARE PROVIDER	11,527.00
					Total :	11,527.00
159258	5/26/2020	207133 GARCIA, NANCY C.	APRIL 2020		CHILD CARE PROVIDER	8,297.00
					Total :	8,297.00
159259	5/26/2020	108183 GARDENA ACE HARDWARE	67018		BLDG MAINT SUPPLIES	5.81
			67032		BLDG MAINT SUPPLIES	49.67
			67041		BLDG MAINT SUPPLIES	17.67
					Total :	73.15
159260	5/26/2020	107030 GARDENA AUTO PARTS	114488		SEWER PROGRAM SUPPLIES	131.33
			114729		PW AUTO PARTS	215.46
					Total :	346.79
159261	5/26/2020	111174 GARDENA BUDDHIST CHURCH	051220		REFUND - CANCELED SPECIAL EVENT	479.00
					Total :	479.00
159262	5/26/2020	107011 GARDENA VALLEY NEWS, INC.	00085720		NOTICE OF GTRANS COMMUNITY MEE	523.55
			00095775		NOTICE OF PUBLIC HEARING AND PUE	444.50
			00095784		NOTICE OF PUBLIC HEARING - MAKE A	199.50
			00095785		NOTICE OF PUBLIC HEARING - ORDIN/	224.00
					Total :	1,391.55
159263	5/26/2020	619005 GAS COMPANY, THE	050620		CNG FUEL - APRIL 2020	214.59

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159263	5/26/2020	619005 619005 GAS COMPANY, THE	(Continued)		Total :	214.59
159264	5/26/2020	106470 GILLIG LLC	40694412		GTRANS AUTO PARTS	68.85
					Total :	68.85
159265	5/26/2020	619004 GOLDEN STATE WATER CO.	050620		WATER	7,711.19
					Total :	7,711.19
159266	5/26/2020	109055 GRAFFITI SHIELD, INC.	13079		COVID-19 EMERGENCY SUPPLIES	141.93
					Total :	141.93
159267	5/26/2020	207520 GUALOTUNA, HUGO	SPRING 05/05/20		EDUCATIONAL REIMBURSEMENT	621.00
					Total :	621.00
159268	5/26/2020	110435 GUERRERO, ANGELICA	APRIL 2020		CHILD CARE PROVIDER	12,206.00
					Total :	12,206.00
159269	5/26/2020	108607 HENDERSON-BATISTE, TANEKA	APRIL 2020		CHILD CARE PROVIDER	3,866.00
					Total :	3,866.00
159270	5/26/2020	110222 INTERAMERICAN MOTOR, LLC	101-803200 102-331548 110-246369		GTRANS AUTO PARTS GTRANS AUTO PARTS GTRANS AUTO PARTS	42.54 85.08 127.62
					Total :	255.24
159271	5/26/2020	110733 J & S PROPERTY MANAGEMENT AND, MAINTI	4733	037-09857	LANDSCAPE MAINTENANCE SERVICE	1,295.00
					Total :	1,295.00
159272	5/26/2020	108555 JALISCO TIRE & AUTO REPAIR	04282020		(1) TIRE BALANCE	12.00
					Total :	12.00
159273	5/26/2020	105226 JEKAL FAMILY CHILD CARE	APRIL 2020		CHILD CARE PROVIDER	7,072.00
					Total :	7,072.00
159274	5/26/2020	110853 JONES & MAYER	96867 96874	023-01271 023-01271	COVID-19 EMERGENCY LEGAL SERVIC COVID-19 EMERGENCY LEGAL SERVIC	20,356.50 369.00
					Total :	20,725.50

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
159275	5/26/2020	110456 KHAIRZADA FAMILY CHILD CARE	APRIL 2020		CHILD CARE PROVIDER	1,892.00
					Total :	1,892.00
159276	5/26/2020	111517 KIRK'S AUTOMOTIVE INC.	1038382		GTRANS SHOP SUPPLIES	117.72
					Total :	117.72
159277	5/26/2020	111045 KJ SERVICES	1858		BOTTLE & CAN RECYCLING PROGRAM	1,126.25
			1859		USED OIL PROGRAM EXPENSE - APRIL	765.00
					Total :	1,891.25
159278	5/26/2020	312113 L.A. COUNTY SHERIFF'S DEPT	203477BL		INMATE MEAL DELIVERY PROGRAM - /	233.08
					Total :	233.08
159279	5/26/2020	112015 LACERDA, DALVANICE	APRIL 2020		CHILD CARE PROVIDER	9,108.00
					Total :	9,108.00
159280	5/26/2020	112014 LAKESHORE LEARNING MATERIALS	4217880420	034-00433	FCC PROGRAM SUPPLIES	77.69
					Total :	77.69
159281	5/26/2020	110777 LEARN N PLAY FAMILY DAYCARE	APRIL 2020		CHILD CARE PROVIDER	3,894.00
					Total :	3,894.00
159282	5/26/2020	102376 LEXISNEXIS RISK SOLUTIONS	1328345-20200430		MONTHLY SUBSCRIPTION FEE	737.94
					Total :	737.94
159283	5/26/2020	109446 LINS COTT, LAW & GREENSPAN, ENGINEERS	14380-00103		TRAFFIC ENGINEERING SERVICES -	2,293.25
					Total :	2,293.25
159284	5/26/2020	102233 LITTLE PEOPLE DAY CARE	APRIL 2020		CHILD CARE PROVIDER	5,679.00
					Total :	5,679.00
159285	5/26/2020	112615 LU'S LIGHTHOUSE, INC.	01168757		GTRANS SHOP SUPPLIES	413.11
					Total :	413.11
159286	5/26/2020	113301 M & K METAL CO.	216709		BLDG MAINT SUPPLIES	63.25
			216945		WELDING TABS	6.55
					Total :	69.80

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159287	5/26/2020	113036 MANERI SIGN CO., INC.	40007866		SIGN - 36"X36" COMBINATION "U-TURN	429.28
					Total :	429.28
159288	5/26/2020	106544 MARINA SECURITY GATE &, ELECTRONICS	1308		SERVICE CALL - NEW RECEIVER & RAI	256.88
					Total :	256.88
159289	5/26/2020	110306 MARIPOSA LANDSCAPES, INC	88826	024-00580	MEDIAN LANDSCAPE MAINTENANCE	6,509.00
					Total :	6,509.00
159290	5/26/2020	107951 MARK HANDLER & ASSOCIATES	APRIL 2020	032-00045	BUILDING INSPECTION SERVICES	12,788.75
					Total :	12,788.75
159291	5/26/2020	107644 MARTINEZ, CHERYL NAOMI	APRIL 2020		CHILD CARE PROVIDER	6,772.00
					Total :	6,772.00
159292	5/26/2020	104773 MARTINEZ, KAMBY	APRIL 2020		CHILD CARE PROVIDER	7,406.00
					Total :	7,406.00
159293	5/26/2020	113064 MCMASTER-CARR SUPPLY COMPANY	38752731 39213941 39347562		GTRANS SHOP SUPPLIES GTRANS SHOP SUPPLIES GTRAN SHOP SUPPLIES	258.36 739.62 79.46
					Total :	1,077.44
159294	5/26/2020	110206 MICHELIN NORTH AMERICA, INC.	DA0043137706	037-09862	GTRANS' BUS TIRE LEASE SERVICES (	5,696.81
					Total :	5,696.81
159295	5/26/2020	100730 MIDWEST ROOFING CO., INC.	201917	024-00623	RE-ROOF JOHNSON PARK AUDITORIUM	44,744.29
					Total :	44,744.29
159296	5/26/2020	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	21671 464708		SERVICE AGREEMENT PLAN PROPANE GAS	135.00 375.30
					Total :	510.30
159297	5/26/2020	110819 NORTHERN SAFETY CO., INC.	903918233 903930697		COVID-19 EMERGENCY SUPPLIES COVID-19 EMERGENCY SUPPLIES	663.71 56.17
					Total :	719.88
159298	5/26/2020	115168 OFFICE DEPOT	465839493-003		CM OFFICE SUPPLIES	6.55

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
159298	5/26/2020	115168 OFFICE DEPOT	(Continued)			
			477204481		CM OFFICE SUPPLIES	52.54
			477909772		BUS OFFICE SUPPLIES	19.26
			484206276		FINANCE OFFICE SUPPLIES	23.77
			486246132		CM OFFICE SUPPLIES	35.48
					<b>Total :</b>	<b>137.60</b>
159299	5/26/2020	111358 O'REILLY AUTO PARTS	398989		GTRANS AUTO PARTS	330.58
			402954		GTRANS AUTO PARTS	54.90
			402955		GTRANS AUTO PARTS	50.37
			403409		GTRANS AUTO PARTS	401.37
			403410		GTRANS AUTO PARTS	17.53
			403438		PW AUTO PARTS	30.45
			404996		PW AUTO PARTS	9.84
			405942		GTRANS AUTO PARTS	669.09
			406424		GTRANS AUTO PARTS	261.03
					<b>Total :</b>	<b>1,825.16</b>
159300	5/26/2020	115810 ORKIN PEST CONTROL	199859435		PEST CONTROL - ACCT #27336703	230.90
			199859440		PEST CONTROL - ACCT #27336703	230.90
			201336332		COVID-19 EMERGENCY PEST CONTRC	250.00
					<b>Total :</b>	<b>711.80</b>
159301	5/26/2020	215540 OSORIO, VICENTE	SPRING 2020		EDUCATIONAL REIMBURSEMENT	1,706.53
					<b>Total :</b>	<b>1,706.53</b>
159302	5/26/2020	109890 OWUSU FAMILY CHILD CARE	APRIL 2020		CHILD CARE PROVIDER	8,334.00
					<b>Total :</b>	<b>8,334.00</b>
159303	5/26/2020	109660 PAIK, ANDREW	SPRING 2020		EDUCATIONAL REIMBURSEMENT	690.00
					<b>Total :</b>	<b>690.00</b>
159304	5/26/2020	119271 PENSKE CHEVROLET	16072		2013 CHEVY TAHOE #141571 BATTERY	1,468.27
			248404		GTRANS AUTO PARTS	26.23
					<b>Total :</b>	<b>1,494.50</b>
159305	5/26/2020	105574 PINNACLE PETROLEUM, INC.	0220230	024-00589	87 OCTANE REGULAR UNLEADED CAR	12,357.45
			0220266		ULTA LOW SULFUR CARB RENEWABLE	1,472.95

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159305	5/26/2020	105574 105574 PINNACLE PETROLEUM, INC.	(Continued)		Total :	13,830.40
159306	5/26/2020	106092 PRUDENTIAL OVERALL SUPPLY	42515092		UNIFORM & SUPPLY RENTAL	245.00
			42515094		SUPPLY RENTAL - MATS - GTRANS	50.10
			42515095		UNIFORM & SUPPLY RENTAL	113.10
			42515096		UNIFORM & SUPPLY RENTAL	96.23
			42517175		UNIFORM & SUPPLY RENTAL	446.11
			42517177		UNIFORM & SUPPLY RENTAL	113.10
			42517178		UNIFORM & SUPPLY RENTAL	96.23
			42517179		SUPPLY RENTAL - MATS - PD	91.60
			42517180		SUPPLY RENTAL - MATS - HS	11.60
			42517181		SUPPLY RENTAL - MATS - NCC	13.65
			42517182		SUPPLY RENTAL - MATS - CH	19.00
					Total :	1,295.72
159307	5/26/2020	103907 QUINN COMPANY	PC810883888		PW AUTO PARTS	44.16
			PC810884003		FREIGHT	10.64
					Total :	54.80
159308	5/26/2020	105768 REPAIR MACHINE & ENG., INC.	218458		REPAIR ALUMINUM TANK	160.00
					Total :	160.00
159309	5/26/2020	118476 RICOH USA, INC.	9028310918		RICOH MPC6003 COPIER LEASE - PD E	216.50
			9028311018		RICOH MPC3503 COPIER LEASE - PW	339.90
			9028311292		RICOH DD6650P COPIER LEASE - PRIM	552.46
			9028311293		RICOH MPC3503 COPIER LEASE - SR E	158.29
			9028311413		RICOH MPC3503 COPIER LEASE - CHIE	142.44
			9028311415		RICOH MPC3503 COPIER LEASE - REC	941.82
			9028311552		RICOH MPC6502SP COPIER LEASE - P	304.27
			9028311553		RICOH MPC3503 COPIER LEASE - ADM	162.09
			9028311554		RICOH MPC3503 COPIER LEASE - GTR	181.19
			9028311556		RICOH MPC3503 COPIER LEASE - FCC	207.80
			9028311680		RICOH MPC3503 COPIER LEASE - HS~	131.19
			9028311681		RICOH LEASE & USAGE CHARGES - V/	2,184.22
					Total :	5,522.17
159310	5/26/2020	119015 SAFETY-KLEEN CORPORATION	82809495		SERVICE AQUEOUS PARTS WASHER	1,193.57

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
159310	5/26/2020	119015 119015 SAFETY-KLEEN CORPORATION	(Continued)		Total :	1,193.57
159311	5/26/2020	119016 SAM'S CLUB	9716		FCC PROGRAM SUPPLIES	56.90
					Total :	56.90
159312	5/26/2020	110424 SANTOS, CHARLES	042320		MEDICAL REIMBURSEMENT	2,750.00
					Total :	2,750.00
159313	5/26/2020	106044 SARDO BUS & COACH UPHOLSTERY	65930	037-09933	PROTECTIVE SHIELDS FOR GTRANS E	12,811.50
					Total :	12,811.50
159314	5/26/2020	106050 SHEHATA, AMY	APRIL 2020		CHILD CARE PROVIDER	8,821.00
					Total :	8,821.00
159315	5/26/2020	109918 SHIGE'S FOREIGN CAR SERVICE	79035		2018 FORD INTRCPTR #1554678 AIR	185.77
			79062		2018 NISSN FRONTIER #1529608 AIR F	44.17
			79089		2014 FORD INTRCPTR #1442351	85.00
					Total :	314.94
159316	5/26/2020	101649 SILVIA ESPINOZA FAMILY CHILD, CARE	APRIL 2020		CHILD CARE PROVIDER	5,850.00
					Total :	5,850.00
159317	5/26/2020	119361 SMART & FINAL IRIS CO.	018365		REC PROGRAM SUPPLIES	110.58
			029018		REC PROGRAM SUPPLIES	49.23
			041206		PANTRY AND SENIOR BUREAU PROGF	322.87
			043315		REC PROGRAM SUPPLIES	107.28
					Total :	589.96
159318	5/26/2020	109531 SMILLIN, MAGE	APRIL 2020		CHILD CARE PROVIDER	9,766.00
					Total :	9,766.00
159319	5/26/2020	110459 SOCIOLUS DIGITAL LLC	0525		COVID-19 EMERGENCY SERVICE	600.00
					Total :	600.00
159320	5/26/2020	619003 SOUTHERN CALIFORNIA EDISON	051620		LIGHT & POWER	27,727.75
					Total :	27,727.75
159321	5/26/2020	619006 SOUTHERN CALIFORNIA EDISON	90003646	024-00647	JOINT OCCUPATION OF POLES	10,823.67

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
159321	5/26/2020	619006 619006 SOUTHERN CALIFORNIA EDISON	(Continued)		Total :	10,823.67
159322	5/26/2020	104126 SPECTRUM SOLUTIONS	0027122051120		CABLE & INTERNET SERVICES - CITYV	4,649.62
					Total :	4,649.62
159323	5/26/2020	119548 ST. JOHN LUTHERAN CHURCH	JUNE 2020		SENIOR CITIZENS DAY CARE	900.00
					Total :	900.00
159324	5/26/2020	119010 STAPLES ADVANTAGE	3445543774 3445543775		REC OFFICE SUPPLIES REC OFFICE SUPPLIES	148.23 8.18
					Total :	156.41
159325	5/26/2020	220418 TALISON, LUCILLE	APRIL 2020		CHILD CARE PROVIDER	3,982.00
					Total :	3,982.00
159326	5/26/2020	110877 TAYLORING MINDS FAMILY CHILD, CARE	APRIL 2020		CHILD CARE PROVIDER	4,356.00
					Total :	4,356.00
159327	5/26/2020	106870 TENDER LOVING CARE CATERING, INC.	05/01-05/15/20	034-00411	SENIOR FEEDING PROGRAM	23,885.40
					Total :	23,885.40
159328	5/26/2020	110238 TIREHUB, LLC	7363943 04/05/19		TIRES - GY EAGLE RS A POLICE BW 10	52.07
					Total :	52.07
159329	5/26/2020	109411 TITAN LEGAL SERVICES, INC.	SU334102-01-01 SU334102-02-01 SU334102-04-01		PROFESSIONAL SERVICES PROFESSIONAL SERVICES PROFESSIONAL SERVICES	97.30 97.30 97.30
					Total :	291.90
159330	5/26/2020	109775 TOMS TRUCK CENTER NORTH COUNTY	109775 1186372 1186540		GTRANS AUTO PARTS GTRANS AUTO PARTS GTRANS AUTO PARTS	365.29 771.59 1,147.37
					Total :	2,284.25
159331	5/26/2020	120444 TORRANCE MEMORIAL MEDICAL CTR	1002		COVID-19 MEDICAL SERVICES	690.00
					Total :	690.00
159332	5/26/2020	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS AYERS	04/22/20		CAL CARD STATEMENT 03/24-04/22/20	699.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
159332	5/26/2020	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	(Continued)			
			BOWLING 04/22/20		CAL CARD STATEMENT 03/24-04/22/20	663.96
			JONES 04/22/20		CAL CARD STATEMENT 03/24-04/22/20	2,193.81
			NOLAN 03/23/20		CAL CARD STATEMENT 02/25-03/23/20	1,291.89
			PYNN 04/22/20		CAL CARD STATEMENT 03/24-04/22/20	2,751.16
			RENTERIA 02/24/20		CAL CARD STATEMENT 01/23-02/24/20	2,681.67
			RENTERIA 03/23/20		CAL CARD STATEMENT 02/25-03/23/20	952.68
			RENTERIA 04/22/20		CAL CARD STATEMENT 03/24-04/22/20	550.09
			ROMERO 04/22/20		CAL CARD STATEMENT 03/24-04/22/20	209.59
			V.OSORIO 04/22/20		CAL CARD STATEMENT 03/24-04/22/20	506.32
					<b>Total :</b>	<b>12,500.17</b>
159333	5/26/2020	105549 VALDEZ, MATILDE	APRIL 2020		CHILD CARE PROVIDER	8,842.00
					<b>Total :</b>	<b>8,842.00</b>
159334	5/26/2020	108353 WALTERS WHOLESALE ELECTRIC CO	S115450833		SIGNS/SIGNALS SUPPLIES	420.80
					<b>Total :</b>	<b>420.80</b>
159335	5/26/2020	101195 WASTE RESOURCES GARDENA	052020		WASTE COLLECTION	239,615.74
					<b>Total :</b>	<b>239,615.74</b>
159336	5/26/2020	101903 WATER TECHNIQUES	76728		DRINKING WATER SYSTEM RENTAL	45.00
					<b>Total :</b>	<b>45.00</b>
159337	5/26/2020	123154 WEST COAST ARBORISTS, INC.	158641	024-00594	TREE TRIMMING SERVICES FY 2020	13,937.00
			159053	024-00594	TREE TRIMMING SERVICES FY 2020	30,877.00
					<b>Total :</b>	<b>44,814.00</b>
159338	5/26/2020	110370 WESTERN COLLISION CENTER, INC	1034		2016 FORD EXPLR #1488058 BODY REI	694.85
					<b>Total :</b>	<b>694.85</b>
159339	5/26/2020	111362 WESTERN GRAPHIX	53299		FCC PROGRAM SUPPLIES	1,773.90
					<b>Total :</b>	<b>1,773.90</b>
159340	5/26/2020	119387 WEX BANK	65314081		FUEL PURCHASES	122.73
					<b>Total :</b>	<b>122.73</b>
159341	5/26/2020	108710 WINCHESTER SYSTEMS	11000473	035-00994	CONTRACT RENEWAL - VIDEO POLICI	6,942.78

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159341	5/26/2020	108710 108710 WINCHESTER SYSTEMS	(Continued)		Total :	6,942.78
159342	5/26/2020	111363 YEAGER, MICHAEL	PERMIT #50019-1049		PERMIT DEPOST REFUND - 13008 S.	15,000.00
					Total :	15,000.00
159343	5/26/2020	107051 ZAVALETA, MARITZA	APRIL 2020		CHILD CARE PROVIDER	2,860.00
					Total :	2,860.00
130 Vouchers for bank code : usb					Bank total :	860,071.83
130 Vouchers in this report					Total vouchers :	860,071.83

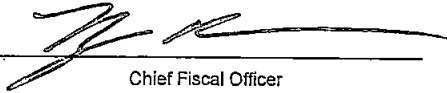
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CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 14 inclusive of the check register are accurate and funds are available for payment thereof.

By: \_\_\_\_\_

  
Chief Fiscal Officer

This is to certify that the claims or demands covered by checks listed on pages 1 to 14 inclusive of the check register have been audited by the City Council of the City of Gardena and that all of the said checks are approved for payment except check numbers:

\_\_\_\_\_  
Mayor                      5/26/20  
Date

\_\_\_\_\_  
Councilmember                      Date

\_\_\_\_\_  
Councilmember                      Date

Acknowledged:

\_\_\_\_\_  
Councilmember                      Date

\_\_\_\_\_  
Councilmember                      Date

# CITY OF GARDENA



## INVESTMENT REPORT

### **April 2020**





# **City of Gardena Consolidated - Account #10647**

## **MONTHLY ACCOUNT STATEMENT**

APRIL 1, 2020 THROUGH APRIL 30, 2020

### **Chandler Team:**

For questions about your account, please call (800) 317-4747,  
or contact [operations@chandlerasset.com](mailto:operations@chandlerasset.com)

**CHANDLER ASSET MANAGEMENT**  
[chandlerasset.com](http://chandlerasset.com)

*Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.*

## Portfolio Summary

As of April 30, 2020



## PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.76
Average Coupon	1.80%
Average Purchase YTM	1.42%
Average Market YTM	0.84%
Average S&P/Moody Rating	AA-/Aa2
Average Final Maturity	0.94 yrs
Average Life	0.79 yrs

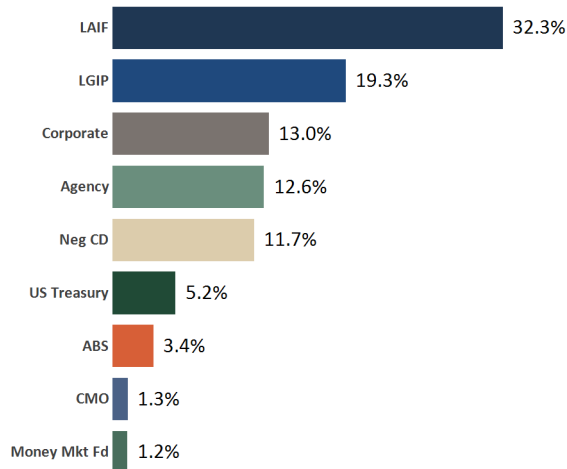
## ACCOUNT SUMMARY

	Beg. Values as of 3/31/20	End Values as of 4/30/20
Market Value	33,987,703	34,191,059
Accrued Interest	105,593	92,088
Total Market Value	<b>34,093,296</b>	<b>34,283,147</b>
Income Earned	54,242	54,326
Cont/WD		
Par	27,725,422	27,789,923
Book Value	33,670,321	33,741,800
Cost Value	33,674,752	33,751,027

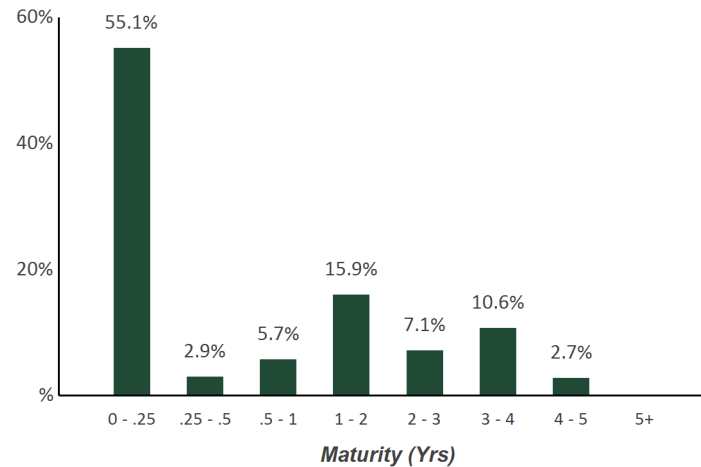
## TOP ISSUERS

Local Agency Investment Fund	32.3%
CalTrust	19.3%
Federal Home Loan Mortgage Corp	5.3%
Government of United States	5.2%
Federal National Mortgage Assoc	4.0%
Federal Home Loan Bank	3.7%
American Express Credit	1.5%
Capital One	1.5%
<b>Total</b>	<b>72.8%</b>

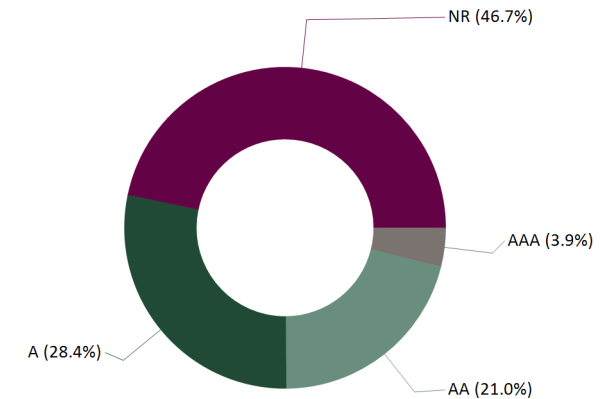
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&amp;P)



## Holdings Report

As of April 30, 2020



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
43814WAB1	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	70,521.75	02/19/2019 2.77%	70,517.21 70,519.29	100.54 1.00%	70,904.38 70.03	0.21% 385.09	NR / AAA AAA	1.39 0.31
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	42,981.86	02/06/2019 2.91%	42,543.65 42,743.97	100.16 1.04%	43,050.65 34.77	0.13% 306.68	Aaa / NR AAA	1.46 0.20
89238KAD4	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	112,682.02	02/05/2019 3.14%	111,348.33 111,904.86	100.27 1.23%	112,988.06 78.53	0.33% 1,083.20	Aaa / AAA NR	1.72 0.39
477870AB5	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	176,191.45	10/30/2019 2.18%	176,439.22 176,390.36	100.29 1.65%	176,699.45 178.54	0.52% 309.09	Aaa / NR AAA	2.04 0.45
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	175,000.00	08/29/2019 1.98%	178,739.26 178,030.74	102.04 1.26%	178,565.98 247.33	0.52% 535.24	Aaa / AAA NR	2.87 1.05
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	250,000.00	08/27/2019 1.87%	255,205.08 254,302.08	101.95 1.33%	254,883.25 323.33	0.74% 581.17	Aaa / NR AAA	3.21 1.21
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	115,000.00	08/20/2019 1.79%	114,999.05 114,999.26	101.12 1.15%	116,292.14 90.98	0.34% 1,292.88	Aaa / AAA NR	3.29 1.76
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	80,000.00	10/01/2019 1.95%	79,993.83 79,994.60	101.07 1.38%	80,856.24 47.42	0.24% 861.64	NR / AAA AAA	3.98 1.88
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	120,000.00	10/16/2019 1.94%	119,993.66 119,994.36	101.69 1.10%	122,025.00 102.93	0.36% 2,030.64	Aaa / AAA NR	4.21 2.00
<b>Total ABS</b>		<b>1,142,377.08</b>	<b>2.16%</b>	<b>1,149,779.29</b> <b>1,148,879.52</b>	<b>1.29%</b>	<b>1,156,265.15</b> <b>1,173.86</b>	<b>3.38%</b> <b>7,385.63</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.83</b> <b>1.08</b>
<b>AGENCY</b>									
3134G95L7	FHLMC Callable Note Qrtly 11/25/2016 1.6% Due 8/25/2021	1,000,000.00	08/04/2016 1.60%	1,000,000.00 1,000,000.00	100.07 0.61%	1,000,688.00 2,933.33	2.93% 688.00	Aaa / AA+ AAA	1.32 0.07
3136G3Y25	FNMA Callable Note Qtrly 8/25/2017 1.5% Due 8/25/2021	1,000,000.00	08/04/2016 1.50%	1,000,000.00 1,000,000.00	100.05 0.80%	1,000,485.00 2,750.00	2.93% 485.00	Aaa / AA+ AAA	1.32 0.07
3130AHSR5	FHLB Note 1.625% Due 12/20/2021	320,000.00	12/19/2019 1.68%	319,654.40 319,717.28	102.23 0.26%	327,132.48 1,892.22	0.96% 7,415.20	Aaa / AA+ AAA	1.64 1.61



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	350,000.00	10/30/2019 1.69%	355,124.00 353,959.17	103.55 0.29%	362,414.15 2,493.75	1.06% 8,454.98	Aaa / AA+ AAA	1.71 1.67
3133ELWD2	FFCB Note 0.375% Due 4/8/2022	285,000.00	04/03/2020 0.45%	284,578.20 284,591.49	100.16 0.29%	285,469.97 68.28	0.83% 878.48	Aaa / AA+ AAA	1.94 1.93
3130ADRG9	FHLB Note 2.75% Due 3/10/2023	350,000.00	04/11/2019 2.34%	355,330.50 353,893.36	106.80 0.36%	373,788.45 1,363.54	1.09% 19,895.09	Aaa / AA+ NR	2.86 2.76
3135G0U43	FNMA Note 2.875% Due 9/12/2023	350,000.00	09/25/2019 1.63%	366,702.00 364,185.73	108.28 0.40%	378,970.90 1,369.62	1.11% 14,785.17	Aaa / AA+ AAA	3.37 3.22
3130A0F70	FHLB Note 3.375% Due 12/8/2023	350,000.00	10/30/2019 1.72%	372,781.50 370,000.30	110.70 0.38%	387,452.10 4,692.19	1.14% 17,451.80	Aaa / AA+ AAA	3.61 3.39
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	155,000.00	03/24/2020 0.99%	167,010.95 166,722.75	109.47 0.55%	169,675.40 1,695.85	0.50% 2,952.65	Aaa / AA+ NR	4.13 3.88
<b>Total Agency</b>		<b>4,160,000.00</b>	<b>1.56%</b>	<b>4,221,181.55</b> <b>4,213,070.08</b>	<b>0.51%</b>	<b>4,286,076.45</b> <b>19,258.78</b>	<b>12.56%</b> <b>73,006.37</b>	<b>Aaa / AA+ AAA</b>	<b>2.05</b> <b>1.41</b>
<b>CMO</b>									
3137BM6P6	FHLMC K721 A2 3.09% Due 8/25/2022	135,000.00	06/26/2019 2.09%	138,701.95 137,713.91	103.66 1.23%	139,940.73 347.63	0.41% 2,226.82	Aaa / NR NR	2.32 2.03
3137B4GY6	FHLMC K032 A2 3.31% Due 5/25/2023	275,000.00	07/23/2019 1.30%	285,881.84 283,703.92	106.86 0.93%	293,854.83 151.71	0.86% 10,150.91	NR / NR AAA	3.07 2.87
<b>Total CMO</b>		<b>410,000.00</b>	<b>1.56%</b>	<b>424,583.79</b> <b>421,417.83</b>	<b>1.02%</b>	<b>433,795.56</b> <b>499.34</b>	<b>1.27%</b> <b>12,377.73</b>	<b>Aaa / NR AAA</b>	<b>2.83</b> <b>2.60</b>
<b>CORPORATE</b>									
78012KKU0	Royal Bank of Canada Note 2.5% Due 1/19/2021	200,000.00	03/06/2019 2.86%	198,710.00 199,503.27	101.17 0.86%	202,343.80 1,416.67	0.59% 2,840.53	Aa2 / AA- AA+	0.72 0.71
06051GFW4	Bank of America Corp Note 2.625% Due 4/19/2021	200,000.00	04/25/2019 2.69%	199,750.00 199,877.60	101.59 0.97%	203,184.40 175.00	0.59% 3,306.80	A2 / A- A+	0.97 0.96
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	200,000.00	04/30/2019 2.64%	197,280.00 198,607.27	101.00 0.99%	201,999.40 1,755.00	0.59% 3,392.13	A1 / A AA-	1.05 1.03
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	200,000.00	04/25/2019 2.66%	202,274.00 201,116.56	102.01 1.17%	204,012.00 2,888.89	0.60% 2,895.44	A2 / A A	1.06 0.95

## Holdings Report

As of April 30, 2020



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
02665WBF7	American Honda Finance Note 1.65% Due 7/12/2021	200,000.00	07/30/2019 2.26%	197,692.00 198,583.43	99.92 1.71%	199,849.00 999.17	0.59% 1,265.57	A3 / A NR	1.20 1.18
69371RP42	Paccar Financial Corp Note 3.15% Due 8/9/2021	200,000.00	04/24/2019 2.74%	201,814.00 201,008.98	102.59 1.10%	205,182.80 1,435.00	0.60% 4,173.82	A1 / A+ NR	1.28 1.25
46623EKG3	JP Morgan Chase Callable Note 1X 8/15/2020 2.295% Due 8/15/2021	200,000.00	05/16/2019 2.73%	198,108.00 198,910.60	100.32 1.19%	200,641.80 969.00	0.59% 1,731.20	A2 / A- AA-	1.29 0.29
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	200,000.00	04/11/2019 2.66%	196,464.00 197,992.00	101.31 0.87%	202,629.60 485.56	0.59% 4,637.60	A3 / A+ A-	1.38 1.27
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	250,000.00	02/21/2019 3.07%	246,827.50 248,084.25	102.31 1.26%	255,775.00 1,348.96	0.75% 7,690.75	A2 / A A+	1.80 1.67
459200JX0	IBM Corp Note 2.85% Due 5/13/2022	200,000.00	05/16/2019 2.80%	200,300.00 200,204.41	103.98 0.87%	207,956.00 2,660.00	0.61% 7,751.59	A2 / A NR	2.04 1.96
24422ETV1	John Deere Capital Corp Note 2.15% Due 9/8/2022	305,000.00	04/17/2019 2.78%	298,851.20 300,718.24	102.80 0.95%	313,527.80 965.41	0.92% 12,809.56	A2 / A A	2.36 2.29
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	200,000.00	04/25/2019 2.72%	199,856.00 199,895.17	103.60 1.34%	207,198.00 1,650.00	0.61% 7,302.83	A1 / AA- A+	2.70 2.58
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	200,000.00	11/21/2019 1.83%	203,350.00 202,874.87	104.50 0.66%	209,006.40 1,440.00	0.61% 6,131.53	Aa1 / AA+ NR	2.71 2.53
949746SK8	Wells Fargo Company Callable Note 1X 1/24/2023 3.069% Due 1/24/2023	200,000.00	04/29/2019 3.00%	200,338.00 200,213.95	102.46 1.62%	204,926.40 1,653.85	0.60% 4,712.45	A2 / A- A+	2.74 1.68
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	75,000.00	02/11/2020 1.75%	76,775.25 76,643.50	104.36 0.94%	78,269.40 492.92	0.23% 1,625.90	A2 / A- NR	2.75 2.57
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	200,000.00	03/11/2019 2.79%	196,968.00 197,800.20	104.83 0.77%	209,651.60 2,373.33	0.62% 11,851.40	Aa1 / AA+ NR	3.01 2.88
404280BA6	HSBC Holdings PLC Note 3.6% Due 5/25/2023	200,000.00	05/15/2019 2.97%	204,780.00 203,641.13	104.90 1.95%	209,807.20 3,120.00	0.62% 6,166.07	A2 / A A+	3.07 2.87
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	250,000.00	05/17/2019 2.70%	256,695.00 255,144.48	106.95 1.15%	267,365.75 2,290.28	0.79% 12,221.27	A1 / AA- AA-	3.23 2.97



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	200,000.00	04/11/2019 2.90%	194,298.00 195,673.10	102.50 1.38%	205,004.60 916.67	0.60% 9,331.50	A1 / A AA-	3.30 3.01
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	200,000.00	03/05/2020 1.06%	213,320.00 212,803.57	107.61 0.73%	215,227.40 1,357.64	0.63% 2,423.83	Aaa / AAA AA+	3.77 3.42
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	200,000.00	07/16/2019 2.49%	206,600.00 205,480.57	106.20 1.59%	212,405.00 902.78	0.62% 6,924.43	Aa3 / A AA-	3.87 3.63
<b>Total Corporate</b>		<b>4,280,000.00</b>	<b>2.61%</b>	<b>4,291,050.95</b> <b>4,294,777.15</b>	<b>1.15%</b>	<b>4,415,963.35</b> <b>31,296.13</b>	<b>12.97%</b> <b>121,186.20</b>	<b>A1 / A+</b> <b>A+</b>	<b>2.22</b> <b>2.00</b>
<b>LAIF</b>									
90LAIF\$00	Local Agency Investment Fund State Pool	11,068,180.50	Various 1.47%	11,068,180.50 11,068,180.50	1.00 1.47%	11,068,180.50 14,672.83	32.33% 0.00	NR / NR NR	0.00 0.00
<b>Total LAIF</b>		<b>11,068,180.50</b>	<b>1.47%</b>	<b>11,068,180.50</b> <b>11,068,180.50</b>	<b>1.47%</b>	<b>11,068,180.50</b> <b>14,672.83</b>	<b>32.33%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>LOCAL GOV INVESTMENT POOL</b>									
09CATR\$05	CalTrust Medium Term Fund	645,849.93	Various 0.13%	6,495,490.32 6,495,490.32	10.25 0.13%	6,619,961.80 0.00	19.31% 124,471.48	NR / A+ NR	0.00 0.00
<b>Total Local Gov Investment Pool</b>		<b>645,849.93</b>	<b>0.13%</b>	<b>6,495,490.32</b> <b>6,495,490.32</b>	<b>0.13%</b>	<b>6,619,961.80</b> <b>0.00</b>	<b>19.31%</b> <b>124,471.48</b>	<b>NR / A+</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>MONEY MARKET FUND FI</b>									
31846V203	First American Govt Obligation Fund Class Y	428,515.79	Various 0.01%	428,515.79 428,515.79	1.00 0.01%	428,515.79 0.00	1.25% 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund FI</b>		<b>428,515.79</b>	<b>0.01%</b>	<b>428,515.79</b> <b>428,515.79</b>	<b>0.01%</b>	<b>428,515.79</b> <b>0.00</b>	<b>1.25%</b> <b>0.00</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>NEGOTIABLE CD</b>									
02587DXU7	American Express Centurion Negotiable CD 2% Due 5/7/2020	250,000.00	05/06/2015 2.00%	250,000.00 250,000.00	100.03 0.38%	250,077.50 2,410.96	0.74% 77.50	NR / NR NR	0.02 0.02

## Holdings Report

As of April 30, 2020



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>NEGOTIABLE CD</b>									
254672NN4	Discover Bank Negotiable CD 2% Due 5/13/2020	250,000.00	05/06/2015 2.00%	250,000.00 250,000.00	100.06 0.33%	250,148.75 2,328.77	0.74% 148.75	NR / NR NR	0.04 0.04
684000\$09	Opus Bank Collateralized CD 0.25% Due 6/28/2020	250,000.00	06/28/2019 0.25%	250,000.00 250,000.00	100.00 0.25%	250,000.00 8.55	0.73% 0.00	NR / NR NR	0.16 0.16
02587CFZ8	American Express Negotiable CD 1.95% Due 9/8/2020	250,000.00	08/29/2017 1.94%	250,000.00 250,000.00	100.58 0.33%	251,453.00 747.95	0.74% 1,453.00	NR / NR NR	0.36 0.36
88413QBQ0	Third Fed Sav&Ln Cleveland Negotiable CD 1.9% Due 9/15/2020	250,000.00	08/29/2017 1.90%	250,000.00 250,000.00	100.59 0.33%	251,482.50 611.64	0.74% 1,482.50	NR / NR NR	0.38 0.38
05580ACZ5	BMW Corp Negotiable CD 2.2% Due 9/30/2020	248,000.00	09/24/2015 2.20%	248,000.00 248,000.00	100.81 0.27%	249,999.38 478.33	0.73% 1,999.38	NR / NR NR	0.42 0.42
14042RAK7	CAPITAL ONE Negotiable CD 2.25% Due 9/30/2020	248,000.00	09/24/2015 2.25%	248,000.00 248,000.00	100.81 0.32%	249,998.88 489.21	0.73% 1,998.88	NR / NR NR	0.42 0.42
38148J3E9	Goldman Sachs Bank USA Negotiable CD 2.3% Due 11/25/2020	245,000.00	11/17/2015 2.30%	245,000.00 245,000.00	101.07 0.43%	247,618.81 2,439.26	0.73% 2,618.81	NR / NR NR	0.57 0.57
98878BER5	Zions Bank Negotiable CD 1.7% Due 2/16/2021	248,000.00	02/09/2017 1.70%	248,000.00 248,000.00	101.11 0.31%	250,760.24 866.30	0.73% 2,760.24	NR / NR NR	0.80 0.79
46147URQ5	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	248,000.00	03/31/2016 1.50%	248,000.00 248,000.00	100.16 1.31%	248,389.36 305.75	0.73% 389.36	NR / NR NR	0.83 0.82
48714LAC3	Kearny Bank Negotiable CD 1.75% Due 3/1/2021	248,000.00	02/09/2017 1.73%	248,000.00 248,000.00	101.17 0.34%	250,912.26 749.10	0.73% 2,912.26	NR / NR NR	0.84 0.83
140420XR6	Capital One Bank USA NA Negotiable CD 1.7% Due 4/6/2021	248,000.00	03/30/2016 1.70%	248,000.00 248,000.00	101.38 0.23%	251,410.99 288.77	0.73% 3,410.99	NR / NR NR	0.93 0.93
55266CRD0	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	248,000.00	03/31/2016 1.40%	248,000.00 248,000.00	100.09 1.30%	248,228.16 152.20	0.72% 228.16	NR / NR NR	0.96 0.95
87164XMJ2	Synchrony Bank Negotiable CD 1.55% Due 6/29/2021	248,000.00	06/24/2016 1.55%	248,000.00 248,000.00	101.24 0.48%	251,074.70 1,305.91	0.74% 3,074.70	NR / NR NR	1.16 1.15
08173QBS4	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	248,000.00	09/20/2016 1.55%	248,000.00 248,000.00	101.25 0.67%	251,103.97 252.76	0.73% 3,103.97	NR / NR NR	1.44 1.42

## Holdings Report

As of April 30, 2020



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>NEGOTIABLE CD</b>									
29976D2F6	Everbank Negotiable CD 2.05% Due 2/14/2022	248,000.00	02/09/2017 2.04%	248,000.00 248,000.00	102.49 0.65%	254,180.90 975.01	0.74% 6,180.90	NR / NR NR	1.79 1.76
<b>Total Negotiable CD</b>		<b>3,975,000.00</b>	<b>1.75%</b>	<b>3,975,000.00</b> <b>3,975,000.00</b>	<b>0.49%</b>	<b>4,006,839.40</b> <b>14,410.47</b>	<b>11.73%</b> <b>31,839.40</b>	<b>NR / NR</b> <b>NR</b>	<b>0.70</b> <b>0.69</b>
<b>US TREASURY</b>									
912828Q78	US Treasury Note 1.375% Due 4/30/2021	30,000.00	01/30/2020 1.48%	29,960.16 29,968.13	101.21 0.16%	30,363.27 1.12	0.09% 395.14	Aaa / AA+ AAA	1.00 1.00
912828M80	US Treasury Note 2% Due 11/30/2022	300,000.00	Various 1.60%	303,459.37 302,996.20	104.54 0.24%	313,629.00 2,508.19	0.92% 10,632.80	Aaa / AA+ AAA	2.59 2.51
912828VB3	US Treasury Note 1.75% Due 5/15/2023	250,000.00	12/16/2019 1.69%	250,517.58 250,461.04	104.52 0.26%	261,308.50 2,019.23	0.77% 10,847.46	Aaa / AA+ AAA	3.04 2.95
912828T26	US Treasury Note 1.375% Due 9/30/2023	300,000.00	Various 1.93%	293,108.59 294,514.99	103.74 0.27%	311,226.60 349.39	0.91% 16,711.61	Aaa / AA+ AAA	3.42 3.34
912828V80	US Treasury Note 2.25% Due 1/31/2024	200,000.00	11/26/2019 1.59%	205,304.69 204,762.40	107.29 0.30%	214,578.20 1,125.00	0.63% 9,815.80	Aaa / AA+ AAA	3.76 3.60
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	300,000.00	12/12/2019 1.74%	309,691.41 308,851.29	108.77 0.31%	326,308.50 3,461.54	0.96% 17,457.21	Aaa / AA+ AAA	4.04 3.83
912828Y87	US Treasury Note 1.75% Due 7/31/2024	300,000.00	01/31/2020 1.35%	305,203.13 304,914.95	106.02 0.32%	318,046.80 1,312.50	0.93% 13,131.85	Aaa / AA+ AAA	4.25 4.10
<b>Total US Treasury</b>		<b>1,680,000.00</b>	<b>1.65%</b>	<b>1,697,244.93</b> <b>1,696,469.00</b>	<b>0.28%</b>	<b>1,775,460.87</b> <b>10,776.97</b>	<b>5.21%</b> <b>78,991.87</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>3.48</b> <b>3.35</b>
<b>TOTAL PORTFOLIO</b>		<b>27,789,923.30</b>	<b>1.42%</b>	<b>33,751,027.12</b> <b>33,741,800.19</b>	<b>0.84%</b>	<b>34,191,058.87</b> <b>92,088.38</b>	<b>100.00%</b> <b>449,258.68</b>	<b>Aa2 / AA-</b> <b>AAA</b>	<b>0.94</b> <b>0.76</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>34,283,147.25</b>			





Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	04/01/2020	31846V203	315.95	First American Govt Obligation Fund Class Y	1.000	0.12%	315.95	0.00	315.95	0.00
Purchase	04/01/2020	31846V203	73.69	First American Govt Obligation Fund Class Y	1.000	0.12%	73.69	0.00	73.69	0.00
Purchase	04/06/2020	31846V203	2,113.78	First American Govt Obligation Fund Class Y	1.000	0.12%	2,113.78	0.00	2,113.78	0.00
Purchase	04/07/2020	31846V203	275,017.76	First American Govt Obligation Fund Class Y	1.000	0.12%	275,017.76	0.00	275,017.76	0.00
Purchase	04/07/2020	31846V203	1,927.27	First American Govt Obligation Fund Class Y	1.000	0.12%	1,927.27	0.00	1,927.27	0.00
Purchase	04/08/2020	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	99.852	0.45%	284,578.20	0.00	284,578.20	0.00
Purchase	04/15/2020	31846V203	294.88	First American Govt Obligation Fund Class Y	1.000	0.12%	294.88	0.00	294.88	0.00
Purchase	04/15/2020	31846V203	170.58	First American Govt Obligation Fund Class Y	1.000	0.12%	170.58	0.00	170.58	0.00
Purchase	04/15/2020	31846V203	606.25	First American Govt Obligation Fund Class Y	1.000	0.12%	606.25	0.00	606.25	0.00
Purchase	04/15/2020	31846V203	193.00	First American Govt Obligation Fund Class Y	1.000	0.12%	193.00	0.00	193.00	0.00
Purchase	04/15/2020	31846V203	463.75	First American Govt Obligation Fund Class Y	1.000	0.12%	463.75	0.00	463.75	0.00
Purchase	04/15/2020	31846V203	22,967.02	First American Govt Obligation Fund Class Y	1.000	0.12%	22,967.02	0.00	22,967.02	0.00
Purchase	04/15/2020	31846V203	11,582.72	First American Govt Obligation Fund Class Y	1.000	0.12%	11,582.72	0.00	11,582.72	0.00
Purchase	04/15/2020	31846V203	13,121.88	First American Govt Obligation Fund Class Y	1.000	0.12%	13,121.88	0.00	13,121.88	0.00
Purchase	04/15/2020	90LAIF\$00	47,050.69	Local Agency Investment Fund State Pool	1.000	1.74%	47,050.69	0.00	47,050.69	0.00
Purchase	04/19/2020	31846V203	2,625.00	First American Govt Obligation Fund Class Y	1.000	0.12%	2,625.00	0.00	2,625.00	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	04/20/2020	31846V203	129.33	First American Govt Obligation Fund Class Y	1.000	0.12%	129.33	0.00	129.33	0.00
Purchase	04/20/2020	31846V203	10,490.66	First American Govt Obligation Fund Class Y	1.000	0.12%	10,490.66	0.00	10,490.66	0.00
Purchase	04/27/2020	31846V203	347.63	First American Govt Obligation Fund Class Y	1.000	0.12%	347.63	0.00	347.63	0.00
Purchase	04/27/2020	31846V203	758.54	First American Govt Obligation Fund Class Y	1.000	0.12%	758.54	0.00	758.54	0.00
Purchase	04/29/2020	31846V203	350,000.00	First American Govt Obligation Fund Class Y	1.000	0.12%	350,000.00	0.00	350,000.00	0.00
Purchase	04/30/2020	09CATR\$05	937.98	CalTrust Medium Term Fund	10.250	0.13%	9,614.24	0.00	9,614.24	0.00
Purchase	04/30/2020	31846V203	206.25	First American Govt Obligation Fund Class Y	1.000	0.01%	206.25	0.00	206.25	0.00
<b>Subtotal</b>			<b>1,026,394.61</b>				<b>1,034,649.07</b>	<b>0.00</b>	<b>1,034,649.07</b>	<b>0.00</b>
Short Sale	04/08/2020	31846V203	-284,578.20	First American Govt Obligation Fund Class Y	1.000		-284,578.20	0.00	-284,578.20	0.00
<b>Subtotal</b>			<b>-284,578.20</b>				<b>-284,578.20</b>	<b>0.00</b>	<b>-284,578.20</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>741,816.41</b>				<b>750,070.87</b>	<b>0.00</b>	<b>750,070.87</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Closing Purchase	04/08/2020	31846V203	-284,578.20	First American Govt Obligation Fund Class Y	1.000		-284,578.20	0.00	-284,578.20	0.00
<b>Subtotal</b>			<b>-284,578.20</b>				<b>-284,578.20</b>	<b>0.00</b>	<b>-284,578.20</b>	<b>0.00</b>
Sale	04/07/2020	912828Q78	270,000.00	US Treasury Note 1.375% Due 4/30/2021	101.258	1.48%	273,396.09	1,621.67	275,017.76	3,701.89
Sale	04/08/2020	31846V203	284,578.20	First American Govt Obligation Fund Class Y	1.000	0.12%	284,578.20	0.00	284,578.20	0.00
<b>Subtotal</b>			<b>554,578.20</b>				<b>557,974.29</b>	<b>1,621.67</b>	<b>559,595.96</b>	<b>3,701.89</b>



