GARDENA CITY COUNCIL

Regular Meeting Notice and Agenda

Council Chamber at City Hall
1700 W. 162nd Street, Gardena, California
Website: 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*

Tuesday, September 8, 2020

Closed Session – 7:00 p.m.

Open Session – 7:30 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

2. PARTICIPATE BEFORE THE MEETING by emailing the Deputy City Clerk at bromero@cityofgardena.org by 5:00p.m. on the day of the meeting and write "Public Comment" in the subject line. Comments will be read into the record up to the time limit of three (3) 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/87542200260
     Phone number: US: +1 669 900 9128, Meeting ID: 875 4220 0260
   - 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. For Non-Agenda Items, you would be allowed to speak during Oral Communications, and during a Public Hearing you would be allowed to speak when the Mayor opens the Public Hearing. 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 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.

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

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 LEGAL COUNSEL EXISTING LITIGATION
Government Code Section 54956.9(d)(1)

(1) Brent Jackson, a minor, Alisha Jackson and Bruce Jackson v City of Gardena, et al.
Los Angeles Superior Court Case No. 19STCP04560

3. PLEDGE OF ALLEGIANCE & INVOCATION

4. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS

A. PRESENTATIONS

(1) Presentation regarding the November 3, 2020 Election – to be made by City Clerk Mina Semenza

(2) Certificates of Commendation in Special Recognition of Retirements and Long-Time Service to the City of Gardena:

(a) Yvette Evans, Police Officer – 30 years;
(b) Rodney Gonsalves, Police Sergeant – 30 years; and
(c) Uikilifi Niko, Police Captain – 30 years.

(Recognitions will be provided to them by City Staff, and they may come back at a later date to receive their recognitions in person at a Council Meeting)

4. PRESENTATIONS, PROCLAMATIONS, & APPOINTMENTS (Continued)

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

5. CONSENT CALENDAR

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 Minutes

(a) Special Study Session of the Gardena City Council, May 26, 2020
(b) Gardena City Council Regular Meeting, May 26, 2020
(c) Gardena City Council Regular Meeting, June 9, 2020
(d) Special Meeting of the Gardena City Council, June 18, 2020
(e) Planning & Environmental Quality Commission, August 4, 2020

(2) Affidavit of Posting Agenda on September 4, 2020

C. CITY TREASURER

(1) Approval of Warrants / Payroll Register

(a) August 25, 2020
(b) September 8, 2020

(2) Monthly Portfolio

(a) July 2020

5. CONSENT CALENDAR (Continued)

D. CITY MANAGER

(1) Personnel Report No. P-2020-15

(2) RESOLUTION NO. 6478, Reaffirming Proclamation and Resolution No. 6441 which Declared the Existence of Local Emergency

(3) CDD - Approval of Consultant Agreement with De Novo Planning Group for Environmental Consultant Relating to Changes to Hotel Development Standards; Applicant: City of Gardena

(4) REC - Authorization to Purchase a 2020 Toyota Highlander Hybrid LE in the Amount Not to Exceed $42,543.81

(5) REC - Ratify Administrative Approval of the Elderly Nutrition Program Contract ENP202105 Amendment One – Additional Funding

(6) GTRANS - Approval of GTRANS' Public Transportation Safety Plan (PTASP)

(7) GTRANS - Purchase of Engines and Blanket PO to Tom's Truck

6. EXCLUDED CONSENT CALENDAR

7. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

A. AUGUST 18, 2020, MEETING

(1) Site Plan Review #4-19; Tentative Tract Map #2-19
Continued from the August 4, 2020 meeting
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 8-20, approving Site Plan Review #4-20 and Tentative Tract Map #2-19.

Receive and File

B. SEPTEMBER 1, 2020 MEETING - ***Cancelled***

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

(1) Approval of Update to Guidelines for the 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 Updated Guidelines

B. COMMUNITY DEVELOPMENT – ***No Items***

C. ELECTED & ADMINISTRATIVE OFFICES

(1) COVID-19 Update

D. PUBLIC WORKS – ***No Items***

E. POLICE

(1) Notification of Eligibility for Funding in the Amount of $22,685.00 Under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program, Fiscal Year 2020 Local Formula Solicitation
Staff Recommendation: Receive and File

F. RECREATION & HUMAN SERVICES – ***No Items***

G. TRANSPORTATION

(1) Ratify Emergency Purchase of AeroClave Disinfecting Systems
Staff Recommendation: Ratify Emergency Purchase

9. COUNCIL ITEMS, DIRECTIVES, & REMARKS

A. COUNCIL ITEMS

B. COUNCIL DIRECTIVES

C. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

D. COUNCIL REMARKS

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

10. ANNOUNCEMENTS

11. REMEMBRANCES

Mrs. Dorothy Helen Crosby-McCann, 84 years of age, beloved mother, grandmother, and great grandmother. Mrs. Crosby-McCann was born in Mississippi, and before relocating to California, she led a successful boycott of the City of Jackson Mississippi Municipal Bus line. She was an active member of the community and volunteered as a poll worker within the City of Gardena from 1985 through 2000.