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	04/15/2020	43815NAC8	0.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	100.000		0.00	170.58	170.58	0.00
Paydown	04/15/2020	477870AB5	22,589.34	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	100.000		22,589.34	377.68	22,967.02	0.00
Paydown	04/15/2020	47788BAD6	11,500.09	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	100.000		11,500.09	82.63	11,582.72	0.00
Paydown	04/15/2020	47789JAD8	0.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	100.000		0.00	606.25	606.25	0.00
Paydown	04/15/2020	65479JAD5	0.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	100.000		0.00	193.00	193.00	0.00
Paydown	04/15/2020	89231PAD0	0.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	100.000		0.00	463.75	463.75	0.00
Paydown	04/15/2020	89238KAD4	12,919.87	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	100.000		12,919.87	202.01	13,121.88	0.00
Paydown	04/20/2020	43814WAB1	10,305.43	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	100.000		10,305.43	185.23	10,490.66	0.00
Paydown	04/20/2020	92348AAA3	0.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	100.000		0.00	129.33	129.33	0.00
Paydown	04/27/2020	3137B4GY6	0.00	FHLMC K032 A2Due 5/25/2023	100.000		0.00	758.54	758.54	0.00
Paydown	04/27/2020	3137BM6P6	0.00	FHLMC K721 A2Due 8/25/2022	100.000		0.00	347.63	347.63	0.00
<b>Subtotal</b>			<b>57,314.73</b>				<b>57,314.73</b>	<b>3,516.63</b>	<b>60,831.36</b>	<b>0.00</b>
Maturity	04/29/2020	62479LDV4	350,000.00	MUFG Bank Ltd Discount CP 1.89% Due 4/29/2020	99.165		350,000.00	0.00	350,000.00	0.00
<b>Subtotal</b>			<b>350,000.00</b>				<b>350,000.00</b>	<b>0.00</b>	<b>350,000.00</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>677,314.73</b>				<b>680,710.82</b>	<b>5,138.30</b>	<b>685,849.12</b>	<b>3,701.89</b>

## Transaction Ledger

As of April 30, 2020



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>OTHER TRANSACTIONS</b>										
Interest	04/01/2020	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.000		315.95	0.00	315.95	0.00
Interest	04/06/2020	140420XR6	248,000.00	Capital One Bank USA NA Negotiable CD 1.7% Due 4/6/2021	0.000		2,113.78	0.00	2,113.78	0.00
Interest	04/07/2020	08173QBS4	248,000.00	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	0.000		1,927.27	0.00	1,927.27	0.00
Interest	04/15/2020	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.000		294.88	0.00	294.88	0.00
Interest	04/19/2020	06051GFW4	200,000.00	Bank of America Corp Note 2.625% Due 4/19/2021	0.000		2,625.00	0.00	2,625.00	0.00
Interest	04/26/2020	684000\$09	250,000.00	Opus Bank Collateralized CD 0.25% Due 6/28/2020	0.000		53.02	0.00	53.02	0.00
Interest	04/30/2020	912828Q78	30,000.00	US Treasury Note 1.375% Due 4/30/2021	0.000		206.25	0.00	206.25	0.00
<b>Subtotal</b>			<b>1,472,000.00</b>				<b>7,536.15</b>	<b>0.00</b>	<b>7,536.15</b>	<b>0.00</b>
Dividend	04/01/2020	31846V203	20,004.00	First American Govt Obligation Fund Class Y	0.000		73.69	0.00	73.69	0.00
Dividend	04/15/2020	90LAIF\$00	749,488,350.21	Local Agency Investment Fund State Pool	0.000		47,050.68	0.00	47,050.68	0.00
Dividend	04/30/2020	09CATR\$05	644,911.96	CalTrust Medium Term Fund	0.000		9,614.24	0.00	9,614.24	0.00
<b>Subtotal</b>			<b>750,153,266.17</b>				<b>56,738.61</b>	<b>0.00</b>	<b>56,738.61</b>	<b>0.00</b>
<b>TOTAL OTHER TRANSACTIONS</b>			<b>751,625,266.17</b>				<b>64,274.76</b>	<b>0.00</b>	<b>64,274.76</b>	<b>0.00</b>

## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
<b>FIXED INCOME</b>						
02665WBF7	American Honda Finance Note 1.65% Due 07/12/2021	07/30/2019 07/31/2019 200,000.00	198,486.19 0.00 0.00 198,583.43	724.17 0.00 999.17 275.00	97.24 0.00 97.24 372.24	372.24
037833AK6	Apple Inc Note 2.4% Due 05/03/2023	03/11/2019 03/13/2019 200,000.00	197,740.04 0.00 0.00 197,800.20	1,973.33 0.00 2,373.33 400.00	60.16 0.00 60.16 460.16	460.16
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 01/13/2023	11/21/2019 11/25/2019 200,000.00	202,965.08 0.00 0.00 202,874.87	1,040.00 0.00 1,440.00 400.00	0.00 90.21 (90.21) 309.79	309.79
06051GFW4	Bank of America Corp Note 2.625% Due 04/19/2021	04/25/2019 04/29/2019 200,000.00	199,867.20 0.00 0.00 199,877.60	2,362.50 2,625.00 175.00 437.50	10.40 0.00 10.40 447.90	447.90
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 08/16/2023	04/11/2019 04/15/2019 200,000.00	195,565.11 0.00 0.00 195,673.10	550.00 0.00 916.67 366.67	107.99 0.00 107.99 474.66	474.66
24422ETV1	John Deere Capital Corp Note 2.15% Due 09/08/2022	04/17/2019 04/22/2019 305,000.00	300,568.88 0.00 0.00 300,718.24	418.95 0.00 965.41 546.46	149.36 0.00 149.36 695.82	695.82
3130A0F70	FHLB Note 3.375% Due 12/08/2023	10/30/2019 10/31/2019 350,000.00	370,456.24 0.00 0.00 370,000.30	3,707.81 0.00 4,692.19 984.38	0.00 455.94 (455.94) 528.44	528.44
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	03/24/2020 03/25/2020 155,000.00	166,956.43 0.00 0.00 166,722.75	1,324.50 0.00 1,695.85 371.35	0.00 233.68 (233.68) 137.67	137.67
3130ADRG9	FHLB Note 2.75% Due 03/10/2023	04/11/2019 04/12/2019 350,000.00	354,005.34 0.00 0.00 353,893.36	561.46 0.00 1,363.54 802.08	0.00 111.98 (111.98) 690.10	690.10

## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3130AHSR5	FHLB Note 1.625% Due 12/20/2021	12/19/2019 12/20/2019 320,000.00	319,703.10 0.00 0.00 319,717.28	1,458.89 0.00 1,892.22 433.33	14.18 0.00 14.18 447.51	447.51
3133ELWD2	FFCB Note 0.375% Due 04/08/2022	04/03/2020 04/08/2020 285,000.00	0.00 284,578.20 0.00 284,591.49	0.00 0.00 68.28 68.28	13.29 0.00 13.29 81.57	81.57
3134G95L7	FHLMC Callable Note Qrtly 11/25/2016 1.6% Due 08/25/2021	08/04/2016 08/04/2016 1,000,000.00	1,000,000.00 0.00 0.00 1,000,000.00	1,600.00 0.00 2,933.33 1,333.33	0.00 0.00 0.00 1,333.33	1,333.33
3135G0U43	FNMA Note 2.875% Due 09/12/2023	09/25/2019 09/26/2019 350,000.00	364,532.01 0.00 0.00 364,185.73	531.08 0.00 1,369.62 838.54	0.00 346.28 (346.28) 492.26	492.26
3136G3Y25	FNMA Callable Note Qtrly 8/25/2017 1.5% Due 08/25/2021	08/04/2016 08/04/2016 1,000,000.00	1,000,000.00 0.00 0.00 1,000,000.00	1,500.00 0.00 2,750.00 1,250.00	0.00 0.00 0.00 1,250.00	1,250.00
3137B4GY6	FHLMC K032 A2 3.31% Due 05/25/2023	07/23/2019 07/26/2019 275,000.00	283,937.27 0.00 0.00 283,703.92	151.71 758.54 151.71 758.54	0.00 233.35 (233.35) 525.19	525.19
3137BM6P6	FHLMC K721 A2 3.09% Due 08/25/2022	06/26/2019 06/28/2019 135,000.00	137,810.15 0.00 0.00 137,713.91	347.63 347.63 347.63 347.63	0.00 96.24 (96.24) 251.39	251.39
3137EADB2	FHLMC Note 2.375% Due 01/13/2022	10/30/2019 10/31/2019 350,000.00	354,150.12 0.00 0.00 353,959.17	1,801.04 0.00 2,493.75 692.71	0.00 190.95 (190.95) 501.76	501.76
404280BA6	HSBC Holdings PLC Note 3.6% Due 05/25/2023	05/15/2019 05/17/2019 200,000.00	203,738.75 0.00 0.00 203,641.13	2,520.00 0.00 3,120.00 600.00	0.00 97.62 (97.62) 502.38	502.38

## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
43814WAB1	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 09/20/2021	02/19/2019 02/27/2019 70,521.75	80,824.20 0.00 10,305.43 70,519.29	80.27 185.23 70.03 174.99	0.52 0.00 0.52 175.51	175.51
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 08/15/2023	08/20/2019 08/27/2019 115,000.00	114,999.24 0.00 0.00 114,999.26	90.98 170.58 90.98 170.58	0.02 0.00 0.02 170.60	170.60
459200JX0	IBM Corp Note 2.85% Due 05/13/2022	05/16/2019 05/20/2019 200,000.00	200,212.67 0.00 0.00 200,204.41	2,185.00 0.00 2,660.00 475.00	0.00 8.26 (8.26) 466.74	466.74
46623EKG3	JP Morgan Chase Callable Note 1X 8/15/2020 2.295% Due 08/15/2021	05/16/2019 05/20/2019 200,000.00	198,841.21 0.00 0.00 198,910.60	586.50 0.00 969.00 382.50	69.39 0.00 69.39 451.89	451.89
477870AB5	John Deere Owner Trust 2019-B A2 2.28% Due 05/16/2022	10/30/2019 10/31/2019 176,191.45	199,014.24 0.00 22,589.34 176,390.36	201.43 377.68 178.54 354.79	0.00 34.54 (34.54) 320.25	320.25
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	02/06/2019 02/08/2019 42,981.86	54,163.41 0.00 11,500.09 42,743.97	44.07 82.63 34.77 73.33	80.65 0.00 80.65 153.98	153.98
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 07/17/2023	08/27/2019 08/29/2019 250,000.00	254,412.20 0.00 0.00 254,302.08	323.33 606.25 323.33 606.25	0.00 110.12 (110.12) 496.13	496.13
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 02/06/2024	03/05/2020 03/09/2020 200,000.00	213,095.89 0.00 0.00 212,803.57	878.47 0.00 1,357.64 479.17	0.00 292.32 (292.32) 186.85	186.85
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 07/15/2024	10/16/2019 10/23/2019 120,000.00	119,994.25 0.00 0.00 119,994.36	102.93 193.00 102.93 193.00	0.11 0.00 0.11 193.11	193.11

## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 09/15/2021	04/11/2019 04/15/2019 200,000.00	197,872.00 0.00 0.00 197,992.00	168.89 0.00 485.56 316.67	120.00 0.00 120.00 436.67	436.67
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 02/17/2022	02/21/2019 02/25/2019 250,000.00	247,996.78 0.00 0.00 248,084.25	802.08 0.00 1,348.96 546.88	87.47 0.00 87.47 634.35	634.35
69371RP42	Paccar Financial Corp Note 3.15% Due 08/09/2021	04/24/2019 04/26/2019 200,000.00	201,074.08 0.00 0.00 201,008.98	910.00 0.00 1,435.00 525.00	0.00 65.10 (65.10) 459.90	459.90
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 01/30/2023	02/11/2020 02/13/2020 75,000.00	76,694.17 0.00 0.00 76,643.50	330.42 0.00 492.92 162.50	0.00 50.67 (50.67) 111.83	111.83
78012KKU0	Royal Bank of Canada Note 2.5% Due 01/19/2021	03/06/2019 03/08/2019 200,000.00	199,446.60 0.00 0.00 199,503.27	1,000.00 0.00 1,416.67 416.67	56.67 0.00 56.67 473.34	473.34
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 05/21/2021	04/25/2019 04/29/2019 200,000.00	201,210.91 0.00 0.00 201,116.56	2,347.22 0.00 2,888.89 541.67	0.00 94.35 (94.35) 447.32	447.32
857477AV5	State Street Bank Note 1.95% Due 05/19/2021	04/30/2019 05/02/2019 200,000.00	198,498.18 0.00 0.00 198,607.27	1,430.00 0.00 1,755.00 325.00	109.09 0.00 109.09 434.09	434.09
89114QCB2	Toronto Dominion Bank Note 3.25% Due 03/11/2024	07/16/2019 07/18/2019 200,000.00	205,597.17 0.00 0.00 205,480.57	361.11 0.00 902.78 541.67	0.00 116.60 (116.60) 425.07	425.07
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 03/15/2023	08/29/2019 08/30/2019 175,000.00	178,117.50 0.00 0.00 178,030.74	247.33 463.75 247.33 463.75	0.00 86.76 (86.76) 376.99	376.99



## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 01/11/2023	04/25/2019 04/29/2019 200,000.00	199,891.97 0.00 0.00 199,895.17	1,200.00 0.00 1,650.00 450.00	3.20 0.00 3.20 453.20	453.20
89238KAD4	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 01/18/2022	02/05/2019 02/07/2019 112,682.02	124,694.17 0.00 12,919.87 111,904.86	87.54 202.01 78.53 193.00	130.56 0.00 130.56 323.56	323.56
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 07/24/2023	05/17/2019 05/21/2019 250,000.00	255,278.92 0.00 0.00 255,144.48	1,581.94 0.00 2,290.28 708.34	0.00 134.44 (134.44) 573.90	573.90
912828M80	US Treasury Note 2% Due 11/30/2022	Various Various 300,000.00	303,091.52 0.00 0.00 302,996.20	2,016.39 0.00 2,508.19 491.80	0.00 95.32 (95.32) 396.48	396.48
912828Q78	US Treasury Note 1.375% Due 04/30/2021	01/30/2020 01/31/2020 30,000.00	299,654.98 0.00 269,694.20 29,968.13	1,733.86 1,827.92 1.12 95.18	7.35 0.00 7.35 102.53	102.53
912828T26	US Treasury Note 1.375% Due 09/30/2023	Various Various 300,000.00	294,383.02 0.00 0.00 294,514.99	11.27 0.00 349.39 338.12	131.97 0.00 131.97 470.09	470.09
912828V80	US Treasury Note 2.25% Due 01/31/2024	11/26/2019 11/27/2019 200,000.00	204,866.69 0.00 0.00 204,762.40	754.12 0.00 1,125.00 370.88	0.00 104.29 (104.29) 266.59	266.59
912828VB3	US Treasury Note 1.75% Due 05/15/2023	12/16/2019 12/17/2019 250,000.00	250,473.51 0.00 0.00 250,461.04	1,658.65 0.00 2,019.23 360.58	0.00 12.47 (12.47) 348.11	348.11
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	12/12/2019 12/13/2019 300,000.00	309,031.31 0.00 0.00 308,851.29	2,843.41 0.00 3,461.54 618.13	0.00 180.02 (180.02) 438.11	438.11

## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828Y87	US Treasury Note 1.75% Due 07/31/2024	01/31/2020 01/31/2020 300,000.00	305,009.95 0.00 0.00 304,914.95	879.81 0.00 1,312.50 432.69	0.00 95.00 (95.00) 337.69	337.69
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 04/22/2024	10/01/2019 10/08/2019 80,000.00	79,994.48 0.00 0.00 79,994.60	47.42 129.33 47.42 129.33	0.12 0.00 0.12 129.45	129.45
949746SK8	Wells Fargo Company Callable Note 1X 1/24/2023 3.069% Due 01/24/2023	04/29/2019 04/30/2019 200,000.00	200,224.09 0.00 0.00 200,213.95	1,142.35 0.00 1,653.85 511.50	0.00 10.14 (10.14) 501.36	501.36
			<b>11,819,141.22</b>	<b>48,619.86</b>	<b>1,249.74</b>	
			<b>284,578.20</b>	<b>7,969.55</b>	<b>3,346.65</b>	
			<b>327,008.93</b>	<b>63,005.08</b>	<b>(2,096.91)</b>	
<b>Total Fixed Income</b>		<b>11,672,377.08</b>	<b>11,774,613.58</b>	<b>22,354.77</b>	<b>20,257.86</b>	<b>20,257.86</b>

## CASH &amp; EQUIVALENT

02587CFZ8	American Express Negotiable CD 1.95% Due 09/08/2020	08/29/2017 08/29/2017 250,000.00	250,000.00 0.00 0.00 250,000.00	347.26 0.00 747.95 400.69	0.00 0.00 0.00 400.69	400.69
02587DXU7	American Express Centurion Negotiable CD 2% Due 05/07/2020	05/06/2015 05/06/2015 250,000.00	250,000.00 0.00 0.00 250,000.00	2,000.00 0.00 2,410.96 410.96	0.00 0.00 0.00 410.96	410.96
05580ACZ5	BMW Corp Negotiable CD 2.2% Due 09/30/2020	09/24/2015 09/24/2015 248,000.00	248,000.00 0.00 0.00 248,000.00	29.90 0.00 478.33 448.43	0.00 0.00 0.00 448.43	448.43
08173QBS4	Beneficial Bank Negotiable CD 1.55% Due 10/07/2021	09/20/2016 09/20/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	1,864.08 1,927.27 252.76 315.95	0.00 0.00 0.00 315.95	315.95

## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
140420XR6	Capital One Bank USA NA Negotiable CD 1.7% Due 04/06/2021	03/30/2016 03/30/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	2,056.02 2,113.78 288.77 346.53	0.00 0.00 0.00 346.53	346.53
14042RAK7	CAPITAL ONE Negotiable CD 2.25% Due 09/30/2020	09/24/2015 09/24/2015 248,000.00	248,000.00 0.00 0.00 248,000.00	30.58 0.00 489.21 458.63	0.00 0.00 0.00 458.63	458.63
254672NN4	Discover Bank Negotiable CD 2% Due 05/13/2020	05/06/2015 05/06/2015 250,000.00	250,000.00 0.00 0.00 250,000.00	1,917.81 0.00 2,328.77 410.96	0.00 0.00 0.00 410.96	410.96
29976D2F6	Everbank Negotiable CD 2.05% Due 02/14/2022	02/09/2017 02/09/2017 248,000.00	248,000.00 0.00 0.00 248,000.00	557.15 0.00 975.01 417.86	0.00 0.00 0.00 417.86	417.86
31846V203	First American Govt Obligation Fund Class Y	04/20/2020 04/20/2020 428,515.79	19,688.05 408,827.74 0.00 428,515.79	0.00 73.69 0.00 73.69	0.00 0.00 0.00 73.69	73.69
38148J3E9	Goldman Sachs Bank USA Negotiable CD 2.3% Due 11/25/2020	11/17/2015 11/17/2015 245,000.00	245,000.00 0.00 0.00 245,000.00	1,976.11 0.00 2,439.26 463.15	0.00 0.00 0.00 463.15	463.15
46147URQ5	Investors Community Bank Negotiable CD 1.5% Due 02/26/2021	03/31/2016 03/31/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	315.95 315.95 305.75 305.75	0.00 0.00 0.00 305.75	305.75
48714LAC3	Kearny Bank Negotiable CD 1.75% Due 03/01/2021	02/09/2017 02/09/2017 248,000.00	248,000.00 0.00 0.00 248,000.00	392.38 0.00 749.10 356.72	0.00 0.00 0.00 356.72	356.72
55266CRD0	MB Financial Bank NA Negotiable CD 1.4% Due 04/15/2021	03/31/2016 03/31/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	161.71 294.88 152.20 285.37	0.00 0.00 0.00 285.37	285.37

## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
62479LDV4	MUFG Bank Ltd Discount CP Due 04/29/2020	11/22/2019 11/22/2019 0.00	349,485.50 0.00 350,000.00 0.00	0.00 0.00 0.00 0.00	514.50 0.00 514.50 514.50	514.50
684000\$09	Opus Bank Collateralized CD 0.25% Due 06/28/2020	06/28/2019 06/28/2019 250,000.00	250,000.00 0.00 0.00 250,000.00	10.26 53.02 8.55 51.31	0.00 0.00 0.00 51.31	51.31
87164XMJ2	Synchrony Bank Negotiable CD 1.55% Due 06/29/2021	06/24/2016 06/24/2016 248,000.00	248,000.00 0.00 0.00 248,000.00	989.96 0.00 1,305.91 315.95	0.00 0.00 0.00 315.95	315.95
88413QBQ0	Third Fed Sav&Ln Cleveland Negotiable CD 1.9% Due 09/15/2020	08/29/2017 08/29/2017 250,000.00	250,000.00 0.00 0.00 250,000.00	221.23 0.00 611.64 390.41	0.00 0.00 0.00 390.41	390.41
98878BER5	Zions Bank Negotiable CD 1.7% Due 02/16/2021	02/09/2017 02/09/2017 248,000.00	248,000.00 0.00 0.00 248,000.00	519.78 0.00 866.30 346.52	0.00 0.00 0.00 346.52	346.52
			<b>4,344,173.55</b>	<b>13,390.18</b>	<b>514.50</b>	
			<b>408,827.74</b>	<b>4,778.59</b>	<b>0.00</b>	
			<b>350,000.00</b>	<b>14,410.47</b>	<b>514.50</b>	
<b>Total Cash &amp; Equivalent</b>		<b>4,403,515.79</b>	<b>4,403,515.79</b>	<b>5,798.88</b>	<b>6,313.38</b>	<b>6,313.38</b>
<b>LOCAL AGENCY INVESTMENT FUND</b>						
90LAIF\$00	Local Agency Investment Fund State Pool	Various Various 11,068,180.50	11,021,129.81 47,050.69 0.00 11,068,180.50	43,583.25 47,050.68 14,672.83 18,140.26	0.00 0.00 0.00 18,140.26	18,140.26
			<b>11,021,129.81</b>	<b>43,583.25</b>	<b>0.00</b>	
			<b>47,050.69</b>	<b>47,050.68</b>	<b>0.00</b>	
			<b>0.00</b>	<b>14,672.83</b>	<b>0.00</b>	
<b>Total Local Agency Investment Fund</b>		<b>11,068,180.50</b>	<b>11,068,180.50</b>	<b>18,140.26</b>	<b>18,140.26</b>	<b>18,140.26</b>

## Income Earned

As of April 30, 2020



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
<b>INVESTMENT POOL</b>						
09CATR\$05	CalTrust Medium Term Fund	Various Various 645,849.93	6,485,876.08 9,614.24 0.00 6,495,490.32	0.00 9,614.24 0.00 9,614.24	0.00 0.00 0.00 9,614.24	9,614.24
			6,485,876.08 9,614.24 0.00	0.00 9,614.24 0.00	0.00 0.00 0.00	
<b>Total Investment Pool</b>		<b>645,849.93</b>	<b>6,495,490.32</b>	<b>9,614.24</b>	<b>9,614.24</b>	<b>9,614.24</b>
			33,670,320.66 750,070.87 677,008.93	105,593.29 69,413.06 92,088.38	1,764.24 3,346.65 (1,582.41)	
<b>TOTAL PORTFOLIO</b>		<b>27,789,923.30</b>	<b>33,741,800.19</b>	<b>55,908.15</b>	<b>54,325.74</b>	<b>54,325.74</b>

## Cash Flow Report

As of April 30, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/01/2020	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	305.75	305.75
05/03/2020	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
05/06/2020	Purchase	3133ELR9	325,000.00	FFCB Note 0.25% Due 5/6/2022	-324,587.25	0.00	-324,587.25
05/06/2020	Sale	31846V203	324,587.25	First American Govt Obligation Fund Class Y	324,587.25	0.00	324,587.25
05/07/2020	Maturity	02587DXU7	250,000.00	American Express Centurion Negotiable CD 2% Due 5/7/2020	250,000.00	2,493.15	252,493.15
05/13/2020	Interest	459200JX0	200,000.00	IBM Corp Note 2.85% Due 5/13/2022	0.00	2,850.00	2,850.00
05/13/2020	Maturity	254672NN4	250,000.00	Discover Bank Negotiable CD 2% Due 5/13/2020	250,000.00	2,493.15	252,493.15
05/15/2020	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	285.37	285.37
05/15/2020	Interest	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	2,187.50	2,187.50
05/15/2020	Interest	912828WJ5	300,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	3,750.00	3,750.00
05/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,804.65	170.58	5,975.23
05/15/2020	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	5,966.22	606.25	6,572.47
05/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,223.17	193.00	2,416.17
05/15/2020	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,601.78	334.76	6,936.54
05/15/2020	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	4,056.71	65.19	4,121.90
05/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,850.87	463.75	5,314.62
05/18/2020	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,831.73	161.61	3,993.34

## Cash Flow Report

As of April 30, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/18/2020	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	9,987.85	181.23	10,169.08
05/19/2020	Interest	857477AV5	200,000.00	State Street Bank Note 1.95% Due 5/19/2021	0.00	1,950.00	1,950.00
05/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,546.14	129.33	1,675.47
05/21/2020	Interest	808513AW5	200,000.00	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	0.00	3,250.00	3,250.00
05/21/2020	Paydown	3137BM6P6	0.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
05/25/2020	Call	3136G3Y25	1,000,000.00	FNMA Callable Note Qtrly 8/25/2017 1.5% Due 8/25/2021	1,000,000.00	3,750.00	1,003,750.00
05/25/2020	Call	3134G95L7	1,000,000.00	FHLMC Callable Note Qrtly 11/25/2016 1.6% Due 8/25/2021	1,000,000.00	4,000.00	1,004,000.00
05/25/2020	Interest	404280BA6	200,000.00	HSBC Holdings PLC Note 3.6% Due 5/25/2023	0.00	3,600.00	3,600.00
05/25/2020	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
05/25/2020	Interest	38148J3E9	245,000.00	Goldman Sachs Bank USA Negotiable CD 2.3% Due 11/25/2020	0.00	2,809.78	2,809.78
05/25/2020	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,025.83	758.54	7,784.37
05/26/2020	Interest	684000\$09	250,000.00	Opus Bank Collateralized CD 0.25% Due 6/28/2020	0.00	51.31	51.31
05/31/2020	Interest	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.00	3,000.00	3,000.00
<b>MAY 2020</b>					<b>2,551,894.95</b>	<b>42,935.51</b>	<b>2,594,830.46</b>
06/01/2020	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	315.95	315.95
06/08/2020	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25
06/14/2020	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13

## Cash Flow Report

As of April 30, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/15/2020	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	294.88	294.88
06/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,228.17	189.42	2,417.59
06/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,676.14	161.97	5,838.11
06/15/2020	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,615.53	322.22	6,937.75
06/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,859.47	450.90	5,310.37
06/15/2020	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	3,862.53	59.04	3,921.57
06/15/2020	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	5,980.34	591.78	6,572.12
06/18/2020	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,841.72	152.83	3,994.55
06/18/2020	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	9,532.71	165.17	9,697.88
06/20/2020	Interest	3130AHSR5	320,000.00	FHLB Note 1.625% Due 12/20/2021	0.00	2,600.00	2,600.00
06/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,549.62	126.83	1,676.45
06/25/2020	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
06/25/2020	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,047.61	739.16	7,786.77
06/26/2020	Interest	684000\$09	250,000.00	Opus Bank Collateralized CD 0.25% Due 6/28/2020	0.00	53.02	53.02
06/28/2020	Maturity	684000\$09	250,000.00	Opus Bank Collateralized CD 0.25% Due 6/28/2020	250,000.00	3.42	250,003.42
06/29/2020	Interest	87164XMJ2	248,000.00	Synchrony Bank Negotiable CD 1.55% Due 6/29/2021	0.00	1,927.27	1,927.27
<b>JUN 2020</b>					<b>301,193.84</b>	<b>16,635.87</b>	<b>317,829.71</b>



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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/01/2020	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	305.75	305.75
07/11/2020	Interest	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.00	2,700.00	2,700.00
07/12/2020	Interest	02665WBF7	200,000.00	American Honda Finance Note 1.65% Due 7/12/2021	0.00	1,650.00	1,650.00
07/13/2020	Interest	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	0.00	2,400.00	2,400.00
07/13/2020	Interest	3137EADB2	350,000.00	FHLMC Note 2.375% Due 1/13/2022	0.00	4,156.25	4,156.25
07/15/2020	Dividend	90LAIF\$00	331,339,654.65	Local Agency Investment Fund State Pool	0.00	14,670.62	14,670.62
07/15/2020	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	285.37	285.37
07/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,547.31	153.55	5,700.86
07/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,233.18	185.84	2,419.02
07/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,868.09	438.02	5,306.11
07/15/2020	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,629.31	309.65	6,938.96
07/15/2020	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	5,994.49	577.28	6,571.77
07/15/2020	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	3,667.94	53.18	3,721.12
07/18/2020	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,851.74	144.03	3,995.77
07/18/2020	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	9,076.47	149.83	9,226.30
07/19/2020	Interest	78012KKU0	200,000.00	Royal Bank of Canada Note 2.5% Due 1/19/2021	0.00	2,500.00	2,500.00
07/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,553.10	124.33	1,677.43

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/24/2020	Interest	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.00	4,250.00	4,250.00
07/24/2020	Interest	949746SK8	200,000.00	Wells Fargo Company Callable Note 1X 1/24/2023 3.069% Due 1/24/2023	0.00	3,069.00	3,069.00
07/25/2020	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
07/25/2020	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,069.46	719.72	7,789.18
07/30/2020	Interest	747525AR4	75,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.00	975.00	975.00
07/31/2020	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
07/31/2020	Interest	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	2,250.00	2,250.00
<b>JUL 2020</b>					<b>50,491.09</b>	<b>45,040.05</b>	<b>95,531.14</b>
08/01/2020	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	315.95	315.95
08/06/2020	Interest	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	0.00	2,875.00	2,875.00
08/09/2020	Interest	69371RP42	200,000.00	Paccar Financial Corp Note 3.15% Due 8/9/2021	0.00	3,150.00	3,150.00
08/15/2020	Interest	46623EKG3	200,000.00	JP Morgan Chase Callable Note 1X 8/15/2020 2.295% Due 8/15/2021	0.00	2,295.00	2,295.00
08/15/2020	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	294.88	294.88
08/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,238.20	182.25	2,420.45
08/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,876.72	425.12	5,301.84
08/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,418.17	145.32	5,563.49
08/15/2020	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,643.12	297.06	6,940.18

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2020	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	3,472.96	47.62	3,520.58
08/15/2020	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,008.68	562.74	6,571.42
08/16/2020	Interest	06406FAD5	200,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	2,200.00	2,200.00
08/16/2020	Interest	98878BER5	248,000.00	Zions Bank Negotiable CD 1.7% Due 2/16/2021	0.00	2,102.22	2,102.22
08/17/2020	Interest	69353RFB9	250,000.00	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	0.00	3,281.25	3,281.25
08/18/2020	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	8,619.12	135.24	8,754.36
08/18/2020	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,861.79	135.20	3,996.99
08/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,556.60	121.82	1,678.42
08/21/2020	Interest	29976D2F6	248,000.00	Everbank Negotiable CD 2.05% Due 2/14/2022	0.00	2,535.04	2,535.04
08/25/2020	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
08/25/2020	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,091.38	700.22	7,791.60
08/28/2020	Interest	48714LAC3	248,000.00	Kearny Bank Negotiable CD 1.75% Due 3/1/2021	0.00	2,164.05	2,164.05
<b>AUG 2020</b>					<b>49,786.74</b>	<b>24,313.61</b>	<b>74,100.35</b>
09/01/2020	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	315.95	315.95
09/06/2020	Interest	02587CFZ8	250,000.00	American Express Negotiable CD 1.95% Due 9/8/2020	0.00	2,457.53	2,457.53
09/08/2020	Interest	24422ETV1	305,000.00	John Deere Capital Corp Note 2.15% Due 9/8/2022	0.00	3,278.75	3,278.75
09/08/2020	Maturity	02587CFZ8	250,000.00	American Express Negotiable CD 1.95% Due 9/8/2020	250,000.00	26.71	250,026.71

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/10/2020	Interest	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	0.00	4,812.50	4,812.50
09/11/2020	Interest	89114QCB2	200,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	3,250.00	3,250.00
09/12/2020	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
09/15/2020	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	294.88	294.88
09/15/2020	Interest	68389XBK0	200,000.00	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	0.00	1,900.00	1,900.00
09/15/2020	Maturity	88413QBQ0	250,000.00	Third Fed Sav&Ln Cleveland Negotiable CD 1.9% Due 9/15/2020	250,000.00	2,394.52	252,394.52
09/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,885.37	412.19	5,297.56
09/15/2020	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,656.96	284.43	6,941.39
09/15/2020	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	3,277.57	42.35	3,319.92
09/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,288.71	137.29	5,426.00
09/15/2020	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,022.90	548.17	6,571.07
09/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,243.24	178.65	2,421.89
09/18/2020	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	8,160.66	121.37	8,282.03
09/18/2020	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,871.86	126.35	3,998.21
09/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,560.10	119.30	1,679.40
09/25/2020	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
09/25/2020	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,113.36	680.66	7,794.02

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/30/2020	Interest	912828T26	300,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	2,062.50	2,062.50
09/30/2020	Maturity	05580ACZ5	248,000.00	BMW Corp Negotiable CD 2.2% Due 9/30/2020	248,000.00	2,750.42	250,750.42
09/30/2020	Maturity	14042RAK7	248,000.00	CAPITAL ONE Negotiable CD 2.25% Due 9/30/2020	248,000.00	2,812.93	250,812.93
<b>SEP 2020</b>					<b>1,045,080.73</b>	<b>34,386.33</b>	<b>1,079,467.06</b>
10/01/2020	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	305.75	305.75
10/06/2020	Interest	140420XR6	248,000.00	Capital One Bank USA NA Negotiable CD 1.7% Due 4/6/2021	0.00	2,113.78	2,113.78
10/07/2020	Interest	08173QBS4	248,000.00	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	0.00	1,927.27	1,927.27
10/08/2020	Interest	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	0.00	534.38	534.38
10/15/2020	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	285.37	285.37
10/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,248.29	175.04	2,423.33
10/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,158.95	129.44	5,288.39
10/15/2020	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,670.82	271.79	6,942.61
10/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,894.03	399.25	5,293.28
10/15/2020	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	3,081.78	37.38	3,119.16
10/15/2020	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,037.15	533.57	6,570.72
10/18/2020	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,881.96	117.48	3,999.44
10/18/2020	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	7,701.09	108.25	7,809.34

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/19/2020	Interest	06051GFW4	200,000.00	Bank of America Corp Note 2.625% Due 4/19/2021	0.00	2,625.00	2,625.00
10/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,563.61	116.78	1,680.39
10/25/2020	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
10/25/2020	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,135.41	661.04	7,796.45
10/31/2020	Interest	912828Q78	30,000.00	US Treasury Note 1.375% Due 4/30/2021	0.00	206.25	206.25
<b>OCT 2020</b>					<b>48,373.09</b>	<b>10,895.45</b>	<b>59,268.54</b>
11/01/2020	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	315.95	315.95
11/03/2020	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
11/06/2020	Interest	3133ELYR9	325,000.00	FFCB Note 0.25% Due 5/6/2022	0.00	406.25	406.25
11/13/2020	Interest	459200JX0	200,000.00	IBM Corp Note 2.85% Due 5/13/2022	0.00	2,850.00	2,850.00
11/15/2020	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	294.88	294.88
11/15/2020	Interest	912828WJ5	300,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	3,750.00	3,750.00
11/15/2020	Interest	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	2,187.50	2,187.50
11/15/2020	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	2,885.60	32.70	2,918.30
11/15/2020	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,051.44	518.93	6,570.37
11/15/2020	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,684.73	259.11	6,943.84
11/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,028.86	121.79	5,150.65

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,253.34	171.43	2,424.77
11/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,902.71	386.28	5,288.99
11/18/2020	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	7,240.40	95.86	7,336.26
11/18/2020	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,892.09	108.58	4,000.67
11/19/2020	Interest	857477AV5	200,000.00	State Street Bank Note 1.95% Due 5/19/2021	0.00	1,950.00	1,950.00
11/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,567.13	114.25	1,681.38
11/21/2020	Interest	808513AW5	200,000.00	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	0.00	3,250.00	3,250.00
11/25/2020	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
11/25/2020	Interest	404280BA6	200,000.00	HSBC Holdings PLC Note 3.6% Due 5/25/2023	0.00	3,600.00	3,600.00
11/25/2020	Maturity	38148J3E9	245,000.00	Goldman Sachs Bank USA Negotiable CD 2.3% Due 11/25/2020	245,000.00	2,840.66	247,840.66
11/25/2020	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,157.53	641.36	7,798.89
11/30/2020	Interest	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.00	3,000.00	3,000.00
<b>NOV 2020</b>					<b>292,663.83</b>	<b>29,643.16</b>	<b>322,306.99</b>
12/01/2020	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	305.75	305.75
12/08/2020	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25
12/14/2020	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
12/15/2020	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	285.37	285.37

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,258.42	167.80	2,426.22
12/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	4,898.46	114.33	5,012.79
12/15/2020	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,698.65	246.41	6,945.06
12/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,911.40	373.29	5,284.69
12/15/2020	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	2,688.99	28.33	2,717.32
12/15/2020	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,065.77	504.25	6,570.02
12/18/2020	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,902.24	99.66	4,001.90
12/18/2020	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	6,778.59	84.22	6,862.81
12/20/2020	Interest	3130AHSR5	320,000.00	FHLB Note 1.625% Due 12/20/2021	0.00	2,600.00	2,600.00
12/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,570.65	111.72	1,682.37
12/25/2020	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
12/25/2020	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,179.71	621.62	7,801.33
12/29/2020	Interest	87164XMJ2	248,000.00	Synchrony Bank Negotiable CD 1.55% Due 6/29/2021	0.00	1,927.27	1,927.27
<b>DEC 2020</b>					<b>46,952.88</b>	<b>15,952.03</b>	<b>62,904.91</b>
01/01/2021	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	315.95	315.95
01/11/2021	Interest	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.00	2,700.00	2,700.00
01/12/2021	Interest	02665WBF7	200,000.00	American Honda Finance Note 1.65% Due 7/12/2021	0.00	1,650.00	1,650.00



## Cash Flow Report

As of April 30, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/13/2021	Interest	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	0.00	2,400.00	2,400.00
01/13/2021	Interest	3137EADB2	350,000.00	FHLMC Note 2.375% Due 1/13/2022	0.00	4,156.25	4,156.25
01/15/2021	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	294.88	294.88
01/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	4,767.74	107.07	4,874.81
01/15/2021	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,712.61	233.68	6,946.29
01/15/2021	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	2,491.99	24.25	2,516.24
01/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,920.12	360.27	5,280.39
01/15/2021	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,080.12	489.54	6,569.66
01/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,263.50	164.17	2,427.67
01/18/2021	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,912.42	90.72	4,003.14
01/18/2021	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	6,315.67	73.32	6,388.99
01/19/2021	Maturity	78012KKU0	200,000.00	Royal Bank of Canada Note 2.5% Due 1/19/2021	200,000.00	2,500.00	202,500.00
01/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,574.19	109.18	1,683.37
01/24/2021	Interest	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.00	4,250.00	4,250.00
01/24/2021	Interest	949746SK8	200,000.00	Wells Fargo Company Callable Note 1X 1/24/2023 3.069% Due 1/24/2023	0.00	3,069.00	3,069.00
01/25/2021	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
01/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,201.98	601.81	7,803.79

## Cash Flow Report

As of April 30, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/30/2021	Interest	747525AR4	75,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.00	975.00	975.00
01/31/2021	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
01/31/2021	Interest	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	2,250.00	2,250.00
<b>JAN 2021</b>					<b>246,240.34</b>	<b>29,787.72</b>	<b>276,028.06</b>
02/01/2021	Interest	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.00	315.95	315.95
02/06/2021	Interest	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	0.00	2,875.00	2,875.00
02/09/2021	Interest	69371RP42	200,000.00	Paccar Financial Corp Note 3.15% Due 8/9/2021	0.00	3,150.00	3,150.00
02/15/2021	Interest	46623EKG3	200,000.00	JP Morgan Chase Callable Note 1X 8/15/2020 2.295% Due 8/15/2021	0.00	2,295.00	2,295.00
02/15/2021	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	294.88	294.88
02/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	4,636.71	99.99	4,736.70
02/15/2021	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	2,294.59	20.47	2,315.06
02/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,928.84	347.23	5,276.07
02/15/2021	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,726.59	220.93	6,947.52
02/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,268.59	160.53	2,429.12
02/15/2021	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,094.51	474.80	6,569.31
02/16/2021	Interest	06406FAD5	200,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	2,200.00	2,200.00
02/16/2021	Maturity	98878BER5	248,000.00	Zions Bank Negotiable CD 1.7% Due 2/16/2021	248,000.00	2,125.33	250,125.33

## Cash Flow Report

As of April 30, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/17/2021	Interest	69353RFB9	250,000.00	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	0.00	3,281.25	3,281.25
02/18/2021	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	5,851.63	63.16	5,914.79
02/18/2021	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,922.63	81.75	4,004.38
02/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,577.74	106.63	1,684.37
02/21/2021	Interest	29976D2F6	248,000.00	Everbank Negotiable CD 2.05% Due 2/14/2022	0.00	2,562.89	2,562.89
02/25/2021	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
02/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,224.30	581.95	7,806.25
02/26/2021	Maturity	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	248,000.00	254.79	248,254.79
02/28/2021	Interest	48714LAC3	248,000.00	Kearny Bank Negotiable CD 1.75% Due 3/1/2021	0.00	2,187.84	2,187.84
<b>FEB 2021</b>					<b>541,526.13</b>	<b>24,048.00</b>	<b>565,574.13</b>
03/01/2021	Maturity	48714LAC3	248,000.00	Kearny Bank Negotiable CD 1.75% Due 3/1/2021	248,000.00	11.89	248,011.89
03/08/2021	Interest	24422ETV1	305,000.00	John Deere Capital Corp Note 2.15% Due 9/8/2022	0.00	3,278.75	3,278.75
03/10/2021	Interest	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	0.00	4,812.50	4,812.50
03/11/2021	Interest	89114QCB2	200,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	3,250.00	3,250.00
03/12/2021	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
03/15/2021	Interest	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.00	266.35	266.35
03/15/2021	Interest	68389XBK0	200,000.00	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	0.00	1,900.00	1,900.00

## Cash Flow Report

As of April 30, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/15/2021	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,740.60	208.15	6,948.75
03/15/2021	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,108.93	460.02	6,568.95
03/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,273.70	156.88	2,430.58
03/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	4,505.35	93.12	4,598.47
03/15/2021	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	2,096.77	16.99	2,113.76
03/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,937.58	334.17	5,271.75
03/18/2021	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	5,386.46	53.75	5,440.21
03/18/2021	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,932.86	72.76	4,005.62
03/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,581.29	104.08	1,685.37
03/25/2021	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
03/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,246.70	562.02	7,808.72
03/31/2021	Interest	912828T26	300,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	2,062.50	2,062.50
<b>MAR 2021</b>					<b>292,810.24</b>	<b>23,022.81</b>	<b>315,833.05</b>
04/06/2021	Maturity	140420XR6	248,000.00	Capital One Bank USA NA Negotiable CD 1.7% Due 4/6/2021	248,000.00	2,102.22	250,102.22
04/07/2021	Interest	08173QBS4	248,000.00	Beneficial Bank Negotiable CD 1.55% Due 10/7/2021	0.00	1,916.73	1,916.73
04/08/2021	Interest	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	0.00	534.38	534.38
04/15/2021	Maturity	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	248,000.00	294.88	248,294.88

## Cash Flow Report

As of April 30, 2020



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2021	Paydown	477870AB5	176,191.45	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	6,754.65	195.34	6,949.99
04/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,278.82	153.22	2,432.04
04/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	4,373.69	86.43	4,460.12
04/15/2021	Paydown	47789JAD8	250,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	6,123.40	445.20	6,568.60
04/15/2021	Paydown	47788BAD6	42,981.86	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,898.56	13.81	1,912.37
04/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	4,946.33	321.09	5,267.42
04/18/2021	Paydown	43814WAB1	70,521.75	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	3,943.11	63.75	4,006.86
04/18/2021	Paydown	89238KAD4	112,682.02	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	4,920.17	45.08	4,965.25
04/19/2021	Maturity	06051GFW4	200,000.00	Bank of America Corp Note 2.625% Due 4/19/2021	200,000.00	2,625.00	202,625.00
04/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,584.84	101.53	1,686.37
04/21/2021	Call	808513AW5	200,000.00	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	200,000.00	2,708.33	202,708.33
04/25/2021	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
04/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,269.16	542.03	7,811.19
04/30/2021	Maturity	912828Q78	30,000.00	US Treasury Note 1.375% Due 4/30/2021	30,000.00	206.25	30,206.25
<b>APR 2021</b>					<b>970,092.73</b>	<b>12,702.90</b>	<b>982,795.63</b>
<b>TOTAL</b>					<b>6,437,106.59</b>	<b>309,363.44</b>	<b>6,746,470.03</b>



Chandler Asset Management, Inc. ("Chandler") is an SEC registered investment adviser. For additional information about our firm, please see our current disclosures (Form ADV). To obtain a copy of our current disclosures, you may contact your client service representative by calling the number on the front of this statement or you may visit our website at [www.chandlerasset.com](http://www.chandlerasset.com).

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**Custody:** Your qualified custodian bank maintains control of all assets reflected in this statement and we urge you to compare this statement to the one you receive from your qualified custodian. Chandler does not have any authority to withdraw or deposit funds from/to the custodian account.

**Valuation:** Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

**Performance:** Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

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Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

**Ratings:** Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.



**CITY of GARDENA**

5. D. (1)  
CITY MANAGER  
Report No. P-2020-9  
Date: May 26, 2020

**TO: THE HONORABLE MAYOR AND CITY COUNCIL**  
**SUBJECT: PERSONNEL REPORT**

1. Request City Council approval of the Side Letter Agreement between the City and the Gardena Police Officers Association ("GPOA"). The COVID-19 pandemic has substantially reduced the City's normal and regular revenues. This Side Letter Agreement addresses modifications to the MOU regarding buybacks, sellbacks, caps, and COVID-19 presumption (Attachment 1).
2. Report the Transfer of **KHOI QUACH** to the position of Financial Services Technician, Schedule 48 (\$4,906 - \$6,261), with the Administrative Services Department effective May 13, 2020.
3. Report the Resignation of Police Service Officer, **KIMBERLY IZAGUIRRE**, of the Police Department effective May 9, 2020. Ms. Izaguirre provided 6 years of service to the City.
4. Report the following individuals are on leave under the Family Medical Leave Act / California Family Rights Act (FMLA/CFRA):
  - a. Police Officer, **TED SHIN**, of the Police Department effective May 3, 2019 through June 9, 2020 on a continuous basis.
  - b. Report Police Records Technician I, **DAISY AVALOS**, of the Police Department effective April 25, 2020 through a date to be determined on a continuous basis.
  - c. Report Payroll Specialist, **SARAH READ**, of the Administrative Services Department effective April 15, 2020 through a date to be determined on a continuous basis.
  - d. Police Officer, **EDWARD WENKE**, of the Police Department effective May 11, 2020 through July 30, 2020 on a continuous basis.
5. Report that Executive Office Assistant, **NANCY WARD**, of the Elected and Administrative Offices is on a medical leave of absence effective February 26, 2020 through a date to be determined on a continuous basis.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Clint Osorio".

**CLINT OSORIO**  
City Manager/Human Resources Officer

cc: City Attorney  
City Clerk  
Human Resources  
Payroll

**PERSONNEL REPORT – ATTACHMENT 1**  
**GPOA SIDE LETTER AGREEMENT**



**SIDE LETTER OF AGREEMENT**

**City of Gardena**

**and**

**Gardena Police Officers Association**

**May , 2020**

The City of Gardena (City) and the Gardena Police Officers Association (GPOA) enter into this Side Letter of Agreement and hereby agree to the following:

1. In August 2019, the City of Gardena and the Gardena POA (hereinafter the "Parties") entered into a Memorandum of Understanding ("MOU"). Thereafter, a worldwide pandemic was announced, and federal, state and local officials issued directives on how to respond to the pandemic. As a result, the City of Gardena asserts that its normal and regular revenues were substantially reduced. The City of Gardena is now asking employee associations to make concessions to existing wage and benefit provisions in order to assist the City with its claim of immediate cash-flow issues. The City of Gardena believes the Gardena Police Officers Association cooperating and/or leadership in providing the City concessions is of an utmost benefit to the City. Consequently, the City of Gardena has requested that the Gardena POA agree to the following modifications to the current MOU and corresponding Side Letter Agreements:

2. The current provision of the MOU, except as noted below, regarding the annual/quarterly Vacation buyback option shall be withdrawn and/or removed from the current MOU.

3. The current provision of the MOU, except as noted below, regarding the annual/quarterly Sick leave buyback option shall be withdrawn and/or removed from the current MOU.

4. The current provision of the MOU requiring employees to declare their sellbacks of accrued time twice a year (advance notice) will be removed and modified to require the employees to declare their sell-back 90 days prior to each quarterly sell- back.

5. The current provision of the MOU and any side letter requiring a five hundred fifty-hour (550) cap on Vacation Accrual Banks is removed.

6. The current MOU will be modified to increase the annual Holiday buyback provision from one hundred (100) hours to one hundred sixty (160) hours. Any buyback of Holiday leave time pursuant to the MOU will be limited to forty (40) hours on a quarterly basis.

7. All provisions in the current MOU and existing side letters of agreement that constitute a "use it or lose it" provision, wherein an employee could be deemed to have forfeited accrued Vacation or Holiday time, are withdrawn and/or removed from the current MOU and existing side letters of agreement.

8. The MOU will be modified in order to raise the Sick Time sell-back option, as part of an employee's retirement or honorable separation, from seven hundred twenty hours (720) hours to a maximum of one thousand one hundred (1100) hours.

*Net*

9. Provisions regarding use, accrual, and/or sell-back of Sick Time, Vacation Time, and/or Holiday time may be modified, on an individual case-by-case basis, to reduce accrual banks and/or to facilitate early retirement agreements between the City of Gardena and members of the Gardena Police Officers Association. Any such modification made through an individual agreement must be approved by the City of Gardena, Gardena Police Officers Association, and the individual involved employee.

10. The City will presume any member of the Gardena Police Officers Association who tests positive for COVID-19, after developing symptoms within 14-days of working for the City of Gardena, contracted the virus as a work-related injury (unless there is clear evidence the member contracted the virus while off-duty). The City waives its right to a (90) day period to make this determination. In the event a member of the Gardena POA needs to quarantine himself/herself, the city will either immediately except the claim as an industrial illness/injury or place the member on paid administrative leave until such determination can be made.

11. It is the intent of the parties that the agreed to modifications, unless otherwise addressed herein, are intended to be permanent changes to the MOU. The parties agree that these concessions are for the purpose of addressing the unexpected decline of normal revenues to the City because of the pandemic, and to provide assistance in obtaining concessions from other bargaining groups of the City of Gardena. As such, the agreed-to modifications by the City, unless provided otherwise, above, shall not expire or be modified by either party until such time as the parties, through a mutual agreement, enter into a new Memorandum of Understanding modifying these provisions.

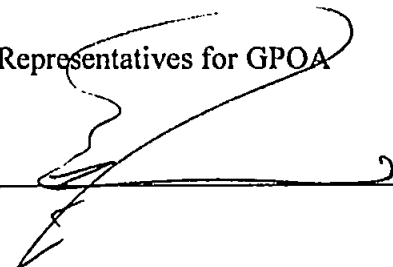
This Side Letter Agreement is not intended to waive either Parties' legal rights nor the rights of the individual members of the Gardena Police Officers Association under the laws of the State of California. This Side Letter of Agreement is also not meant to confer any new benefit, nor to remove any prior benefit, other than provided above.

Agreed to on this \_\_\_\_ day of May \_\_\_\_ 2020, by the parties authorized representatives.

Representatives for the City:

  
\_\_\_\_\_

Representatives for GPOA

  
\_\_\_\_\_



# City of Gardena

## City Council Meeting

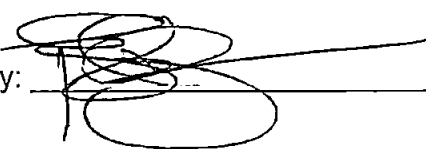
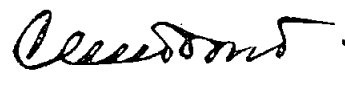
### AGENDA REPORT SUMMARY

Agenda Item No. 5. D. ( 2 )  
Department: CONSENT CALENDAR  
Meeting Date: 05/26/2020  
Ordinance No. 1817

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

AGENDA TITLE: SECOND READING: ORDINANCE NO. 1817, Adoption of Ordinance Amending the Gardena Municipal Code Relating to Density Bonus and directing staff to file a CEQA Notice of Exemption under Guidelines § 15061(b)(3) (*Introduced by Mayor Pro Tem Henderson, May 12, 2020*)

APPLICANT: City of Gardena

<u>COUNCIL ACTION REQUIRED:</u> <ul style="list-style-type: none"><li>• Adopt Ordinance No. 1817</li></ul>	<u>Action Taken</u>
<u>RECOMMENDATION AND STAFF SUMMARY:</u> <p>Staff respectfully recommends that the City Council adopt Ordinance No. 1817, amending the zoning provisions of the Gardena Municipal Code relating to density bonus in accordance with State Law.</p> <p>At the May 12, 2020, City Council meeting, Mayor Pro Tem Henderson introduced Ordinance No. 1817.</p> <p>The project will not have a significant effect on the environment and is therefore exempt from the California Environmental Quality Act (CEQA), pursuant to the common sense exemption found in Section 15061.b.3 of the CEQA Guidelines.</p>	
<u>FINANCIAL IMPACT/COST:</u> <p>None</p>	
<u>ATTACHMENT:</u> <ul style="list-style-type: none"><li>• Ordinance No. 1817</li></ul>	
Submitted by:  , Raymond Barragan, Acting Community Development Director Date: 05/21/2020	
Concurred by:  , Clint Osorio, City Manager Date: 05/21/2020	

**ORDINANCE NO. 1817**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING CHAPTER 18.43 OF THE GARDENA MUNICIPAL CODE RELATING TO DENSITY BONUS PROVISIONS**

**WHEREAS**, during the past two legislative sessions the legislature has enacted changes to the density bonus law; and

**WHEREAS**, the City is required to incorporate the changes in State law into its Density Bonus provisions; and

**WHEREAS**, on March 3, 2020, the Planning Commission of the City of Gardena held a duly, noticed public hearing on this Ordinance at which time it considered all evidence presented both oral and written; and

**WHEREAS**, after the close of the public hearing the Planning Commission recommended that the City Council adopt this Ordinance; and

**WHEREAS**, on May 12, 2020, the City Council of the City of Gardena held a duly, noticed public hearing on this Ordinance at which time it considered all evidence presented both oral and written;

**NOW, THEREFORE, THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Chapter 18.43 of the Gardena Municipal Code is hereby amended as follows. Any sections not amended continue to remain in full force and effect.

**18.43.020 Definitions.**

For purposes of this chapter, the following definitions shall apply:

“Adverse impact” shall be as defined in Government Code Section 65589.5.

“Affordable housing agreement” shall mean an agreement between the city and the applicant guaranteeing the affordability of the rental or ownership affordable units in accordance with this chapter and Government Code Section 65915.

“Affordable housing costs” shall be as defined in Health and Safety Code Section 50052.5.

“Affordable rent” shall be as defined in Health and Safety Code Section 50053.

“Child care facility” shall mean a child day care facility, other than a family day care home, including, but not limited to, infant centers, preschools, extended day care facilities, and school age child care centers.

“Common interest development” shall be as defined in Civil Code Section 4100.

“Density bonus” shall mean a density increase over the otherwise maximum allowable gross residential density under the applicable zoning code provisions and land use element as of the date of the application by the applicant to the city, or, if elected by the applicant, a lesser percentage of density increase.

“Development standard” shall mean a site or construction condition that applies to a residential development pursuant to any ordinance, general plan element, specific plan, or other city condition, law, policy, resolution, or regulation. This includes, but is not limited to: height limitation; setback requirement; floor area ratio; on-site open space requirement; or parking ratio that applies to a residential development.

“Director” shall mean the general services director or the director’s designee.

“Disabled veteran” shall be as defined in Government Code Section 18541.

“Homeless person” shall be as defined in the federal McKinney-Vento Homeless Assistance Act, 42 U.S.C. Section 11301 et seq.

“Housing development” shall mean a development project for five or more residential units, including mixed use developments, and includes, but is not limited to: a subdivision or common interest development approved by the city and consists of residential units or unimproved residential lots and either a project to substantially rehabilitate and convert an existing commercial building to residential use or the substantial rehabilitation of an existing multifamily dwelling as defined in Government Code Section 65863.4(d) where the result of the rehabilitation would be a net increase in available residential units.

“Incentive or concession” or “incentive/concession” shall mean any of the following:

1. A reduction in site development standards or a modification of zoning code requirements or architectural design requirements that exceed the minimum building standards approved by the California Building Commission as provided in Health and Safety Code Section 18901 et seq. This includes, but is not limited to, a reduction in setback and square footage requirements and a reduction in the ratio of vehicular parking spaces that would otherwise be required that result in identifiable and actual cost reductions, to provide for affordable housing costs or for affordable rents for the targeted units.
2. Approval of mixed use zoning in conjunction with the housing project if commercial, office, industrial, or other land uses will reduce the cost of the housing

development and if the commercial, office, industrial, or other land uses are compatible with the housing project and the existing or planned development in the area where the proposed housing project will be located.

3. Other regulatory incentives or concessions proposed by the developer or the city that result in identifiable and actual cost reductions to provide for affordable housing costs or affordable rents for the targeted units.

"Lower income households" shall be as defined in Health and Safety Code Section 50079.5.

"Major transit stop" shall be as defined in Public Resources Code Section 21155.

"Maximum allowable residential density" shall mean the density allowed under the zoning ordinance and land use element of the general plan, or, if a range of density is permitted, means the maximum allowable density for the specific zoning range and land use element of the general plan applicable to the project. In case of inconsistency, the density allowed under the general plan shall prevail.

"Moderate income households" shall be as defined in Health and Safety Code Section 50093.

"One Hundred Percent Affordable Housing" or "100% Affordable Housing" shall mean that one hundred percent of the total units, exclusive of any manager's unit(s) are for lower income households, except that up to twenty percent of the total units may be for moderate-income households.

"Persons or families of low or moderate income" shall be as defined in Health and Safety Code Section 50093.

"Persons or families of moderate income" shall be as defined in Health and Safety Code Section 50093.

"Senior citizen housing development" shall be as defined in Sections 51.3 and 51.12 of the Civil Code, or a mobile home park that limits residency based on age requirements for housing for older persons pursuant to Civil Code Section 798.76 or 799.5.

"Specific adverse impact" shall mean a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete; inconsistency with the zoning ordinance or general plan land use designation does not meet this definition.

"Total units," "total dwelling units," or total rental beds" does not include units added by a density bonus awarded pursuant to this Chapter.

“Transitional foster youth” shall be as defined in Education Code Section 66025.9.

“Unobstructed access to a major transit stop” means that a resident is able to access such stop without encountering natural or constructed impediments.

“Very low income households” shall be as defined in Health and Safety Code Section 50105.

#### **18.43.030 General provisions.**

A. The city shall grant one density bonus as specified in this chapter, and, if requested by the applicant and consistent with the applicable requirements of this chapter and state law, incentives or concessions, waivers or modifications of development standards and parking ratios, when an applicant seeks and agrees to construct a housing development, excluding any units permitted by the density bonus awarded pursuant to this chapter, that will contain at least any one of the following:

1. Ten percent of the total units for lower income households;
2. Five percent of the total units for very low income households;
3. A senior citizen housing development;
4. Ten percent of the total dwelling units in a common interest development for persons and families of moderate income; provided, that all units in the housing development are offered to the public for purchase; or
5. Ten percent of the total units of a housing development for transitional foster youth, disabled veterans, or homeless persons, when such units are subject to a recorded affordability restriction of fifty-five years and are provided at the same affordability level as very low income units.
6. Twenty percent of the total units for lower income students in a student housing development in accordance with Government Code Section 65915(b)(1)(F).
7. One Hundred Percent Affordable Housing.

B. The request for a density bonus and proposals for incentives or concessions, or waivers or modifications of development standards and parking ratios, including relaxed development standards, shall be made in writing at the time of filing the housing development application and shall be processed in conjunction with the underlying application. The request shall identify the specific density bonus, incentives or concessions requested, and any development standards, including parking ratios, to be waived or reduced. Approval of this request shall be processed in conjunction with and pursuant to the same procedure as the underlying applications.

1. If the request includes a waiver or modification of development standards beyond the incentives or concessions required to be provided by the city by Section 18.43.050, the applicant shall include reasonable documentation to demonstrate that the incentive/concession meets the definition set forth above.

2. The request shall be accompanied by a fee in an amount set by resolution of the city council.

C. The density bonus units shall not be included in determining the percentage of units for subsection A of this section.

D. The granting of a density bonus, or incentive/concession as provided for in this chapter, shall not be interpreted, in and of itself, to require a general plan amendment, zone change, study, or other discretionary approval.

E. Nothing herein prevents the city from granting a greater density bonus and additional incentives/concessions or waivers/modifications than that provided for herein, or from providing a lesser density bonus and fewer incentives/concessions and waivers/modifications than that provided for herein, when the housing development does not meet the minimum thresholds.

F. If the applicant requests a meeting, including a preapplication meeting, with the city to discuss the proposal, the director shall meet with the applicant within twenty-one working days. The meeting shall be for informational purposes only and the proposal shall still be acted upon in conjunction with the underlying housing development application.

G. When multiple projects are being considered together for a density bonus, the projects shall be submitted as one application.

H. An applicant shall not be eligible for a density bonus or any other incentive/concession under this chapter if the housing development is on property which was subject to a rent restriction as specified in Government Code Section 65915(c)(3) unless the proposed housing development replaces those units as specified therein.

I. This chapter is to be interpreted in conjunction with Government Code Section 65915 and terms defined therein shall have the same meaning for this chapter.

J. Any reference to a state law code section includes any amendments thereto.

#### **18.42.035 Application procedures.**

A. The City shall notify the applicant when the application is determined to be complete in accordance with the timelines specified in Government Code section 65943.



B. The notice of completeness shall include the following information:

1. The amount of density bonus for which the applicant is eligible;
2. If the applicant requests a revised parking ratio in accordance with Section 18.43.090, the parking ratio for which the applicant is eligible; and
3. If the applicant requests incentives or concessions pursuant to Section 18.43.050 or waivers or modifications pursuant to Section 18.43.060, whether the applicant has provided adequate information to allow the City to make a determination as to such request.

**18.43.040 Density bonus.**

A. An applicant shall be entitled to a density bonus as set forth below. For purposes of calculating the amount of the density bonus to be awarded, if an applicant qualifies for more than one category, the applicant shall elect which category the density bonus shall be awarded under.

TYPE OF HOUSING UNITS	AMOUNT OF HOUSING REQUIRED FOR DENSITY BONUS	DENSITY BONUS PROVIDED TO DEVELOPER	ADDITIONAL DENSITY BONUS UNITS THAT MAY BE AVAILABLE TO DEVELOPER
Lower income	10%	20%	1.5% for every 1% above threshold – up to a maximum of 35%
Very low income	5%	20%	2.5% for every 1% above threshold – up to a maximum of 35%
Senior housing development or mobile homes	Housing development must be at least 35 units to qualify	20%	No additional units – 20% max.
Transitional foster youth, disabled veterans, homeless persons	10%	20% of the number of the type of units giving rise to the density bonus	No additional units – 20% max.
Common interest development	10% of units reserved for persons and families of moderate income	5%	1% for every 1% above threshold – up to a maximum of 35%

<b>TYPE OF HOUSING UNITS</b>	<b>AMOUNT OF HOUSING REQUIRED FOR DENSITY BONUS</b>	<b>DENSITY BONUS PROVIDED TO DEVELOPER</b>	<b>ADDITIONAL DENSITY BONUS UNITS THAT MAY BE AVAILABLE TO DEVELOPER</b>
Student housing	20% of units for lower income students meeting requirements of Gov. Code § 65915(b)(1)(F)	35% of the student housing units	No additional units - 35% max.
100% Affordable Housing	100%, exclusive of manager's unit(s) are for lower income, except 20% may be for moderate income	80% of the number of units for lower income households	No additional units – 80% max.
100% Affordable Housing	100%, exclusive of manager's unit(s) are for lower income, except 20% may be for moderate income which is located within ½ mile of a major transit stop	No limit on density	Not applicable

B. If an applicant for a tentative subdivision map, parcel map, or other residential development donates land to the city in accordance with Section 18.43.070, the applicant shall be entitled to a density bonus as set forth below. The increase allowed by this subsection may be combined with an increase allowed under subsection A of this section up to a total of thirty-five percent.

<b>TYPE OF HOUSING UNITS</b>	<b>AMOUNT OF LAND REQUIRED FOR DENSITY BONUS</b>	<b>DENSITY BONUS PROVIDED TO DEVELOPER</b>	<b>ADDITIONAL DENSITY BONUS UNITS THAT MAY BE AVAILABLE TO DEVELOPER</b>
Land donation	Sufficient land to allow construction of units in an amount of 10% of the number of residential units of the proposed development	15%	1% for each 1% increase above the threshold percentage when requirements are met – up to a maximum of 35%

C. If an applicant for a housing development that satisfies one of the criteria of subsection A of this section also proposes to construct a child care facility in accordance with Section 18.43.080, the applicant shall be entitled to a density bonus as follows, unless the applicant chooses to receive an additional incentive/concession that

contributes significantly to the economic feasibility of the construction of the childcare facility:

TYPE OF HOUSING UNITS	AMOUNT OF HOUSING REQUIRED FOR DENSITY BONUS	DENSITY BONUS PROVIDED TO DEVELOPER	ADDITIONAL DENSITY BONUS UNITS THAT MAY BE AVAILABLE TO DEVELOPER
One of above from subsection A of this section plus child care facility	Must meet requirement from above for type of housing	Amount proportionate to square footage of child care facility (or additional concession/incentive)	N/A

D. All density calculations resulting in fractional units shall be separately rounded up to the next whole number.

E. The density bonus units shall be permitted in geographic areas of the housing development other than the areas where the units for the lower income households are located.

F. Siting for the affordable units within a housing development shall be as approved by the approving body of the underlying application.

G. Affordable units developed in conjunction with a market rate development shall be of equal design and quality as the market rate units. Exteriors, including architecture and elevations of the affordable units shall be similar to the market rate units. Interior finishes, floor plans, and amenities may differ from those provided in the market rate units, but neither the workmanship nor the products may be of substandard or inferior quality as determined by the building official.

#### **18.43.045 Affordability.<sup>1</sup>**

A. An applicant shall enter into an affordable housing agreement to be recorded against the property with the city to ensure continued affordability of all low and very low income rental units that qualified the applicant for the award of the density bonus for at least fifty-five years, or a longer period of time if required by the construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program.

B. Rent limits:

1. Except as provided in subsection 2 below, rents for lower income density bonus units shall be set at an affordable rent;

2. For 100% Affordable Housing, rents shall be as follows:

a. The rent for at least 20 percent of the units in the development shall be set at an affordable rent; and

b. The rent for the remaining units in the development shall be set at an amount consistent with the maximum rent levels for a housing development that receives an allocation of state or federal low-income housing tax credits from the California Tax Credit Allocation Committee.

C. An applicant shall enter into an affordable housing agreement with the city to be recorded against the property to ensure that the initial occupant of all for-sale density bonus units are persons and families of very low, low, or moderate income, as required, and that the units are made available at an affordable housing cost.

D. The city shall require an equity sharing agreement for all for-sale density bonus units, unless it is in conflict with the requirements of another public funding source or law. The following provisions shall be required in an equity sharing agreement, unless in conflict with the requirements of another public funding source or law:

1. Upon resale, the seller of the unit shall retain the value of any improvements, the down payment, and the seller's proportionate share of appreciation. The city shall recapture any initial subsidy and its proportionate share of appreciation, which amount shall be used within five years for any of the purposes described in Health and Safety Code Section 33334.2 that promote home ownership.

2. The city's initial subsidy shall be equal to the fair market value of the home at the time of initial sale, minus the initial sale price to the moderate income household, plus the amount of any down payment assistance or mortgage assistance. If the market value is lower than the initial market value upon resale, then the value at the time of resale shall be used as the initial market value.

3. The city's proportionate share of appreciation shall be equal to the ratio of the city's initial subsidy to the fair market value of the home at the time of initial sale.

#### **18.43.050 Concessions/incentives.**

A. The application shall receive the following number of concessions/incentives:

TYPE OF HOUSING UNITS	AMOUNT OF HOUSING REQUIRED FOR INCENTIVE/CONCESSION	NUMBER OF INCENTIVES/CONCESSIONS AVAILABLE TO DEVELOPER
Lower income	10%	1
	20%	2
	30%	3
Very low income	5%	1
	10%	2
	15%	3
Moderate income common interest development	10%	1
	20%	2
	30%	3
One of above plus child care facility	No threshold	1 additional concession (or additional square footage)
100% Affordable Housing	100%, exclusive of manager's unit(s) are for lower income, except 20% may be for moderate income	4
100% Affordable Housing	100%, exclusive of manager's unit(s) are for lower income, except 20% may be for moderate income which is located within ½ mile of a major transit stop	4 + a height increase of up to three additional stories, or 33 feet

B. The city shall grant the concessions/incentives requested by the applicant unless the city makes a written finding, based on substantial evidence, that:

1. The incentive/concession does not result in identifiable and actual cost reductions to provide for affordable housing costs or for rents for the targeted units.
2. The incentive/concession would have a specific adverse impact upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid specific adverse impact without rendering the development unaffordable to low and moderate income households.

3. The incentive/concession would be contrary to state or federal law.

C. This section does not limit or require the provision of direct financial incentives for the housing development, including the provision of city-owned land, or the waiver of fees or dedication requirements. However, if the city does provide a direct financial contribution through participation in cost of infrastructure, write-down of land costs, or subsidizing the cost of construction, the applicant shall be required to enter into an affordable housing agreement for fifty-five years.

#### **18.43.060 Waiver/modification of development standards.**

A. In addition to the concessions/incentives required pursuant to Section 18.43.050, the city shall not apply any development standard that will have the effect of physically precluding the construction of a housing development that satisfies one of the criteria of Section 18.43.030A at the densities or with the concessions/incentives set forth in this chapter.

B. The city is not required to grant the waiver/modification of the development standard if it makes a written finding, based on substantial evidence, that:

1. The waiver/modification would have a specific, adverse impact upon the health, safety or the physical environment, or on any real property that is listed in the California Register of Historical Resources, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact.

2. The waiver/modification would be contrary to state or federal law.

3. A proposal for waiver or modification under this section shall not change the number of incentives/concessions to which an applicant is entitled pursuant to Section 18.43.050.

C. An applicant for a 100% Affordable Housing project that receives a waiver from any maximum controls on density shall not be eligible for, and shall not receive, a waiver of any other development standard other than as provided for in Section 18.43.050A above.

#### **18.43.090 Parking standards.**

A. Upon request of an applicant, the city shall not require a vehicular parking ratio, inclusive of accessible and guest parking, of a development meeting one of the criteria of Section 18.43.030A which exceeds the following:

1. Zero to one bedroom: one on-site parking space;

2. Two to three bedrooms: two on-site parking spaces;

3. Four and more bedrooms: two and one-half parking spaces.

B. Notwithstanding the above, upon the request of the applicant, the city may not impose a vehicular parking ratio, inclusive of accessible and guest parking, that exceeds the standards set forth below when the specified conditions are met:

1. Exceeds one-half space per bedroom when the development includes the maximum percentage of low (twenty percent) or very low (eleven percent) income units and has unobstructed access to a major transit stop located within one-half mile of the development; or

2. Exceeds one-half space per unit when the development consists solely of rental units, exclusive of a manager's unit(s), with an affordable housing cost to lower income families and has unobstructed access to a major transit stop located within one-half mile of the development; or

3. Exceeds one-half space per unit when the development consists solely of rental units, exclusive of a manager's unit(s), where the development is a housing development for individuals who are sixty-two years of age or older that complies with Civil Code Sections 51.2 and 51.3 and the development has paratransit service or has unobstructed access to a fixed bus route service that operates at least eight times per day located within one-half mile of the development; or

4. No minimum parking requirement when the development consists solely of rental units, exclusive of a manager's unit(s), with an affordable cost to lower income families, as provided in Health and Safety Code section 50052.5 and the development is either a special needs housing development as provided for in Health and Safety Code Section 51312 or a supportive housing development as defined in Health and Safety Code section 50675.14. In the case of a special needs housing development, such development shall have either paratransit service or unobstructed access to a fixed bus route service that operates at least eight times per day.

C. The parking ratios set forth in subsection B of this section may be increased to no more than the ratios set forth in subsection A of this section if the city or an independent consultant has conducted a parking study that meets the requirements of Government Code Section 65915(p)(5) and the city makes findings based on such parking study supporting the need for a higher parking ratio.

D. If the total number of parking spaces required for a development is other than a whole number, the number shall be rounded up to the next whole number.

E. A development may provide on-site parking through tandem parking or uncovered parking, but not through on-street parking.

E. A development may provide on-site parking through tandem parking or uncovered parking, but not through on-street parking.

F. The applicant may request additional parking concessions/incentives beyond that provided herein in accordance with Section 18.43.030.

**SECTION 2. CEQA.**

The adoption of this Ordinance is exempt from CEQA under the common sense exemption set forth in CEQA Guidelines section 15061(b)(3) that CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. The density bonus provisions are set forth in State law. The City is required to adopt an ordinance implementing the provisions of Government Code section 65915 and the provisions apply even if the City fails to adopt an ordinance.

**SECTION 3. EFFECTIVE DATE.**

This Ordinance shall take effect on the thirty-first day after passage.

**SECTION 4. CERTIFICATION.**

The City Clerk shall certify the passage of this ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a publication of general circulation.


PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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

ATTEST:

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

APPROVED AS TO FORM:

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





# City of Gardena City Council Meeting

## AGENDA REPORT SUMMARY

Agenda Item No. 5. D. ( 3 )  
Department: CONSENT CALENDAR  
Meeting Date: 05/26/2020  
Ordinance No. 1818

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

AGENDA TITLE: SECOND READING: ORDINANCE NO. 1818, Adoption of Ordinance Amending Chapter 17.20 of the Gardena Municipal Code Relating to Park and Recreation Dedication and Fees and directing staff to file a CEQA Notice of Exemption under Guidelines § 15061(b)(3):  
(Introduced by Council Member Tanaka, May 12, 2020)

APPLICANT: City of Gardena

<u>COUNCIL ACTION REQUIRED:</u> <ul style="list-style-type: none"><li>• Adopt Ordinance No. 1818</li></ul>	<u>Action Taken</u>
<u>RECOMMENDATION AND STAFF SUMMARY:</u> <p>Staff respectfully recommends that the City Council adopt Ordinance No. 1818, amending Chapter 17.20 of the Gardena Municipal Code Relating to Park and Recreation Dedication and Fees.</p> <p>At the May 12, 2020, City Council meeting, Council Member Tanaka introduced Ordinance No. 1818.</p> <p>The project will not have a significant effect on the environment and is therefore exempt from the California Environmental Quality Act (CEQA), pursuant to the common sense exemption found in Section 15061.b.3 of the CEQA Guidelines.</p>	
<u>FINANCIAL IMPACT/COST:</u> <p>None</p>	
<u>ATTACHMENT:</u> <ul style="list-style-type: none"><li>• Ordinance No. 1818</li></ul>	
Submitted by:  Raymond Barragan, Acting Community Development Director Date: 05/21/2020	
Concurred by:  Clint Osorio, City Manager Date: 05/21/2020	

**ORDINANCE NO. 1818**

**AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF GARDENA, CALIFORNIA  
AMENDING CHAPTER 17.20 OF THE GARDENA MUNICIPAL CODE  
RELATING TO PARK AND RECREATION DEDICATION AND FEES**

**WHEREAS**, the Open Space Plan of the City of Gardena's General Plan establishes a park land-to-population estimate of 3.0 acres for every 1,000 persons; and

**WHEREAS**, Government Code section 66477 allows the City to require the dedication of land or the payment of fees or a combination of both for park and recreational purposes as a condition of approval of a tentative map or parcel map for residential purposes once certain requirements are met; and

**WHEREAS**, the land, fees, or combination thereof may be used only for the purpose of developing new or rehabilitating existing neighborhood or community park or recreational facilities that serve the subdivision; and

**WHEREAS**, Chapter 17.20 of the Gardena Municipal Code regulates Park and Recreation Dedication and Fees; and

**WHEREAS**, the current fee is based on the fair market value of the property to be dedicated; and

**WHEREAS**, the City Council would like to change the methodology related to calculating the fees as well as make other changes to the park and recreation fees paid pursuant to Government Code section 66477 and Gardena Municipal Code Chapter 17.20; and

**WHEREAS**, on April 28, 2020 the City Council of the City of Gardena held a duly noticed public hearing on this matter and considered all evidence presented, both written and oral;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

SECTION 1. Chapter 17.20 of the Gardena Municipal Code is hereby amended to read as follows (the entire chapter has been included regardless of changes for context):

**Chapter 17.20**  
**PARK AND RECREATION DEDICATION AND FEES**

Sections:

- 17.20.010 Dedication of land for park and recreation purposes.
- 17.20.020 Standards for determinations.
- 17.20.030 Amount of land to be dedicated and/or amount of fees in lieu of land dedication.
- 17.20.040 Establishing the fair market value of land for calculating in lieu fees.
- 17.20.050 Payment of fees only.
- 17.20.060 Park site selection.
- 17.20.070 Credit for recreational improvements.
- 17.20.080 Limitations on use of land and fees.
- 17.20.090 Credit for private park amenities.

**17.20.010 Dedication of land for park and recreation purposes.**

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A. In accordance with the City of Gardena General Plan including the Open Space Plan of the Community Resources Element and in accordance with the Subdivision Map Act (Government Code Sections 66410 et seq.) and specifically Government Code Section 66477, the City of Gardena does hereby require either the dedication of land, the payment of fees, or a combination of both for park or recreational purposes as a condition of the approval of a tentative or parcel map for residential subdivisions.

B. The City also requires either the dedication of land, the payment of fees, or a combination of both for park or recreational purposes as a condition of the approval of a parcel map for a division of land not a subdivision for purposes of construction of a residential structure or structures.

C. Subdivisions containing less than five (5) parcels and not used for residential purposes shall be exempted from the requirements of this section. A condition, however, shall be placed on the approval of such parcel map and if a building permit is requested for construction of a residential structure or structures on one or more of the parcels within four (4) years, the fee may be required to be paid by the owner of each such parcel as a condition to the issuance of such permit.

**17.20.020 Standards for determinations.**

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A. The provisions of this Ordinance shall apply to all subdivisions for the purpose of residential development. This Ordinance does not apply to commercial or industrial subdivisions or to condominium projects or stock cooperatives which consist of the subdivision of airspace in an existing apartment building which is more than five (5) years old when no new dwelling units are added.

B. The amount of land dedicated or fees paid shall be based upon the residential density, which shall be determined based on the approved or conditionally approved tentative or parcel map. There shall be a rebuttable presumption that the average number of persons per household by units in a structure is the same as that disclosed by the most recent available federal census or a census taken pursuant to Chapter 17 (commencing with Section 40200) of Part 2 of Division 3 of Title 4 of the Government Code.

C. Subdividers may offer evidence of the actual population densities of their proposed projects for determination by the City Council. The City Council shall consider the evidence submitted and if it finds that the actual population density will differ from the presumed density, it shall use the actual density to calculate the required land or in lieu fee.

**17.20.030 Amount of land to be dedicated and/or amount of fees in lieu of land dedication.**

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A. The dedication of land, or the payment of fees, or a combination of both shall be based on a minimum of three (3) acres of usable park area, as defined in this Ordinance, per 1000 persons residing within the subdivision.

B. The amount of land to be dedicated by a subdivider in accordance with this Ordinance shall be calculated by the following formula:

1. Park and Recreation Formula:

$$A = .003 \times (UP)$$

2. Definition of terms:

$$A = \text{local park space obligation in acres}$$

U = total number of approved dwelling units

P = population density per unit

.003 = total acreage standard of 3.0 acres per 1000 population

C. The amount of fee to be paid by a subdivider in lieu of land to be dedicated in accordance with this Ordinance shall be set by resolution of the City Council using the calculation set forth below.

1.  $F = A \times C$

2. Definition of term:

F = fee

A = local park space obligation in acres as determined above

C = land acquisition cost per acre

D. The city may accept combinations of land, recreational facilities and fees, with the respective amounts to be determined in the sole discretion of the city, so long as the total does not exceed the proportionate amount necessary to provide three acres of park area per 1,000 persons.

E. The amount and location of land to be dedicated or the fees to be paid shall bear a reasonable relationship to the use of the park and recreational facilities by the future inhabitants of the subdivision.

F. Where a fee is required to be paid in lieu of land dedication, the amount of such fee shall be calculated in accordance with the formula and shall be based on the amount established by resolution of the City Council and the fees shall not exceed the proportionate amount necessary to provide three acres of park area per 1,000 persons. The City Council may choose not to impose the full fee that would be required.

G. Fees shall be payable at the time of the recording of the final map or parcel map.

**17.20.040 [Deleted]**

**17.20.050 Payment of fees only.**

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Only the payment of fees may be required in subdivisions containing fifty (50) parcels or less, except that when a condominium project, stock cooperative, or community apartment project exceeds fifty (50) dwelling units, dedication of land may be required notwithstanding that the number of parcels may be less than fifty (50).

**17.20.060 Park site selection.**

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The City Council shall determine if park space shall be provided and the design and location of such space and any amenities thereon. This determination shall be made in accordance with the principles and standards for local park and recreational facilities.

**17.20.070 Credit for recreational improvements.**

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If the subdivider provides park and recreational improvements to the dedicated land, the value of the improvements to the dedicated land or the value of the improvements together with any equipment located thereon shall be a credit against the payment of fees or dedication of land required by this chapter. Excepting, however, that the subdivider and the City Council, upon recommendation of the Director of Community Development, must agree in advance and in writing with such expenditures based on current and verified prices and costs for such improvements and equipment.

**17.20.080 Limitations on use of land and fees.**

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A. Any park land or fees shall be received by the city and pursuant to the provisions of this chapter shall be used only for either acquiring land or developing new or rehabilitating existing park and recreational facilities that serve the area from which they were derived.

B. The City Council shall develop a schedule specifying how, when and where it will use the land or fees, or both, to provide park or recreational facilities to serve the residents of the subdivision. Any fees collected under this chapter shall be committed within five (5) years after the payment of such fees or the issuance of building permits on one-half of the lots created by the subdivision, whichever occurs later. If the fees are not committed, they, without any deductions, shall be distributed and paid to the then record owners of

the subdivision in the same proportion that the size of their lot bears to the total area of all lots within the subdivision.

**17.20.090 No Credit for private park amenities.**

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No credit shall be given for private open space or recreational improvements.

SECTION 2. CEQA. The adoption of this Ordinance is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3) which provides the common-sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This Ordinance merely clarifies the valuation method for calculating the in-lieu fee and clarifies that no credit will be given for private amenities.

SECTION 3. Severability. The City Council declares that (1) the sections, paragraphs, sentences, clauses and phrases in this Ordinance are severable; and (2) if any sections, paragraphs, sentences, clauses and phrases in this Ordinance, or its application to any person, entity or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other sections, paragraphs, sentences, clauses and phrases in this Ordinance or the application of this Ordinance to any other person, entity or circumstance.

SECTION 4. Effective Date/Applicability. This Ordinance shall take effect on the 30<sup>th</sup> day after adoption, however, the new fee shall not apply to any project which has received approval prior to the adoption date of this Ordinance, unless the developer elects to have the new fee applied.

SECTION 5. The City Council directs the City Clerk to cause this Ordinance to be published in the manner required by law.

\* \* \* \* \*

**PASSED, APPROVED and ADOPTED** on May 26, 2020 at a regular meeting of the City Council of the City of Gardena by the following vote:

**AYES:**

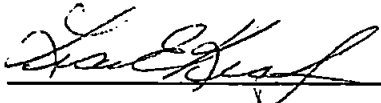
**NOES:**

**ABSENT:**

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Tasha Cerda, Mayor  
City of Gardena, California

**APPROVED AS TO FORM**



*for* Carmen Vasquez, City Attorney  
City of Gardena, California

**ATTEST**

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Mina Semenza, City Clerk  
City of Gardena, California





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

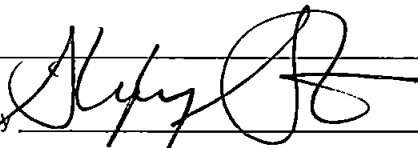
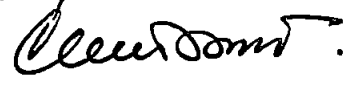
Agenda Item No. 5.D.(4)  
Department: Consent Calendar

**AGENDA REPORT SUMMARY**

Meeting Date: May 26, 2020

TO: THE HONORABLE MAYOR AND CITY COUNCIL

**AGENDA TITLE:** RATIFY ADMINISTRATIVE APPROVAL OF THE ELDERLY NUTRITION PROGRAM CONTRACT ENP162006 AMENDMENT SIX – ADDITIONAL FUNDING

<b><u>COUNCIL ACTION REQUIRED:</u></b>  Ratify Administrative Approval of ENP162006 Amendment Six	<u>Action Taken</u>
<b><u>RECOMMENDATION AND STAFF SUMMARY:</u></b>  Staff respectfully recommends that the City Council ratify administrative approval of the Elderly Nutrition Program Contract No. ENP162006 Amendment Six between the City of Gardena and the County of Los Angeles' Department of Workforce Development, Aging and Community Services. The Elderly Nutrition Program includes serving congregate meals and home-delivered meals as well as conducting telephone reassurance to the older and functionally impaired adult population.  Amendment Six to this contract provides additional funding for the Subaward Sum Year 4 (July '19-June '20) in the amount of \$63,000. The funding source is the Families First Coronavirus Response Act (FFCRA).	
<b><u>FINANCIAL IMPACT/COST:</u></b>  Additional funding for OAA Title III C-1 (Nutrition Services) Congregate Meal Program: \$53,000 Additional funding for OAA Title III C-2 (Nutrition Services) Home-Delivered Meal Program: \$10,000	
<b><u>ATTACHMENTS:</u></b>  1) Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services Letter 2) Amendment Six	
<div>Submitted by , Stephany Santin, May 21, 2020 Director of Recreation &amp; Human Services</div> <div>Concurred by , Clint Osorio, City Manager May 21, 2020</div>	

**ELDERLY NUTRITION PROGRAM SERVICES  
SUBAWARD NUMBER ENP162006  
SUBAWARD PERIOD JULY 1, 2016 – JUNE 30, 2020**

**AMENDMENT SIX**

This Amendment is made and entered into by and between

**COUNTY OF LOS ANGELES THROUGH ITS DEPARTMENT OF  
WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES**  
("County" or "WDACS")

County's Business Address

3175 West Sixth Street  
Los Angeles, CA 90020

and

**City of Gardena**  
("Contractor" or "Subrecipient")

Subrecipient's Business Address

1700 West 162<sup>nd</sup> Street  
Gardena, CA 90247

**WHEREAS**, reference is made to that certain document entitled "Elderly Nutrition Program Services Subaward Number ENP162006 Subaward Period July 1, 2016 – June 30, 2020" dated July 1, 2016, and the Amendments thereto (hereafter collectively referred to as "Contract" or "Subaward"); and

**WHEREAS**, the parties hereto have previously entered into the above referenced Subaward for the purpose of providing Elderly Nutrition Program (ENP) Services, which include serving congregate meals and home-delivered meals as well as conducting telephone reassurance to the older adult population in Los Angeles County (excluding the City of Los Angeles); and

**WHEREAS**, County and Subrecipient recognize and agree that specific terms (including, but not limited to, Contract, Subaward, Contractor, Subrecipient, Subcontract, Lower Tier Subaward, Subcontractor and Lower Tier Subrecipient) are used interchangeably throughout this Amendment in order to comply with Federal, State, and County regulations; and

**WHEREAS**, it is the intent of the parties to amend this Subaward for the following purposes: 1) allocate Families First Coronavirus Response Act (FFCRA) funding in the amount of **\$53,000**, which shall be reimbursed to Subrecipient in exchange for additional

defined and contracted ENP Title III C-1 Services to be provided by Subrecipient during Fiscal Year (FY) 2019-2020; 2) allocate FFCRA funding in the amount of **\$10,000**, which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP Title III C-2 Services to be provided by Subrecipient during FY 2019-2020; 3) reflect updates to Service delivery and other changes previously communicated to Subrecipient in response to the COVID-19 pandemic, which required the parties to take immediate actions to remedy the impact on Services during this emergency; and, 4) provide for the other changes set forth herein; and

**WHEREAS**, the Subaward provides that changes to its terms may be made in the form of a written Amendment, which is formally approved and executed by the parties.

**NOW THEREFORE**, THE PARTIES HERETO AGREE AS FOLLOWS:

- I. This Amendment shall commence **upon execution by all parties**.
- II. Subparagraph 5.2.6 is deleted in its entirety and replaced as follows:

**5.2.6 Subaward Sum Year 4 Funding Source(s)**

- 5.2.6.1 The Subaward Sum Year 4 for the fourth Fiscal Year of this Subaward is comprised of monies which are identified by the funding source(s) or governing statute(s) listed below. The funding source(s) and governing statute(s) authorize County to use these monies to provide Program Services.
- 5.2.6.2 OAA Title III B (Supportive Services and Senior Centers) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III B Services identified in the "Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020: **\$1,000**
- 5.2.6.3 OAA Title III C-1 (Nutrition Services) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III C-1 Services identified in the "Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of July 1, 2019 through June 30, 2020: **\$189,006**
- 5.2.6.4 OAA Title III C-2 (Nutrition Services) original baseline funds available for use for Supervisorial District 2 for contracted ENP Title III C-2 Services identified in the "Fiscal Year 2019-20 Original Baseline Funding Allocation for Elderly Nutrition

Program Services” funding allocation letter for the term of July 1, 2019 through June 30, 2020: **\$169,628**

- 5.2.6.5 OAA Title III B (Supportive Services and Senior Centers) Additional Funding available for use for Supervisorial District 2 for contracted ENP Title III B Services as identified in the “Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services” funding allocation letter for the term of July 1, 2019 through June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **\$170**
- 5.2.6.6 OAA Title III C-1 (Nutrition Services) Additional Funding available for use for Supervisorial District 2 for contracted ENP Title III C-1 Services as identified in the “Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services” funding allocation letter for the term of July 1, 2019 through June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **\$30,000**
- 5.2.6.7 OAA Title III C-2 (Nutrition Services) Additional Funding available for use for Supervisorial District 2 for contracted ENP Title III C-2 Services as identified in the “Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services” funding allocation letter for the term of July 1, 2019 through June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **\$27,000**
- 5.2.6.8 OAA NSIP Additional Funding available for use for Supervisorial District 2 for Congregate Meal Services as identified in the “Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services” funding allocation letter for the term of July 1, 2019 through June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **\$19,000**
- 5.2.6.9 OAA NSIP Additional Funding available for use for Supervisorial District 2 for Home Delivered Meal Services as identified in the “Fiscal Year 2019-20 Additional Funding Allocation for Elderly Nutrition Program Services” funding allocation letter for the term July 1, 2019 through June 30, 2020 (consistent with California Department of Aging contract number AP-1920-19, Amendment 2): **\$17,000**

5.2.6.10 FFCRA funding [available for use only after all other OAA Title III C-1 (Nutrition Services) funding has been exhausted] for Supervisorial District 2 for contracted ENP Title III C-1 Services as identified in the "Fiscal Year 2019-20 FFCRA Funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of March 20, 2020 through June 30, 2020 (consistent with California Department of Aging Notice on California Major Disaster Declaration Approved – Area Plan (AP-1920) Contract Program Spending Flexibility): **\$53,000**

5.2.6.11 FFCRA funding [available for use only after all other OAA Title III C-2 (Nutrition Services) funding has been exhausted] for Supervisorial District 2 for contracted ENP Title III C-2 Services as identified in the "Fiscal Year 2019-20 FFCRA funding Allocation for Elderly Nutrition Program Services" funding allocation letter for the term of March 20, 2020 through June 30, 2020 (consistent with California Department of Aging Notice on California Major Disaster Declaration Approved – Area Plan (AP-1920) Contract Program Spending Flexibility): **\$10,000**

III. Subparagraph 5.1.3 is added as follows:

5.1.3 As previously communicated to Subrecipient in the "Fiscal Year 2019-20 Elderly Nutrition Program Services COVID-19 Unit Rate Increase and GetCare System Updates" letter, which is incorporated herein by reference, the final approved COVID-19 unit rate(s) identified in that letter are effective for the period of March 16, 2020 through June 30, 2020.

IV. Subparagraph 5.3.4 (Federal Award Identification Number (FAIN)) is deleted in its entirety and replaced as follows:

**5.3.4 Federal Award Identification Number (FAIN)**

5.3.4.1 July 1, 2016 - June 30, 2017: 16AACAT3SS; 17AACAT3SS; 16AACAT3CM; 17AACAT3CM; 16AACAT3HD; 17AACAT3HD; 16AACANSIP; and, 17AACANSIP

5.3.4.2 July 1, 2017 - June 30, 2018: 17AACAT3SS; 18AACAT3SS; 17AACAT3CM; 18AACAT3CM; 17AACAT3HD; 18AACAT3HD; 17AACANSIP; and, 18AACANSIP

5.3.4.3 July 1, 2018 - June 30, 2019: 18AACAT3SS; 19AACAT3SS; 18AACAT3CM; 19AACAT3CM; 18AACAT3HD; 19AACAT3HD; 18AACANSIP; and, 19AACANSIP

5.3.4.4 July 1, 2019 – June 30, 2020: 1901CAOASS-01; 2001CAOASS-00; 1901CAOACM-01; 2001CAOACM-00; 1901CAOAH-01; 2001CAOAH-00; 1901CAOANS-00; 2001CAOANS-00; and, FFCRA

- V. Subparagraph 5.3.5 (Federal Award Date) is deleted in its entirety and replaced as follows:

**5.3.5 Federal Award Date**

5.3.5.1 July 1, 2016

5.3.5.2 July 1, 2017

5.3.5.3 July 1, 2018

5.3.5.4 July 1, 2019

5.3.5.5 May 4, 2020

- VI. Subparagraph 5.3.7 (Amount of Federal Funds Obligated by this Action) is deleted in its entirety and replaced as follows:

**5.3.7 Amount of Federal Funds Obligated by this Action:**

5.3.7.1 Original Subaward: \$359,634

5.3.7.2 Amendment One: \$359,634

5.3.7.3 Amendment Two: \$359,634

5.3.7.4 Amendment Three: \$359,634

5.3.7.5 Amendment Four: \$0

5.3.7.6 Amendment Five: \$93,170

5.3.7.7 Amendment Six: \$63,000

- VII. Subparagraph 5.3.8 (Total Amount of Federal Funds Obligated to Subrecipient (Subaward Sum)) is deleted in its entirety and replaced as follows:

**5.3.8 Total Amount of Federal Funds Obligated to Subrecipient (Subaward Sum):**

5.3.8.1 Subaward Sum Year 1: \$359,634

5.3.8.2 Subaward Sum Year 2: \$359,634

5.3.8.3 Subaward Sum Year 3: \$359,634

5.3.8.4 Subaward Sum Year 4: \$515,804

- VIII. Subparagraph 5.3.9 is deleted in its entirety and replaced as follows:

5.3.9 Total Amount of Federal Award (Maximum Subaward Sum): \$1,594,706

- IX. Subparagraph 5.3.10 (Federal Award Project Description) is deleted in its entirety and replaced as follows:

**5.3.10 Federal Award Project Description**

5.3.10.1 July 1, 2016- June 30, 2017: Federal Title IIIB 3BAL16-16 and 3BAL17-16; Federal Title III C1 C1AL16-16 and C1AL17-16; Federal Title III C2 C2AL16-16 and C2AL17-16

5.3.10.2 July 1, 2017- June 30, 2018: Federal Title IIIB 3BAL17-17 and 3BAL18-17; Federal Title III C1 C1AL17-17 and C1AL18-17; Federal Title III C2 C2AL17-17 and C2AL18-17

5.3.10.3 July 1, 2018- June 30, 2019: Federal Title IIIB 3BAL18-18 and 3BAL19-18; Federal Title III C1 C1AL18-18 and C1AL19-18; Federal Title III C2 C2AL18-18 and C2AL19-18

5.3.10.4 July 1, 2019 – June 30, 2020: Federal Title IIIB 3BSL19-19 and 3BSL20-19; Federal Title III C1 3C1L19-19 and 3C1L20-19; Federal Title III C2 3C2L19-19 and 3C2L20-19; NSIP C1 NC1L19-19 and NC1L20-19; NSIP C2 NC2L19-19 and NC2L20-19; and, FFCRA

- X. Subparagraph 5.12.2 (Required Match Contribution) is deleted in its entirety and replaced as follows:

**5.12.2 Required Match Contribution**

5.12.2.1 The required match contribution for OAA Title III C-1 (Nutrition Services) is twelve percent (12%) of the Subaward Sum allocated for any Fiscal Year under this Subaward. As previously communicated to Subrecipient on March 24, 2020, in order to mitigate some of the effects of the current emergency created as a result of the virus, the match requirements are being modified as follows:

5.12.2.1.1 Subrecipient shall provide the required match for the period of July 1, 2019 through February 29, 2020; Subrecipient shall report this match information in the year-end closeout report.

5.12.2.1.2 Effective March 1, 2020 through June 30, 2020, all match contribution requirements for OAA Title III C-1 are waived.

5.12.2.1.3 Unless otherwise noted, Subrecipient's match requirements under any prior period of this Subaward remain unchanged.

5.12.2.2 The required match contribution for OAA Title III C-2 (Nutrition Services) is twelve percent (12%) of the Subaward Sum allocated for any Fiscal Year under this Subaward. As previously communicated to Subrecipient on March 24, 2020, in order to mitigate some of the effects of the current emergency created as a result of the virus, the match requirements are being modified as follows:

5.12.2.2.1 Subrecipient shall provide the required match for the period of July 1, 2019 through February 29, 2020; Subrecipient shall report this match information in the year-end closeout report.



5.12.2.2.2 Effective March 1, 2020 through June 30, 2020, all match contribution requirements for OAA Title III C-2 are waived.

5.12.2.2.3 Unless otherwise noted, Subrecipient's match requirements under any prior period of this Subaward remain unchanged.

5.12.2.3 The required match contribution for OAA Title III B (Supportive Services and Senior Centers) is twelve percent (12%) of the Subaward Sum allocated for any Fiscal Year under this Subaward. As previously communicated to Subrecipient on March 24, 2020, in order to mitigate some of the effects of the current emergency created as a result of the virus, the match requirements are being modified as follows:

5.12.2.3.1 Subrecipient shall provide the required match for the period of July 1, 2019 through February 29, 2020; Subrecipient shall report this match information in the year-end closeout report.

5.12.2.3.2 Effective March 1, 2020 through June 30, 2020, all match contribution requirements for OAA Title III B are waived.

5.12.2.3.3 Unless otherwise noted, Subrecipient's match requirements under any prior period of this Subaward remain unchanged.

XI. Subparagraph 9.18.4 (Information Technology Systems – Management Information System) is deleted in its entirety and replaced as follows:

**9.18.4.1 Data Entry**

9.18.4.1.1 County has implemented use of the Management Information System (MIS), a computerized database system that is used to record and track Service delivery, Program data, and Client information. Subrecipient shall use the MIS and all other systems identified by County, including but not

limited to State and Federal programs, applications, software, etc., to report Program data as outlined herein and as directed by County.

- 9.18.4.1.2 Subrecipient shall ensure the accuracy and authenticity of the number of eligible Client Services provided each day. Subrecipient shall track, document, and report the actual date when Services are rendered. Subrecipient shall complete direct data entry of the required Program, Service delivery, and Client data (including but not limited to, the total number of Clients served, the type and number of Services provided to Client, and the date(s) of Service) into the MIS on the day when the Service(s) is provided to Client and shall ensure that Service recording is accurate each day (i.e., to ensure accurate reporting, Subrecipient shall enter Program, Service delivery, and Client data into MIS on the day when the meal(s) is delivered to Client). Subrecipient shall not back-date any data and any attempts to do so may subject Subrecipient to appropriate remedies as determined by County at County's sole discretion.
- 9.18.4.1.3 As previously communicated to Subrecipient on April 14, 2020, GetCare has been updated to reflect new COVID-19 Service Categories/Details and rates for Congregate Meals (C-1) and Home-Delivered Meals (C-2) Services. Subrecipient shall use these new COVID-19 Service Categories/Details to report Services provided for April 1, 2020 through June 30, 2020. Subrecipient shall continue to use the non-COVID-19 Service Categories/Details for Telephone Reassurance Services.
- 9.18.4.1.4 As previously communicated to Subrecipient on April 14, 2020, Subrecipient shall report Congregate Meals, which were home-delivered to Congregate Meals Clients, beginning April 1, 2020 using the new COVID-19 C-1 Service Categories/Details. Subrecipient shall report Congregate Meals which were home-delivered to Congregate Meals Clients in March 2020 using the non-COVID-19 C-1 Service Categories/Details (i.e., Subrecipient shall not use the COVID-19 Service Categories/Details to report meals provided to Congregate Meals Clients at home in March 2020).

- 9.18.4.1.5 Subrecipient shall record FFCRA-funded Services in MIS using the FFCRA Service Categories/Details as directed by County. FFCRA Services shall only be reported only after all funding for OAA Title III C-1 and OAA Title III C-2 Services have been exhausted.

- XII. Exhibit A (Statement of Work), Subsection 7.6 (Program Services for 2020 Cesar Chavez Holiday) is added as follows:

**7.6 Program Services for 2020 Cesar Chavez Holiday**

- 7.6.1 As previously communicated to Subrecipient on March 27, 2020, County of Los Angeles recognizes that Monday, March 30, 2020 is a County of Los Angeles holiday honoring Cesar Chavez. In order to mitigate some of the effects of the current emergency created as a result of the virus, Subrecipient shall provide Elderly Nutrition Program Services (including meals and telephone reassurance calls) on March 30, 2020. If meals were already provided to older adults in order to last them through Monday, March 30, 2020, then no additional meal service will be required except for telephone reassurance calls.
- 7.6.2 Subrecipient shall enter all Services provided on Monday, March 30, 2020 in the MIS as provided in Subparagraph 5.5 (Invoices and Payments) in order to receive reimbursement.

- XIII. Exhibit A (Statement of Work), Subsection 10.3.6 (Congregate Meals Services During COVID-19) is added as follows:

**10.3.6 Congregate Meals Services During COVID-19**

- 10.3.6.1 In an effort to mitigate the impact of the COVID-19 pandemic, Subrecipient shall provide ENP Services in a manner that will ensure the health, safety, and protection of Clients and Subrecipient's Staff (including Employees and Volunteers) during this state of emergency. To this end, Subrecipient shall ensure that its Staff utilize social distancing guidelines as directed by the County of Los Angeles Department of Public Health and utilize personal protective equipment (including but not limited to face coverings, disposable gloves, hand sanitizer, etc.) when providing Services.

- 10.3.6.2 As previously communicated to Subrecipient on March 12, 2020, Subrecipient shall deliver meals to Congregate Meals Clients at their residences until further notice or direction from County.

XIV. Exhibit A (Statement of Work), Subsection 10.13.1 is deleted in its entirety and replaced as follows:

- 10.13.1 When Subrecipient elects to use the services of a Caterer to prepare/supply Congregate Meals and/or Home-Delivered Meals, Subrecipient shall procure that Caterer from a pool of caterers who are on the AAA Approved Caterer List. Such caterers have been inspected and certified by DASS Program subrecipient and have been approved by County. The AAA Approved Caterer List shall be provided by County on an annual basis.

- 10.13.1.1 As previously communicated to Subrecipient on March 17, 2020, in order to mitigate some of the effects of the current emergency created as a result of the virus, the requirements for selecting a caterer from the AAA Approved Caterer List as described above is suspended effective March 17, 2020 through June 30, 2020. During this period, if Subrecipient has an unmet need due to increased Clients requesting Services, Subrecipient is allowed to use caterers that are not on County's approved list provided that these caterers meet the requirements for food safety and sanitation as required in this Statement of Work. If Subrecipient intends to use an unapproved caterer, Subrecipient shall comply with the notice and approval requirements of Subsection 10.13.1.2 and shall ensure that a caterer which is not on County's approved list meets the standards and qualities of approved caterers; to this end, Subrecipient shall work with the DASS Program subrecipient for clarification and guidance on these standards and qualities and shall follow DASS Program subrecipient's requirements.

- 10.13.1.2 When Subrecipient intends to use a caterer which is not on County's approved list, Subrecipient shall send a written notification to County's Program Manager by providing the caterer's name and shall include confirmation that dietary and nutritional requirements will continue to be met. County shall provide timely written notice of approval or disapproval of proposed

substitute caterer to Subrecipient. County reserves the unlimited right at its sole discretion to reject Subrecipient's use of any proposed substitute caterer; upon receiving County's written notification of rejection, Subrecipient shall not utilize proposed substitute caterer and shall obtain an alternative qualified caterer as required herein.

10.13.1.3 County maintains the continuing right to reinstate the normal operating requirements noted in Subsection 10.13.1 at any time.

XV. Exhibit A (Statement of Work), Subsection 10.16.17 is added as follows:

10.16.17 As previously communicated to Subrecipient on March 27, 2020, in order to mitigate some of the effects of the current emergency created as a result of the virus, effective March 23, 2020 through June 30, 2020, Subrecipient shall not request or solicit contributions (i.e., donations) in any manner from Clients/recipients of Services. County maintains the continuing right to reinstate the requirements for requesting contributions at any time.

XVI. "Exhibit W1 (Budget for Title III C-1 Program Services) Amendment 6 {FY 2019-20 FFCRA Funding}" is added, is an addendum to "Exhibit W1 (Budget for Title III C-1 Program Services)", and is incorporated herein by reference.

XVII. "Exhibit W2 (Budget for Title III C-2 Program Services) Amendment 6 {FY 2019-20 FFCRA Funding}" is added, is an addendum to "Exhibit W2 (Budget for Title III C-2 Program Services)", and is incorporated herein by reference.

XVIII. "Exhibit X1 (Mandated Program Services for Title III C-1 Program) Amendment 6 {FY 2019-20 FFCRA Funding}" is added, is an addendum to "Exhibit X1 (Mandated Program Services for Title III C-1 Program)", and is incorporated herein by reference.

XIX. "Exhibit X2 (Mandated Program Services for Title III C-2 Program) Amendment 6 {FY 2019-20 FFCRA Funding}" is added, is an addendum to "Exhibit X2 (Mandated Program Services for Title III C-2 Program)", and is incorporated herein by reference.

XX. The "Fiscal Year 2019-20 FFCRA Funding Allocation for Elderly Nutrition Program Services" funding allocation letter is incorporated herein by reference.

**All other terms and conditions of the Subaward shall remain in full force and effect.**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this **Amendment** Six to be subscribed on its behalf by the Acting Director of Workforce Development, Aging and Community Services, and the Subrecipient has subscribed the same through its Authorized Representative. The Authorized Representative(s) signing on behalf of Subrecipient warrants under penalty of perjury that he or she is authorized to bind Subrecipient.

**COUNTY OF LOS ANGELES**

By \_\_\_\_\_ Date \_\_\_\_\_  
Otto Solórzano, Acting Director  
County of Los Angeles  
Workforce Development, Aging  
and Community Services

**SUBRECIPIENT**

\_\_\_\_\_  
City of Gardena  
Subrecipient's Legal Name

\_\_\_\_\_  
ENP162006  
Subaward Number

By \_\_\_\_\_ Date \_\_\_\_\_  
Name of Authorized  
Representative

\_\_\_\_\_  
Title

Approved as to Form:

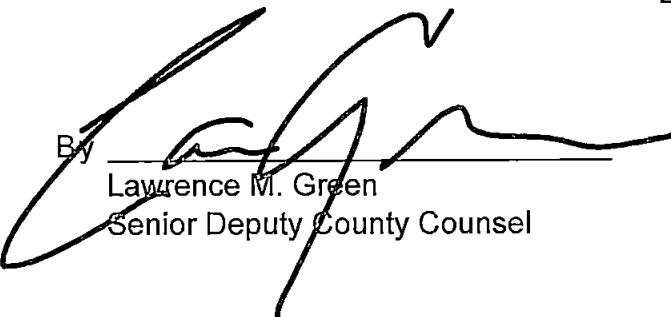
\_\_\_\_\_  
Signature

**OFFICE OF COUNTY COUNSEL**  
Mary C. Wickham, County Counsel

By \_\_\_\_\_ Date \_\_\_\_\_  
Name of Authorized  
Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

By  \_\_\_\_\_  
Lawrence M. Green  
Senior Deputy County Counsel



# City of Gardena

## City Council Meeting

Agenda Item No. 5.D. (5)  
Department: CONSENT CALENDAR  
Meeting Date: May 26, 2020

### AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL  
AGENDA TITLE: AUTHORIZE PURCHASE OF A CLOUD BACKUP AND LOCAL BACKUP SOLUTION FROM INSIGHT PUBLIC SECTOR FOR A TOTAL OF \$34,403.04

<b>COUNCIL ACTION REQUIRED:</b> Authorize Purchase	<b>Action Taken</b>
<b>RECOMMENDATION AND STAFF SUMMARY:</b> <p>GTrans is currently in the process of acquiring and implementing new specialized transit system software, which includes scheduling/operations management, bus video and fleet management tools to help operate daily service and maintain the fleet.</p> <p>GTrans currently does not have an adequate backup solution in the case of a physical or virtual server failure or a total loss scenario. Working closely with the City Information Technology Department (IT), GTrans investigated a solution that will allow us to store backups on-site as well as in the cloud, also known as off-site storage. In addition, GTrans wishes to purchase a solution that will work with the City's current backup plan, which is using part of the on-site hardware that GTrans plans on acquiring through Insight Public Sector to use as City's secondary local backup.</p> <p>Insight Public Sector's Cohesity product is a well-established platform, specializing in disaster recovery and replication, meeting the local support and technical specifications required by City IT. City IT has recently implemented Cohesity's cloud backups and is planning on using the infrastructure acquired by GTrans as its secondary local backup. Once in place, GTrans and the City will be able to seamlessly coordinate and interchangeably use this disaster recovery and replication system as needed.</p> <p>GTrans recommends that City Council authorize the purchase of Insight Public Sector's Cohesity backup solution which includes an annual fee of \$16,039.36 for the cloud backup service and a one-time charge of \$17,183.69 for the hardware which we will own. The total commitment is \$34,403.04, and includes applicable sales tax and freight.</p>	
<b>FINANCIAL IMPACT/COST:</b> This project is funded through existing funds available to GTrans. There is no impact to the General Fund.	
<b>ATTACHMENTS:</b> A. Quote from Insight Public Sector	
Submitted by <u>Ernie Crespo</u> , Ernie Crespo, Director of Transportation Date <u>5/21/20</u>	
Concurred by <u>Clint D. Osorio</u> , Clint D. Osorio, City Manager Date <u>5/21/20</u>	

**SOLD-TO PARTY** 10271122

CITY OF GARDENA  
PO BOX 47003  
GARDENA CA 90247-6803

**SHIP-TO PARTY**

CITY OF GARDENA  
1700 W 162ND ST  
GARDENA CA 90247-3732

**We deliver according to the following terms:**

**Payment Terms** : Net 45 days  
**Ship Via** : Insight Assigned Carrier/Ground  
**Terms of Delivery** : FOB DESTINATION  
**Currency** : USD

In order for Insight to accept Purchase Orders against this contract and honor the prices on this quote, your agency must be registered with OMNIA Partners Public Sector (formerly U.S. Communities). Our sales teams would be happy to assist you with your registration. Please contact them for assistance -- the registration process takes less than five minutes.

**Quotation**

**Quotation Number** : 222219258  
**Document Date** : 15-APR-2020  
**PO Number** :  
**PO Release** :  
**Sales Rep** : Christopher Letsinger  
**Email** : CHRISTOPHER.LETSINGER@INSIGHT.C  
**Telephone** : 4801115820

Material	Material Description	Quantity	Unit Price	Extended Price
<u>SUBDATAPLATSTD1YR</u>	COHESITY DATAPLATFORM STANDARD EDITION SUBSCRIPTION (1TB). Coverage Dates: 15-APR-2020 - 15-APR-2021 OMNIA PARTNERS IT PRODUCTS & SERVICES(# 4400006644)	24	260.60	6,254.40
<u>SUBDATAPROTECT1YR</u>	COHESITY DATAPROTECT ADD-ON SUBSCRIPTION (1 TB). BACKUP SOFTWARE FOR VIRTUAL AND PHYSICAL ENVIRONMENTS. Coverage Dates: 15-APR-2020 - 15-APR-2021 OMNIA PARTNERS IT PRODUCTS & SERVICES(# 4400006644)	16	347.48	5,559.68
<u>SUBCLOUDARCHIVE1YR</u>	COHESITY CLOUDARCHIVE ADD-ON SUBSCRIPTION (1 TB). PROVIDES ABILITY TO ARCHIVE DATA TO SUPPORTED EXTERNAL ARCHIVE TARGETS. Coverage Dates: 15-APR-2020 - 15-APR-2021 OMNIA PARTNERS IT PRODUCTS & SERVICES(# 4400006644)	64	66.02	4,225.28
<u>C4300-SFP-3-CGARD</u>	C4300-SFP THREE (3) NODE BLOCK WITH 36 TB SECURE ERASE HDD, 4.8 TB PCI-E FLASH, 192 GB RAM, 12X 10GBE SFP+, 3X IPMI; HARDWARE ONLY OPEN MARKET	1	11,654.44	11,654.44
<u>CSPC4300SFP3CGARD</u>	PREMIUM (24X7) SUPPORT FOR C4300-SFP-3 OPEN MARKET	1	1,385.97	1,385.97
<u>PSINSTALLSMCLUSCGA</u>	ONSITE INSTALLATION OF ONE CLUSTER (3-8 NODES) FROM "OUT OF THE BOX" TO READY TO "CONFIGURE JOBS". INCLUDES PREP CALL WITH CUSTO OPEN MARKET	1	3,668.98	3,668.98
<u>ADPSFP10GSR</u>	CGARD 10G SHORT-RANGE OPTICAL SFP+ ADAPTER OPEN MARKET	6	79.05	474.30



Product Subtotal	28,168.10
Services Subtotal	5,054.95
Freight	27.76
TAX	1,152.23
<b>Total</b>	<b>34,403.04</b>

Thank you for considering Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Christopher Letsinger  
4801115820  
CHRISTOPHER.LETSINGER@INSIGHT.COM  
Fax 4807608104

OMNIA Partners (formerly U.S. Communities) IT Products, Services and Solutions Contract No. 4400006644

Insight Public Sector (IPS) is proud to be a contract holder for the OMNIA Partners Technology Products, Services & Solutions Contract.

This competitively solicited contract is available to participating agencies of OMNIA Partners. OMNIA Partners assists local and state government agencies, school districts (K-12), higher education, and nonprofits in reducing the cost of purchased goods by pooling the purchasing power of public agencies nationwide. This is an optional use program with no minimum volume requirements and no cost to agencies to participate.

Regarding tariff impacts on IPS contract quotes, Insight is communicating with the contracting officials on the contracts held by Insight to minimize the impact of tariffs to our clients.

Thanks for choosing Insight!

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

The U.S. government has imposed tariffs on technology-related goods. Many of Insight's OEM and distribution partners have notified Insight that these tariffs will result in frequent and significant price increases. Some of our major partners have already provided Insight with cost increases, in some instances multiple times per day, while other providers are still assessing their situations. Due to the situation it is possible this quote may be subject to cost changes for Insight which will necessitate changes to the quoted pricing, or withdrawal of the quote.

This purchase is subject to Insight's online Terms of Sale unless you have a separate purchase agreement signed by both your company and Insight, in which case, that separate agreement will govern. Insight's online Terms of Sale can be found at: [http://www.insight.com/en\\_US/help/terms-of-sale-products-ips.html](http://www.insight.com/en_US/help/terms-of-sale-products-ips.html)

THESE TERMS AND CONDITIONS ("AGREEMENT") APPLY TO YOUR ORDER AND PURCHASE OF HARDWARE, SOFTWARE AND THIRD PARTY BRANDED SERVICES AND SUPPORT (COLLECTIVELY, "PRODUCT") SOLD THROUGH INSIGHT PUBLIC SECTOR. You accept the terms and conditions of this Agreement, unless you have a separate purchase agreement signed by both your company and Insight, in which case, that separate agreement will govern. Insight may, from time to time and at its sole option, revise this Agreement without notice by posting the revised agreement on its web site. The Agreement posted on Insight's web site at the time Insight accepts your order will govern that purchase.

- **Accuracy of Data/Corrections.** Insight obtains certain data directly from the manufacturer, publisher or supplier of Products and is not responsible for pricing, typographical or other errors in any such data. In addition, availability of third-party Product is subject to change without notice. Insight reserves the right to cancel orders related to such errors or Product discontinuation or unavailability, and to correct this web site at any time, including pricing errors not detected until after Insight's confirmation or e-mail response.
- **Prices/Payment Terms.** Prices are subject to change at any time prior to Insight's acceptance of your order. Payment terms are at Insight's sole discretion and all orders are subject to Insight's credit approval. You must provide appropriate credit references upon request and authorize us to obtain credit history from such references. You agree to pay the total purchase price for the Products, plus tax and shipping (to the extent shipping is not prepaid by you, including shipping charges billed to Insight as a result of using your carrier account number or a carrier selected by you). Invoices are due and payable within the time frame and in the currency specified on the invoice, measured from the date of invoice. You agree to pay interest on all past-due amounts at the lower of one and one-half percent (1.5%) per month or the maximum rate allowed by law. You will be responsible for Insight's costs of collection for any payment default, including, but not limited to, court costs, filing fees and attorneys' fees. In addition, if payments are not received as

described above, Insight reserves the right to suspend further deliveries until payment is received.

- **Taxes.** Federal, state and local sales, use and excise taxes and all similar taxes and duties, (excluding taxes based on Insight's income, assets or net worth), are solely your responsibility. You may provide Insight a tax exemption certificate, which will be subject to review and acceptance by Insight.
- **Delivery/Title/Risk of Loss.** Insight will use commercially reasonable efforts to meet requested delivery times but does not guarantee delivery by a stated time and is not responsible for any damages due to delays or the failure to meet a stated delivery schedule. Insight reserves the right to make deliveries in installments. Delay in delivery of one installment will not entitle you to cancel other installments. Except for sales shipped in or to California, Product will be delivered to you FOB Origin (Insight's facility or the facility of any of Insight's suppliers who drop ship direct), freight prepaid and added. Title and risk of loss shall pass to you when Product is delivered to the transportation carrier. Insight is not responsible for insuring shipments, nor for any loss or damages to Product during shipment and recommends you obtain insurance for shipments. Product shipped in or to California will be delivered to you FOB Destination, freight prepaid and added. Title and risk of loss for such shipments shall pass upon delivery at the requested delivery destination. Notwithstanding anything in this paragraph, title to software Product remains with the applicable licensor(s), and your rights and obligations related to the software are contained in the license agreement between you and the licensor(s). You grant a security interest in all Products purchased under this Agreement to secure payment in full. Additionally, you authorize Insight to execute and file a financing statement or other documents that are necessary to perfect Insight's security interest. Insight's security interest shall terminate when Insight has received all amounts due for the Product(s).
- **Third Party Services.** Certain Services may be provided by third parties ("Third Party Services"). In the case of Third Party Services, the third party

shall be considered the contracting party, not Insight, and the third party shall be the party responsible for providing the services to you. You will look solely to the third party for any loss, claims or damages arising from, or related to, the provision of such Third Party Services. You specifically release Insight from any and all claims arising from or relating to the purchase or provision of any such Third Parties Services.

- **Limited Warranty.** PRODUCTS MANUFACTURED, PUBLISHED OR PROVIDED BY THIRD PARTIES ARE PROVIDED ON AN "AS IS" BASIS WITHOUT WARRANTY BY INSIGHT OF ANY KIND, EITHER EXPRESS OR IMPLIED. Insight shall pass through to you, to the extent available, any manufacturer's/publisher's/supplier's written warranties associated with third party Products purchased from Insight. Although Third Party Services are considered "Product" and you may purchase such services through Insight, Insight is not obligated to provide the services disclaims any warranty relating to Third Party Services. Insight accepts no liability for any claims arising out of any act or omission, including negligence, by your third-party service provider; and any amounts associated with Third Party Services, including but not limited to taxes, will be collected solely in our capacity as an independent reseller of such Product.

PRODUCT CODES BEGINNING WITH "IVC" (INSIGHT VALUE CENTER) ARE SOLD "AS IS." IVC Products have been previously opened and/or the box has been damaged. IVC Products are not offered or sold as "new." The manufacturer's or publisher's warranty, if any, will apply and provide the sole coverage for such IVC Products. You must look to the manufacturer, publisher or supplier of third party Products for recovery on any claim of liability and will hold Insight harmless from any claim of negligence or breach of warranty.

PRODUCTS PRODUCED SOLELY BY INSIGHT ("INSIGHT PRODUCT") ARE PROVIDED WITH ONLY THOSE WARRANTIES EXPRESSLY SET FORTH IN THE INSIGHT PRODUCT SPECIFICATION. Your sole remedy and Company's sole

obligation for breach of this warranty will be reasonable efforts to correct any non-conformance or, if this cannot be accomplished, then Company will issue you a credit for, or a refund of, the purchase price and original freight paid for the Insight Product.

- **Disclaimer of Warranty.** THE FOREGOING WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, AND YOUR SOLE AND EXCLUSIVE REMEDIES. INSIGHT DISCLAIMS ALL OTHER WARRANTIES, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, TITLE, OR ARISING FROM A COURSE OF DEALING, USAGE OR TRADE PRACTICE, OR ANY WARRANTY RELATING TO THIRD PARTY SERVICES. No agent or employee of Insight or any other party is authorized to make any warranty in addition to those made in this Agreement.
- **Limitations on Use.** You agree and represent that you are buying Product for your own internal use and not for resale. If Product purchased under this Agreement is intended for export, it may be subject to export regulations. You accept full responsibility for and agree to comply fully with all export regulations, including obtaining export licenses. The export of Products may also alter or void the manufacturer's or publisher's warranty. PRODUCTS OFFERED BY INSIGHT ARE NOT DESIGNED FOR USE IN LIFE SUPPORT, LIFE SUSTAINING, NUCLEAR SYSTEMS OR OTHER APPLICATIONS IN WHICH FAILURE OF SUCH PRODUCTS COULD REASONABLY BE EXPECTED TO RESULT IN PERSONAL INJURY, LOSS OF LIFE OR CATASTROPHIC PROPERTY DAMAGE. USE IN ANY SUCH APPLICATIONS IS AT YOUR SOLE RISK.
- **Limitation of Liability.** INSIGHT WILL NOT BE LIABLE TO YOU FOR ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION LOSS OF INCOME, PROFITS, DATA, OPERATIONAL EFFICIENCY, USE OR INFORMATION, ARISING UNDER THIS AGREEMENT REGARDLESS OF THE FORM OF ACTION OR THEORY OF RELIEF, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. Any liability for



**CITY OF GARDENA**  
**PLANNING & ENVIRONMENTAL QUALITY COMMISSION**  
CITY COUNCIL CHAMBER ■ 1700 WEST 162<sup>nd</sup> STREET  
Telephone: (310) 217-9524 ■ E-mail address: CDDPlanningandZoning@cityofgardena.org

**REPORT OF ACTIONS**  
**MAY 19, 2020**

**5. Site Plan Review #3-19; Tentative Parcel Map #2-19; Variance #1-05 (MOD)**

A proposal to create a lot for a standalone 3,486-square-foot fast-food restaurant with drive-thru and a variance request is needed to reduce the required number of parking spaces. The project is located in the General Commercial (C-3) zone, is consistent with Title 17 and 18 of the Gardena Municipal Code and qualifies for a Categorical Exemption.

**Project Location: 2169 West Redondo Beach Boulevard (APN: 4063-014-017)**

**Applicant: Kristen Roberts, Raising Cane's/Target Corporation**

**Commission Action:** No action was taken. The item will be re-noticed for the June 2, 2020, Planning and Environmental Planning Commission meeting and considered at that time.

**6. Site Plan Review #2-20; Tentative Tract Map #1-20**

The Planning Commission considered a request for site plan review and tentative tract map approval for the construction of six new townhome units in the Medium Density Multiple-Family Residential (R-3) zone per section 18.44.010.E and Chapter 17.08 of the Gardena Municipal Code. Staff had determined that the project qualified for several categorical exemptions, did not meet any of the exceptions to the exemptions, and was therefore exempt from CEQA.

**Commission Action:** Commission approved Resolution No. PC 4-20, approving Site Plan Review #2-20 and Tentative Parcel Map #1-20.

***Ayes: Pierce, Henderson, Langley, Sherman, Jackson***

***Noes:***

***Absent:***

**City Clerk Action:** Receive and File

**City Council Action:** Call for Council Review, Appeal Decision, or Receive and File

**ALL CASE MATERIALS ARE AVAILABLE FOR REVIEW IN THE  
OFFICE OF THE COMMUNITY DEVELOPMENT DEPARTMENT**



# City of Gardena City Council Meeting

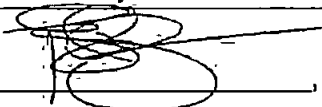

## AGENDA REPORT SUMMARY

Agenda Item No. 8. B. ( 1 )  
Department: COMMUNITY DEVELOPMENT  
Meeting Date: 05/26/2020  
Ordinance No. 1820

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

AGENDA TITLE: PUBLIC HEARING: ORDINANCE No. 1820: INTRODUCTION OF AN ORDINANCE MAKING CHANGES TO TITLE 18 OF THE GARDENA MUNICIPAL CODE RELATING TO RESIDENTIAL DEVELOPMENT AND TIME EXTENSIONS FOR ENTITLEMENTS

APPLICANT: City of Gardena

<b><u>COUNCIL ACTION REQUIRED:</u></b> <ul style="list-style-type: none"><li>▪ Conduct a public hearing on the Zone Code Amendment #2-20</li><li>▪ Receive testimony from the public</li><li>▪ Introduce Ordinance No. 1820 approving the Zone Code Amendment</li></ul>	<b><u>Action Taken</u></b>	
<b><u>RECOMMENDATION AND STAFF SUMMARY:</u></b> <p>Staff respectfully recommends that the City Council conduct a public hearing and introduce Ordinance No. 1820.</p> <p>On April 21, 2020, the Planning Commission conducted a public hearing regarding proposed Zone Code Amendment #2-20, at which time the Commission adopted Resolution No. PC 2-20, recommending approval of the Ordinance with the following modifications: reducing the minimum dimension for storage space from four feet to two feet; no changes to the sizes of parking standards; and allowing a one-time automatic extension for entitlements only.</p> <p>Attached is an agenda staff report providing information on the recommended changes from the Planning Commission, the staff report that went to the Commission, the Commission's Resolution of Recommendation, and a summary of changes. Additionally, attached are the letters of support from local developers that were provided to the Planning Commission and additional letters that have been received directed to the City Council.</p> <p>The project will not have a significant effect on the environment and is therefore exempt from the California Environmental Quality Act (CEQA) pursuant to the common sense exemption found in Section 15061.b.3 of the CEQA Guidelines.</p>		
<b><u>FINANCIAL IMPACT/COST:</u></b> None		
<b><u>ATTACHMENTS:</u></b> <ul style="list-style-type: none"><li>• Agenda Staff Report</li><li>• Ordinance No. 1820 (redlined)</li><li>• Planning Commission Report</li><li>• Correspondence provided to Planning Commission</li><li>• Planning Commission Resolution</li><li>• Planning Commission Changes</li><li>• Correspondence to City Council</li></ul>		
Submitted by: 	Raymond Barragan, Acting Community Development Director	Date: 05/21/2020
Concurred by: 	Clint Osorio, City Manager	Date: 05/21/2020

# CITY COUNCIL MEETING AGENDA STAFF REPORT

Agenda Item No. 8. B. (1)

Department: Community Development

Meeting Date: May 26, 2020

Ordinance No. 1820

## AGENDA TITLE:

INTRODUCTION OF AN ORDINANCE MAKING CHANGES TO TITLE 18 OF THE GARDENA MUNICIPAL CODE RELATING TO RESIDENTIAL DEVELOPMENT AND TIME EXTENSIONS FOR ENTITLEMENTS

## RECOMMENDATION:

Staff respectfully recommends that Council hold a public hearing on Ordinance No. 1820, make any recommended changes, and introduce Ordinance No. 1820.

## BACKGROUND:

The zoning ordinance covers two major topics. Changes to development standards and extension of entitlements.

### Development Standards

During the past couple of years, the City has received a growing number of applications for higher-density residential development, primarily in the R-4 and Mixed Use Overlay areas where a minimum density of 20 units per acre is required. Although the City Council adopted changes to residential standards last year, developers have still struggled to meet the City's development standards while developing the type of 3-story product that has been prevalent in the market has been desiring.

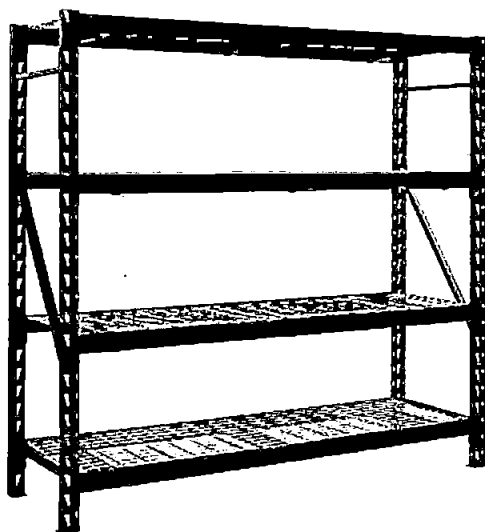
Rather than have staff try to develop standards on its own, on February 19, 2020 staff held a Housing Standards Workshop with a number of developers and other interested parties such as architects on how to improve the Zoning Code and eliminate housing constraints. Staff recognized the need for these changes which are shown in the Ordinance (Attachment A) and summarized in the Planning Commission staff report (Attachment B). Letters of support were received at the Planning Commission level from G3 Urban, City Ventures, Melia Homes, and The Olson Company (Attachment C). Additional letters of support have been received from Borstein Enterprises, G3 Urban, and Angeleno Associates, Inc., architects.

After the staff presentation and public hearing comments (Olson provided comments via ZoomWebinar during the meeting), the Planning Commission had a lengthy discussion regarding the various amendments. In the end, the Planning Commission adopted Resolution No. 2-20 (Attachment D) recommending approval of the Ordinance with the modifications listed on Attachment E to the development standards: reduce the minimum dimension for storage space from four feet to two feet; no changes to the sizes of parking standards; and allow a one-time automatic extension for entitlements only.

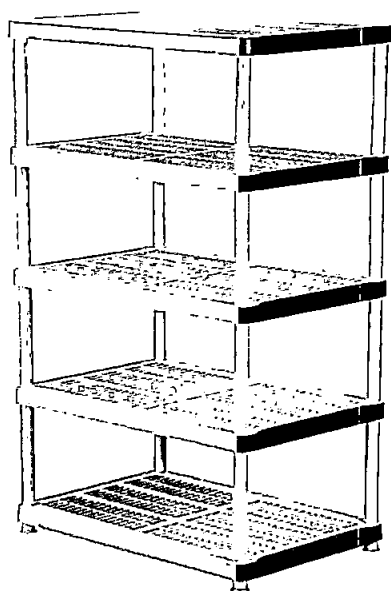
Minimum Dimension – in addition to reducing the amount of storage space from 200 cubic feet to 120 cubic feet, staff originally added a minimum dimension of four feet in any direction in the draft ordinance. After input by The Olson Company staff realized that this requirement created a new burden and that two feet would be more reasonable. Two feet is standard depth of outside garage storage



racks; cabinets generally range in depth from 18 – 24 inches. Additionally, two feet allows storage rack systems to be placed from the ceiling.



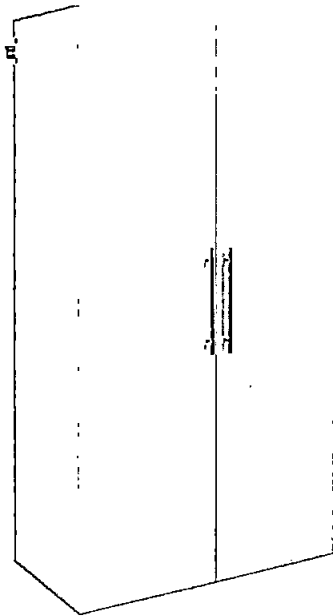
77" x 78" x 24"



72" x 36" x 24"

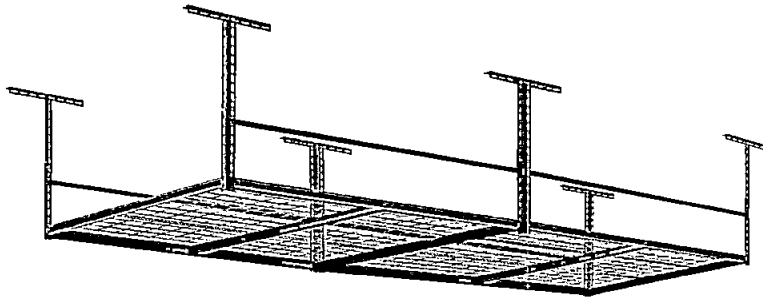


72" x 46" x 24"



36" x 72" x 20"

Additionally, two feet allows storage rack systems to be placed from the ceiling.



28" x 48" x 48"

Parking Dimensions – during the Workshop the participants expressed a desire for reduced parking dimensions in order to provide more flexibility. The draft ordinance proposed the following changes:

Type of Space	Existing Dimension/Standard	Proposed Dimension/Standard
Tandem Parking	12 x 40	10 ½ x 38
Parallel Parking	9 x 25	9 x 22
Compact Parking	8 x 17; 25% of all non-residential may be compact	8 x 17; 25% of guest parking in R-4 and MU Overlay zones may also be compact
Garage Space	20 x 20	19 x 18 <ul style="list-style-type: none"> <li>Staff now recommends 19 x 19 minimum</li> </ul>

After the Planning Commission meeting it was pointed out that it was difficult to comprehend these dimensions in the abstract. As a point of reference, here are some common dimensions for larger vehicles are as follows:

- Subaru Outback 6' x 18'
- Toyota Hilux 6' x 17 ½'
- Ford Ranger 6' x 17 ½'
- Toyota Sienna 6 ½' x 16 ¾'
- Ford Explorer 6 ½' x 16 ½'
- Tesla X 6 ¾' x 16 ½'
- Toyota Landcruiser 6 ¼' x 16'
- Hyundai Sonata 6' x 16'

The only vehicles which would not fit in a garage 19 feet deep would be large trucks such as the Ford 150 and Dodge Ram 3500 which are 21 feet in depth. However, these vehicles will not fit in the existing garage spaces.

Compact vehicles are generally described as vehicles that are approximately 15 feet in length.

- Honda Civic 6' x 15 ¼'
- Mazda 3 6' x 15 1/4 '
- Honda CRV 6 ¾' x 15'
- Volkswagen Golf 5 ¾' x 14 ¾'

The chart on the next page shows a comparison of Gardena's existing and proposed standards with neighboring jurisdictions.

#### Time Extensions

In addition to making changes to development standards, the Ordinance proposes changes regarding time extensions which are allowed for conditional use permits, variances, site plan reviews, and administrative adjustments. Under the Gardena Municipal Code, each of these entitlements are valid only for one year and then there is the opportunity, upon a showing of good cause, for only one six-month extension.

The proposed changes fall into two categories. First, there is an automatic 6 month extension for every permit that was active as of March 6, 2020 when the COVID-19 pandemic first hit. There is no doubt that the pandemic and the shelter at home orders will constitute good cause and it would be a waste of time and money to have to process such requests.

The second change is to eliminate the provision that there may only be one six-month extension on the life of these administrative entitlements. In a survey of neighboring cities, Gardena seems to be unique (see chart on next page).

	GARDENA EXISTING	GARDENA PROPOSED	TORRANCE	CARSON	HAWTHORNE	REDONDO BEACH	INGLEWOOD	LAWNDALE	EL SEGUNDO
Site Plan Review	12 months	12 months		2 years	2 years (design review)		1 year	1 year	2 years
* Extension	1 – 6mo. By CDD	<b>Unlimited 6 mos by CDD</b>		1 year (PH req'd for add'l extensions)	1 year		Six months by Director; Max two extensions	One 90-day extension by Director	1 year by Director without limit
CUP	12 months	12 months	1 year	180 days	3 years	36 mos.	1 year, two years for condos	1 year	24 mos.
* Extension	1 – 6 mo. By PC	<b>Unlimited 6 mos. By PC</b>	Extensions possible	1 year (PH req'd for add'l extensions)	1 year (if a bldg. permit is pulled)	Extension by PC – no limit	Six-month extension or 12 months for condo projects granted by the PC or CC – no limit stated	One 90-day extension by Director	60 day extension by PC, but not limited to 1
Variance	12 months	12 months	As provided in approval or 6 mos. If unstated	180 days	3 years	36 mos.	Determined by Director or PC or 1 year	1 yr. or as stated in approval	1 yr.
* Extension	1 – 6 mo. By PC	<b>Unlimited 6 mos. By PC</b>	No limit – by CC upon PC recommendation	1 year (PH req'd for add'l extensions)	1 year (if a bldg. permit is pulled)	Extension by PC – no limit	One 90-day extension by Director or PC	Extension by PC – no limit	Renewal by PC – no limits
Admin Adjustment	12 months	12 months			N/A		180 days	Not stated	
* Extension	1 – 6 mo. By CDD	<b>Unlimited 6 mos. By CDD</b>					N/A	Not stated	
Admin. Use Permit	N/A	N/A			N/A	36 mos.	N/A	N/A	
* Extension						Extension by CDD – no limit			

## CONCLUSION

IN CONCLUSION, Staff respectfully recommends that Council conduct the public hearing and adopt Ordinance No. 1820 as presented with the recommended change to a minimum dimension of 2 feet for storage space (§§ 18.16.050Q, 18.18.020Q, 18.19.060L), a minimum garage dimension of 19 feet by 19 feet (§ 18.40.070D), and elimination of the increased density in the R-4 zone (§ 18.18.020E) until those changes can be processed with a General Plan Amendment. All other proposed changes would remain the same as in the attached Ordinance.

### Attachments

- A - Ordinance No. 1820 (redlined)
- B – Planning Commission Report
- C – Correspondence provided to Planning Commission
- D – Planning Commission Resolution
- E – Planning Commission Changes
- F – Correspondence to City Council

INT/int

## **ORDINANCE NO. 1820**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, MAKING ADDITIONAL CHANGES TO TITLE 18, ZONING, OF THE GARDENA MUNICIPAL CODE RELATING TO RESIDENTIAL DEVELOPMENT AND TIME EXTENSIONS FOR ENTITLEMENTS**

**WHEREAS**, California is facing a housing crisis; and

**WHEREAS**, staff continues to receive applications for high density developments which point out places where the City's Zoning law should be adjusted to provide additional flexibility to developers so that they may make individual determinations based on market considerations as to the best layout for each project; and

**WHEREAS**, modifications to the development standards are required in order that projects may be developed to the allowed densities of the zone; and

**WHEREAS**, staff will begin to work on an overall update to the City's Zoning law at a future time to modernize the City's Zoning law; and

**WHEREAS**, staff has determined that it is in the best interests to continue to process these changes in phases so that the simpler changes can continue to be quickly implemented; and

**WHEREAS**, during the time that staff was working on the changes to the development standards, the Pandemic caused by COVID-19 caused all non-essential services to cease operations and caused havoc with the economy; and

**WHEREAS**, the period of recovery from the Pandemic will be not be immediate; and

**WHEREAS**, the City Council believes that extensions should be granted for all discretionary planning entitlements and applicants should have the ability to obtain additional extensions as needed; and

**WHEREAS**, the Planning Commission held a duly noticed public hearing on this Ordinance on April 21, 2020 at which time it considered all evidence presented, both written and oral; and

**WHEREAS**, at the close of the public hearing the Planning Commission adopted a Resolution recommending approval of this Ordinance; and

**WHEREAS**, the City Council held a duly noticed public hearing on this Ordinance on May 12, 2020 at which time it considered all evidence presented, both written and oral;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

**SECTION 1. FINDINGS.**

A. The City Council finds that adopting the changes set forth in this Ordinance represents good planning practices for the following reasons: it modernizes the City's Zoning law; it makes the Municipal Code easier to use; it makes sense to have different development regulations in the medium and high density residential zones.

B. The City Council further finds that this Ordinance is consistent with the City's General Plan.

**SECTION 2.** Section 18.14.050 E of the Gardena Municipal Code relating to the R-2 zone is hereby deleted.

E. ~~[Deleted] Dwelling unit size:~~

~~1. A minimum of one thousand two hundred square feet for three or more bedroom units,~~

~~2. A minimum of nine hundred square feet for two bedroom units,~~

~~3. A minimum of seven hundred fifty square feet for one bedroom units, and~~

~~4. A minimum of four hundred fifty square feet for bachelor/efficiency units;~~

**SECTION 3.** Section 18.16.050 E, H and Q of the Gardena Municipal Code relating to the R-3 zone are hereby amended to read as follows; all other sections remain the same:

E. ~~[Deleted] Dwelling unit size:~~

~~1. A minimum of one thousand two hundred square feet for three or more bedroom units,~~

~~2. A minimum of nine hundred square feet for two bedroom units,~~

~~3. A minimum of seven hundred fifty square feet for one bedroom units, and~~



~~4. A minimum of four hundred fifty square feet for bachelor/efficiency units;~~

\* \* \*

H. Distances between buildings: The following distances shall apply to buildings within the project site:

1. A minimum of six feet between main and accessory buildings;
2. A minimum of fifteen feet between main buildings; provided, however:
  - a. A minimum of twenty feet for buildings front to front and with interior courts;
  - b. A minimum of thirty feet for buildings front to front and with driveways between structures; and
  - c. For buildings that are greater than two stories, the distance shall be increased two and one-half feet between buildings for each floor over the second floor;

\* \* \*

Q. Storage space: a minimum of ~~one~~two hundred ~~twenty~~ cubic feet of storage space shall be provided ~~in the garage of~~ for each dwelling unit with a minimum of four feet in any direction. Such space may be located in areas which include, but are not limited to the garage, in an outside closet, or below stairways.

**SECTION 4.** Section 18.18.020 of the Gardena Municipal Code relating to development standards in the R-4 zone is hereby amended to read as follows:

**18.18.020 Development standards.**

The development standards set forth herein shall apply and supersede any zoning code provision in this title to the contrary.

A. Lot area: a minimum of five thousand square feet

B. Lot width:

1. A minimum of fifty feet for interior lots, and

2. A minimum of fifty-five feet for corner lots;

C. Lot depth: a minimum of eighty feet;

A.D. Minimum Density. For any project approved after August 1, 2012, the minimum permitted density shall be twenty units per acre for any residential development. This subsection shall not apply to the expansion of any existing use.

E. Maximum Density. The maximum permitted density shall be as set forth in this subsection; fractional units shall be rounded upward if such fraction is at or above the five-tenths breakpoint:

1. Twenty-five units per acre for lots less than one-half acre; and

2. ~~Twenty-seven~~ Thirty units per acre for lots over ~~between~~ one-half acre and one acre; and

3. ~~Thirty units per acre for lots greater than one acre.~~

F. Building Height. The maximum building height for habitable space shall not exceed ~~thirty five feet, or forty feet.~~ An ~~with an~~ additional five feet may be allowed for architectural projections which are building elements such as towers, cupolas, decorative parapets that screen equipment, and pitched roofs at a minimum pitch of four to twelve, that are added to buildings to provide architectural interest without adding interior floor area, and also include skylights and chimneys. In no event may the building exceed three four stories.

G. Yards. For cluster developments, setbacks are calculated from the project boundaries and not from individual units or buildings within the development.

1. Front yard setback: a minimum of ten feet; no more than fifty percent, including driveways, shall be paved or otherwise covered with hardscaped materials. The remaining area shall be permanently landscaped with softscape materials and provided with a permanent irrigation system subject to city approval.

2. Side and rear yard setbacks:

a. A minimum of ten feet when the building is thirty-five feet or less in height, including architectural projections, and the property directly abuts parcels zoned R-1 or R-2;

b. A minimum of fifteen feet when the building exceeds thirty-five feet in height, including architectural projections, and the property directly abuts parcels zoned R-1 or R-2;

c. A minimum of five feet when the property does not directly abut parcels zoned R-1 or R-2, unless the property is a corner lot in which case, the street side must be a minimum of ten feet;

3. Accessory buildings: one-story accessory buildings, other than a garage, shall be set back four feet from the rear and side property lines when located in the rear one-third of the lot. Garages may be constructed along the rear and side property line when located in the rear one-third of the lot. Garages fronting on public streets shall maintain a minimum ten-foot yard setback. All garages shall be provided with garage doors and new front facing garages and replacement garage doors for front facing garages shall be sectional type doors;

H. Distances between buildings shall be governed by the Building and Fire Codes.

I. Off-street parking: the provisions of Chapter 18.40 shall apply with the exception that:

1. Tandem parking shall be allowed, but not for guest parking spaces.

2. For senior or income restricted units: one off-street parking space for each one bedroom or studio unit.

J. G. Landscaping. The minimum landscaping requirement shall be four hundred sixty square feet. Usable open space: a minimum of 600 300 hundred square feet of usable common or private open space shall be provided for each unit of all multiple-family dwellings and condominiums in accordance with the minimum size requirements of Section 18.42.065.

K. Signs: the provisions of Chapter 18.58 shall apply;

L. Fences: the provisions of Section 18.42.070 shall apply;

M. Refuse areas: the provisions of Section 18.42.130 shall apply;

N. Swimming pool areas: the provisions of Section 18.42.090 shall apply;

O. Projections permitted in required yards: the provisions of Section 18.42.100 shall apply;

P. Protection of intersection visibility: the provisions of Section 18.42.110 shall apply;

Q. Storage space: a minimum of one hundred-twenty cubic feet of storage space shall be provided for each dwelling unit with a minimum of four feet in any direction.

Such space may be located in areas which include, but are not limited to, the garage, in an outside closet, or below stairways.

**SECTION 5.** Section 18.19.030 B of the Gardena Municipal Code related to the MU zone is hereby amended to read as follows:

~~B. If property is developed solely in accordance with provisions of the underlying zoning district, uses permitted or conditionally permitted in the underlying zoning district shall be allowed. Site plan review shall not be required for such development unless required by another provision of this title. Property may be developed solely for residential uses or solely for uses permitted or conditionally permitted in accordance with the provisions of the underlying zoning district.~~

1. If developed in accordance with the provisions of the underlying zoning district, uses permitted or conditionally permitted in the underlying zoning district shall be allowed. Site plan review shall not be required for such development unless required by another provision of this title.

2. If developed solely for residential purposes, development shall be in accordance with the provisions of this Chapter for residential development and site plan review shall be required.

**SECTION 6.** Section 18.19.050 of the Gardena Municipal Code is hereby amended to read as follows:

**18.19.050 Uses prohibited.**

~~A. All uses not listed in Sections 18.19.030 and 18.19.040 are prohibited, unless determined to be similar pursuant to the provisions of Section 18.42.040.~~

~~B. Any project consisting solely of residential uses~~

**SECTION 7.** Subsections 18.19.060.B.1, C.3, D, E, F, I, J.1, and L of the Gardena Municipal Code relating to development standards in the MUO zone are hereby amended to read as follows, all other provisions of section 18.19.060 remain the same:

B. Minimum project area<sup>3</sup>:

1. One-half acre minimum, with the following exceptions:

\* \* \*

C. Density and intensity:

3. Residential by itself or as part of a mixed use project: the maximum residential density shall be as follows, calculated over the portion of the project area devoted to such use, including when such use is part of a vertical development:

a. Twenty-five units per acre maximum for sites less than one-half acres;

b. ~~Twenty-five~~ Thirty units per acre maximum for sites over at least one-half acre but less than one acre; and,

~~\_\_\_\_\_ c. \_\_\_\_\_ Thirty units per acre maximum for all sites of one acre or greater.~~

\* \* \*

D. ~~[Deleted]~~ Dwelling unit size:

~~1. \_\_\_\_\_ A minimum of one thousand two hundred square feet for three or more bedroom units;~~

~~\_\_\_\_\_ 2. \_\_\_\_\_ A minimum of nine hundred square feet for two bedroom units;~~

~~\_\_\_\_\_ 3. \_\_\_\_\_ A minimum of seven hundred fifty square feet for one bedroom units, and~~

~~4. \_\_\_\_\_ A minimum of four hundred fifty square feet for bachelor/efficiency units.~~

\* \* \*

E. Maximum Building Height. The following height standards apply to individual buildings within a project area<sup>5</sup>:

1. ~~Thirty-five~~ Forty feet, with an additional five feet or forty feet with for architectural projections if<sup>6</sup>:

a. Adjacent to single-family (R-1) or low-density multiple-family residential (R-2) zones ~~one-story residential uses; or~~

b. Adjacent to a collector or major collector street.

~~2. \_\_\_\_\_ Forty feet, or forty five feet with architectural projections if:~~

- a. ~~Adjacent to two-story residential uses; or~~
- b. ~~Adjacent to a major collector street.~~

23. Fifty-five feet, with an additional five feet for ~~or sixty feet with~~ architectural projections if:

- a. Adjacent to any use other than single-family (R-1) or low-density multiple-family (R-2) residential zones; ~~three-story or greater residential uses; or adjacent to commercial or other nonresidential uses; and or~~
- b. Adjacent to an arterial street.

\* \* \*

F. Yards: for mixed use projects, setbacks are calculated from the project boundaries and not from individual units or buildings within the development.

1. Front yard setback:

- a. Five feet from the public right of way for vertical residential developments that do not have front doors facing the street;
- b. Twenty feet from the public right of way for residential developments that have front doors which face on to the street; and
- c. A minimum of twelve feet from face of curb and a maximum of twenty feet from face of curb for all other developments;

2. Side yard setback:

- a. A minimum of ten feet when the building is thirty-five feet in height or less, including architectural projections, and the property directly abuts parcels zoned R-1 or R-2;
- b. A minimum of fifteen feet when the building exceeds thirty-five feet in height, including architectural projections, and the property directly abuts parcels zoned R-1 or R-2;
- c. A minimum of five feet when the property does not directly abut parcels zoned R-1 or R-2, unless the property is a corner lot in which case, the street side must be a minimum of ten feet;

3. Rear yard setback: ~~ten feet from property line;~~

a. A minimum of fifteen feet when the building exceeds thirty-five feet in height, including architectural projections, and the property directly abuts parcels zoned R-1 or R-2;

b. A minimum of ten feet when the building is thirty-five feet in height or less, including architectural projections, and the property directly abuts parcels zoned R-1 or R-2;

c. A minimum of five feet when the property does not directly abut parcels zoned R-1 or R-2, unless the property is a corner lot in which case, the street side must be a minimum of ten feet.;

4. Building to building: Distances between buildings shall be governed by the Building and Fire Codes.

a. ~~Main structures less than or equal to forty feet in height: twenty feet if adjacent to industrial structures; ten feet if adjacent to all other structures;~~

b. ~~Main structures greater than forty feet in height: thirty feet if adjacent to industrial structures; twenty feet if adjacent to residential structures; and fifteen feet if adjacent to commercial structures; and~~

c. ~~A minimum of six feet between main and accessory buildings.~~

d. ~~The provisions of Section 18.42.120 shall not apply to this section.~~

\* \* \*

I. Usable open space:

1. Residential uses: a minimum of one hundred fifty square feet of outdoor usable common or private open space shall be provided per dwelling unit in accordance with the minimum size requirements of Section 18.42.065.

a. ~~A minimum of seventy square feet per unit shall be private open space and directly accessible from the individual dwelling unit.~~

b. ~~The remainder of the open space may be either private or common.~~

2. Live/work uses: a minimum of one hundred square feet of either outdoor usable common or private open space shall be provided for each live/work unit in accordance with the requirements of Section 18.42.065.

3. The usable common open space requirements of residential mixed use and live/work units can be combined into one or more large spaces to satisfy the ~~usable common open space~~ requirements, so long as the space is located along or directly accessed and visible from perimeter or interior streets.

\* \* \*

J. Off-street parking: the provisions of Chapter 18.40 shall apply, with the following exceptions:

1. ~~Tandem Residential and Live/Work parking: up to fifty percent of~~ Parking requirements for residential or live/work units may be satisfied by tandem parking. Guest spaces may not be tandem. Garaged Tandem garage parking shall be no smaller than twelve-10.5 feet wide by 38 forty-feet long, as measured from the interior walls;

\* \* \*

L. ~~Storage areasspace: a minimum of one hundred-twenty cubic feet of storage space shall be provided for each dwelling unit with a minimum of four feet in any direction. For dwelling units without a private parking garage, general storage cabinets/closets with a minimum size of one hundred cubic feet capacity shall be required for each unit. The storage cabinets are encouraged to be located within the parking area, in close proximity to the respective units, or below interior stairways. For dwelling units with tandem parking garages, each storage cabinet/closet shall be a minimum of two hundred cubic feet capacity.~~

**SECTION 8.** Section 18.20.050B is hereby amended to read as follows:

B. Residential Units.

1. Multiple-family residential uses built as a mixed use shall be restricted to the upper stories in a vertical development or the rear of the property in a horizontal development.

2. [Deleted.] ~~The minimum size of residential units shall be as follows:~~

a. ~~Studio/efficiency/bachelor: four hundred fifty square feet.~~



~~b. One bedroom: six hundred square feet.~~

~~c. Two bedrooms: eight hundred square feet.~~

~~d. Three or more bedrooms: one thousand one hundred square feet.~~

3. Open Space Requirements. Each residential unit shall have a minimum of one hundred fifty square feet of usable common and private open space in accordance with the requirements of Section 18.42.065:

~~a. A minimum of fifty square feet per unit shall be private open space and directly accessible from the individual dwelling unit.~~

~~b. A minimum of seventy-five square feet per unit shall be usable common open space.~~

~~c. The remaining twenty-five square feet per unit may be provided as either common or private open space.~~

4. The maximum residential density shall be thirty-four units per acre.

5. If multifamily residential is the only use on the property:

a. The minimum density shall be twenty-four units per acre;

b. No more than fifty percent of the front yard setback, including driveways, shall be paved or otherwise covered with hardscaped materials. The remaining area shall be permanently landscaped with softscape materials and provided with a permanent irrigation system subject to city approval.

**SECTION 9.** Section 18.39.015B of the Gardena Municipal Code is hereby deleted.

~~B. A specific plan shall be required for any housing project on a site of five acres or more, planned as an integrated development in the R-1, R-2, R-3, R-4, MU, or C-R zone.~~

**SECTION 10.** Section 18.39.030B of the Gardena Municipal Code is hereby deleted.

~~B. Specific plan applications for a single structure on a single parcel shall not be permitted. [Deleted.]~~

**SECTION 11.** Section 18.39.040 of the Gardena Municipal Code is hereby amended to read as follows:

A. In addition to state requirements as specified in the California Government Code Section 65450 et seq., the contents listed below shall be included in all specific plans, ~~unless the applicant demonstrates to the satisfaction of the~~ community development director determines that the item is clearly not applicable or relevant to the specific plan application under consideration.

B. Specific plan contents shall include the following, but need not be in the order listed:

1. Title, table of contents, acknowledgements;
2. Summary statement;
3. Introduction:
  - a. Initiator of plan,
  - b. Purpose and intent,
  - c. Site location, brief description and maps,
  - d. Project history/background,
  - e. ~~[Deleted] Relationship to neighboring jurisdictions, regional agencies and the state,~~
  - f. Environmental assessment,
  - g. Related applications and documents;
4. Detailed description of site:
  - a. Topography,
  - b. Geology/soils,
  - c. Hydrology,
  - d. Biological resources,
  - e. Land use,

- f. General plan and zoning designations,
  - g. Circulation,
  - h. Cultural resources,
  - i. Public services,
  - j. Utilities,
  - k. Site summary,
  - l. Appropriate maps and diagrams;
5. Specific plan concepts:
- a. Project goals and objectives,
  - b. ~~Opportunities and constraints,~~
  - c. Conceptual site plan/land use plan,
  - d. Transportation/circulation plan:
    - i. Private,
    - ii. Public,
    - iii. Internal and affected external,
    - iv. Pedestrian, vehicular and mass transit,
  - e. Grading plan,
  - f. Public facilities/utilities plan:
    - i. Sewage,
    - ii. Water,
    - iii. Drainage,
    - iv. Solid waste,
    - v. Energy,

- vi. Utilities,
  - g. Recreation and open space plan,
  - h. ~~Fire protection/fuel modification plan~~[Deleted],
  - i. Natural and man-made resources protection,
  - j. Phasing program,
  - k. Home-owners association,
  - l. Landscape plan,
  - m. Appropriate maps and diagrams,
  - n. Other appropriate conceptual plans;
  - 6. Development regulations and requirements:
    - a. Development standards,
    - b. Recreation and open space standards,
    - c. Parking,
    - d. Nonconformities,
    - e. Lighting standards,
    - f. Sign program,
    - g. Maintenance standards,
    - h. Standards for accessory structures, additions, walls, fences,
- other changes;
- 7. Design guidelines:
    - a. Architecture,
    - b. Landscape, streetscape,
    - c. Views,

- d. Performance standards;
- 8. General plan consistency:
  - a. Applicable goals and policies,
  - b. How the specific plan meets the requirements of and implements the general plan;
- 9. Implementation:
  - a. Phasing plan,
  - b. Precise plan review process,
  - c. Infrastructure improvements/coordination,
  - d. Financing measures,
  - e. Monitoring programs,
  - f. Administration of plan,
  - g. Amendment procedures.

**SECTION 12.** Section 18.40.040 A of the Gardena Municipal Code is hereby amended to read as follows:

Use	Number of Parking Spaces Required
A. Residential:	
Single-family:	Two-car <u>enclosed</u> garage.
<u>Two-family Low-Density and Medium-Density Multiple-Family Residential</u>	Two spaces <u>per dwelling unit in an enclosed garage or in an enclosed parking facility structure, per dwelling unit.</u>

May 26, 2020

Use	Number of Parking Spaces Required
<u>High-Density and multiple-family dwellings (anything over 20 units per acre):</u>	<u>Two spaces per dwelling unit, other than a studio unit, one of which must be in an enclosed garage or parking structure and the other which may be in a covered parking area.</u>
<u>Studio unit</u>	<u>One space per dwelling unit</u>
Mobile home parks:	Two spaces per mobile home or trailer on the same space where the mobile home or trailer is located.
Accessory dwelling units:	See Chapter <u>18.13</u> .
<u>Additional standards and requirements:</u>	<u>See Section 18.40.070</u>

**SECTION 13.** Subsection 18.40.050 A and C of the Gardena Municipal Code relating to parking spaces is hereby amended to read as follows:

A. Parking spaces shall have a minimum dimension of nine feet by eighteen feet; parallel parking spaces shall have a minimum dimension of nine feet by ~~twenty-five~~ two feet.

C. Compact parking spaces.

1. ~~Compact parking shall not have exceed twenty-five percent of all required parking spaces and shall have~~ a minimum dimension of eight feet by seventeen feet. All compact spaces shall be so marked on the pavement and/or wheel stop.

2. Twenty-five percent of all non-residential parking may be compact in size.

3. In the R-4 and MU zones, where there is a minimum of four guest parking spaces, twenty-five percent of such spaces may be compact in size.

4. Except as may specifically be allowed, ~~Notwithstanding any provision of this code to the contrary,~~ compact parking spaces shall not be considered as satisfying the parking requirements for residential uses, as set forth in Section 18.40.040(A).

**SECTION 14.** Section 18.40.050F relating to the tables and charts for parking spaces is hereby amended by changing the minimum parking layout dimension for the stall length for a parallel space to 22 feet from 25 feet.

**SECTION 15.** Section 18.40.070 relating to additional standards for residential parking areas is hereby amended by revising subsection D to read as follows and adding a new subsection G; all other sections remain the same:

D. Unless tandem parking is allowed, a two-car garage shall be fully enclosed and have a minimum interior dimension of nineteen feet ~~twenty feet~~ in width by twenty eight feet in depth. A garage designed for tandem parking shall have a minimum interior dimension of twelve ten and one-half feet in width by forty-one ~~thirty-eight~~ feet in depth. ~~The d~~Designated parking area shall be designed to remain free and clear of all obstructions, including, but not limited to, washer/dryer units, water heaters, trash enclosures, etc.

G. If parking spaces are not provided in an attached garage, then the spaces in the parking structure or parking area shall be assigned to a specific unit.

**SECTION 16.** Section 18.42.150 is hereby amended to read as follows:

**18.42.150 Security and lighting plan.**

Complete security and lighting plans shall accompany all site development plans for multiple-family development of four or more units and commercial and industrial developments to ensure that safety and security issues are addressed in the design of the development.

A. Lighting plans for commercial and industrial developments shall demonstrate an average of 2-foot candle with no single point less than 1-foot candle for all public/common areas.

A-B. Lighting plans for multiple-family developments shall demonstrate an average of 1-foot candle for all public/common areas.

**SECTION 17.** Section 18.44.020 of the Gardena Municipal Code is hereby amended to read as follows:

**18.44.020 Review**

A. Whenever a site plan review is required, a site plan for the total development of a lot or lots that comprise the development project shall be approved pursuant to the provisions of this chapter prior to the issuance of a building permit.

B. The planning commission shall hold a noticed, public hearing and approve, conditionally approve, or deny site plans required by sections 18.44.010 A through G or pursuant to any other provision of the Gardena Municipal Code, except as specified herein.

1. Notice of hearings shall be given in accordance with government Code Section 65091.

C. The community development director shall review and approve, conditionally approve, or deny all other site plans, ~~and no notice or public hearing shall be required.~~ Additionally, the community development director shall approve site plans required by sections 18.44.010 B through G when the site plan relates only to minor changes to the existing buildings and does not involve an expansion of more than ten percent of existing square footage. In such cases, no notice or public hearing shall be required. In such cases the community development director shall make all decisions required by CEQA or other environmental laws. In his discretion, the community development director may refer a site plan review application to the planning commission when he believes that the application would be of concern to the surrounding community.

D. If a site plan is required by any other provision of this title, no notice or public hearing is required and the matter shall be reviewed by the community development director unless such provision requires otherwise.

**SECTION 18.** Section 18.44.030 of the Gardena Municipal Code is hereby amended to read as follows:

**18.44.030 Factors for Approval**

A. A site plan shall be approved, or conditionally approved, only after finding that the proposed development, ~~including the uses~~ and the physical design of the development, is consistent with the intent and general purpose of the general plan and provisions of the municipal code, and will not adversely affect the orderly and harmonious development of the area and the general welfare of the city; otherwise such plans shall be disapproved.

B. In addition to all other applicable zoning and development requirements and policies, the following factors shall also be considered in determining whether the site plan shall be approved:

1. The dimensions, shape and orientation of the parcel;



2. The placement of buildings and structures on the parcel;
3. The height, setbacks, bulk and building materials;
4. The distance between buildings or structures;
5. The location, number and layout of off-street parking and loading spaces;
6. The internal vehicular patterns and pedestrian safety features;
7. The location, amount and nature of landscaping;
8. The placement, height and direction of illumination of light standards;
9. The location, number, size and height of signs;
10. The location, height and materials of walls, fences or hedges;
11. The location and method of screening refuse and storage areas, roof equipment, pipes, vents, utility equipment and all equipment not contained in the main buildings of the development;
12. ~~Compatibility and overconcentration of uses in the immediate area~~ Deleted]; and
13. Such other information which the community development director or commission may require to make the necessary findings that the provisions of this code are being complied with.

**SECTION 19.** Section 18.44.060 of the Gardena Municipal Code relating to time limits for Site Plan Review is hereby amended to read as follows:

**18.44.060 Time limits for development.**

A. The subject property under a site plan review shall be developed within a period of time not exceeding twelve months from and after the date of its approval, and, if not so developed and utilized, such approval automatically shall become null and void at the expiration of such twelve-month period.

B. Upon a showing of good cause, the community development director may grant one or more ~~an extensions~~ of up to six months each, upon receipt of a written request from the applicant prior to expiration.

C. \_\_\_\_ When such a request for an extension is filed, a fee in an amount established by city council resolution shall be paid for the purpose of defraying the costs incurred by the city in processing such extension of time.

**SECTION 20.** Section 18.46.040H of the Gardena Municipal Code related to time limits for conditional use permits is hereby amended to read as follows:

H. Time Limits for Development.

1. \_\_\_\_ The subject property and the use granted under a conditional use permit shall be developed within a period of not to exceed twelve months from and after the date of granting such permit, and, if not so developed and utilized, such conditional use permit automatically shall become null and void at the expiration of such twelve month period.

2. \_\_\_\_ The permittee may apply in writing to the Planning Commission for ~~one-an~~ extension of time, ~~not to exceed six months~~, within which to develop and use such conditional use permit. Such application shall be made prior to the expiration of the utilization period. ~~The application for such extension of time shall be in duplicate. When such an application for an extension is filed, a filing fee established by city council resolution shall be paid for the purpose of defraying the costs incidental to the processing of such extension. Upon a showing of good cause, tThe Planning Commissioncommission, after due consideration, shall may either grant one or more or deny such extensions of up to six months each of time for such development and use. Only one such extension shall be permitted.~~

**SECTION 21.** Section 18.48.030H of the Gardena Municipal Code related to time limits for variances is hereby amended to read as follows:

H. \_\_\_\_ Time Limits for Development.

1. \_\_\_\_ The construction or occupancy of land or buildings granted under a variance shall be utilized within a period of not to exceed twelve months from and after the date of granting such permit, and, if not so developed and utilized, such variance automatically shall become null and void at the expiration of such twelve-month period.

2. \_\_\_\_ The permittee may apply in writing to the Pplanning Ceommission for ~~one-an~~ extension of time, ~~not to exceed six months~~, within which to develop and use such variance. Such application shall be made prior to the expiration of the utilization period. When such an application for an extension is filed, a filing fee established by city council resolution shall be paid for the purpose of defraying the costs incidental to the processing of such extension. Upon a showing of good cause, tThe Planning Commissioncommission, after due consideration, shall may either grant one or more extensions of up to six months each or deny such extension of time for such development and use. Only one such extension shall be permitted.

**SECTION 22.** Section 18.50.040E of the Gardena Municipal Code related to time limits for administrative adjustments is hereby amended to read as follows:

E. Time Limits for Development. The construction or occupancy of land or buildings granted under the administrative adjustment shall be utilized within a period not to exceed twelve months from and after the date of approval, and if not so developed and utilized, such administrative adjustment shall automatically become null and void at the expiration of such period. The permittee may apply in writing to the community development director for an one-time extension of time, not to exceed six months, prior to the expiration of the utilization period. Upon a showing of good cause, the community development director may grant one or more extensions of up to six months each. Only one such extension shall be permitted.

**SECTION 23.** Notwithstanding any other provision of the Gardena Municipal Code to the contrary, all entitlements that were in effect as of March 16, 2020 for site plan reviews, conditional use permits, variances, and administrative adjustments are automatically extended for a six month period from the date of expiration without the need to apply for an extension pursuant to Sections 18.44.060, 18.44.040, 18.48.030, and 18.50.040.

**SECTION 24. CEQA.** This Ordinance is categorically exempt from CEQA pursuant to the common sense exemption set forth in Guidelines section 15061(b)(3) that CEQA only applies to projects which have the potential for causing a significant effect on the environment and where it can be seen with certainty that there is no possibility that the activity will have a significant effect, the activity is not subject to CEQA. None of the changes to the development standards and definitions set forth above would change the density, intensity, or allowed uses or would have other effects on the environment. The changes are primarily a reorganization and clarification of the existing code and practices relating to residential development standards. For these same reasons, the Ordinance also qualifies for an exemption under CEQA Guidelines section 15305 (Class 5) for minor alterations in land use limitations in areas with an average slope of less than 20%. No part of Gardena has a slope in excess of 20%. The changes are not for any specific project and therefore will not impact any environmental resource of hazardous or critical concern, will not create cumulative impacts, or impacts to scenic highways, hazardous waste sites, or historical resources. Because this is an ordinance pertaining to citywide development standards there will not be any significant effects on the environment due to unusual circumstances. As such, staff is directed to file a Notice of Exemption.

**SECTION 25.** Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional.

**SECTION 26.** This Ordinance shall take effect on the thirty-first day after passage.

**SECTION 27.** Certification. The City Clerk shall certify the passage of this ordinance and shall cause the same to be entered in the book of original ordinances of said City; shall make a minute passage and adoption thereof in the records of the meeting at which time the same is passed and adopted; and shall, within fifteen (15) days after the passage and adoption thereof, cause the same to be published as required by law, in a publication of general circulation.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2020.

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

ATTEST:

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

APPROVED AS TO FORM:

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

May 26, 2020

CITY OF GARDENA  
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION

STAFF REPORT  
RESOLUTION NO. PC 2-20  
ZC # 2 – 20  
AGENDA ITEM #5

MEETING DATE: April 21, 2020

TO: Chair Jackson and Members of the Planning and Environmental Quality Commission

FROM: Raymond Barragan, Director  
Community Development Department

APPLICANT: City of Gardena

LOCATION: Citywide

REQUEST: Zoning Code Amendment to Residential Provisions

Staff has determined that these changes would not have the possibility of having any significant impact and qualify as minor alterations in land use limitations therefore the ordinance qualifies for a Notice of Exemption.

BACKGROUND

Last year the City Council adopted changes to the Zoning Code primarily relating to residential development. Staff has continued to review the Zoning Code and has had input from developers and architects within the City as to provisions that are creating impediments to their projects, especially with regard to providing higher density housing. On February 19, 2020, staff held a Housing Standards Workshop with several developers and interested parties on how to improve the Zoning Code and eliminate housing constraints. For example, development standards in the R-4 zone, which has a *minimum* density of 20 units per acre were basically the same as the standards for the R-3 zone, which has a *maximum* density of 17 units per acre, making it very difficult to reach the 20 unit per acre minimum. Additionally, certain standards such as setbacks, open space, and parking make it difficult to develop multifamily housing. The State of California has identified a statewide shortage in housing making it imperative for cities to find opportunities to accommodate new housing. As part of the next housing cycle, the City of Gardena's regional housing needs assessment (RHNA) is expected to be over 5,700 dwelling units. In order to be in compliance with the statewide need, it is important that the City maintain an up-to-date Zoning Code that provides for new housing development.

Due to the current economic hardships stemming from the lockdown, the Zoning Code Amendment will automatically extend any permit issued prior to March 16, 2020, for six months

from the date of expiration. Moving forward, the Zoning Code Amendment will allow the Community Development Director to grant one or more time extensions for up to six months each upon a showing of good cause for site plan reviews, conditional use permits, and administrative adjustments. The Planning Commission will have similar authority for variances.

The Planning Commission is being asked to recommend approval of the Zoning Ordinance to the City Council.

### SUMMARY OF CHANGES

A redlined version of the Code changes is attached. The changes relate to the following subject matters:

- Deletion of minimum dwelling unit size in all zones except R-1
- Clarification that distances between buildings applies only to buildings within the project site
- Reduction in storage space sizes from 200 to 120 cubic feet in the R-3, R-4, and MU Overlay zones and modification that storage spaces can be allowed in outside closets or below stairways in addition to garages
- Change in Development standards for the R-4 zone:
  - Maximum density changed to 30 units per acre for any parcel over ½ acre instead of 27 units per acre between ½ and 1 acre
  - Building height increased from 35 feet to 40 feet with an additional 5 feet for architectural projections
  - Clarification that setbacks are calculated from project boundaries in cluster developments
  - Distances between buildings reduced to that governed by the Building Code
  - Tandem parking allowed, but not for guest spaces
  - Usable open space reduced from 600 to 300 SF per unit and can be divided as determined by the developer
- Changes in the Mixed Use development standards
  - Properties can be developed for purely residential uses
  - Minimum lot area reduced to ½ acre from one acre
  - Maximum density changed to 30 units per acre for any parcel over ½ acre instead of 25 units per acre between ½ and 1 acre
  - Building height increased from 35 feet to 40 feet with an additional 5 feet for architectural projections when adjacent to R-1 or R-2
  - Setback standards modified
  - Distances between buildings reduced to that governed by the Building Code
  - Open space to be divided as determined by the developer
  - Tandem parking allowed for all residential and live/work parking, but not for guest spaces
- Specific Plans
  - No longer required for housing project greater than 5 acres

- Can use specific plan for a single lot
- Changes to what must be included in a specific plan to eliminate certain requirements not set forth in state law
- Parking Standards
  - For anything over 20 dwelling units per acre, only 1 space needs to be enclosed; second space may be in a covered parking area
  - Studio space - 1 space per unit
  - 25% of non-residential parking may be compact spaces
  - In R-4 and MU Overlay, if 4 or more guest parking spaces are required, 25% may be compact
  - Stall length for parallel parking reduced from 25' to 22'
  - Interior garage dimensions reduced from 20' x 20' to 19' width x 18' depth
- Lighting standards revised for multi-family developments to require 1-foot candle average for public/common area
- Site Plans
  - Allows Community Development Director to approve site plan review for minor changes to existing buildings and expansions of no more than 10 percent
  - Eliminates certain factors for approval of Site Plans including findings that the uses are consistent with the intent and general purpose of the General Plan and Municipal Code, and compatibility and overconcentration of uses in the immediate area
- Time Extensions
  - Automatic six-month time extensions will be granted for entitlements approved prior to March 16, 2020
  - Moving forward, the Community Development Director will be able to grant multiple time extensions for site plan reviews, conditional use permit, and administrative adjustments
  - The Planning Commission will have similar authority extending variances

#### ZONE CHANGE ANALYSIS

Gardena Municipal Code Section 18.52.010 provides that whenever the public necessity, convenience, general welfare, or good land use and zoning practices require, the council may amend, supplement or change the zoning regulations in accordance with the procedures of the California Government Code, as supplemented by the provisions of the GMC.

These changes allow applicants to provide the densities that are set forth in the Zoning Code and removes impediments from letting developers decide on the best way to design their projects.

#### ENVIRONMENTAL REVIEW

This Ordinance is categorically exempt from CEQA pursuant to the common sense exemption set forth in Guidelines section 15061(b)(3) that CEQA only applies to projects which have the

potential for causing a significant effect on the environment and where it can be seen with certainty that there is no possibility that the activity will have a significant effect, the activity is not subject to CEQA. None of the changes to the development standards and definitions set forth above would change the density, intensity, or allowed uses or would have other effects on the environment. The changes are primarily a reorganization and clarification of the existing code and practices relating to residential development standards. For these same reasons, the Ordinance also qualifies for an exemption under CEQA Guidelines section 15305 (Class 5) for minor alterations in land use limitations in areas with an average slope of less than 20%. No part of Gardena has a slope in excess of 20%. The changes are not for any specific project and therefore will not impact any environmental resource of hazardous or critical concern, will not create cumulative impacts, or impacts to scenic highways, hazardous waste sites, or historical resources. Because this is an ordinance pertaining to citywide development standards there will not be any significant effects on the environment due to unusual circumstances.

#### NOTICE

As a zoning ordinance, a public hearing is required. Because the Ordinance creates city-wide changes, notice was given by way of a 1/8 page advertisement on April 9, 2020.

#### RECOMMENDATION

Staff recommends the Planning Commission adopt Resolution No. PC 2-20 which recommends that the City Council: adopt the zoning ordinance as presented or with any changes that the Planning Commission feels should be made after discussing the matter; and direct staff to file a Notice of Exemption.

#### ATTACHMENTS

Resolution No. PC 2-20

- Exhibit A – Zoning Ordinance

Letters of Support

- Melia Homes letter dated April 10, 2020
- G3 Urban letter dated April 13, 2020
- City Ventures email dated April 14, 2020
- City Ventures letter dated April 15, 2020





**To:**  
**City of Gardena**  
**Raymond Barragan**  
**Community Development Director**

**RE: ZONING CHANGES**

**Gardena City Council/Planning Commission:**

We at G3Urban would like to offer this letter in support of the Zoning changes currently being considered by the City of Gardena. In our 30+ years in the development industry, we have never experienced a City with the foresight, consideration, and determination to evolve in order to encourage sustainable growth that is in keeping with a changing marketplace, that we have seen in Gardena. Staff, Planning Commission, and City Council are to be commended!

Raymond Barragan and Lisa Kranitz have, as stewards of the City's development interests, been instrumental in reviewing the Zoning from a variety of angles: What are the City's development goals? What do developers need to meet these goals? What are the barriers to entry and how do we overcome these? How does the current Code hinder meeting these new goals? To ask these questions, and have the relationship with the development community to garner honest and thoughtful responses, is the key to identifying proper development standards.

G3Urban has read the draft of the new Zoning changes and is in full support of their adoption into the Municipal Code.

Thank you for the opportunity to be a part of the process, and solution, for an improved and more vibrant Gardena! We look forward to working with the City for many years to come.

Mitchell Wade Gardner, Architect  
President of Development

13 April 20

15235 western ave  
gardena, ca 90249



**MELIA HOMES**

8951 Research Drive Suite 100 Irvine, CA 92618

p 949-759-4367  
f 949-988-7179  
www.melia-homes.com

April 10, 2020

Gardena Planning Commission:

As an active developer within the City of Gardena, the proposed ordinance modifications and clarifications will help the City achieve goals of opportunity for new housing, while maintaining a high-quality living environment for current and new residents. The proposed modifications allow modern clarifications and regulations that will allow market demands to be met, while protecting compatibility with neighboring properties. They also provide solid development standards that should eliminate cumbersome interpretive evaluation for both the development community and your staff.

I commend you and your staff for having the foresight and responsiveness to help meet the need for quality housing into the future. I urge you to accept and recommend to City Council this proposed Ordinance 1820.

Respectfully,

Chad Brown  
Melia Homes, VP Planning and Development



City Ventures

April 15, 2020

Raymond Barragan  
Community Development Manager  
City of Gardena  
1700 West 162nd Street  
Gardena, CA 90247

RE: New Proposed Development Standards for Residential Zones

Dear Mr. Barragan:

City Ventures strongly supports the proposed changes to the Gardena Zoning Code related to Residential Development. The updated code, if adopted, will provide the flexibility needed for the development community to design and build projects of varying densities to meet the housing needs of the area. The City of Gardena is very progressive in understanding the demand for new housing and making the necessary adjustments to support the types of projects being built today. We strongly encourage the Planning Commission and City Council to adopt the proposed changes. We look forward to the opportunity to work with the City of Gardena in the future.

Sincerely,  
CITY VENTURES

Kim Prijatel  
Senior Vice President of Development

## John F. Signo

---

**From:** Michelle Thrakulchavee <michellet@cityventures.com>  
**Sent:** Tuesday, April 14, 2020 10:08 AM  
**To:** Amanda Acuna  
**Cc:** John F. Signo; Kim Prijatel; Shayan Emtiaz; Spencer Dela Cruz  
**Subject:** RE: City of Gardena - Residential Development Standards Ordinance

Hi Amanda,

Thank you for sending this to me. Our Senior VP of Development had a chance to go through the proposed Ordinance and offered the following comments:

*"Most of the recommendations made at the meeting with the developers have been incorporated and this will enable us to get a lot more density with reduced setbacks, open space (and allowance to combine common and private to meet it), smaller parking spaces (inside garage and out), some compact spaces allowed to meeting guest parking, no commercial required in MOU zone (can be 100% res). They made changes to all Res Zones. I wish all cities were this progressive!"*

Needless to say, we're very excited about the City's leadership in doing all it can to encourage reinvestment and redevelopment in your City and will continue to aggressively pursue opportunities in the City on both privately owned parcels, as well as publicly-owned parcels (to the extent they're available).

Is there anything you need from us to assist in the approval? Perhaps a support letter? Please let us know. We're happy to help!

Best,  
Michelle

**Michelle Thrakulchavee | Managing Director | Acquisitions & Development**  
949.258.7536 {direct} | 805.657.4535 {mobile} | [michellet@cityventures.com](mailto:michellet@cityventures.com) {email}



**City Ventures**

3121 Michelson Drive, Suite 150 | Irvine, California 92612 {address}  
[Website](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

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**From:** Amanda Acuna <AAcuna@cityofgardena.org>  
**Sent:** Friday, April 10, 2020 4:15 PM  
**To:** Michelle Thrakulchavee <michellet@cityventures.com>  
**Cc:** John F. Signo <jsigno@cityofgardena.org>  
**Subject:** City of Gardena - Residential Development Standards Ordinance

Good Afternoon Michelle,

I hope you are doing well. Back in February you came to a meeting at Gardena City Hall to discuss with the Planning Staff about potential changes to the City's residential development standards. I wanted to provide you with a copy of the

latest draft Ordinance. We will be taking the proposed amendments to the Planning Commission on Tuesday April 21<sup>st</sup>, I have attached the notice for more information. If you were to have any comments on the proposed Ordinance it would be helpful to have that ahead of time to be able to present to our Commission. If you have any questions please feel free to reach out. Have a great weekend!

**Amanda Acuna**

Planning Assistant | City of Gardena

1700 West 162nd Street | Gardena CA | 90247

Phone 310.217.6110 | Fax 310.217.9698 | [aacuna@cityofgardena.org](mailto:aacuna@cityofgardena.org)

Website: [www.cityofgardena.org](http://www.cityofgardena.org)



April 17, 2020

Planning Commissioners  
City of Gardena  
1700 West 162nd Street  
Gardena, CA 90247

RE: Zoning Ordinance Amendments

Dear Planning Commissioners,

The Olson Company would like to express support for the City's vision in modifying the Zoning Code to alleviate the housing crisis. These steps are very forward thinking and places the City in a great position to manage the growth, while addressing the issues.

Olson would like to suggest one change to the Storage Space sections of the Code, which calls out a "minimum of four feet in any direction". This would be difficult to achieve in a linen cabinet or traditional closet because the depth is approximately 2'. In addition, much of the space underneath a staircase is less than 4' in height. Finally, a garage in a new home is typically 8' in height from the floor to the ceiling. If 4' tall storage racks are hung from the ceiling, they would take up half of the space. In most other City codes, there is no minimum dimension called out. However, if a minimum dimension is preferred, 2' would be a practical solution.

Thank you for the opportunity to comment.

Sincerely,

Doris Nguyen  
VP of Development

**RESOLUTION NO. PC 2-20**

**A RESOLUTION OF THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA, CALIFORNIA, RECOMMENDING THAT THE CITY COUNCIL APPROVE ORDINANCE NO. 1820 MAKING ADDITIONAL CHANGES TO TITLE 18, ZONING, OF THE GARDENA MUNICIPAL CODE RELATING TO RESIDENTIAL DEVELOPMENT**

**WHEREAS**, City staff initiated zone text amendments to update Title 18 of the Gardena Municipal Code, related to residential development; and

**WHEREAS**, on April 21, 2020, the Planning Commission of the City of Gardena held a duly noticed public hearing on the draft Ordinance at which time it considered all evidence, both written and oral.

**NOW, THEREFORE, THE PLANNING AND ENVIRONMENTAL QUALITY COMMISSION OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:**

The Planning Commission hereby recommends that the City Council adopt the Ordinance attached hereto as Exhibit A making changes to Title 18 of the Gardena Municipal Code, related to residential development with the following modifications: allow a minimum dimension of 2 feet for storage areas; reject all reduction in parking space sizes; and reject the change to allow more than one continuance for administrative approvals. For all of the reasons set forth in the reasoning provided by staff, the Planning Commission believes that these changes represent good land use practices which are required by public necessity, convenience and the general welfare.

PASSED, APPROVED, AND ADOPTED this 21<sup>st</sup> day of April 2020.

  
\_\_\_\_\_  
BRENDA JACKSON, CHAIR  
PLANNING AND ENVIRONMENTAL  
QUALITY COMMISSION

ATTEST:

  
\_\_\_\_\_

RAYMOND BARRAGAN, SECRETARY  
PLANNING AND ENVIRONMENTAL QUALITY COMMISSION  
STATE OF CALIFORNIA

COUNTY OF LOS ANGELES  
CITY OF GARDENA

I, Raymond Barragan, Planning and Environmental Quality Commission Secretary of the City of Gardena, do hereby certify that the foregoing Resolution was duly adopted by the Planning and Environmental Quality Commission of the City of Gardena at a regular meeting thereof, held the 21<sup>st</sup> day of April 2020, by the following vote:

AYES: Jackson, Langley, Sherman, Henderson, Pierce

NOES:

ABSENT:

Attachments:

Exhibit A – Draft Ordinance



### **Recommended changes by Planning Commission:**

Storage Spaces – Planning Commission recommends to reduce minimum dimension requirement from 4' to 2'. The Code currently does not have any minimum dimensions.

Q. Storage space: a minimum of one hundred-twenty cubic feet of storage space shall be provided for each dwelling unit with a minimum of two feet in any direction. Such space may be located in areas which include, but are not limited to the garage, in an outside closet, or below stairways.

Parking – Planning Commission recommends that parking spaces/garage dimensions be kept at the size currently in the code.

*Reject the following changes.*

SECTION 7. Subsections 18.19.060.B.1, C.3, D, E, F, I, J.1, and L of the Gardena Municipal Code relating to development standards in the MUO zone are hereby amended to read as follows, all other provisions of section 18.19.060 remain the same:

J. Off-street parking: the provisions of Chapter 18.40 shall apply, with the following exceptions:

1. Residential and Live/Work parking: Parking requirements for residential or live/work units may be satisfied by tandem parking. Guest spaces may not be tandem. Tandem garage parking shall be no smaller than 10.5 feet wide by 38 feet long, as measured from the interior walls;

SECTION 13. Subsection 18.40.050 A and C of the Gardena Municipal Code relating to parking spaces is hereby amended to read as follows:

A. Parking spaces shall have a minimum dimension of nine feet by eighteen feet; parallel parking spaces shall have a minimum dimension of nine feet by twenty-two feet.

C. Compact parking spaces.

1. Compact parking shall have a minimum dimension of eight feet by seventeen feet. All compact spaces shall be so marked on the pavement and/or wheel stop.

2. Twenty-five percent of all non-residential parking may be compact in size.

3. In the R-4 and MU zones, where there is a minimum of four guest parking spaces, twenty-five percent of such spaces may be compact in size.

4. Except as may specifically be allowed, compact parking spaces shall not be considered as satisfying the parking requirements for residential uses, as set forth in Section 18.40.040(A).

SECTION 14. Section 18.40.050F relating to the tables and charts for parking spaces is hereby amended by changing the minimum parking layout dimension for the stall length for a parallel space to 22 feet from 25 feet.

SECTION 15. Section 18.40.070 relating to additional standards for residential parking areas is hereby amended by revising subsection D to read as follows and adding a new subsection G; all other sections remain the same:

D. Unless tandem parking is allowed, a two-car garage shall be fully enclosed and have a minimum interior dimension of nineteen feet in width by eighteen feet in depth. A garage designed for tandem parking shall have a minimum interior dimension of ten and one-half feet in width by thirty-eight feet in depth. The designated parking area shall be designed to remain free and clear of all obstructions, including, but not limited to, washer/dryer units, water heaters, trash enclosures, etc.

Extension – Planning Commission recommends allowing the 1-time automatic extension for entitlement permits in effect as of March 16, 2020, but rejects having the ability to provide for more than one 6-month extension.

Reject all of the following changes:

SECTION 19. Section 18.44.060 of the Gardena Municipal Code relating to time limits for Site Plan Review is hereby amended to read as follows:

**18.44.060 Time limits for development.**

A. The subject property under a site plan review shall be developed within a period of time not exceeding twelve months from and after the date of its approval, and, if not so developed and utilized, such approval automatically shall become null and void at the expiration of such twelve-month period.

B. Upon a showing of good cause, the community development director may grant one or more extensions of up to six months each, upon receipt of a written request from the applicant prior to expiration.

C. When such a request for an extension is filed, a fee in an amount established by city council resolution shall be paid for the purpose of defraying the costs incurred by the city in processing such extension of time.

SECTION 20. Section 18.46.040H of the Gardena Municipal Code related to time limits for conditional use permits is hereby amended to read as follows:

H. Time Limits for Development.

1. The subject property and the use granted under a conditional use permit shall be developed within a period of not to exceed twelve months from and after the date of granting such permit, and, if not so developed and utilized, such conditional use permit automatically shall become null and void at the expiration of such twelve month period.
2. The permittee may apply in writing to the Planning Commission for an extension of time, within which to develop and use such conditional use permit. Such application shall be made prior to the expiration of the utilization period. When such an application for an extension is filed, a filing fee established by city council resolution shall be paid for the purpose of defraying the costs incidental to the processing of such extension. Upon a showing of good cause, the Planning Commission, may grant one or more extensions of up to six months each .

SECTION 21. Section 18.48.030H of the Gardena Municipal Code related to time limits for variances is hereby amended to read as follows:

H. Time Limits for Development.

1. The construction or occupancy of land or buildings granted under a variance shall be utilized within a period of not to exceed twelve months from and after the date of granting such permit, and, if not so developed and utilized, such variance automatically shall become null and void at the expiration of such twelve-month period.
2. The permittee may apply in writing to the Planning Commission for an extension of time, within which to develop and use such variance. Such application shall be made prior to the expiration of the utilization period. When such an application for an extension is filed, a filing fee established by city council resolution shall be paid for the purpose of defraying the costs incidental to the processing of such extension. Upon a showing of good cause, the Planning Commission may either grant one or more extensions of up to six months each .

SECTION 22. Section 18.50.040E of the Gardena Municipal Code related to time limits for administrative adjustments is hereby amended to read as follows:

E. Time Limits for Development. The construction or occupancy of land or buildings granted under the administrative adjustment shall be utilized within a period not to exceed twelve months from and after the date of approval, and if not so developed and utilized, such administrative adjustment shall automatically become null and void at the expiration of such period. The permittee may apply in writing to the community development director for an extension of time, prior to the expiration of the utilization

period. Upon a showing of good cause, the community development director may grant one or more extensions of up to six months each.

*Amend this Section*

**SECTION 23.** Notwithstanding any other provision of the Gardena Municipal Code to the contrary, all entitlements that were in effect as of March 16, 2020 for site plan reviews, conditional use permits, variances, and administrative adjustments are automatically extended for a six month period from the date of expiration without the need to apply for an extension pursuant to Sections 18.44.060, 18.44.040, 18.48.030, and 18.50.040. In addition to this automatic extension, permittees may apply for a discretionary extension pursuant to Sections 18.44.060, 18.44.040, 18.48.030, and 18.50.040.

# Angeleno Associates, Inc. architecture - planning

147 City Place Drive, Santa Ana, Ca 92705  
Tel (714) 285-1888 Fax (714) 285-1988



May 19, 2020

Raymond Barragan  
City of Gardena  
Community Development Director  
1700 West 162<sup>nd</sup> Street  
Gardena, CA 90247

Re: Proposed City Zoning Ordinance

Dear Mr. Barragan:

Angeleno Associates has been working closely with G3 Urban and Borstein Enterprises to create innovative and vibrant communities in Gardena. The City's progressive amendments to development standards have made both Gardena Place and Rosecrans Place possible. The current proposal of a garage and parking modification will significantly improve the future project Gardena Place II. We support the code adoption of streamlining the garage depth to 18 feet for attached projects and curbside parallel parking length of 22 feet in multi-family development. The prior garage and parking standards conceived during the era of America's large muscle cars are becoming archaic.

The scarcity of land channeled today's opportunities to repurpose in-fill parcels once considered undevelopable. These sites present physical and environmental challenges, site access, restrictive easements, and constricting parcel dimensions.

Today's challenges call for the re-evaluation and reconsideration of the city's vehicular standards. Foremost live and work environments continue to merge in recent days. Advanced communication technology allowing residents to work from home, minimizing travel to office and school, resulting in less usage of the vehicles. Cars are stationary versus maneuvering in and out of the garages frequently.

As it is in the case of a busy road, the construction and dimension requirements are more significant to accommodate the volume of large service vehicles. The garage and curbside parking, on the contrary, are no longer serving large cars from the 1950s- 1970s when these dimensional standards were adopted. We are driving smaller and fuel-efficient vehicles today.

The downward trend of commuting means less demand for garage usage. The upward trend of the population working from home could benefit from shifting the space from the garage to the living area such as home office, or open space. Trading unnecessary space in the garage makes a world of difference in a bathroom even by a few inches and especially for accessible units. The balance would best serve toward a better way of life, live, and work, altogether, as things evolve. The reduced parallel parking dimension could afford many more trees planted in the neighborhood.

**Angeleno Associates, Inc.** architecture - planning  
147 City Place Drive, Santa Ana, Ca 92705  
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Furthermore, the 20-foot garage depth was established as the norm half a century ago for large vehicles no longer found on the road. Compared to cars of recent years, older cars are, on average, more substantial in length and less equipped with a device to maneuver and park. With the current vehicles averaging 15 feet, today's cars are smarter, typically equipped with cameras, hazard sensors, and even a "self-parking" option, making cars easily and precisely maneuvered into the dedicated space. Drivers are less dependent on their spatial recognition and require less error margin to park in the confined area of garages and parking stalls. At 18 feet of garage depth, there are sufficiently 1.5 feet of clearance at the front and rear of the car.

For curbside parking roughly 150% the length of the vehicle, the 22 feet parallel parking length is plentiful. Cumulatively multiple stalls of 25' will take away the neighborhood's green space.

As an infill attached project, much of the Gardena Place II's site has been taken up by a 40-foot wide access easement. The fire lanes are required at every motor courts, making them more extensive than those approved earlier projects. As a result, motor courts do not just simply function as vehicular access for passenger cars but must also stretch and widen for the accessibility of fire trucks for rescue while life safety and property protection are of the utmost importance for developments. However, this effort, unfortunately, results in a large amount of land consumed. Hence, in consideration, the private garage and parallel parking stalls' superfluous dimensions are oversized for today's vehicle. Reducing its size and the land could be better utilized for open green space; fire access and or livable areas contribute to a better quality of life, beauty, and safety.

As architects, we approach this amendment from a technical viewpoint by careful assessment of the needs and spatial allocation. These measures lead to positive value by utilizing these subjected space to benefit the community. We hope our position in support of the new parking standards would be consistent with the City's findings. Thank you for your consideration.

Sincerely,

*David Ko*

*Christine Ly*

David Ko & Christine Ly  
Principals



18 May 2020

To:  
City of Gardena  
Raymond Barragan  
Community Development Director

**RE: ZONING CHANGES**

Gardena City Council:

On April 13, 2020, G3 Urban penned a letter to the Planning Commission expressing support for the proposed Zone Code Amendment (see attached). Since that time, the Amendment has been heard by the Planning Commission, and most of the proposed changes were agreed upon. The PC had reservations regarding reduced garage sizes and parking stalls sizes. I would like to address those items at this time.

We were invited to a Workshop put on by the Community Development Department in which we, architects and developers, were asked what items in the zoning code were most significant in assisting the City's ability to reach its housing goals, as required by state law. Without question, the driving factor in number of total units, and affordability, is density. In terms of site design, the driving factor in unit count/density is parking. The process we employ is quite simple:

- What is our acreage and what is the land cost
- What Zone are we in and what are the development standards
- We develop a density study/prelim site plan based on the code
- A number of units is developed
- This determines the price of the home

With slightly reduced garage sizes and parking stalls, it is easy to see how quickly the number of units goes up, and price has the ability to go down. While this may seem like an opportunity for the developer to seek more profit, this is not the case. If we are able to secure more units, and reduce prices by \$20-40k, and be ahead of our competitors, I can assure you that is exactly what we would do. In addition, the smaller garages encourage more energy efficient vehicles which reinforces a move towards sustainability. G3 Urban already provides, as a standard feature, configuration for EV charging stations in the garages.

This allows us to provide more units at a more affordable price, which was the exact goal outlined in the City's workshop.

Another item we feel quite strongly about is the allowance of all residential in the MU Zone. With the current Covid19 crisis, small retail is taking a major hit in the marketplace. As a builder, it is very difficult to overcome the negative appearance of vacant retail while attempting to sell new homes. This change in the market drastically diminished the number, and quality, of potential tenants that would support the adjacent community. We believe this crisis will have a long term affect on housing design as well. It's clear that more people will work from home in the future! G3 Urban is ahead of the curve here with

15235 western ave  
gardena, ca 90249



multiple floor plans offering flex spaces inside the home. We believe allowing the flexibility to provide residential only in the MU Zone affords the opportunity for a changing market.

It is our opinion, with over 30 years in the business, that these amendments do not negatively impact the quality of life for the residents, quality of the development, or quality of urban planning for the City. We see this as the future of development in Southern California, and other cities are already adopting similar changes.

G3Urban has read the draft of the new Zoning changes and is in full support of their adoption into the Municipal Code.

Thank you for the opportunity to be a part of the process, and solution, for an improved and more vibrant Gardena! We look forward to working with the City for many years to come.

A handwritten signature in black ink, appearing to read 'MW Gardner', written over a horizontal line.

Mitchell Wade Gardner, Architect  
President of Development





11766 Wilshire Boulevard, Suite 820, Los Angeles, California 90025  
T 310 582 1991 F 310 582 1999 borsteinenterprises.com

Raymond Barragan  
City of Gardena  
Community Development Director  
1700 West 162nd Street  
Gardena, CA 90247

May 15, 2020

RE: Proposed City Zoning Ordinance Changes

Dear Raymond:

We have been following the city's proposed amendments to the new zoning ordinance and wanted to express our support. As you know, we have financed numerous projects in the city which, among others, include Gardena Place, Rosecrans Place and the soon to be submitted Gardena Place II. We have also provided joint venture equity or debt financing to almost every merchant builder that has done business in the city over the past five years and can attest that the proposed changes will allow for builders to develop a wider variety of product types and improve affordability levels of these product types.

We know that the PC had reservations regarding reducing garage sizes and parking dimensions and we remain hopeful that the council will approve of these changes. Flexibility in garage depths allows for more useable ground floor living spaces or larger pedestrian paseos while still providing adequate area within the garage. This is particularly important given recent 2020 Los Angeles County Fire code changes which require wider roads for units over 30 feet tall and therefore limit density at a time when providing attainable price points to buyers is dependent on density and smart planning.

We are also hopeful that the council will approve of parallel parking dimensions of 22 feet given that this standard is used in many cities throughout Southern California and provides an appropriate amount of space for cars to comfortably maneuver. Keeping the dimensions at 25 feet also takes away valuable space that can be allocated towards additional units, improving floor plans, offering more open space or even providing additional parking stalls; all of which make a community more attractive to buyers in terms of price points and community amenities.

Finally, our most recent project, Gardena Place II, has site constraints that could greatly benefit from the approval of both proposed changes to garage depths and parking dimensions. We remain hopeful that we will not have to compromise our floor plans or lose density in this economically challenging environment and that staff's recommendation of the aforementioned changes will be approved. Thank you in advance for your consideration.

Sincerely,

*Loren Borstein*

Loren Borstein  
President



**MELIA HOMES**

8951 Research Drive Suite 100 Irvine, CA 92618

p 949-759-4367  
f 949-988-7179  
www.melia-homes.com

May 22, 2020

RE: Support for Proposed Ord 1820

Mayor Cerda, and Members of Gardena City Council:

As an active land owner and developer within the City of Gardena, Melia Homes supports the proposed Ordinance modifications; and more over the clarifications and modernization being presented that will help the City achieve goals of opportunity for new housing, while maintaining a high quality living environment for current and new residents. The proposed modifications allow modern designs, code clarifications and up to date development standards and regulations that allow market demands to be achieved while protecting compatibility with neighboring properties and uses.

I commend you and your staff for having the foresight and responsiveness to help meet the need for quality housing into the future. We hope that you approve these recommended changes.

Respectfully,

Chad Brown

Vice President of Planning & Development



8951 Research Drive

Irvine, CA 92618

Main (949)759-4367, Ext. 264



# City of Gardena City Council Meeting

Agenda Item No.: 8. C. (1)

Department: Elected & Administrative Offices

Meeting Date: May 26, 2020

## AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: PRESENTATION OF THE CITY OF GARDENA'S PROPOSED TWO-YEAR BUDGET FOR FISCAL YEARS 2020-2021 AND 2021-2022

### COUNCIL ACTION REQUIRED:

Receive and File

### Action Taken

### RECOMMENDATION AND STAFF SUMMARY:

Presented for Council consideration is the City of Gardena's Proposed Two-Year Budget for Fiscal Years 2020-2021 and 2021-2022, including General Fund, Enterprise Funds, Special Revenue Funds and all Other Fund types.

The proposed budget is being presented to the City Council and public, and will be available for public review and comment until the June 23rd City Council meeting. The proposed budget is based on the City's current financial position in light of the dire economic impact of the Coronavirus on the City's revenue streams.

Following its presentation at the May 26th City Council meeting, the proposed two-year budget will be posted on the City's website and also available in the City Clerk's Office.

The final draft of the proposed budget will be presented for approval on June 23, 2020.

### FINANCIAL IMPACT/COST:

Budgeted	Revenue		Expenditure	
General Fund	\$	54,259,143	\$	61,844,115
Enterprise Funds (Gtrans)	\$	42,721,600	\$	46,338,287
Enterprise Funds (Sewer)	\$	2,415,000	\$	2,679,503
Special Revenue & Other	\$	52,834,445	\$	60,895,240
<b>Total FY 20/21</b>	<b>\$</b>	<b>152,230,188</b>	<b>\$</b>	<b>171,757,145</b>


  

Budgeted	Revenue		Expenditure	
General Fund	\$	58,732,187	\$	64,473,090
Enterprise Funds (Gtrans)	\$	30,766,826	\$	37,383,728
Enterprise Funds (Sewer)	\$	2,415,000	\$	2,311,739
Special Revenue & Other	\$	37,289,808	\$	38,528,761
<b>Total FY 21/22</b>	<b>\$</b>	<b>129,203,821</b>	<b>\$</b>	<b>142,697,318</b>

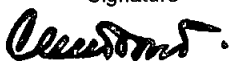
### ATTACHMENTS:

PowerPoint presentation

Proposed Budget Book: Fiscal Years 2020-2021 & 2021-2022

Submitted by  Signature, Ray Beeman, Chief Fiscal Officer

Date: 5/26/2020

Concurred by  Signature, Clint D. Osorio, City Manager

Date: 5/26/2020

**CITY OF GARDENA**

**PROPOSED BUDGET  
FISCAL YEAR  
2020-21 & 2021-22**



*PRESENTED BY:*

**CLINT OSORIO**  
*City Manager*

# MISSION & VISION

## HIGHER QUALITY OF LIFE

*...ACHIEVED BY CONSISTENT & CONTINUOUS IMPROVEMENT*

### ► OUR MISSION

The elected leadership and employees of the City of Gardena individually and collectively are committed to maintaining an efficient and effective government that ensures the highest quality of life, a safe and attractive environment, and a sound economic future for the community.

### ► OUR VISION

We envision Gardena as one of the most desired communities in which to live, do business, work, and play in the South Bay.

### ► OUR DUTY

As public servants it is our duty and our desire to provide reliable service guided by our commitment to these Core Values.

### ORGANIZATIONAL VALUES

- Fiscal Accountability & Sustainability
- Workforce Excellence
- Community Involvement

### COMMUNITY VALUES

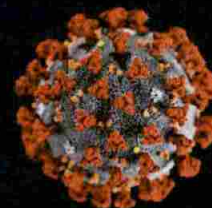
- Safe Community Environment
- Sustainable Economic Development
- Attractive & Livable Neighborhoods





# COVID-19 EVENT OVERVIEW

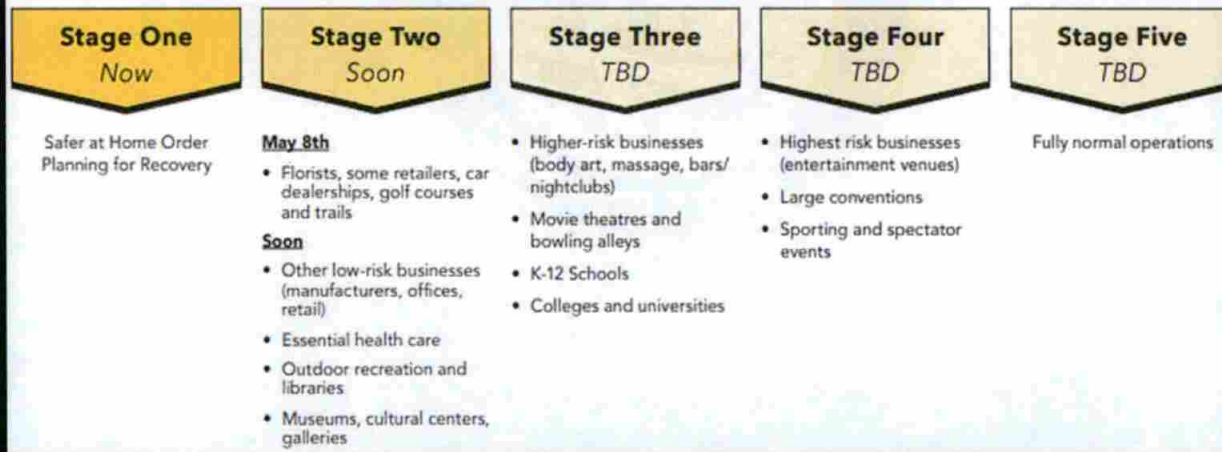
- City declared emergency on March 16, 2020 and closed the City campus to the public
- On March 17, 2020, LA County announced first Covid-19 confirmed case in Gardena
- Gardena Emergency Operations Center (EOC) has been active since March 17, 2020
- California Stay-At-Home Order has been in effect since March 19, 2020
  - All non-essential businesses were forced to closed
  - Hustler Casino has been closed since March 19, 2020
  - Lucky Lady Casino has been closed since July 15, 2019
- On March 30, 2020, Governor Newsom issued an executive order for sales & use tax relief for businesses
  - Qualified Business (Business with annual tax liability of less than \$1 Million) were allowed to defer their 1Q 2020 tax liability payments until July 31, 2020; 90-Day Extension
  - Small Businesses (less than \$5 Million in annual taxable sales) can take advantage of a 12-month, interest free, payment plan and withhold up to \$50,000 of sales and use tax, payment due July 31, 2021



# ROADMAP TO REOPENING

- On May 8, 2020, LA County allowed non-essential businesses to reopen for curbside pick-up with adherence to distancing and infection control protocols
  - Bookstores, Clothing Stores, Florists, Music Stores, Sporting Goods Stores, Toy Stores, Car Dealership Showroom
  - Retailers that are not located within an Indoor Mall or Shopping Center
  - Manufacturing and logistics sector businesses that supply lower risk retail businesses

## Five-Stage Reopening Process Based On Risk



**PROPOSED BUDGET  
FISCAL YEAR 2020-2021  
& 2021-2022**

**GENERAL FUND**

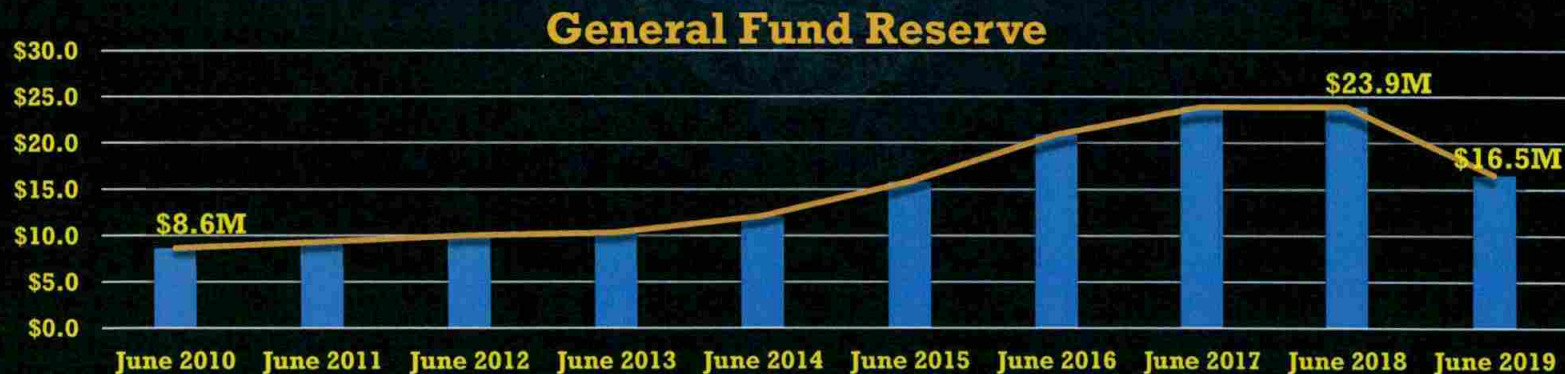
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# GENERAL FUND RESERVE

## GENERAL FUND RESERVE POLICY

- Contingency reserve of 25% of General Fund expenditures
- To maintain City's credit rating & meet seasonal cash flow shortfalls
- To help mitigate the effects of unanticipated situations
- With strong & stable leadership, the City was able to build the reserve over the years



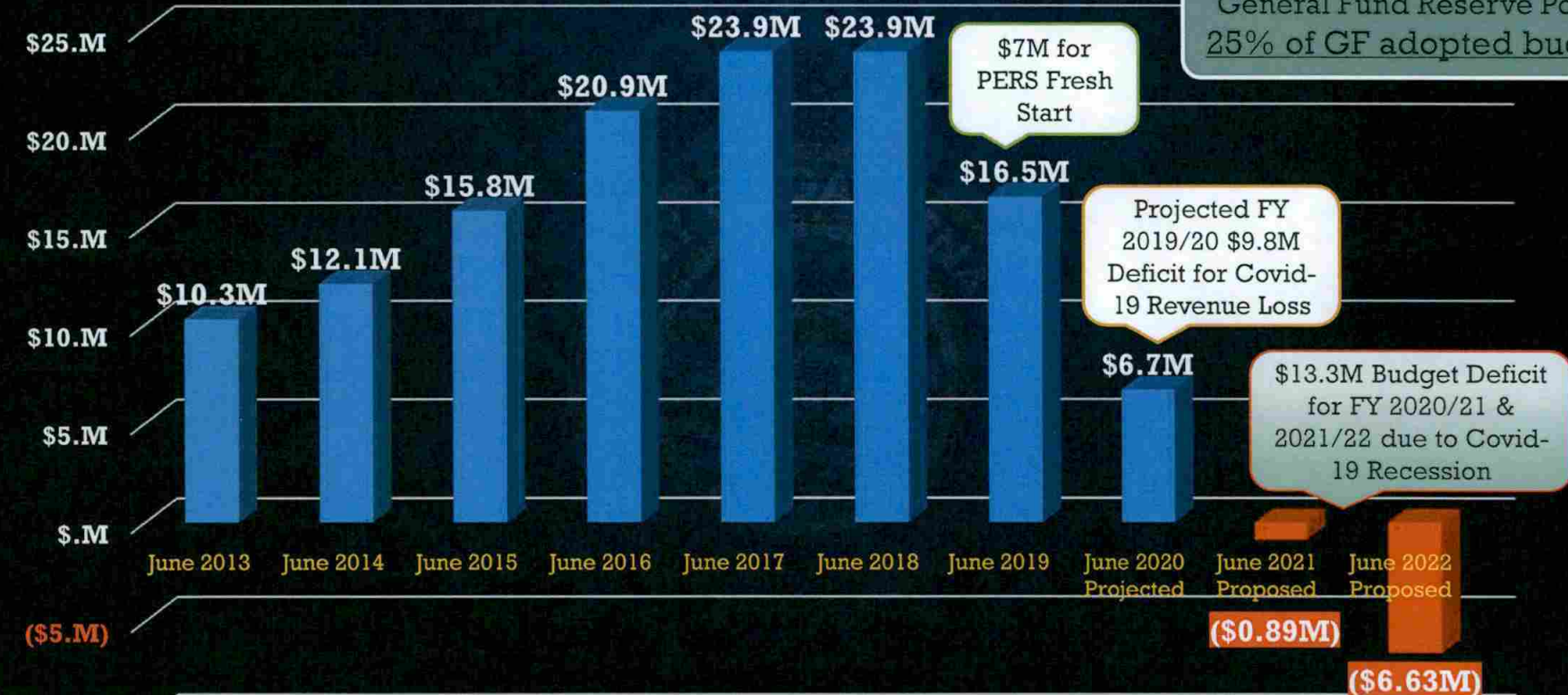
# PROJECTED FY 2019-20 & PROPOSED GENERAL FUND BUDGET FY 2020-21 & 2021-22





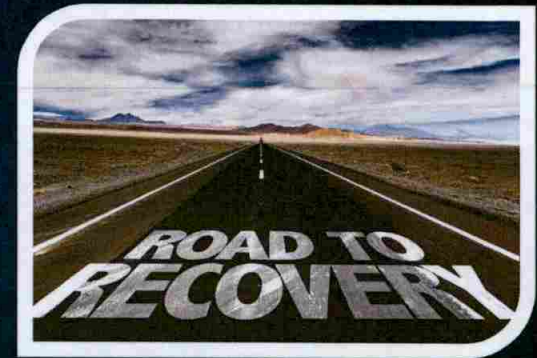
# GENERAL FUND BALANCE

General Fund Reserve Policy  
25% of GF adopted budget



# ROAD TO RECOVERY

1. FREEZE PROMOTION & HIRING – IN EFFECT
  - Hiring and promotion freeze, remove all vacancies
2. EXPLORING ALL POTENTIAL REVENUE OPPORTUNITIES – IN PROCESS
3. FREEZE COST-OF-LIVING-ADJUSTMENT – IN PROCESS
  - Meet with all bargaining groups to explore this option
4. FREEZE CASHOUTS AND STEP INCREASES – IN PROCESS
  - Meet with all bargaining groups to explore this option
5. REDUCE MATERIALS & OPERATIONS – IN PROCESS
  - Review department budget and identify potential cuts
  - Review contractual services and reach out to vendors to renegotiate existing contracts
6. FURLOUGH – IN PROCESS
  - Meet with all bargaining groups to explore this option
7. LAYOFF – IN PROCESS
  - Meet with all bargaining groups to explore this option





# GENERAL FUND HIRING & PROMOTION FREEZE – POSITIONS EXCLUDED FROM FY 2020-21 & 2021-22 PROPOSED BUDGET **\$4,158,489 – 35 POSITIONS**

## Hiring Freeze

**TOTAL FULL TIME EQUIVALENT**

**33.94**

FULL-TIME POSITIONS	33
PART-TIME POSITIONS	2
% OF GENERAL FUND WORKFORCE	12%

**TOTAL SAVING**

**4,158,489**

DEPARTMENT	FTE	% DEPT PERSONNEL	AMOUNT
ADMINISTRATIVE SERVICES	3.0	20.0%	327,177
COMMUNITY DEVELOPMENT	3.0	20.0%	286,589
CITY MANAGER'S OFFICE	1.0	5.8%	140,486
POLICE DEPARTMENT	12.0	8.4%	2,034,417
PUBLIC WORKS	10.0	16.7%	966,763
RECREATION & HUMAN SERVICES	4.9	13.8%	403,057



# HIRING FREEZE BY DEPARTMENT

## **35 POSITIONS – 12% OF GF WORKFORCE**

DEPARTMENT	POSITION
1 ADMINISTRATIVE SERVICES	ACCOUNTING/FINANCE MANAGER (FT)
2 ADMINISTRATIVE SERVICES	JUNIOR ACCOUNTANT (FT)
3 ADMINISTRATIVE SERVICES	SENIOR ACCOUNTANT (FT)
<b>ADMINISTRATIVE SERVICES TOTAL (3 FTE)</b>	
4 COMMUNITY DEVELOPMENT	GENERAL BUILDING INSPECTOR (FT)
5 COMMUNITY DEVELOPMENT	ADMINISTRATIVE AIDE (FT)
6 COMMUNITY DEVELOPMENT	PLANNING ASSISTANT (FT)
<b>COMMUNITY DEVELOPMENT TOTAL (3 FTE)</b>	
7 CITY MANAGER'S OFFICE	SENIOR ADMINISTRATIVE ANALYST (FT)
<b>CITY MANAGER'S OFFICE TOTAL (1 FTE)</b>	
8 POLICE DEPARTMENT	POLICE CAPTAIN (FT)
9 POLICE DEPARTMENT	POLICE LIEUTENANT (FT)
10 POLICE DEPARTMENT	POLICE OFFICER (FT)
11 POLICE DEPARTMENT	POLICE OFFICER (FT)
12 POLICE DEPARTMENT	POLICE OFFICER (FT)
13 POLICE DEPARTMENT	POLICE OFFICER (FT)
14 POLICE DEPARTMENT	POLICE OFFICER (FT)
15 POLICE DEPARTMENT	POLICE RECORDS TECHNICIAN II (FT)
16 POLICE DEPARTMENT	POLICE RECORDS TECHNICIAN II (FT)
17 POLICE DEPARTMENT	POLICE SERVICE OFFICER (FT)
18 POLICE DEPARTMENT	PUBLIC SAFETY OFFICER (FT)
19 POLICE DEPARTMENT	POLICE SERVICE OFFICER (FT)
<b>POLICE DEPARTMENT TOTAL (12 FTE)</b>	

DEPARTMENT	POSITION
20 PUBLIC WORKS	ADMINISTRATIVE MANAGEMENT ANALYST II (FT)
21 PUBLIC WORKS	CEMENT FINISHER (FT)
22 PUBLIC WORKS	CLERK TYPIST (FT)
23 PUBLIC WORKS	DIRECTOR OF PUBLIC WORKS (FT)
24 PUBLIC WORKS	STREET MAINTENANCE SUPERINTENDENT (FT)
25 PUBLIC WORKS	STREET MAINTENANCE WORKER (FT)
26 PUBLIC WORKS	STREET MAINTENANCE WORKER (FT)
27 PUBLIC WORKS	PARK MAINTENANCE LEAD (FT)
28 PUBLIC WORKS	ENGINEERING AIDE (FT)
29 PUBLIC WORKS	MAINTENANCE PAINTER (FT)
<b>PUBLIC WORKS TOTAL (10 FTE)</b>	
30 RECREATION & HS	RECREATION LEADER III (PT)
31 RECREATION & HS	RECREATION PROGRAM ADMINISTRATOR (FT)
32 RECREATION & HS	RECREATION SERVICES MANAGER (FT)
33 RECREATION & HS	RECREATION COORDINATOR (FT)
34 RECREATION & HS	RECREATION SUPERVISOR (FT)
35 RECREATION & HS	COMMUNITY AIDE I (PT)
<b>RECREATION &amp; HS TOTAL (4.94 FTE)</b>	
<b>GENERAL FUND</b>	<b>GRAND TOTAL - 35 POSITIONS (33.94 FTE)</b>





# POTENTIAL REVENUE OPPORTUNITIES- STIMULUS FUNDING

## 1. CARES ACT – **GARDENA NOT QUALIFIED FOR DIRECT FUNDING!**

- City must have 500,000 in population or greater to qualify for direct funding
- Only 6 of California's 482 cities meet the threshold



## 2. PAYCHECK PROTECTION PROGRAM – **BUSINESSES ONLY, CITY NOT QUALIFIED**

- For businesses only!



## 3. HEROES ACT – **PENDING BUT UNLIKELY TO PASS**

- City with population of 50,000 or greater

## 4. FEMA REIMBURSEMENT – **ONLY FOR COVID-19 REIMBURSABLE EXPENSES**

- FEMA will reimburse up to 75% of Covid-19 reimbursable expenses
- Reimbursement could take years
- Revenue loss from Covid-19 event will NOT be reimbursed



FEMA

CORONAVIRUS

### Republican-dominated Senate to veto Heroes Act

On Friday the House approved the \$3 trillion relief package called the HEROES Act but president Donald Trump said it's 'dead on arrival' to the Senate.



**PROPOSED BUDGET  
FISCAL YEAR 2020-2021  
& 2021-2022**

**REVENUES**

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# COVID-19 GENERAL FUND REVENUE IMPACT ANALYSIS

## Sales Tax

- Measure G is projected to be 30% less than initial projection
- Bradley-Burns 1% Tax is 15% less than prior year

## Card Club

- **53% decrease** from 2019-20 Budgeted
- Assuming Hustler will re-open on **September 1, 2020** @ 50% capacity and Lucky Lady re-open January 1, 2021 @ 50% capacity

## Property Tax

- Decrease due to County waiving penalties and fines relating to payments
- Potential relief similar to the Governor sales tax order

## Business License

- Decrease due to lack of activities since most licenses calculate using gross proceeds from this year

## Transfers In

- Projected significant decrease in Gas Tax & SB1 which will affecting the transfers in to reimburse for street related expenditures

## THIS IS A REVENUE ISSUE!

REVENUE	2019-20 BUDGETED	2020-21 PROPOSED	VARIANCE
SALES TAX - MEASURE G		5,040,395	5,040,395
SALES TAX - BRADLEY-BURNS 1%	12,100,000	10,299,612	(1,800,388)
CARD CLUB	8,450,000	3,946,417	(4,503,583)
PROPERTY TAX	7,940,000	6,460,000	(1,480,000)
BUSINESS LICENSE	2,823,100	2,000,000	(823,100)
TRANSFERS IN	2,743,250	1,763,500	(979,750)
LICENSE & PERMITS	1,799,150	1,395,500	(403,650)
FINES & FORFEITURES	1,216,125	820,000	(396,125)
<b>TOTAL</b>			<b>(5,346,201)</b>



# GENERAL FUND PROPOSED REVENUE FISCAL YEAR 2020-2021

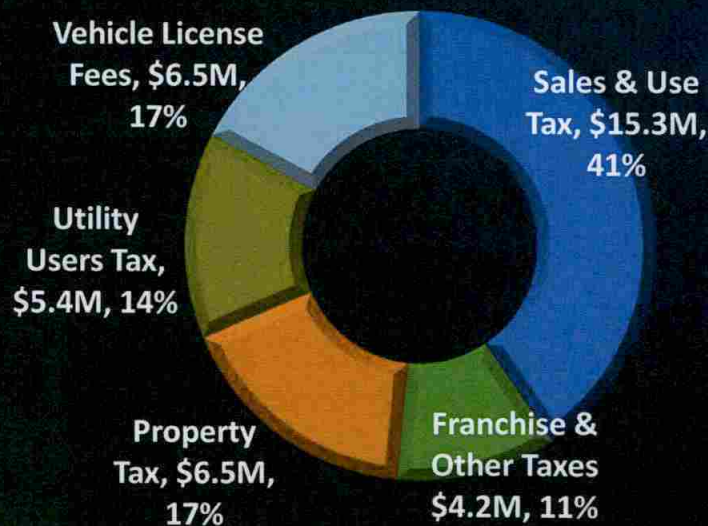
**\$54,259,143**

-11.4%

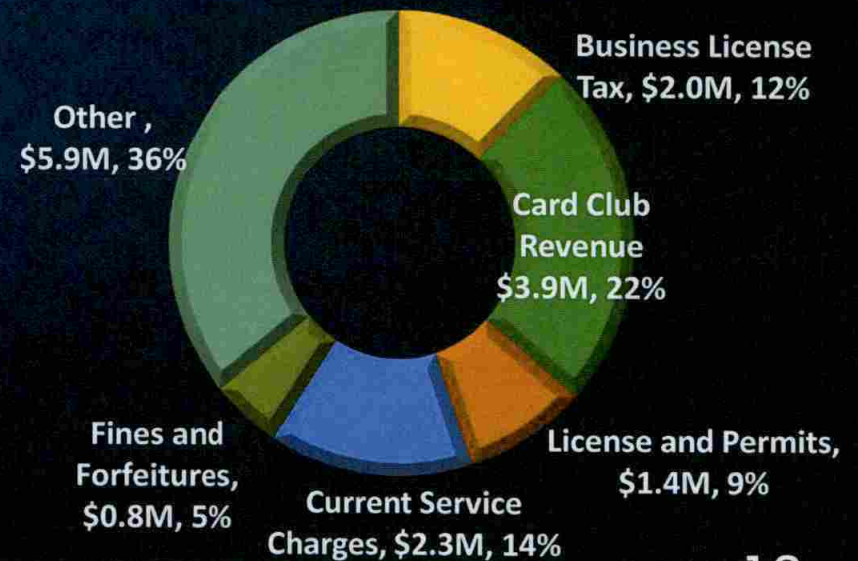
-\$7M

Decrease  
compared to  
FY 2019/20  
Budget

**Top 5 (69%)**  
**\$37,898,507**



**Other (31%)**  
**\$16,360,636**



First time Card Club Revenue is NOT in TOP 5





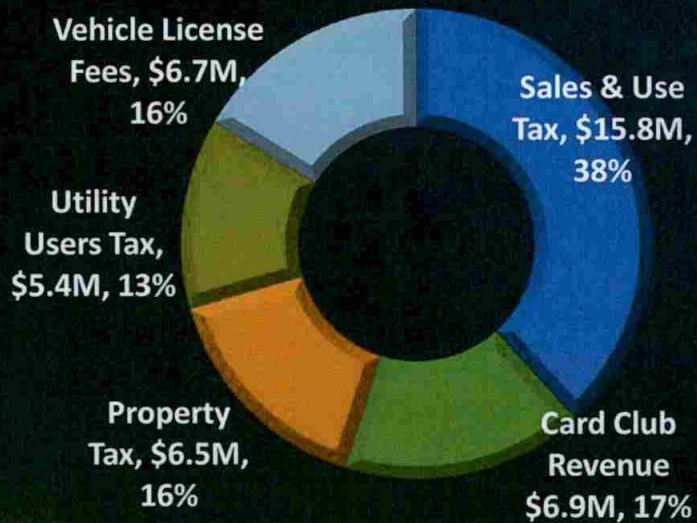
# GENERAL FUND PROPOSED REVENUE FISCAL YEAR 2021-2022

**\$58,732,187**

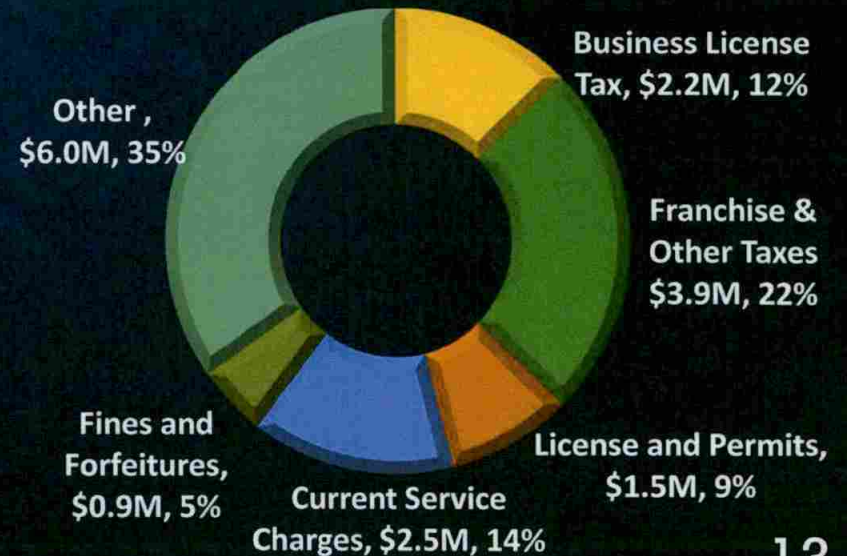
+8.2%  
+\$4.47M

Increase  
compared to  
FY 2020/21  
Budget

**Top 5 (70%)  
\$41,338,788**



**Other (30%)  
\$17,393,399**



# PROPOSED BUDGET – GENERAL FUND REVENUE FY 2020-2021 & FY 2021-2022

REVENUE	ADOPTED 2019-2020	PROPOSED 2020-2021	VS 2019-20 ADOPTED	PROPOSED 2021-2022	VS 2020-21 PROPOSED
Sales and Use Tax	12,100,000	15,340,007	+26.78%	15,835,961	+2.05%
Card Club Gross Revenue Fees	8,450,000	3,946,417	-53.30%	6,892,827	+74.66%
Property Taxes	7,940,000	6,460,000	-18.64%	6,460,000	
Vehicle License Fees	6,601,767	6,500,000	-1.54%	6,700,000	+3.08%
Utility Users Tax	5,561,639	5,400,000	-2.91%	5,450,000	+0.93%
Business License Tax	2,823,100	2,000,000	-29.16%	2,200,000	+10.00%
Franchise Taxes and Other Taxes	4,543,085	4,198,500	-7.58%	4,296,754	+2.34%
License and Permits	1,799,150	1,395,500	-22.44%	1,518,000	+8.78%
Fines and Forfeitures	1,216,125	820,000	-32.57%	870,000	+6.10%
Investment Income	730,625	305,000	-58.25%	315,000	+3.28%
Intergovernmental	530,910	473,100	-10.89%	478,100	+1.06%
Current Service Charges	2,508,047	2,335,700	-6.87%	2,480,626	+6.20%
Other Revenue	1,039,590	613,980	-40.94%	663,980	+8.14%
Transfers In	2,743,250	1,763,500	-35.71%	1,863,500	+5.67%
Charges to Other Funds	2,667,851	2,707,439	+1.48%	2,707,439	
<b>TOTAL REVENUE</b>	<b>61,255,139</b>	<b>54,259,143</b>	<b>-11.42%</b>	<b>58,732,187</b>	<b>+8.24%</b>





# THIS IS A REVENUE ISSUE!

Over **90%** of cities are considering **LAYOFFS OR EMPLOYEE FURLOUGHS**, or **CUTTING PUBLIC SERVICES**.  
**72%** are considering doing **BOTH**.

## Cities Key Revenue Loss by Source through FY 21-22

<b>\$24 million</b> Utility Taxes	<b>\$28 million</b> Property Transfer Taxes
<b>\$65 million</b> Franchises	<b>\$93 million</b> Parking and Admissions
<b>\$175 million</b> Investments, Forfeitures, and Fines	<b>\$402 million</b> Business Tax
<b>\$616 million</b> County Transportation SUT	<b>\$1.37 billion</b> Hotel/Bed Taxes
<b>\$2.26 billion</b> Sales Taxes	<b>\$1.7 billion</b> City/County of San Francisco

**Total \$6.7 billion**

## City Leaders Report Immediate Impact to Core Revenue Sources

- 100%** Sales Taxes
- 89%** Hotel/Bed Taxes
- 72%** Property Transfer Taxes
- 42%** Utility Taxes
- 15%** Investments, Forfeitures, and Fines
- 4%** Parking and Admissions

**AP**

**California cities project 2-year losses of \$6.7 billion**

By ADAM BEAM April 24, 2020

League of CA Cities surveyed 260 cities in California with the assumption that Stay-At-Home Order will be lifted by June 1, 2020

## COVID-19 Fiscal Impact on California Cities



**PROPOSED BUDGET  
FISCAL YEAR 2020-2021  
& 2021-2022**

**EXPENDITURES**

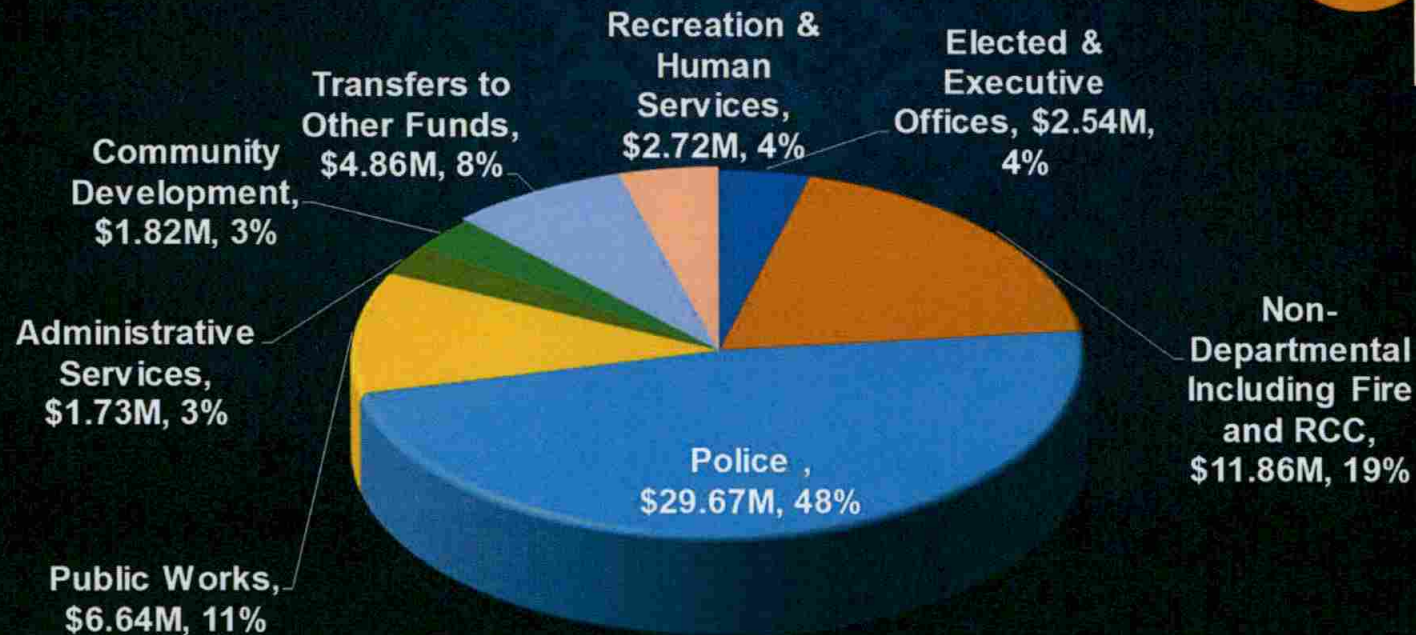


# GENERAL FUND PROPOSED EXPENDITURES FISCAL YEAR 2020-2021

## \$61,844,115

+0.97%  
+\$594K

Increase  
compared to  
FY 2019/20  
Budget



Does Not Include Planned Reduction Efforts

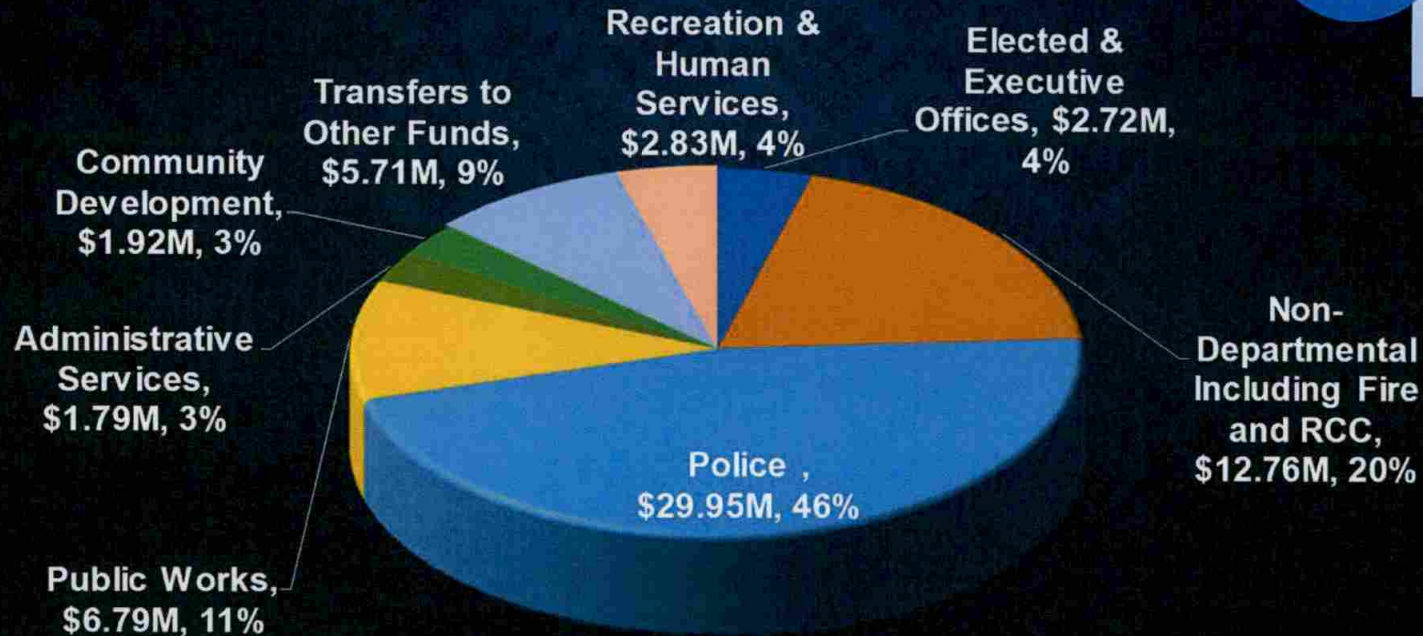


# GENERAL FUND PROPOSED EXPENDITURES FISCAL YEAR 2021-2022

## \$64,473,090

+4.2%  
+\$2.6M

Increase  
compared to  
FY 2020/21  
Budget



Does Not Include Planned Reduction Efforts





**PROPOSED BUDGET  
FISCAL YEAR 2020-2021  
& 2021-2022**

**DEPARTMENTAL  
EXPENDITURES**

# PROPOSED BUDGET – FY 2020-21 & 2021-22

## ADMINISTRATIVE SERVICES

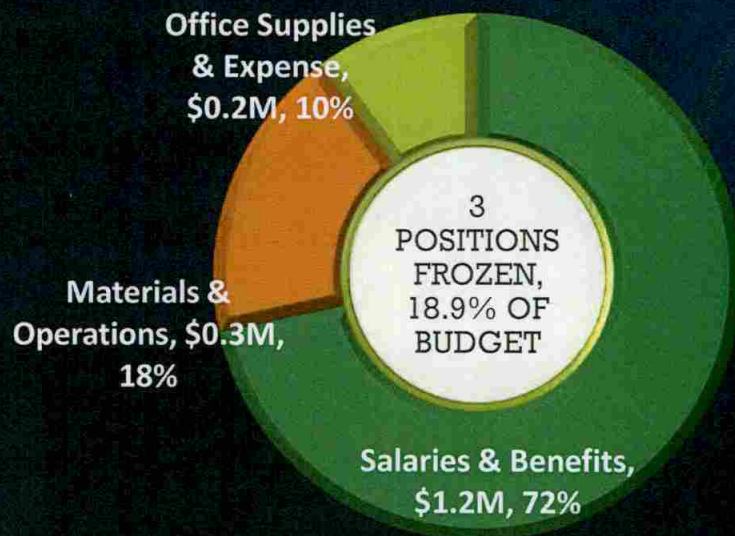
-19%

-\$405K

Decrease  
compared to  
FY 2019/20  
Budget

**2020-21**

**\$1,728,445**



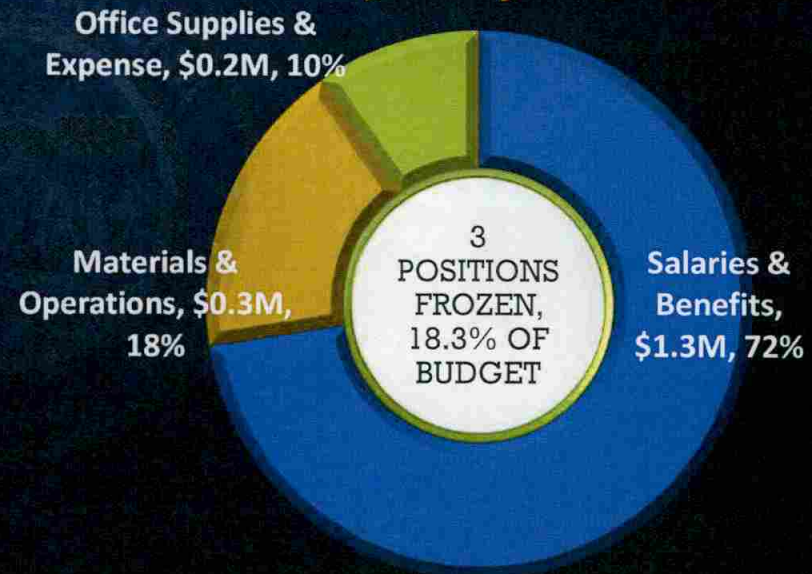
+3.5%

+\$60K

Increase  
compared to  
FY 2020/21  
Budget

**2021-22**

**\$1,788,035**





# PROPOSED BUDGET – FY 2020-21 & 2021-22 COMMUNITY DEVELOPMENT

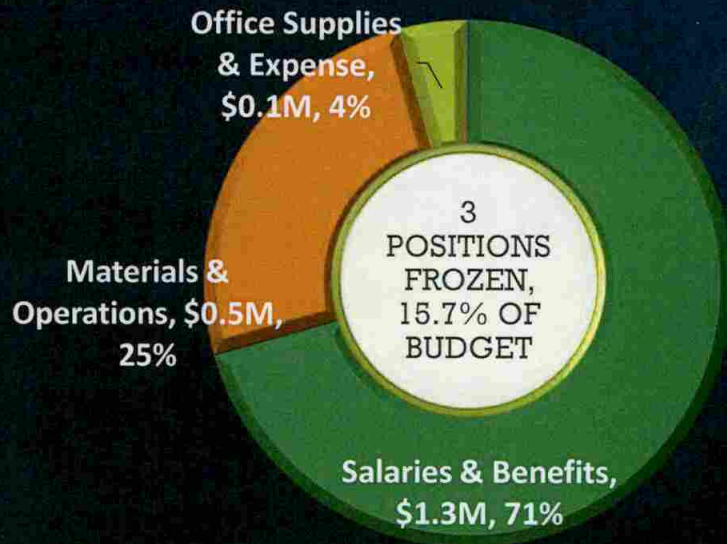
+10%

+\$165K

Increase  
compared to  
FY 2019/20  
Budget

**2020-21**

**\$1,822,297**



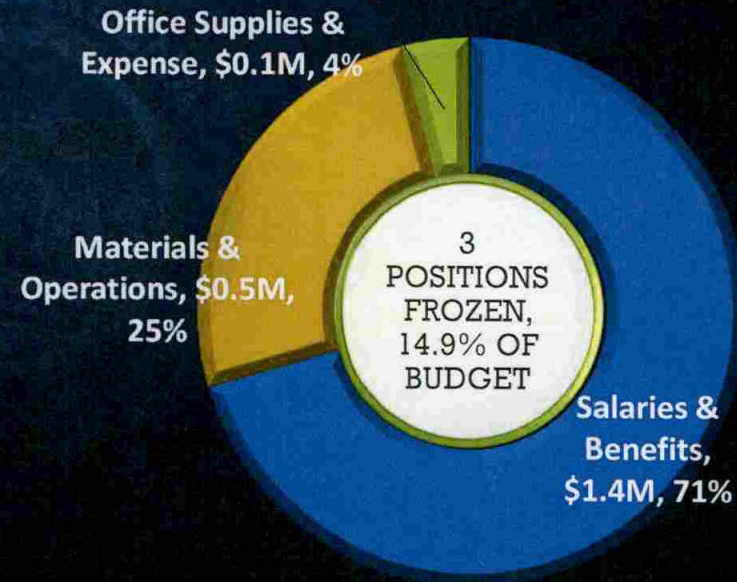
+5.3%

+\$96K

Increase  
compared to  
FY 2020/21  
Budget

**2021-22**

**\$1,918,373**

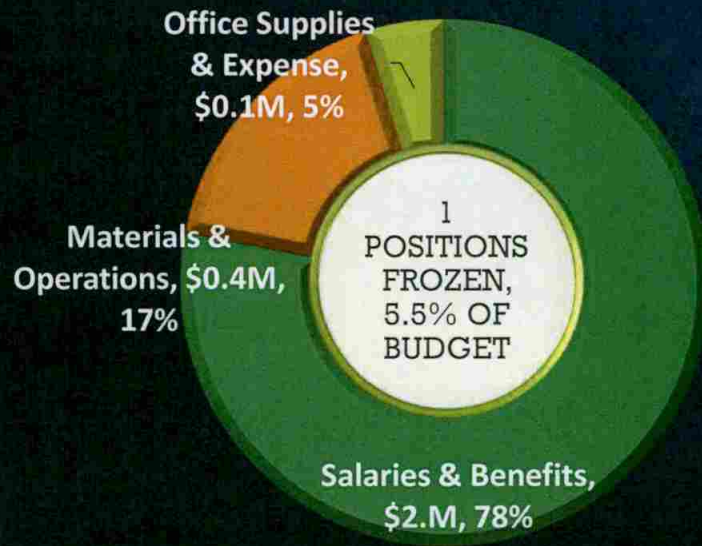


# PROPOSED BUDGET – FY 2020-21 & 2021-22 ELECTED & EXECUTIVE OFFICES

-7.5%  
-\$207K

Decrease  
compared to  
FY 2019/20  
Budget

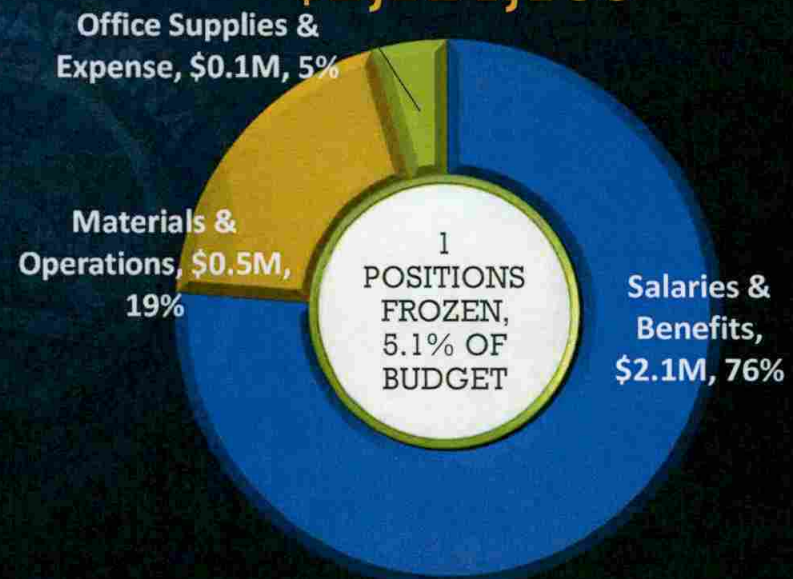
**2020-21**  
**\$2,541,580**



+7.2%  
+\$183K

Increase  
compared to  
FY 2020/21  
Budget

**2021-22**  
**\$2,724,733**





# PROPOSED BUDGET – FY 2020-21 & 2021-22

## POLICE DEPARTMENT

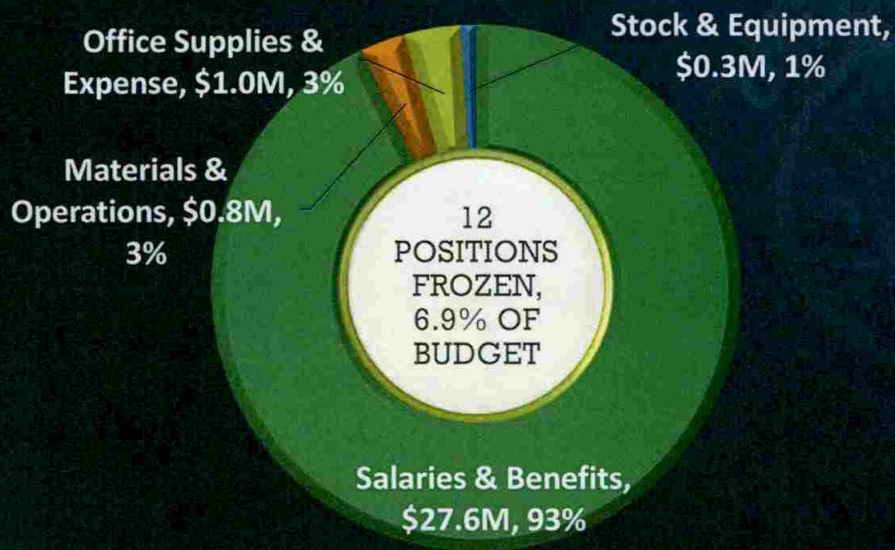
+4.2%

+\$1.3M

Increase  
compared to  
FY 2019/20  
Budget

**2020-21**

**\$29,674,099**



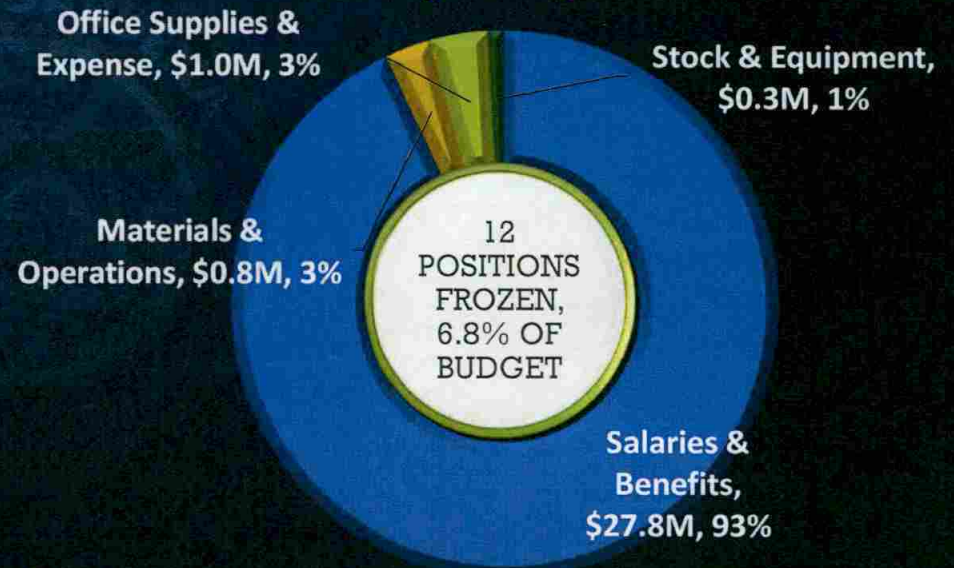
+0.9%

+\$273K

Increase  
compared to  
FY 2020/21  
Budget

**2021-22**

**\$29,947,170**



# PROPOSED BUDGET – FY 2020-21 & 2021-22

## PUBLIC WORKS

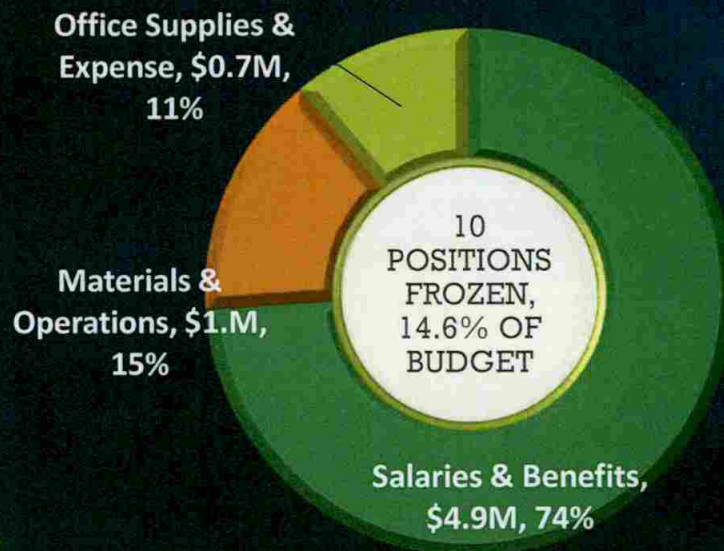
-7.7%

-\$554K

Decrease  
compared to  
FY 2019/20  
Budget

**2020-21**

**\$6,641,929**



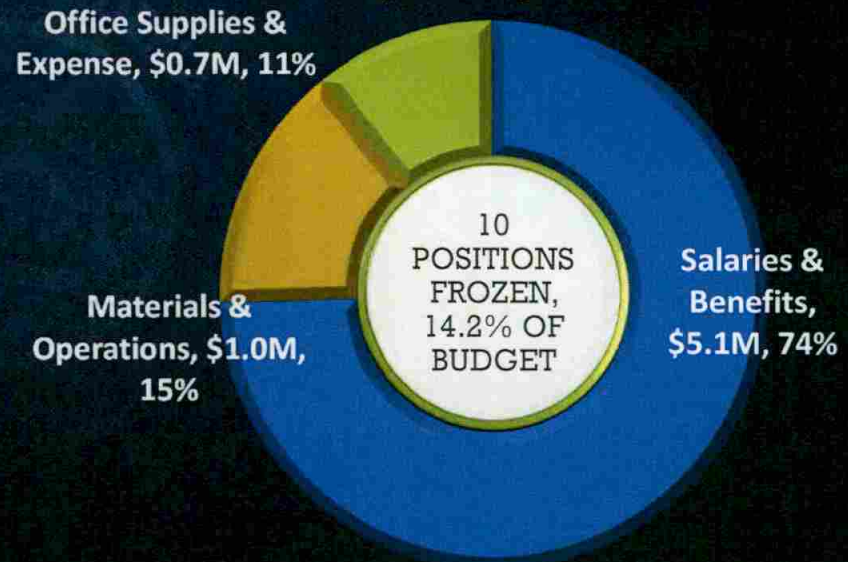
+2.3%

+\$152K

Increase  
compared to  
FY 2020/21  
Budget

**2021-22**

**\$6,793,963**





# PROPOSED BUDGET – FY 2020-21 & 2021-22 RECREATION & HUMAN SERVICES

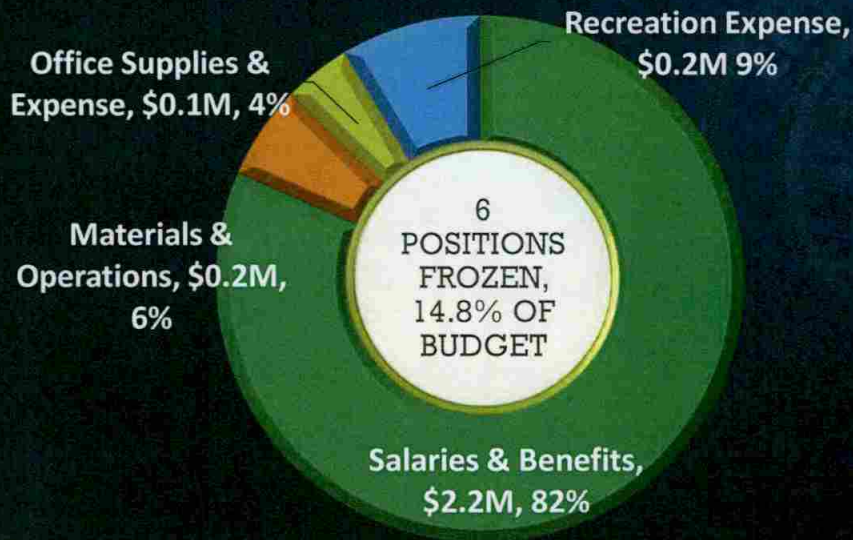
-6.3%

-\$183K

Decrease  
compared to  
FY 2019/20  
Budget

**2020-21**

**\$2,724,704**



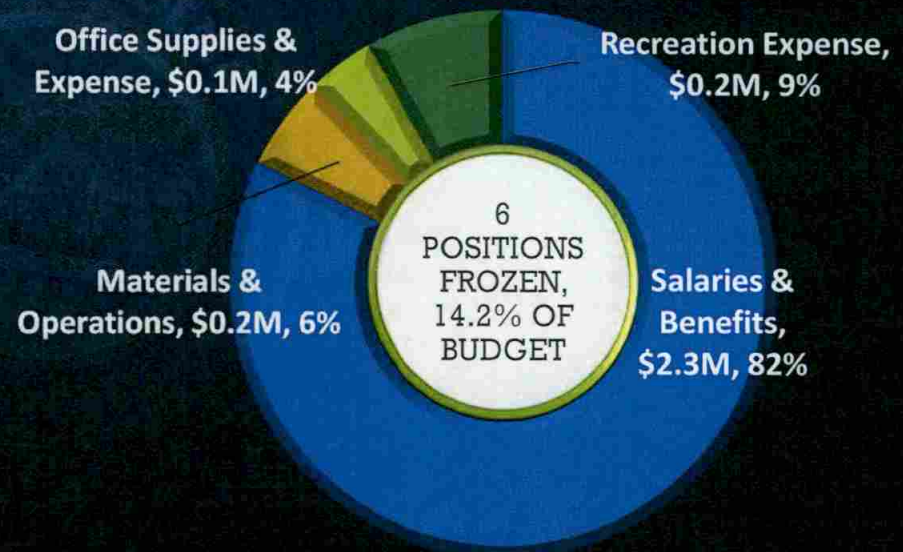
+4%

+\$110K

Increase  
compared to  
FY 2020/21  
Budget

**2021-22**

**\$2,834,087**



# PROPOSED BUDGET – FY 2020-21 & 2021-22 NON-DEPARTMENTAL & TRANSFERS

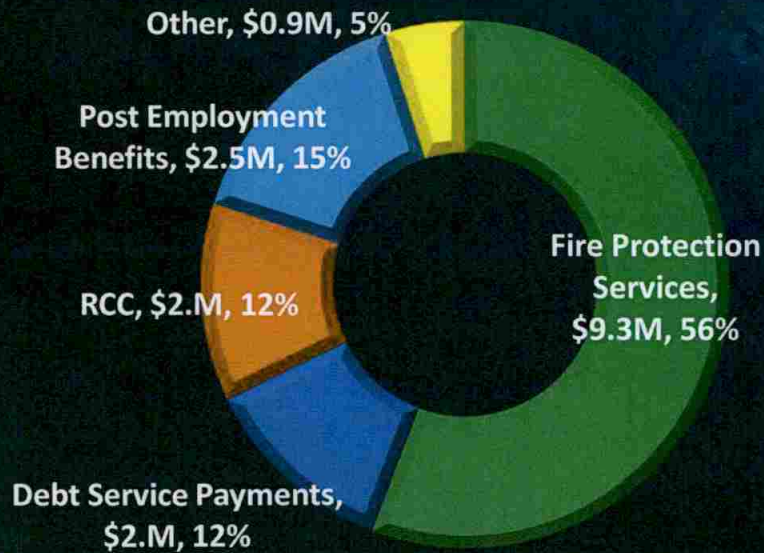
+2.8%

+\$454K

Increase  
compared to  
FY 2019/20  
Budget

**2020-21**

**\$16,711,061**



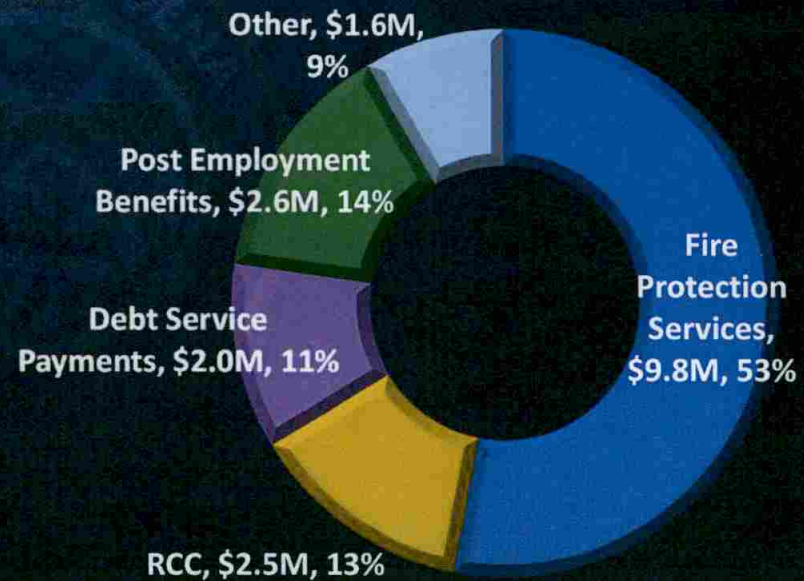
+10.5%

+\$1.75M

Increase  
compared to  
FY 2020/21  
Budget

**2021-22**

**\$18,466,728**



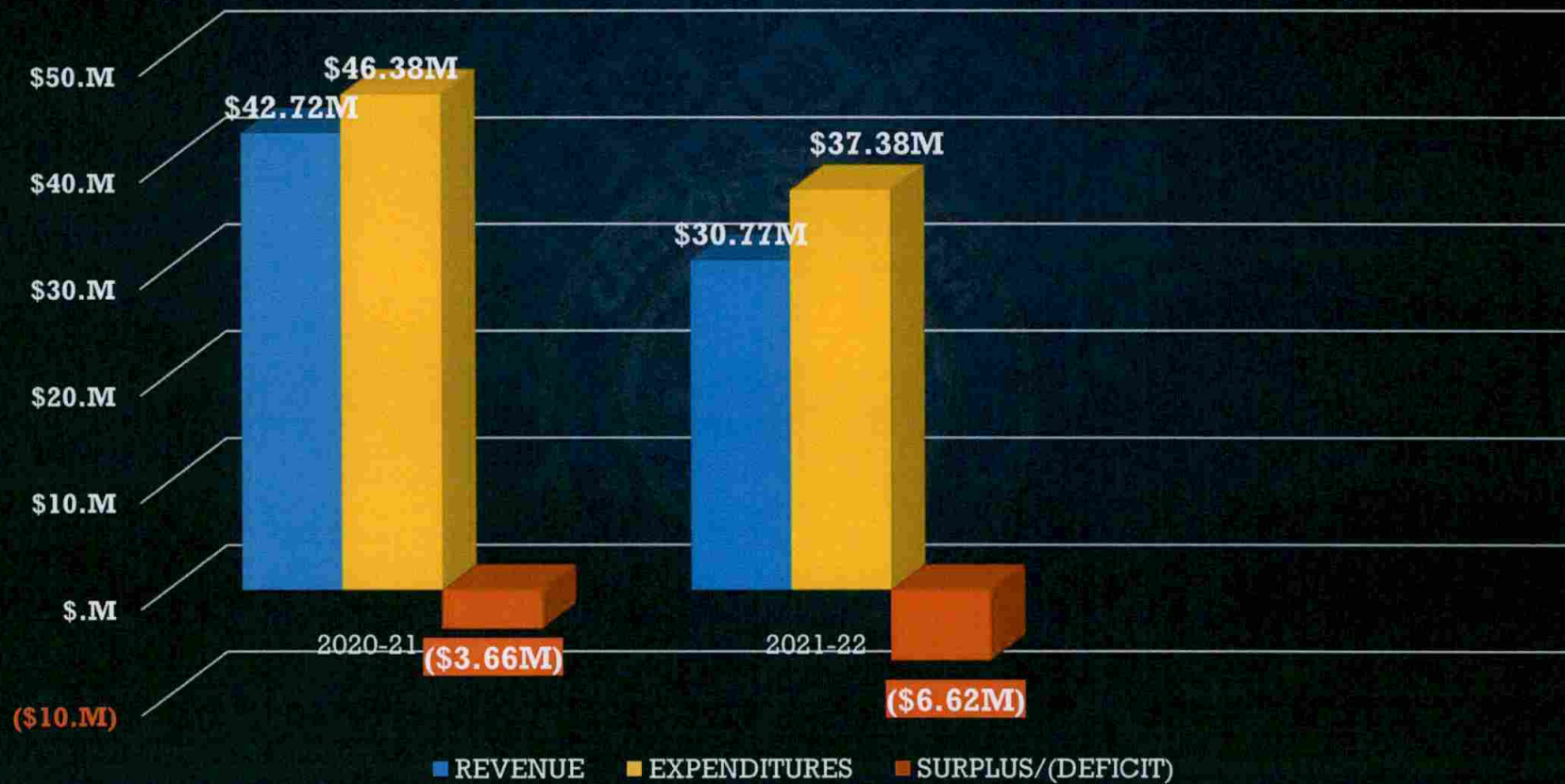


**PROPOSED BUDGET  
FISCAL YEAR 2020-2021  
& 2021-2022**

**GTRANS**

**ENTERPRISE FUND**

# PROPOSED ENTERPRISE FUND BUDGET FY 2020-21 & 2021-22



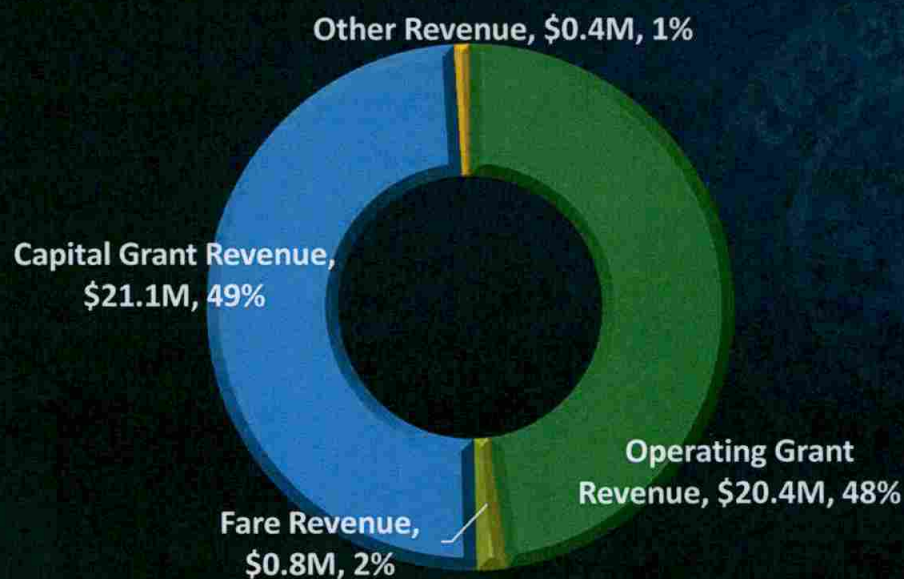
# ENTERPRISE FUND BALANCE



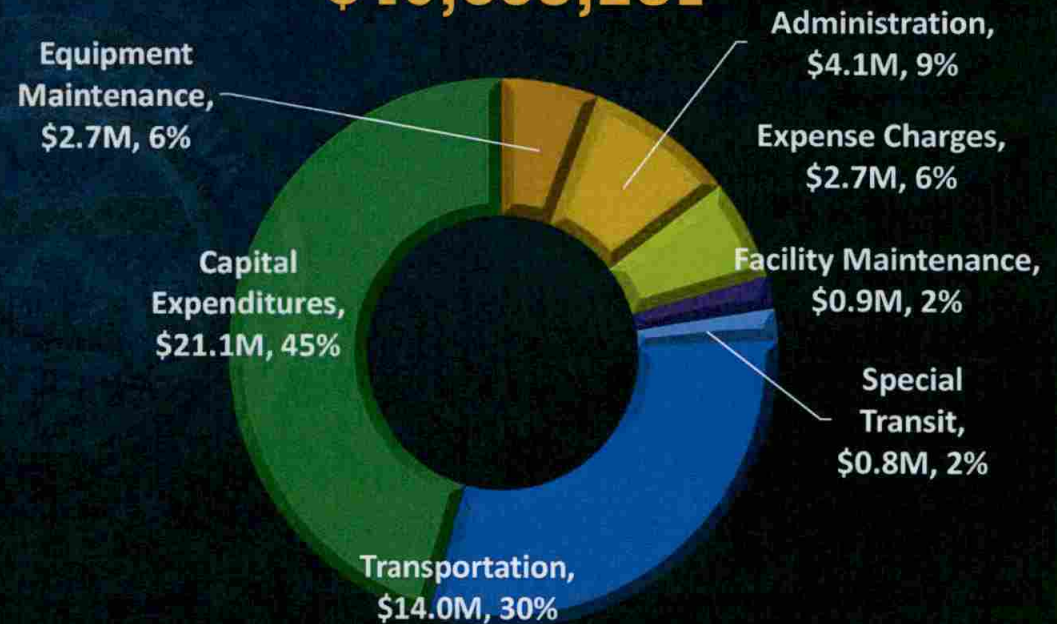


# PROPOSED BUDGET - GTRANS ENTERPRISE FUND FY 2020-2021

## REVENUES \$42,721,600



## EXPENDITURES \$46,338,287

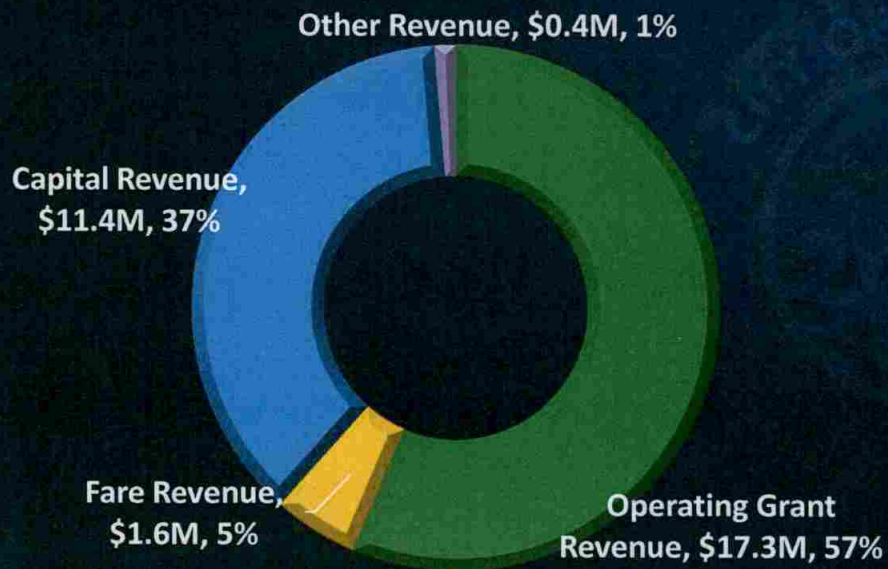


Does Not Include Planned Reduction Efforts

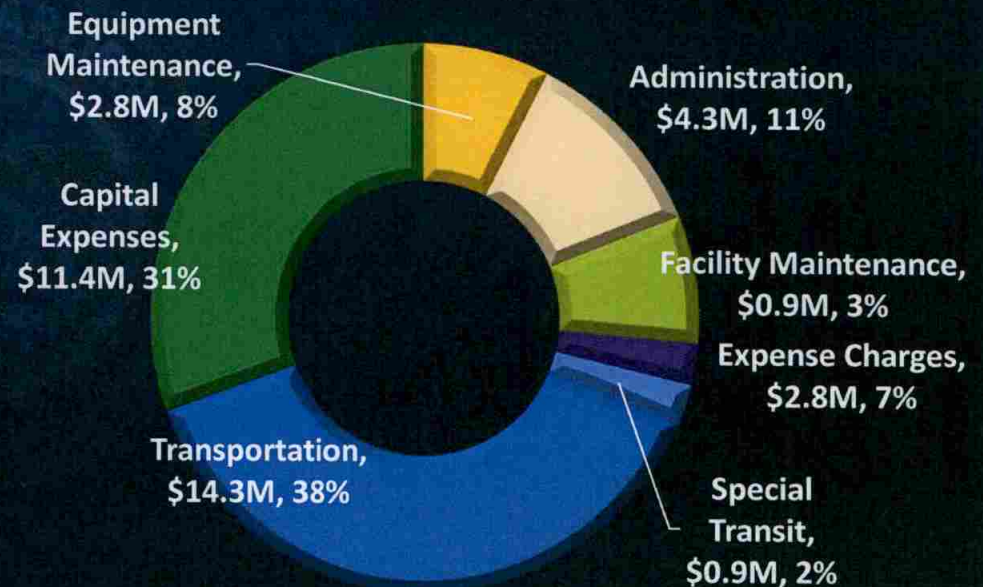


# PROPOSED BUDGET - GTRANS ENTERPRISE FUND FY 2021-2022

## REVENUES \$30,766,826



## EXPENDITURES \$37,383,728



Does Not Include Planned Reduction Efforts





# GTRANS ROAD TO RECOVERY

## 1. SERVICE ADJUSTMENTS – IN PROCESS

- Right-size transit service with a 20 percent reduction to reflect anticipated customer demand

## 2. PURSUE FEDERAL CARES ACT ALLOCATION– IN PROCESS

- Pursue an allocation of regional CARES Act funds from LA Metro to help mitigate a portion of the deficit

## 3. FREEZE COST-OF-LIVING-ADJUSTMENT – IN PROCESS

- Meet with all bargaining groups to negotiate this option

## 4. REDUCE MATERIALS & OPERATIONS – IN PROCESS

- Review department budget and identify potential cuts
- Review contractual services and identify areas for cost savings

## 5. LAYOFF – IN PROCESS

- Meet with all bargaining groups to explore this option

## 6. FURLOUGH – IN PROCESS

- Meet with all bargaining groups to explore the possibility of implementing furlough

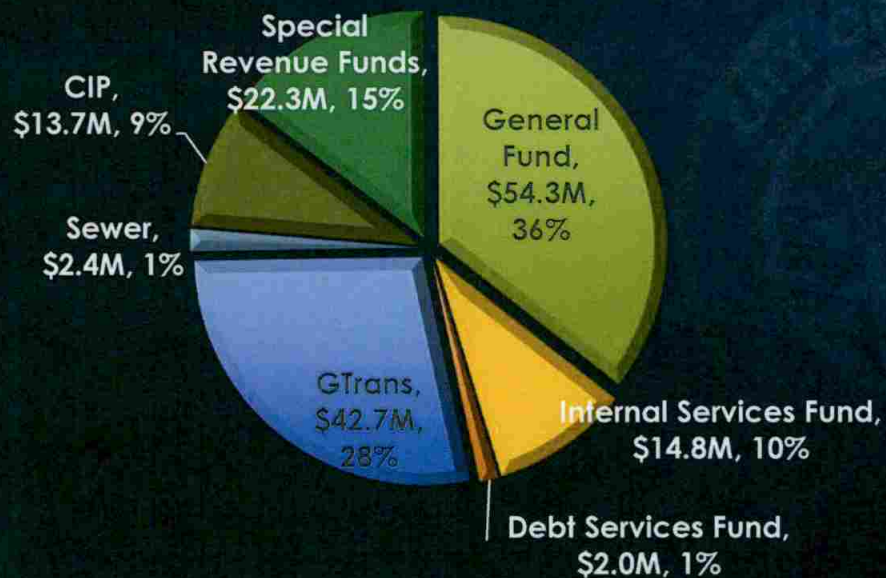


**PROPOSED BUDGET  
FISCAL YEAR 2020-2021  
& 2021-2022  
ALL FUNDS**

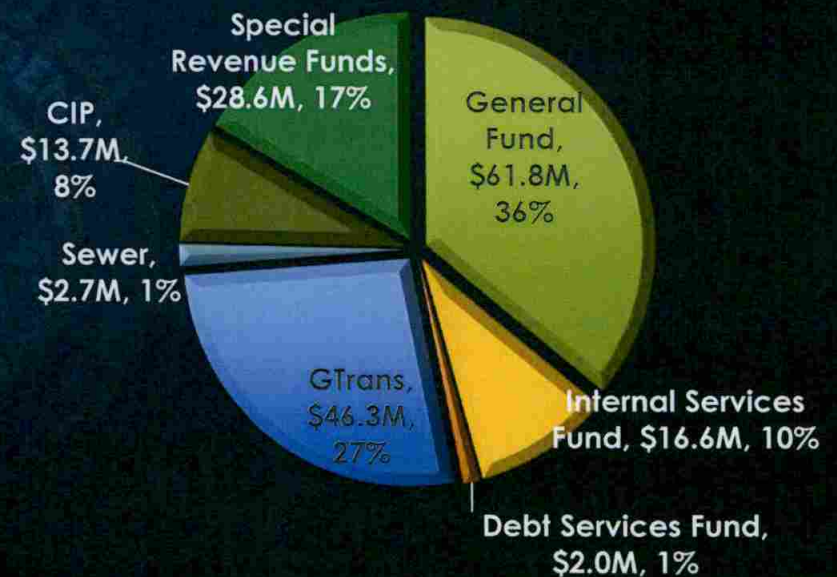


# PROPOSED BUDGET - ALL FUNDS FISCAL YEAR 2020-2021

## REVENUES \$152,230,188



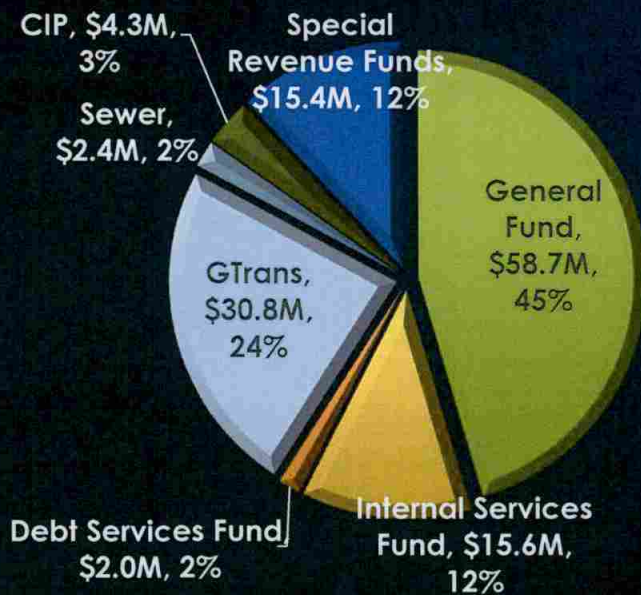
## EXPENDITURES \$171,757,145



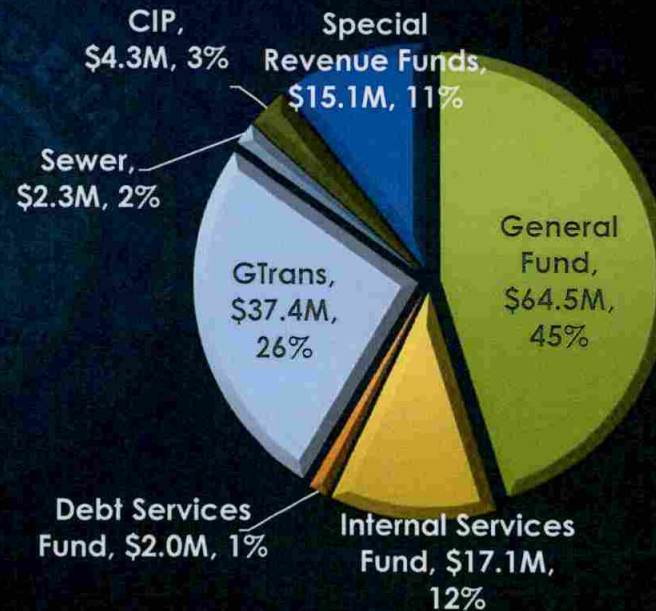


# PROPOSED BUDGET - ALL FUNDS FISCAL YEAR 2021-2022

## REVENUES \$129,203,821



## EXPENDITURES \$142,697,318



# PROPOSED BUDGET – FY 2020-2021 CAPITAL IMPROVEMENT PROGRAM

## \$13,740,053

FUNDING SOURCES	NUMBER OF PROJECTS	NEW OR CARRYOVER	BUDGET
Community Development Block Grant	1	Carryover	\$50,000
Park in Lieu	7	Carryover	\$1,373,050
<b>RECREATION &amp; PARKS CIP TOTAL</b>	<b>7</b>		<b>\$1,423,050</b>
FUNDING SOURCES	NUMBER OF PROJECTS	NEW OR CARRYOVER	BUDGET
Gas Tax	1	Carryover	\$650,000
Measure M Local	5	Both	\$2,277,000
Measure R Highway	3	Both	\$1,730,000
Measure R Local	1	Carryover	\$350,000
Measure W	1	New	\$200,000
Prop C	3	Both	\$2,670,203
SB 1	2	Both	\$1,932,000
SB 821	1	Carryover	\$40,000
Sewer Fund	2	New	\$1,400,000
Surface Transportation Program Local	3	Carryover	\$1,067,800
<b>PUBLIC WORKS CIP TOTAL</b>	<b>18</b>		<b>\$12,317,003</b>
<b>TOTAL CIP FOR FY 2020-2021</b>			<b>\$13,740,053</b>





# PROPOSED BUDGET – FY 2021-2022 CAPITAL IMPROVEMENT PROGRAM

## \$4,280,000

FUNDING SOURCES	NUMBER OF PROJECTS	NEW OR CARRYOVER	BUDGET
Gas Tax	1	New	\$700,000
Measure M Local	3	New	\$800,000
Measure R Local	1	New	\$300,000
Measure W	1	New	\$200,000
Prop C	1	New	\$200,000
SB 1	1	New	\$1,000,000
SB 821	1	New	\$80,000
Sewer Fund	1	New	\$1,000,000
<b>PUBLIC WORKS CIP TOTAL</b>	<b>7</b>		<b>\$4,280,000</b>
<b>TOTAL CIP FOR FY 2021-2022</b>			<b>\$4,280,000</b>



**PROPOSED BUDGET  
FISCAL YEAR 2020-2021  
& 2021-2022**

**QUESTIONS?**



# City of Gardena City Council Meeting

Agenda Item No.: 8. C. (2)

Department: Elected & Administrative Offices

Meeting Date: May 26, 2020

## AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: APPROVAL OF CARES ACT PROGRAM FUNDING (CDBG-CV) RECEIVED FROM THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) TO ALLEVIATE THE NEGATIVE ECONOMIC IMPACTS OF COVID-19

<b>COUNCIL ACTION REQUIRED:</b> Approve the programming of CARES Act funding received from the US Department of Housing and Urban Development	<u>Action Taken</u>
<b>STAFF SUMMARY AND RECOMMENDATION:</b>  Staff respectfully recommends that Council approve the programming of the CARES Act funding (CDBG-CV) received from the US Department of Housing and Urban Development to address the negative economic impacts of COVID-19. Per HUD guidelines and needs identified in the City's Consolidated Plan, staff has developed the following programs to address community need:  Grocery and Utility Assistance - Grocery and/or utility assistance program for the elderly, frail or other at risk households that have experienced a reduction of income and are experiencing food insecurity caused by the economic impact COVID-19 virus. Eligibility would be determined by staff in the Human Services division, the household must meet HUD's low-income requirements (table available in Exhibit A). Due to the current economic climate, it is expected that not only will the traditional low-income households qualify, but that new temporary low-income households will also qualify in this unprecedented time. Suggested funding for the program is \$75,465.  Small Business Assistance Program - Grants to businesses within Gardena city limits to promote business/job retention and assist in local financial recovery for low-mod qualified businesses that have been impacted by COVID-19. Businesses with 20 or fewer employees could qualify for a one-time grant of up to \$20,000 for payment of rent, utilities, and other operational expenses. Detailed program guidelines, qualifications and application instructions are attached below as Exhibit A. .  Staff therefore respectfully recommends the approval of the CARES Act programming for FY 2019-2020.	
<b>FINANCIAL IMPACT:</b> Grocery and Utility Assistance Program - \$75,465 Small Business Assistance Program - \$370,000 Total funding for fiscal year 2019-2020 - \$445,465* *Funding provided by CARES Act through the US Department of Housing and Urban Development	
<b>ATTACHMENTS:</b> 1. Program Guidelines – Exhibit A 2. Application – Exhibit B	
Submitted by <u>[Signature]</u> , Ray Beeman, Chief Fiscal Officer	Date: 5/26/20
Concurred by <u>[Signature]</u> , Clint D. Osorio, City Manager	Date: 5/26/20

City of Gardena

COVID-19

Small Business Assistance Program (SBAP)

# **GUIDELINES**

Administrative Services Department

1700 W 162<sup>nd</sup> Street  
Gardena, CA 90247

Adopted: May 26, 2020

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<b>ATTACHMENT A:</b>	<b>BUSINESS ASSISTANCE APPLICATION</b>	
<b>ATTACHMENT B:</b>	<b>GRANT CERTIFICATION OF COMPLIANCE FORM</b>	

# **CITY OF GARDENA**

## **BUSINESS ASSISTANCE PROGRAM GUIDELINES**

### **I. INTRODUCTION**

The City of Gardena, hereafter referred to as the “City”, has established a Small Business Assistance Program (SBAP), hereafter called “The SBAP”. The SBAP is designed to address the adverse impacts of the novel coronavirus (COVID-19) to the economy, including jobs and businesses. SBAP grants will support small businesses undergoing financial hardship due to a loss or reduction in revenue directly related to COVID-19.

The City has committed approximately \$370,000 in federal Community Development Block Grant (CDBG) and CDBG-CV funding under Coronavirus Emergency Relief and Economic Security (CARES-CV) for business stabilization grants of up to \$20,000 per eligible businesses. These business assistance guidelines have been established by the Gardena Administrative Services Department.

### **II. GARDENA BUSINESS ASSISTANCE (SBAP) PROGRAM OVERVIEW**

#### **A. PROGRAM ADMINISTRATION**

The City’s Administrative Services Department staff will serve as the primary contact for implementation of the program guidelines. The City will:

- Market the SBAP;
- Accept and process applications;
- Ensure businesses meet eligibility requirements;
- Recommend approval of grants;
- Ensure disbursement of grant funds;
- Maintain grant files and fiscal records; and

#### **B. PROGRAM ASSISTANCE**

The amount of grant assistance will depend of the landlord’s agreement to participate in the programs. The City is required to pay the owner/landlord of the commercially leased/rented space directly, therefore the owner/landlord must agree to enter into an agreement with the City for the payment as follows:

1. Businesses whose landlord agrees to participate in the program and the City will provide up to \$2,000 in monthly commercial rent assistance for up to three (3) months (Refer to Table 1 on page 3). In no case will assistance be more than the actual shown in the commercial rent/lease agreement; **OR**
2. Landlord agrees to participate in the program and the landlord agrees to reduce the tenant rent by 25% for the period of City assistance and the City will provide up to \$3,375 in monthly commercial rent assistance for up to six (6) months (Refer to Table 2 on page 3). In no case will assistance be more than the actual shown in the commercial rent/lease agreement.



**TABLE 1**  
**Landlord 0% Rent Forgiveness**  
**City provides 3 Month's Commercial Rent Not-To-Exceed \$2,000**

Original Rent	Reduced Rent	City Rent Assistance		Landlord Rent Paid		Tenant Owed Rent Over Three (3) Months
		Monthly	Over Three (3) Months	Monthly	Over Three (3) Months	
2,000	0	2,000	6,000	2,000	6,000	0
2,250	0	2,000	6,000	2,000	6,000	750
2,500	0	2,000	6,000	2,000	6,000	1500
3,000	0	2,000	6,000	2,000	6,000	3000
3,250	0	2,000	6,000	2,000	6,000	3750
3,500	0	2,000	6,000	2,000	6,000	4500
3,750	0	2,000	6,000	2,000	6,000	5250
4,000	0	2,000	6,000	2,000	6,000	6000
4,500	0	2,000	6,000	2,000	6,000	7500

**TABLE 2**  
**Landlord 25% Rent Forgiveness**  
**City provides 6 Month's Commercial Rent Not-To-Exceed \$3,375**

Original Rent	Reduced Rent	City Rent Assistance		Landlord Rent Forgiveness		Tenant-Owed Rent Over Six (6) Months
		Monthly	Over Six (6) Months	Monthly	Over Six (6) Months	
2,000	1,500	1,500	9,000	500	3,000	0
2,250	1,688	1,688	10,128	562	3,372	0
2,500	1,875	1,875	11,250	625	3,750	0
3,000	2,250	2,250	13,500	750	4,500	0
3,250	2,438	2,438	14,628	812	4,872	0
3,500	2,625	2,625	15,750	875	5,250	0
3,750	2,813	2,813	16,878	937	5,622	0
4,000	3,000	3,000	18,000	1,000	6,000	0
4,500	3,375	3,375	20,250	1,125	6,750	0

### C. PROGRAM ELIGIBILITY

#### Mandatory Requirements

All businesses assisted under the SBAP must meet the following requirements:

- Be located in the City of Gardena's jurisdictional limits and have a physical location (bricks/mortar building);
- Have been operational for at least one (1) year;
- Have an active City of Gardena Business License as of April 1, 2020;
- Have no outstanding code violations with federal, state or local governments;
- Meet HUD's criteria of a low-income benefit (Refer to page 4 Section III);
- Have a verifiable loss of revenue/income due to COVID-19 that justifies the need for assistance;
- Have **not** received other Business Assistance from other sources, including federal, state or county governments, the Small Business Administration (SBA), the Chamber of Commerce, etc. for the payment of commercial rent;
- Does not have not access to business capital or liquid assets; and
- Submits a completed, signed application (application may be signed electronically)

### **Conflict of Interest Requirement**

Applicants for business assistance shall not be an employee, agent, consultant, officer or elected official or appointed official of the City who exercises or have exercised any function or responsibilities with respect to activities relating to this Program or who are in a position to participate in a decision-making process or gain inside information with regard to these activities, may obtain a financial interest or financial benefit from this Program, or the proceeds from such activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

## **III. CDBG PROGRAM REQUIREMENTS**

### **A. ELIGIBLE PROGRAM APPLICANTS**

Under federal regulations, use of CDBG funded activities must meet the national objective of benefit to low- and moderate ("low-mod") income benefit. Businesses may meet this low-mod criterion through serving a low-mod area, be a low-mod owner, or create or retain low-mod job(s). All businesses must provide documentation meeting HUD's low/mod income requirements prior to receiving a business assistance grant. In keeping with the CDBG requirements, the business applicant must meet one of the following low-mod criteria to be considered for grant funding:

- The business is located in a HUD-defined low- and moderate-income area (see attached map) and provides a service to the area; **OR**
- The business owner's current income is at or below 80% of the Los Angeles County median income, adjusted for household size; **OR**
- The business intends to retain at least one full-time equivalent, permanent low- and moderate-income job and the business:
  - Can show that 51% of its employees are low- and moderate-income, full-time or equivalent employees; and
  - That the grant funds provided will ensure permanent employment of the retained employee for a period of two years; and
  - If the low- and moderate-income job retained is vacated within two years, the business will take the necessary steps to fill the position with another low- and moderate-income employee.

All employees, part time and full time, on the business payroll at the time of grant application will be counted. The term "employee" includes all owners of the business on the payroll, even if the owner's "salary draws" are not on a regular basis. The SBAP administrators will require the business to provide third party records documenting the current number of employees on the payroll, including all owners of the business. If the microenterprise business owner is the only employee, the owner must be income eligible.

### **B. INELIGIBLE PROGRAM APPLICANTS**

The following types of businesses are **not eligible** for program assistance:

- Casinos;
- Liquor or tobacco stores;
- Marijuana dispensaries;
- Any business that does not comply with local, state or federal laws;

### C. ELIGIBLE USE OF FUNDS

Grant funds must be used to cover fixed expenses for the business. The primary fixed business expenses for purposes of this program include rent, utilities, inventory or other operational expenses for the business. Rent expense will be covered first, all other expenses will be covered after payment of rent. A copy of the lease agreement and landlord information will be required for direct payment of the rent to the landlord. Direct payment to the landlord will reduce staff time in ensuring funds are used for eligible purposes.

Applicants will provide a Use of Funds Worksheet ("Worksheet") as part of the application. The Worksheet will include a breakdown the dollar amount of funds requested and their proposed use. Documentation supporting the dollar amount identified on the Worksheet will be required. Any use of funding other than that to support the business is strictly prohibited. Funds under this Program may not be used to reimburse expenses incurred prior to the COVID-19 pandemic. Eligible uses of funds for the SBAP must be directly related to areas impacted by to the COVID-19 pandemic.

### D. INELIGIBLE USE OF FUNDS

Ineligible uses of funds include:

- Personal expenses;
- Repayment or refinance of existing debt;
- Taxes, fines or penalties;

### E. MEETING CDBG NATIONAL OBJECTIVE REQUIREMENT

Under federal regulations, use of CDBG funded activities must meet the national objective of benefit to low/moderate ("low-mod") income benefit. Businesses may meet this low-mod criterion through serving a low-mod area, be a low-mod owner, or create or retain low-mod job(s). All businesses, business owner and/or employee household, as applicable, must provide documentation meeting HUD's low/mod income requirements prior to receiving a business assistance grant. The SBAP Program administrators will verify that businesses meet HUD's low/mod income requirements below.

HUD LOW-MODERATE INCOME (LMI) LIMITS			
Household Size	Maximum Income	Household Size	Maximum Income
1	\$63,100	5	\$97,350
2	\$72,100	6	\$104,550
3	\$81,100	7	\$111,750
4	\$90,100	8	\$118,950
Source: U.S. Department of Housing and Urban Development. These income figures are subject to change annually (last updated: 4/02/20).			

Gross income for the purposes of determining business owner and/or employee household income includes all unemployment, wages, overtime, retirement, disability, pension, social security, child support, alimony and other regular earnings of the household members before any deductions (i.e., taxes, retirement contributions, union dues, etc.). Income is based on earnings from the time of the application projected for the next 12 months. All income sources are verified using third party sources such as employers, Employment Development Department (EDD), pension funds, social security administration, Internal Revenue Service (IRS), etc. If a member of the household is an adult student (living away from home), he/she may be counted as a member of the household in determining the household size. However, the adult student must be verified as both a (1) dependent, and (2) full-time student living away from home.

#### IV. APPLICATION PROCESSING FOR GRANTS

##### A. PROGRAM MARKETING AND OUTREACH

The City will conduct program marketing. Examples of marketing include media coverage with ads in local papers and distribution of marketing brochures to local chamber of commerce, and business networking organizations. The program will be marketed on social media as well as the city website.

##### B. EQUAL OPPORTUNITY COMPLIANCE

This Program will be implemented in ways consistent with the City's commitment to state and federal equal opportunity laws. No person or business shall be excluded from participation in, denied the benefit of, or be subjected to discrimination under any program or activity funded in whole or in part with CDBG program funds on the basis of his or her religion, religious affiliation, age, race, color, ancestry, national origin, sex, marital status, familial status, physical or mental disability, sexual orientation, or other arbitrary cause.

##### C. APPLICATION DOCUMENTATION

The application, application check list and the following documents must be submitted to be considered for assistance:

1. Valid Business License.
2. Valid California driver's license or identification card for each business owner.
3. Proof of loss or reduction of business income due to COVID-19 (i.e., revenue loss, reduction in employee hours, layoffs, furloughs, modified business hours, etc.).
4. Business income tax returns:
  1. 2019 business tax return (2018 if 2019 has not been filed); **OR**
  2. 2019 personal tax returns if business income is reported on a Schedule C (2018 if 2019 has not been filed).
5. Completed IRS 4506-T for business owner.
6. Notarized year-to-date monthly profit and loss statement - January 1, 2020 through May 31, 2020.
7. Business Bank statements- November 2019 through May 31, 2020.
8. EDD Quarterly Contribution Return and Report of Wages (ending December 31, 2019) (Form DE 9).
9. EDD Quarterly Contribution Return and Report of Wages (ending March 31, 2020) (Form DE 9).
10. Commercial rent/lease agreement showing amount of lease.
11. Statements for outstanding rent/lease payments, if in arrears.

**IF APPLYING AS A BUSINESS LOCATED IN A LOW- AND MODERATE-INCOME AREA**

12. Provide a written explanation of the service your business provides to the neighborhood/area (Refer to Map on page 8).

**IF APPLYING AS A LOW- AND MODERATE-INCOME BUSINESS OWNER**

13. Business owner(s) self-certification of household income.
14. Business owner's 2019 personal tax return (2018 if 2019 has not been filed).

**IF APPLYING AS AN EMPLOYER OF LOW- AND MODERATE-INCOME EMPLOYEES**

15. List of employees currently on payroll (full and part time, including owner).
16. Completed IRS 4506-T by All employees on payroll.
17. Employee self-certification(s) of household income completed by all employees of payroll.

## GRANT APPLICATION PROCESS

Business applicants may complete an application on the City of Gardena website at [www.cityofgardena.org](http://www.cityofgardena.org).

Applicants may also call the City of Gardena Administrative Services Department at (310) 217-9655 during regular business hours to request an application by mail or to pick up an application.

The City will receive applications beginning **May 27, 2020 to June 12, 2020 at 5:00 p.m.** Applications received after 5:00 p.m. on June 12, 2020 will not be processed. All received applications that include all required support documentation will be assigned a random number. Applications will be reviewed for eligibility and grant funding in the order of the assigned number is selected in the lottery. If grant funds are exhausted, the remaining applicants will be placed on a waitlist in the order of their lottery number until additional funding becomes available, if any.

Submit the application and copy of all required supporting documentation:

- On-line at [www.cityofgardena.org](http://www.cityofgardena.org)
- By mail to: (Applications must be postmarked **prior** to June 12, 2020, 5:00 p.m.)  
City of Gardena  
Attn: Mary Simonell, Administrative Services Department  
1700 W. 162<sup>nd</sup> Street  
Gardena, CA 90247

### TIMELINE

- |                           |                              |
|---------------------------|------------------------------|
| 1. Application Available  | May 27, 2020 – June 12, 2020 |
| 2. Eligibility Processing | June 13 – June 27, 2020      |
| 3. Lottery                | June 30, 2020                |

## D. GRANT APPLICANT CONFIDENTIALITY

All personal and business financial information will be kept confidential. Program participant files with personal and business confidential information will be kept in locked secured storage units.

## E. DISPUTE RESOLUTION/APPEALS PROCEDURE

Any business applying for a financial assistance grant through the CDBG program has the right to appeal if their application is denied. The appeal must be made in writing to the City. A written response to the appeal will be provided to the applicant by the City within 30 days of receipt of the applicant's appeal letter.

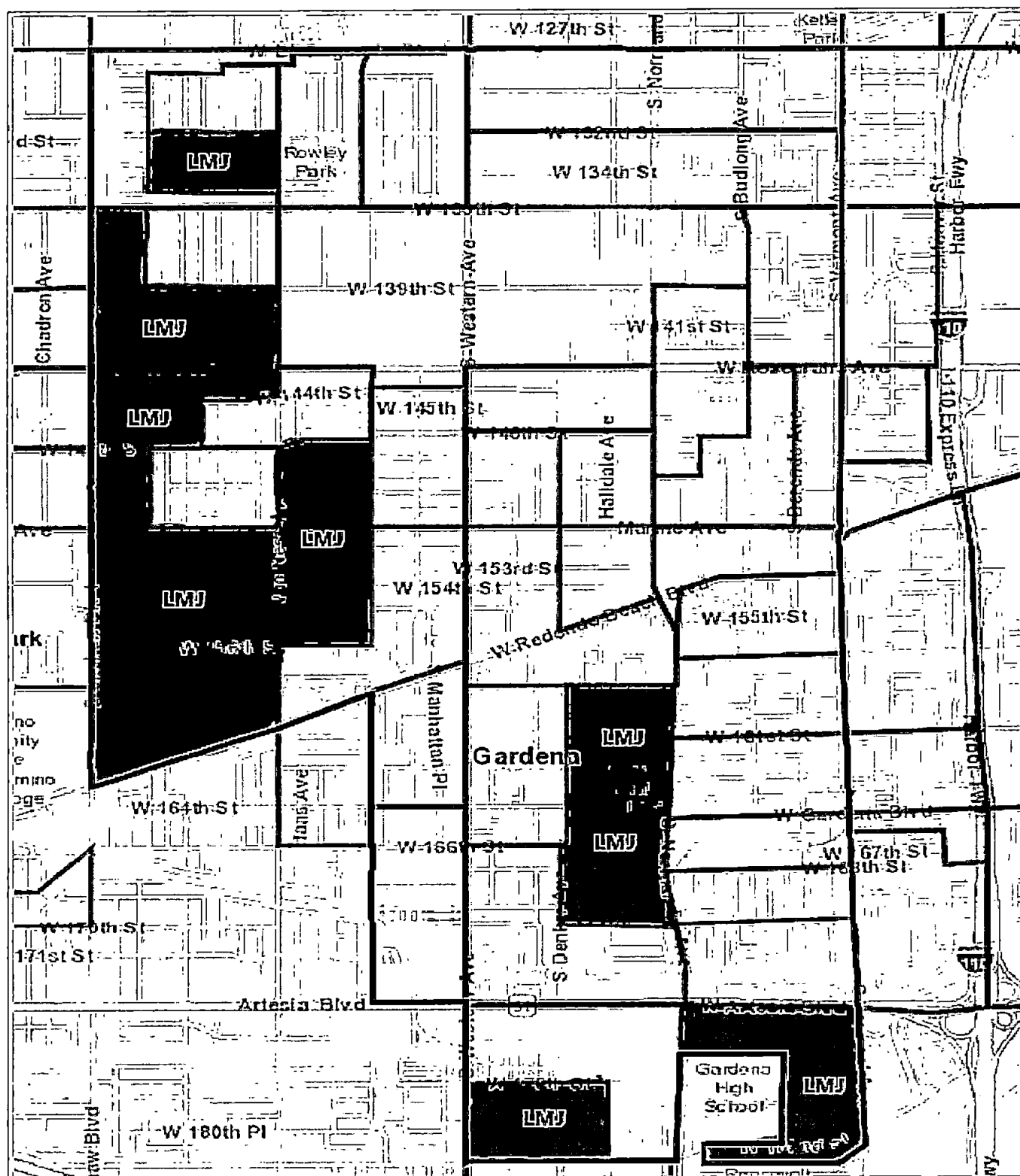
## F. EXCEPTIONS / SPECIAL CIRCUMSTANCES

Exceptions are defined as any action which would depart from policy and procedures stated in the guidelines. The City reserves the right to make exceptions but must comply with federal program requirements for business assistance.

## G. GRANT APPROVAL AND DISBURSMENT OF FUNDS

Once applicants are determined eligible, the Program Administrator will contact the business for execution of paperwork and subsequent disbursement of funds. No grant shall exceed \$20,000. CDBG funds will only be disbursed for eligible uses based on documented need.

## CITY OF GARDENA MAP - LOW- AND MODERATE-INCOME AREAS



## LEGEND

LIVE

**All other  
areas of  
the City**

Business meets HUD low/mod benefit criteria if:

1. Business retains or creates low- and moderate-income jobs; or
2. Business owner is low- and moderate-income; or

Business meets HUD low/mod benefit criteria if business provides a service to the neighborhood/area.

**ATTACHMENT A**

**GARDENA BUSINESS ASSISTANCE PROGRAM (SBAP) APPLICATION**

**ATTACHMENT B**

**SBAP APPLICATION CHECKLIST**



## **GARDENA SMALL BUSINESS ASSISTANCE PROGRAM (SBAP)**

The City of Gardena is providing Business Assistance to address the adverse repercussion of the novel coronavirus to the economy, to jobs, and therefore to businesses. This program will assist qualified Gardena businesses undergoing financial hardship due to COVID-19.

1. Must be a business with 20 or fewer employees on the current payroll.
2. Awardees will receive assistance for their monthly commercial rent/lease payment not to exceed \$2,000 per month for up to three (3) months OR \$3,375 per month for up to six (6) months.
3. The amount of assistance will depend on the willingness of the landlord of the property to reduce rent by 25% each month for the period of the City's assistance.
4. All applications will be reviewed to establish qualification for the program.
5. The City anticipates receiving a substantial response to this program, funding awards will be provided through a random selection process or lottery.
6. All awardees will be contacted and provided with further information regarding the award.
7. Qualified applications not randomly selected for award will be retained by the City and revisited should additional funding become available for this program

### **Mandatory Requirements**

All businesses assisted under the SBAP must meet ALL of the following requirements:

1. Business must have 20 or fewer employees;
2. Be located in the City of Gardena's jurisdictional limits and have a physical location (bricks/mortar building);
3. Have been operational for at least one (1) year;
4. Have a valid City of Gardena business license as of April 1, 2020;
5. Have no outstanding code violations with federal, state or local governments;
6. Have no liens against the business;
7. Meet HUD's criteria of a low-income benefit;
8. Have a verifiable loss of revenue/income due to COVID-19 that justifies the need for assistance;
9. Have not received other Business Assistance from other sources, including federal, state or county governments, the Small Business Administration (SBA), the Chamber of Commerce, for the payment of commercial rent that duplicates the City's assistance, etc.; AND
10. Submit a completed, signed SBAP application before the deadline of June 12, 2020 at 5 p.m. (application may be signed electronically)



City of Gardena  
Small Business Assistance Program (COVID-19)

1700 W. 162nd Street  
Gardena, CA 90247

## APPLICATION

### PART 1: PROGRAM QUALIFICATIONS

Primary Contact - First Name

Primary Contact - Last Name

Primary Contact - Phone#

Primary Contact - Email

Have you read the City of Gardena Business Assistance Program (SBAP) Guidelines?

☐ YES ☒ **NO**

Type of Business

Industry

Does your business have a physical (brick and mortar) location in the City of Gardena?\*

☐ YES ☐ NO

Years in Business:

Number of Full-Time Employees

Number of Part-Time Employees

City of Gardena Business License:

- ☐ YES - I have a current/valid City of Gardena business license.  
☐ YES - I have an expired City of Gardena business license.  
☐ NO - I do not have a City of Gardena business license.

Are there any tax liens against your business?

☐ YES ☐ NO

Has your business experienced a loss of revenue/income (50% or greater) due to COVID-19?

☐ YES ☐ NO

Has your business received any other Business Assistance from other sources, including federal, state or county governments, the Small Business Administration, the Chamber of Commerce, etc? (to be verified) (If applicant found to have Duplication of Benefit (DOB) your City of Gardena award will need to be repaid.)

☐ YES ☐ NO

## NATIONAL OBJECTIVE REQUIREMENT

Under federal regulations, use of CDBG funded activities must meet the national objective of benefit to low/moderate ("low-mod") income benefit (LMI). Businesses may meet this low-mod criterion through being a low-mod owner, or create or retain low-mod job(s). All businesses must provide documentation meeting HUD's low/mod income requirements prior to receiving a business assistance grant. The SBAP Program administrators will verify that businesses meet HUD's low/mod income requirements below.

Maximum Low- and Moderate-Income

Household size	1	2	3	4	5	6	7	8
Max Moderate Income (80%)	\$63,100	\$72,100	\$81,100	\$90,100	\$97,350	\$104,550	\$111,750	\$118,950

**Eligibility** - Please Select One that best fits the National Objective Criteria of Low-to-Moderate Income (LMI)\*

- ☐ LMC - I, the business owner (20 or fewer full-time employees}, qualify as a LMI household.
- ☐ LMA - My business is located in a low- and moderate income area as defined by HUD and provides a service to the area.
- ☐ LMJ - My business employs permanent jobs where at least 51 % of my employees have a household income that are LMI.
- ☐ My business does NOT meet any of the above criteria for a low-income benefit.

## CONFLICT OF INTEREST POLICY

Applicants for business assistance shall not be an employee, agent, consultant, officer or elected official or appointed official of the City who exercises or have exercised any function or responsibilities with respect to activities relating to this Program or who are in a position to participate in a decision-making process or gain inside information with regard to these activities, may obtain a financial interest or financial benefit from this Program, or the proceeds from such activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

Conflict of Interest Acknowledgement

☐ I do NOT have a conflict of interest. ☐ I DO have a conflict of interest.

Is the Applicant (if an individual) or any individual owner 20% or more of the equity presently suspended, debarred, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal department or agency or presently involved in any bankruptcy?

☐ YES ☐ NO

Is the Applicant (if an individual) or any individual owning 20% or more of the equity subject to an indictment, criminal investigation, arraignment or other?

☐ YES ☐ NO

Has the Applicant (if an individual) or any individual owning 20% or more of the equity ever obtained a direct or guaranteed loan from the SBA or any other Federal agency that is currently delinquent or had defaulted in the last 7 years and caused a loss to the government?

☐ YES ☐ NO

Has the Applicant (if an individual) or any individual owning 20% or more of the equity has not been convicted within the last 5 years, for any felony: 1) been convicted; 2) pleaded guilty; 3) pleaded nolo contendere; 4) been placed on pretrial diversion; 5) been placed on any form of parole or probation?

☐ YES ☐ NO

## PART 2: BUSINESS INFORMATION

### PROPOSED USE OF FUNDS:

Explain how you plan to use SBAP funds.

Business Name

Business Address

Street Address:

City: Gardena

State: CA

Zip Code:

Choose One:

☐ I Rent a Retail Space ☐ I Own a Retail Space

☐ I Work out of my Home

I am behind on my business rent:

☐ YES ☐ NO

Mailing Address

Street Address:

City:

State:

Zip Code:

DUNS Number:

(Dun & Bradstreet, Inc. provides this number at no charge and is required for funding recipients; DUNS # can be obtained at [www.dnb.com](http://www.dnb.com)) Required to participate in SBAP Program. This can be obtain if you are awarded assistance.

Federal Tax ID or EIN

Business Owner/Applicant Social Security Number

Business Owner Home Address

Street Address:

City:

State:

Zip Code:

Sole Proprietorship?

☐ Yes ☐ No

Attach list of other owners.

Purpose of Assistance:

Check all that apply

☐ Rent ☐ Utilities ☐ Labor/Staff Expenses

**LOSS OF INCOME**

My business has a verifiable loss of revenue/income due to COVID-19 that justifies the need for assistance.

☐ Yes ☐ No

Reduction in income due to COVID will be determined by the City based on documentation submitted.

**ACKNOWLEDGMENT, AGREEMENT AND CERTIFICATION**

**Acknowledgment:**

I/We understand that this grant is being provided by the City of Gardena based solely upon the information that you have provided in this application. I am also verifying that there are no outstanding tax liens or legal judgments against the business.

**Certification:**

I/We certify that the information provided in this application is true and complete to the best of my knowledge as of the date set forth opposite my/our signature(s) in this application and acknowledge my/our understanding that any intentional or negligent misrepresentation(s) of the information contained in this application may result in civil liability and/or criminal penalties.

By signing below, I certify that the above statements are true and correct to the best of my knowledge. I understand that a false statement may disqualify me from benefits.

**Authorization:**

I/We authorize the City of Gardena to verify information contained in my application with entities including but not limited to the Internal Revenue Service (IRS), Employment Development Department (EDD), Small Business Administration (SBA)

Owner Signature

Date

Co-Owner Signature

Date

**ATTACHMENT B**  
CITY OF GARDENA  
COVID-19 SMALL BUSINESS ASSISTANCE PROGRAM (SBAP)

**APPLICATION CHECKLIST**

**Business Name:** \_\_\_\_\_

This checklist is only provided for a participant's use during the preparation of the application. All documents listed on this page are required to be uploaded when submitting your business assistance application. Documents must be uploaded in .PDF format. Applicants without internet access may mail hardcopies of these documents along with the completed application by the due date and time.

<b>Documents Checklist</b>		<b>Check Box to Indicate Document is Included with Your Application</b>
Completed Attachment B "SBAP APPLICATION CHECKLIST"		<input type="checkbox"/>
Completed Application		<input type="checkbox"/>
Valid Business License		<input type="checkbox"/>
Valid California driver's license or identification card for each business owner		<input type="checkbox"/>
<u>Business income tax returns:</u>		
a.	2019 business tax return (2018 if 2019 has not been filed); <b>OR</b>	<input type="checkbox"/>
b.	2019 personal tax returns if business income is reported on a Schedule C (2018 if 2019 has not been filed)	<input type="checkbox"/>
Completed IRS 4506-T for business owner		<input type="checkbox"/>
Proof of loss or reduction of business income due to COVID-19 (i.e., revenue loss, reduction in employee hours, layoffs, furloughs, modified business hours, etc.)		<input type="checkbox"/>
Year-to-date monthly profit and loss statement - <b>January 1, 2020 through May 31, 2020</b>		<input type="checkbox"/>
Business Bank statements- <b>November 2019 through May 31, 2020</b>		<input type="checkbox"/>
EDD Quarterly Contribution Return and Report of Wages (ending December 31, 2019) (Form DE 9)		<input type="checkbox"/>
EDD Quarterly Contribution Return and Report of Wages (ending March 31, 2020) (Form DE 9)		<input type="checkbox"/>
Commercial rent/lease agreement showing amount of lease		<input type="checkbox"/>
Statements for outstanding rent/lease payments, if in arrears		<input type="checkbox"/>
<b>IF APPLYING AS A BUSINESS LOCATED IN A LOW- AND MODERATE-INCOME AREA</b>		
Provide a written explanation of the service your business provides to the neighborhood/area		<input type="checkbox"/>
<b>IF APPLYING AS A LOW- AND MODERATE-INCOME BUSINESS OWNER</b>		
Business owner(s) self-certification of household income		<input type="checkbox"/>
Business owner's 2019 <u>personal</u> tax return (2018 if 2019 has not been filed)		<input type="checkbox"/>
<b>IF APPLYING AS AN EMPLOYER OF LOW- AND MODERATE-INCOME EMPLOYEES</b>		
List of employees currently on payroll (full and part time, including owner)		<input type="checkbox"/>
Completed IRS 4506-T by All employees on payroll		<input type="checkbox"/>
Employee self-certification(s) of household income completed by all employees of payroll		<input type="checkbox"/>



# City of Gardena

## City Council Meeting

Agenda Item No. 8. C. (3)  
Department: Elected & Administrative  
Offices  
Meeting Date: 5/26/2020

### AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: REIMBURSEMENT AGREEMENT WITH GARDENA LF, LLC RELATING TO FEES AND COSTS FOR CHANGE OF GENERAL PLAN DESIGNATION AND ZONE CHANGE FOR 4.59 ACRE PROPERTY ADJACENT TO LUCKY LADY CASINO

<u>COUNCIL ACTION REQUIRED:</u>	<u>Action Taken</u>
Approval of Reimbursement Agreement with Gardena LF, LLC	
<u>RECOMMENDATION AND STAFF SUMMARY:</u>	
<p>Due to a change in State law, property may only be changed from allowing residential uses to commercial uses if there is a concurrent change making up for the loss of dwelling units that would occur on the site. The 4.59-acre parking lot adjacent to the Lucky Lady Casino has a high-density residential General Plan and zoning designation. In 2018, the City approved revisions to an economic incentive agreement with the Lucky Lady Casino which contemplated a commercial development on the parking lot site. Commercial development cannot take place absent changes to the General Plan and zoning.</p> <p>Melia Homes, Inc. is currently processing an application for a residential project on 4.15 acres on South Vermont Avenue which requires a General Plan amendment and Zone Change from commercial to high-density residential, allowing the opportunity to make the concurrent change to the parking lot area. The change requires environmental review as well as work by the City Attorney's office.</p> <p>Due to the shut-down of the Lucky Lady Casino because of the roof failure and the shut-down of The Hustler Casino because of the Pandemic, Gardena LF, LLC has requested that the City advance the costs for the application fees (\$10,702), environmental consultant fees (\$48,757.50), and City Attorney fees (estimated at \$20,000), less a \$1,750 deposit that has been paid. In return, Developer will execute a Promissory Note in the form attached as Exhibit B to the agreement.</p>	
<u>FINANCIAL IMPACT/COST:</u>	
Up-front costs of up to \$77,709.00, to be repaid by Gardena LF, LLC with interest at the rate of 2%.	
<u>ATTACHMENTS:</u>	
Reimbursement Agreement with Proposal (relevant pages excerpted) and Promissory Note	
Submitted by <u>Clint D. Osorio</u> , Clint D. Osorio, City Manager Date <u>5 / 22 / 20</u>	

**REIMBURSEMENT AGREEMENT BETWEEN THE CITY  
OF GARDENA AND GARDENA LF, LLC FOR THE  
PAYMENT OF FEES AND COSTS FOR CONTRACT  
ENVIRONMENTAL, PLANNING, AND LEGAL SERVICES  
RELATING TO THE CHANGE IN LAND USE  
DESIGNATION AND REZONING OF A 4.59 ACRE  
PARCEL LOCATED AT 1108 W. 141<sup>ST</sup> STREET**

This Agreement ("Agreement") is entered into by and between the City of Gardena ("City"), a general law city, and Gardena LF, LLC ("Developer") who agree as follows:

1. Recitals. This Agreement is made with reference to the following facts and circumstances:

A. City is in the process of processing an application from Melia Homes, Inc. for a General Plan Amendment, zone change, tract map and site plan review to develop 4.15 acres consisting of four parcels at 13615, 13619, and 13633 South Vermont Avenue in the City. The development will consist of the development of 84 townhome style condominium units (together, the "Melia Project").

B. Developer owns a 4.59 acre parcel located at 1108 W. 14th Street in Gardena (APN 6115-015-023) at the northeast corner of Rosecrans Avenue and Budlong Avenue in the City, directly adjacent to the Lucky Lady Casino (the "Property").

C. The Property is currently designated as High Residential in the General Plan and High Density Residential under the City's zoning.

D. The Property is subject to a conditional use permit that was approved in 1978 to allow parking on the Property. Additionally, the Property is also subject to an Economic Assistance Agreement tied to the Casino which contemplated a commercial development on the premises. In order to allow a commercial development on the Property, the City must process a General Plan land use amendment and a zone change.

E. Based on a recent change in State law, the City may not change the land use designation and rezone the property to a non-residential use unless it concurrently changes conditions applicable to other parcels within the City's jurisdiction to ensure there is no net loss in residential capacity. The Melia Project provides the opportunity for the concurrent change to insure no net loss of residential units.

F. Owner has submitted an application to the City for a General Plan Amendment and rezoning of the Property to General Commercial with a Mixed-Use Overlay (the "Project"). Application materials indicate that only 2.0 acres are likely to be subject to development as the remainder is still required for Casino parking.

G. At this time there is no specific project that is being proposed. However, based on the economic incentive agreement, past proposals submitted to the City, and a



recent Offering Memorandum prepared for the property, it is reasonable to assume for purposes of CEQA that the Property would be developed with a 100 room hotel.

H. City does not have personnel with sufficient expertise to prepare and review the potential environmental documentation. In order for City to process the Project, City will need to hire an environmental consultant. The City has received a proposal from De Novo Planning Group to prepare the required environmental document (the "Environmental Consultant") dated May 14, 2020. A copy of the Proposal is attached hereto as Exhibit A.

I. In addition, processing the entitlements for the Project will also require services to be performed by the City's contract City Attorney's office, including but not limited to, drafting of ordinances, resolutions, staff reports, and review and revision of the environmental document.

J. The work to be performed by the Environmental Consultant and City Attorney's office shall be collectively referred to herein as "Services."

K. City believes it is in the public interest for Developer to pay for such Services. Further, City has adopted a Resolution which specifies that Developer will pay for City Attorney services on projects such as this.

L. Developer desires to move forward with the processing of its Project subject to the reimbursement obligations set forth herein.

## 2. Agreement to Pay for Services and Application Fees.

A. Application fees for this Project are \$10,702. Developer has paid \$1,750 of this amount, leaving a balance of \$8,952. Developer agrees to pay for the remaining application fees as provided for in this Agreement.

B. Developer agrees to pay for all costs and expenses related to the Services as provided for in this Agreement.

## 3. Environmental Consultant.

A. Environmental Consultant shall provide the Services as set forth in the Proposal attached as Exhibit A on a labor fee plus expense basis. It is believed that the environmental documentation required will be a Negative Declaration or Mitigated Negative Declaration ("Environmental Document").

B. The proposal for preparation of the Environmental Document is \$48,757.50.

C. Upon execution of this Agreement, Developer agrees to deposit with City, the sum of \$48,757.00 for the Environmental Consultant.

D. City shall provide Developer with statements of draws against the deposit as they occur.

E. To the extent there is any inconsistency between this Agreement and the Proposal, the terms of the Proposal shall govern.

4. City Attorney Services.

A. The City Attorney will provide Services for this Project on an hourly basis. The City Attorney's contract billing rate for this work is \$250 through July 1, 2020, at which point the rate shall be adjusted based on a cost of living increase.

B. Upon execution of this Agreement, Developer agrees to deposit with the City an additional sum of \$20,000 as a deposit for City Attorney Services, and the invoices received for such Services shall be applied against this amount.

5. Deposits.

A. Developer understands that no work will take place on this Project until such deposits are made.

B. Developer, in lieu of making a cash deposit, may deposit a note in the form attached hereto as Exhibit B for payment of the application fees and Services.

C. At any time that City determines the deposit amounts to be inadequate, Developer shall replenish the deposits with cash in the amount requested by City, within fifteen (15) calendar days of such request.

D. Should the deposit not be replenished in the time and amount specified, City may direct that all Services be halted until such time as the deposit is replenished.

E. All deposits will be placed in a non-interest bearing trust account. Developer understands and agrees that City will not pay interest to Developer on the deposits, and Developer will not seek interest payments from City.

F. City will provide Developer with a monthly statement of draws against deposits made. However, City reserves the right to redact the Attorney bills if determined necessary in order to maintain attorney-client privilege and attorney-work product.

G. Upon completion of the Services, City will provide Developer with a final accounting of those costs and expenses, which accounting the Developer agrees will be conclusive, in the absence of manifest error. Should the total reimbursement amount be less than the total amount deposited, City will refund any remaining deposit amount to Developer within thirty (30) days after determining the final reimbursement amount.

6. Other Costs. Developer acknowledges that the cost of Services and application fees does not include future permitting, inspection, or other fees, which amounts shall be separately paid.

7. No Guarantee of Approval. Developer acknowledges that its payments and deposits described herein are not an indication that the City will approve the Project or

that City staff will make a recommendation in favor of the Project. Nothing herein prevents the City from considering all feasible mitigation measures. Even if the Project is not approved, Developer shall remain liable for all costs for Services.

8. Independence of Consultants.

A. During the term of this Agreement, Developer will not directly or indirectly enter or propose to enter into any financial or business relationship with any of City's consultants that are working on the Project.

B. Developer hereby acknowledges and agrees as follows:

i. City has sole discretion to select which of its employees or independent contractors are assigned to work on Developer's application;

ii. City has sole discretion to determine which persons City will hire as consultants to work on Developer's application.

iii. As between City and Developer, City has sole discretion to direct the work and evaluate the performance of the consultants whom the City hires to work on Developer's application. City retains the right to terminate or replace at any time any consultant who is assigned to work on Developer's application.

iv. City has sole discretion to determine the amount of compensation paid to consultants hired by City to work on Developer's application.

v. City, not Developer, shall pay consultants hired or assigned by City to work on Developer's application from a deposit account under the exclusive control of City, which is to be funded by Developer as set forth in this Agreement.

C. City and Developer hereby acknowledge and agree that processing of Developer's application is not contingent on the hiring of any specific consultant.

D. City and Developer hereby acknowledge and agree that Developer's duty to reimburse City is not contingent upon the approval or disapproval of the proposed Project, or upon the result of any action of the City.

E. Neither Developer nor its officers, employees or agents, shall communicate with City's environmental consultant team during the term of this Agreement without prior approval of the City, unless such communication is initiated by the environmental consultant to obtain information about the Project which is needed to prepare the Environmental Document.

9. Termination. Absent a formal withdrawal of the Project application(s), Developer shall not be entitled to terminate this Agreement. If Developer does formally withdraw the Project application(s), Developer shall remain liable for all costs for Services incurred through the date of termination.

10. Developer Default.

A. Should Developer fail to perform any of its obligations under this Agreement, then City may, at its option, pursue any or all of the remedies available to it under this Agreement, at law or in equity.

B. Without limiting any other remedy which may be available to it, if Developer fails to perform any of its obligations under this Agreement, City may cease performing its obligations under this Agreement and halt all Services relating to the processing of the Project.

C. If any amounts remain owing to City, City may bring an action to recover all costs and expenses incurred by the City in completing the Services, together with interest thereon from the date incurred at the rate of 10% per annum, or at the maximum legal rate, whichever is greater.

D. If the Project is approved and any amounts remain owing to City for Services, City may withhold permits and/or certificates of occupancy until all such amounts are paid.

11. Indemnification. Developer further agrees that to the fullest extent permitted by law, the Developer shall defend, indemnify, and hold harmless, the City of Gardena and its officers, employees, volunteers, attorneys and agents (in the aggregate, "City Indemnitees") from any and all liability, demand, claim, action, or proceeding, whether actual or threatened, including by way of example but not exclusion, proceedings of an administrative or regulatory nature and proceedings that may be associated with alternative dispute resolution (an "Indemnified Claim") brought by third parties against any City Indemnitees (including any advisory agency of the City), challenging the validity of any approvals granted for the Project, the Environmental Document concerning the Project, or seeking damages which may arise from this Agreement, other than liabilities, demands, claims, actions or proceedings caused by the sole negligence or willful misconduct to the City or any City Indemnitee. In any defense of any City Indemnitees, City shall have the absolute right to unilaterally select the legal counsel for such City Indemnitees (with the intention of using one law firm to defend all City Indemnitees unless conflicts of interest preclude such joint representation) and any experts or consultants deemed necessary by City in an exercise of City's sole discretion.

City shall promptly render notice to the Developer of the existence of the Indemnified Claim (a "Notice") and Developer shall defend the City Indemnitees at Developer's expense. City shall cooperate fully with Developer in the defense of any Indemnified Claim. In any Notice, City shall estimate the cost of its defense, which shall include but not be limited to actual attorney fees, court costs, expert witnesses and consultant fees, and all other costs that may arise out of, or be incurred by City in the defense of an Indemnified Claim. Upon such Notice, Developer shall promptly deposit funds equal to the first three (3) months of the Estimated Cost with the City and shall make additional deposits as and when required to fund the further costs of defending the City Indemnitees for such Indemnified Claim. City shall refund, without interest, any unused portion of the

deposits once litigation is finally concluded or a dispute is resolved regarding an Indemnified Claim.

12. Compliance with Law. Developer will, at its sole cost and expense, comply with all of the requirements of all federal, state, and local laws now in force, or which may hereafter be in force, pertaining to this Agreement.

13. Waiver of Breach. Any express or implied waiver of a breach of any term of this Agreement will not constitute a waiver of any further breach of the same or any other term of this Agreement.

14. Notices. Except as otherwise expressly provided by law, all notices or other communications required or permitted by this Agreement or by law to be served on or given to either party to this Agreement by the other party shall be in writing and will be deemed received on: (i) the day of delivery if delivered by hand, e-mail (with confirmation of receiving party) and fax (both required), or overnight courier service, during regular business hours; or (ii) on the third business day following deposit, with postage prepaid, in the United States Postal Service and addressed to the contracting parties. Name, address, telephone numbers, and e-mail addresses of the Parties are as follows:

City : City of Gardena  
Attention: Ray Barragan, Acting Community Development Director  
1700 West 162nd Street  
Gardena, CA 90247  
Telephone: (310) 217-9526  
Fax: (310) 217-9698  
E-mail: rbarragan@cityofgardena.org

With a copy to:

Lisa Kranitz  
Assistant City Attorney, City of Gardena  
1700 W. 162<sup>nd</sup> Street  
Gardena, CA 90247  
Telephone: (310) 450-9585  
E-mail: lkranitzlaw@gmail.com

Developer:

Thomas Candy  
8484 Wilshire Boulevard  
Beverly Hills, CA 90211  
Telephone: (323) 912-8620  
E-mail: tm311614@aol.com

Either party may change its address for the purpose of this Section by giving written notice of the change to the other party.

15. Successors. This Agreement shall be binding on and inure to the benefit of the successors and assigns of the respective parties hereto.
16. Governing Law. This Agreement has been made in and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this Agreement will be in Los Angeles County.
17. Partial Invalidity. Should any provision of this Agreement be held by a court of competent jurisdiction to be either invalid or unenforceable, the remaining provisions of this Agreement will remain in effect, unimpaired by the holding.
18. Integration. This instrument and its attachments constitute the sole agreement between City and Developer respecting the above matters, and correctly sets forth the obligations of City and Developer. Any Agreements or representations by City to Developer not expressly set forth in this instrument are void.
19. Construction. The language of each part of this Agreement will be construed simply and according to its fair meaning, and this Agreement will never be construed either for or against either party, whether or not that party drafted all or a portion hereof.
20. Authority/Modification. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment. City's City Manager, or designee, may execute any such amendment on behalf of City.
21. Counterparts. This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument executed on the same date.
22. Effective Date. This Agreement shall be effective as of the date of submission of the applications on May1, 2020, and covers all Services incurred after such date.

IN WITNESS WHEREOF the parties hereto have executed this contract.

**CITY OF GARDENA:**

\_\_\_\_\_  
Clint Osorio, City Manager  
Dated:\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Lisa Kranitz, Assistant City Attorney

GARDENA LF, LLC

\_\_\_\_\_  
By: \_\_\_\_\_

Title: \_\_\_\_\_

## EXHIBIT B

### PROMISSORY NOTE

Amount: \$77,709.00

Date: \_\_\_\_\_, 2020

FOR VALUE RECEIVED, **GARDENA LF, LLC** ("Maker"), promises to pay to the CITY OF GARDENA ("City"), or order, at 1700 W. 162nd Street, Gardena, CA 90247, the principal amount of Seventy Seven Thousand Seven Hundred Nine Dollars (\$77,709.00), or as much thereof as has been advanced by City for the application processing services described in that certain Reimbursement Agreement effective May 1, 2020 ("Agreement") with interest at the rate of two percent (2.0%) per annum prior to default, and at the rate of 6% per annum after default, calculated on an actual day basis using a 365-366 day year.

This Promissory Note ("Note") is made to secure repayment of application processing costs advanced by the City pursuant to the Agreement. Payment of the principal amount and interest shall become due and payable on the earlier of: (a) 30 days from reopening of the Hustler Casino or the Larry Flint Lucky Lady Casino, (b) six months from the date hereof, or (c) if Maker fails to pursue the General Plan land use amendment and zone change referenced in the Agreement for a period of thirty days.

Maker waives any right of offset it now has or may hereafter have against the holder hereof and its successors and assigns, and agrees to make the payments caller for hereunder in accordance with the terms hererof.

Maker agrees to pay all costs and expenses, including reasonable attorneys' fees, which may be incurred by City in the collection or the enforcement of any provision of this Note or the Agreement.

Date: \_\_\_\_\_

GARDENA LF LLC

\_\_\_\_\_  
, Manager





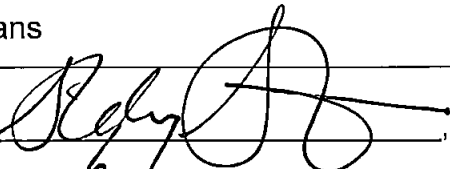

# City of Gardena

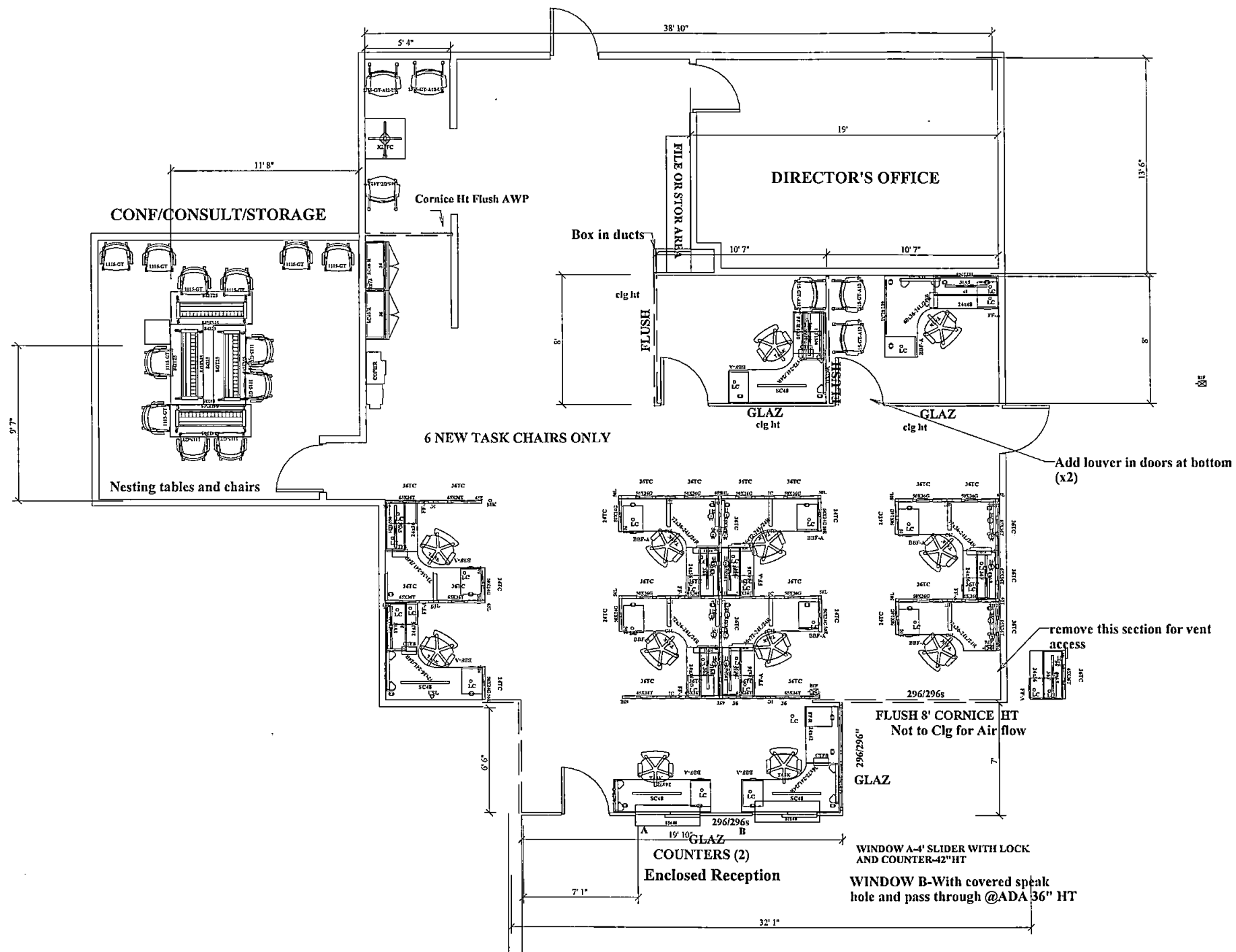
## City Council Meeting

Agenda Item No. 8.G.(1)  
Department: Recreation & Human Svcs  
Meeting Date: May 26, 2020  
Resolution or Ordinance No.

### AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL  
AGENDA TITLE: APPROVAL OF \$50,000 BUDGET APPROPRIATION FOR HUMAN SERVICES CONSTRUCTION PROJECT, JN 989.

<u>COUNCIL ACTION REQUIRED:</u>	<u>Action Taken</u>
Approve Budget Appropriation	
<u>RECOMMENDATION AND STAFF SUMMARY:</u>	
<p>Staff respectfully recommends that the City Council approve a budget appropriation of \$50,000 (\$42,500 plus a 15% contingency cost) from Park-in-Lieu Fund Balance for the Human Services Construction Project (JN 989).</p> <p>On April 14, 2020, City Council approved the purchase of furniture and office hardware for the Human Services Building- Family Child Care Offices in the amount of \$66,602.07. The total cost of the furniture purchase was covered by grant funds from the Family Child Care contract with the California Department of Education. In conjunction with the purchase and delivery of the new furniture, upgrades to the facility are required. These upgrades include new flooring, ceiling tiles, lighting, electrical, network cabling, and painting the interior of the facility. The cost is not to exceed \$50,000 dollars of Park-in-Lieu funds.</p> <p>The Human Services Building is an active part of the Gardena community, providing numerous programs and services including emergency services and food pantry. The enhancements will help meet the evolving needs of our community.</p>	
<u>FINANCIAL IMPACT/COST:</u>	
Budget Amount: \$50,000 Funding Source: Park in-Lieu Funds	
<u>ATTACHMENTS:</u>	
1) Floor Plans	
Submitted by 	Stephany Santin Director of Recreation & Human Services
Concurred by 	Clint D. Osorio, City Manager
	Date May 21, 2020
	Date May 21, 2020





# City of Gardena

## City Council Meeting

Agenda Item No. 9.A. (1)  
Department: COUNCIL ITEMS  
Meeting Date: 05/26/2020

### AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: CONSIDERATION OF TERMINATION OF MEMORANDUM OF UNDERSTANDING (MOU) WITH THE GARDENA VALLEY CHAMBER OF COMMERCE

<u>COUNCIL ACTION REQUIRED:</u>	<u>Action Taken</u>
Discuss and Consider Termination of the Memorandum of Understanding (MOU) with the Gardena Valley Chamber of Commerce.	
<u>RECOMMENDATION AND STAFF SUMMARY:</u>	
<p>On March 26, 2019, the City of Gardena, in an effort to establish an official partnership with the Gardena Valley Chamber of Commerce, entered into a Memorandum of Understanding (MOU) Agreement. The agreement provided a clear outline of how the City and the Chamber could work together for the benefit of the business community. A copy of the MOU is provided for your reference as Attachment A.</p> <p>On May 12, 2020 Mayor Cerda and Mayor Pro Tem Henderson requested that given recent actions by the Chamber, the City Council discuss and consider terminating the MOU with the Gardena Valley Chamber of Commerce.</p> <p>Per Paragraph 5 of the MOU, either party may terminate the agreement at any time by providing 30 days written notice to the other party.</p> <p>Staff recommends that the City Council discuss and provide direction on whether to terminate the MOU with the Gardena Valley Chamber of Commerce.</p> <p>If the City Council decides to terminate the MOU with the Gardena Valley Chamber of Commerce, the appropriate action would be a Motion Directing Staff to Send Written Notification of Termination of the Memorandum of Understanding to the Gardena Valley Chamber of Commerce.</p>	
<u>FINANCIAL IMPACT/COST:</u>	
N/A	
<u>ATTACHMENTS:</u>	
Attachment A: MOU Between the City of Gardena and the Gardena Valley Chamber of Commerce	
Submitted by <u>Clint D. Osorio</u> , Clint D. Osorio, City Manager	
Date <u>5/21/20</u>	

# ATTACHMENT A

MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF GARDENA  
AND THE GARDENA VALLEY CHAMBER OF COMMERCE

THIS MEMORANDUM OF UNDERSTANDING ("Agreement") is made and entered into this 26<sup>th</sup> day of March, 2019, by and between the CITY OF GARDENA, a municipal corporation ("City"), and the GARDENA VALLEY CHAMBER OF COMMERCE, a California nonprofit corporation ("Chamber").

**RECITALS**

- A. City is a municipal organization duly organized and validly existing under the Constitution and the laws of the State of California.
- B. Chamber is a nonprofit organization with the mission of being the leading proponent for interests of Gardena businesses.
- C. Chamber is one of City's Economic Development partners.
- D. Chamber desires to utilize the services of City in connection with membership, as more fully described herein.
- E. City and Chamber desire to set measurable outcomes for partnerships and events.
- F. City and Chamber desire to set forth their respective roles, rights, duties and liabilities in connection with the services or events to be performed.
- G. Chamber and City shall agree on editing rights when using the Chamber logo and/or City's seal or City correspondence. Chamber and City will only use Chamber logo or City seal when co-hosting an event and when authorized to do so. Chamber logo and/or City seal may only be used with authorization

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

**1. CITY'S RIGHTS AND DUTIES.**

- 1.1 City commits to provide updated lists of new and renewing City business licenses on a monthly basis.
- 1.2 City commits to waive event permit fees for Chamber events.

- 1.3 City commits to provide in-kind support through printing media and advertising of events.
- 1.4 City commits to keeping a Chamber Board Member participate in economic development discussions through Committees, i.e. **GEBAC appointment**.
- 1.5 City commits to providing speakers at the "Lunch and Learn" events on topics such as government bidding, how to go through permitting/addition/renovation process, code enforcement issues, available resources in the City, etc.
- 1.6 City commits to providing co-branding opportunities as feasible. These events shall be executed at the professional level deemed appropriate by the Chamber.
- 1.7 City commits to partnering with the Chamber for new City-Chamber events, and hosting them at City facilities, if needed.
- 1.8 City commits to providing use of City public facilities, such as Nakoka Center, G-Trans Conference Room, Park Facilities, and City Hall lawn, when available.
- 1.9 Based on availability, City commits to provide administrative support and City volunteers when co-hosting an event with the Chamber.
- 1.10 City commits to encouraging businesses to become involved with Chamber.
- 1.11 City commits to acknowledge Chamber presence at public events as one of the City's Economic Development partners.
- 1.12 City shall keep the Chamber informed when the Chamber is working as a liaison to develop a better business relationship between the City and businesses.

## **2. CHAMBER'S RIGHTS AND DUTIES.**

- 2.1 Chamber shall provide City editing rights when using the City's seal or City correspondence. City reserves the right to authorize use of City seal.
- 2.2 Chamber shall provide co-branding opportunities at events. These events shall be executed at the professional standard deemed appropriate by the City.
- 2.3 Chamber shall serve as a liaison to:
  - 2.3.1 Provide leads to the City regarding any businesses that might be interested in coming to the City; and
  - 2.3.2 Provide stewardship for potential conflict resolution between businesses and the City when possible.

2.4 Chamber shall provide invitations to City officials and speaking time at ribbon cutting ceremonies. City will also provide event invitations and speaking opportunity to Chamber when appropriate.

2.5 Chamber shall promote the interests of Gardena, not only locally, but county and state-wide.

**3. COMPENSATION.**

The Gardena Valley Chamber of Commerce will agree to support, participate, and offer services and opportunities to the City of Gardena in exchange for support of approved sponsorship packages. The City reserves the right to make an exclusive and independent determination on which Chamber events to directly support.

**4. TERM.**

Either party may terminate this Agreement at any time by providing 30 days written notice to the other party.

**5. TERMINATION.**

Either party may terminate and/or amend this Agreement at any time by providing 30 days written notice to the other party.

**6. NOTICES.**

Any notices, documents, correspondence or other communications concerning this Agreement may be provided by personal delivery or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: (a) at the time of delivery if such communication is sent by personal delivery, and (b) 48 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:  
Gardena Valley Chamber of Commerce  
1204 W Gardena Blvd, Suite E  
Gardena, CA 90247  
Tel: (310) 532-9905  
Attn: Wanda Love

IF TO CITY:  
City of Gardena  
1700 W. 162<sup>nd</sup> Street  
Gardena, CA 90247  
Tel: (310) 217-9503  
Attn: Edward Medrano

**7. NO GUARANTEE.**

City nor Chamber makes any guarantees relating to this Agreement, the availability and/or providing of funds, and/or as to any results of the services to be provided hereunder.

**8. INDEMNIFICATION AND HOLD HARMLESS.**

City and Chamber agree to defend, indemnify, and hold free each organization, its elected officials, officers, agents, employees, and volunteers, at organization's sole expense, from and against any and all claims, actions, suits, or other legal proceedings brought against the organization, its elected officials, officers, agents, employees and volunteers arising in connection with this Agreement.

**9. AUTHORITY TO ENTER INTO AGREEMENT.**

The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

**10. ENTIRE AGREEMENT.**

This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including any exhibits to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the dates written below.

**CHAMBER**

  
Signature

Date: 3/22/19

  
Wanda Love, Executive Director



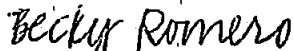
CITY OF GARDENA



Edward Medrano, City Manager

Date: 3/26/19

ATTEST:



for City Clerk

APPROVED AS TO FORM:



City Attorney



# City of Gardena

## City Council Meeting

Agenda Item No. 9. A. (2)  
Department: COUNCIL ITEMS  
Meeting Date: 05/26/2020

### AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: APPROVE THE AMENDMENT TO THE CALIFORNIA CITIES GAMING AUTHORITY JOINT POWERS AGREEMENT TO ADMIT THE TOWN OF COLMA

<u>COUNCIL ACTION REQUIRED:</u>  Approve the Amendment to admit the Town of Colma	<u>Action Taken</u>
<u>RECOMMENDATION AND STAFF SUMMARY:</u>  The California Cities Gaming Authority, a joint powers authority, was established on November 13, 2019 by the execution of a Joint Exercise of Powers Agreement between the City of Gardena and the City of Inglewood.  Section 7.1 of the Joint Exercise of Powers Agreement provides for the admission of additional governmental entities as Members of the Authority upon such terms and conditions provided by the Board with the consent of a two-thirds vote of the Board and by the execution of a written Amendment to the Agreement by all Members of the Authority including the additional Member.  The City Council of the Town of Colma has voted to become a Member of the California Cities Gaming Authority, a joint powers authority, subject to the terms and conditions of this Amendment and those of the Agreement.  Therefore, in order for the Town of Colma to become a Member of the California Cities Gaming Authority, the City of Gardena and the City of Inglewood must agree to admit the Town of Colma as a Member by way of approving the attached Amendment to the California Cities Gaming Authority Joint Exercise of Powers Agreement.  Staff respectfully recommends that the City Council approve the Amendment and authorize the California Cities Gaming Authority to admit the Town of Colma.	
<u>FINANCIAL IMPACT/COST:</u>  N/A	
<u>ATTACHMENTS:</u>  1) Amendment to the California Cities Gaming Authority Joint Exercise of Powers Agreement to Admit the Town of Colma.	
Submitted by <u>Clint D. Osorio</u> , Clint D. Osorio, City Manager Date <u>5 / 22 / 20</u>	

**AMENDMENT TO  
CALIFORNIA CITIES GAMING AUTHORITY  
JOINT EXERCISE OF POWERS AGREEMENT  
TO ADMIT THE TOWN OF COLMA**

This Amendment ("Amendment") to the California Cities Gaming Authority Joint Exercise of Powers Agreement ("Agreement") is made and entered into by and between the City of Gardena, the City of Inglewood, and the Town of Colma (hereafter "Party" or "Parties").

**RECITALS**

A. The California Cities Gaming Authority, a joint powers authority, was established on November 13, 2019 by the execution of a Joint Exercise of Powers Agreement between the City of Gardena and the City of Inglewood.

B. Section 7.1 of the Joint Exercise of Powers Agreement provides for the admission of additional governmental entities as Members of the Authority upon such terms and conditions provided by the Board with the consent of a two-thirds vote of the Board and by the execution of a written Amendment to the Agreement by all Members of the Authority including the additional Member.

C. The Board of Directors of the California Cities Gaming Authority has consented, by a two-thirds vote, to admit the Town of Colma as a Member to the California Cities Gaming Authority subject to the terms and conditions of this Amendment to the Agreement by the Town of Colma and the Members of the Authority.

D. The City Council of the Town of Colma has voted to become a Member of the California Cities Gaming Authority, a joint powers authority, subject to the terms and conditions of this Amendment and those of the Agreement.

**NOW, THEREFORE**, the Parties hereto agree as follows:

1. The recitals herein are true and correct.
2. The Joint Exercise of Powers Agreement of the California Cities Gaming Authority is approved and incorporated herein and made a part hereof.
3. Paragraph 3.10 of the Agreement is amended to read as follows:

The Directors shall appoint the following officers from among its Members: Chairperson, Vice Chairperson and Secretary. The Treasurer of the Authority shall be a Treasurer of a Member of the Authority, an officer or employee of the Authority, or a certified public accountant, as determined by the Board, for the term and on the conditions provided herein. The Treasurer shall also serve as the Auditor except where a certified public accountant

has been designated as the Treasurer. The Board shall have the power to appoint such additional officers as it deems necessary or desirable. All checks drawn on the Authority's accounts shall be signed by the Chairperson or the Vice Chairperson and by the Treasurer.

4. The City of Gardena and the City of Inglewood hereby agree to admit the Town of Colma as a Member to the California Cities Gaming Authority and to be bound by the terms and conditions of this Amendment to the Agreement and the Agreement.

5. The Town of Colma hereby agrees to be admitted as a Member of the California Cities Gaming Authority and to be bound by the terms and conditions of this Amendment to the Agreement and the terms and conditions of the Agreement as though it had duly executed the Agreement. The Town of Colma further agrees that:

- (a) It will participate actively in the governance of the Authority and it acknowledges that the Authority shall be governed by a Board of Directors.
- (b) It will designate one of its council members to serve as a Regular Director of the Board of Directors of the Authority who agrees to attend its meetings.
- (c) It will designate another of its council members to serve as an Alternate Director of the Board of Directors who agrees to attend its meetings, in the absence of its Regular Member.
- (d) It will pay its pro-rata share of the annual contribution set forth in Paragraph 4.1 of the Agreement in the amount of \$30,000 to the Authority in the manner set forth in Paragraph 4.2 of the Agreement.

6. Each party hereto enters into this Amendment on the date its Presiding Officer signs it; and this Amendment to the Agreement shall be effective on the date that it is signed by the last Presiding Officer of a party to sign it. Each party hereto understands and agrees that this Amendment effectively modifies the Agreement in that the Town of Colma is hereby added as a Member to the Authority with a seat on the Board of Directors of the Authority, Paragraph 3.10 of the Agreement is modified as set forth in Paragraph 3 hereof, and the Town of Colma is deemed to have signed the Agreement.

7. Each party may sign this Amendment on a separate page and each such signature page shall constitute the whole hereof.

**CITY OF GARDENA**

**CITY OF INGLEWOOD**

By: \_\_\_\_\_

By: \_\_\_\_\_

Its Mayor

Its Mayor

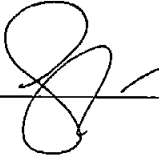
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Date: \_\_\_\_\_

Attest: City Clerk

By: \_\_\_\_\_

Approved: City Attorney

By:  \_\_\_\_\_

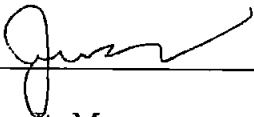
Attest: City Clerk

By: \_\_\_\_\_

Approved: City Attorney

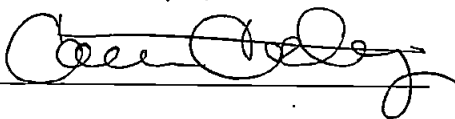
By: \_\_\_\_\_

**TOWN OF COLMA**


By:  \_\_\_\_\_  
Its Mayor

Date: 5/18/20

Attest: City Clerk

By:  \_\_\_\_\_

Approved: City Attorney

By:  \_\_\_\_\_