12. ADJOURNMENT

The Gardena City Council will adjourn to a Study Session prior 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, September 22, 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.

Dated this 4th day of September 2020

/s/ MINA SEMENZA
MINA SEMENZA, City Clerk

MINUTES
SPECIAL STUDY SESSION
City of Gardena City Council
Tuesday, May 26, 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 Special Study Session of the City Council of the City of Gardena, California, was called to order at 6:30p.m., on Tuesday, May 26, 2020, at City Hall, at 1700 West 162nd Street, Gardena, California; Mayor Tasha Cerda presiding.

1. ROLL CALL

Present: via teleconference: Mayor Cerda; Mayor Pro Tem Mark E. Henderson; Council Member Rodney G. Tanaka; Council Member Art Kaskanian; Council Member Paulette C. Francis; Other City officials and employees present: City Manager Clint Osorio; City Attorney Carmen Vasquez; Police Chief Mike Saffell; Assistant City Attorney Lisa Kranitz; Deputy Attorney Peter Wallin; and Economic Development Manager Spencer Dela Cruz.

2. PRESENTATION

(1) Gardena Sumps – 1450 W. Artesia Blvd. – Presentation given by Insite Property Group, Managing Partners: Paul Brown and Keith Wetzel and Architect: CJ Rogers

PUBLIC COMMENT ON STUDY SESSION - *None*

3. ADJOURNMENT

There being no further business, Mayor Cerda adjourned the Special Study Session at 7:10 p.m. to the Closed Session portion of the Regular City Council immediately following the Special Study Session Meeting on Tuesday, May 26, 2020 at 7:15 p.m.

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

By _____
Becky Romero, Deputy City Clerk

APPROVED:

_____
Tasha Cerda, Mayor

MINUTES
Regular Meeting of the City of Gardena City Council
Tuesday, May 26, 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 8:20 p.m. on Tuesday, May 26, 2020, in the Council Chamber of City Hall, 1700 West 162nd 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 G. Tanaka; Council Member Art Kaskanian; and Council Member Paulette C. Francis. Other City officials and employees present via teleconference: City Manager Clint Osorio; City Attorney Carmen Vasquez; City Clerk Mina Semenza; and Deputy City Clerk Becky Romero. City Treasurer Ingrid Tsukiyama was not present.

At 7:15 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 G. Tanaka; Council Member Art Kaskanian; Council Member Paulette C. Francis. Other City officials and employees present via teleconference: City Manager Clint Osorio; City Attorney Carmen Vasquez; and Police Chief Mike Saffell.

PUBLIC COMMENT ON CLOSED SESSION - *None*

2. CLOSED SESSION

A. 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

B. 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, and City Attorney Carmen Vasquez.

2. **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.

3. **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.

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 C. 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

There was a motion made by Mayor Cerda regarding the Appointment of Ms. Rachel C. Johnson to the Planning and Environmental Quality Commission at the recommendation of Council Member Paulette C. Francis. Mayor Cerda voted "No" on the appointment. The motion did not receive a second.

It was moved by Mayor Cerda, seconded by Council Member Tanaka, and carried by the following roll call vote to Appoint Mr. Carlos Lifosjoe to the Gardena Economic Business Advisory Council:

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

5. CONSENT CALENDAR

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

B. CITY CLERK

(1) Minutes of

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

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

C. CITY TREASURER

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

May 26, 2020: Wire Transfer: 11883-11884; Check Nos. 159216-159343 - for a total Warrants issued in the amount of $860,071.83; Total Payroll Issued for May 22, 2020: $1,945,899.18

(2) **Approved**: Monthly Portfolio

(a) April 2020

D. CITY MANAGER

(1) **Approved**: Personnel Report No. P-2020-9

(2) **Approved**: 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, on May 12, 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

(3) **Approved**: 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)***

ORDINANCE NO. 1818

A RESOLUTION 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

5. CONSENT CALENDAR (Continued)

(4) **Approved**: REC - Ratify Administrative Approval of the Elderly Nutrition Program Contract ENP 162006 Amendment Six – Adding Funding

(5) **Approved**: GTRANS – Authorized Purchase of a Cloud Backup and Local Backup Solution from Insight Public Sector for a Total of 434,403.04

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**

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 17-18 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 Quality Commission meeting and considered at that time.

Received and Filed

(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.

Mayor Cerda Called for Review and asked Staff to come back with more information at the June 23, 2020 City Council Meeting

PUBLIC COMMENT

(1) Ms. Kendra Osee Black, teacher at Purche Avenue Elementary – spoke via teleconference about the recent break-ins and vandalism taking place at Purche Avenue Elementary School. She expressed her concerns regarding the negative impact on the students. She asked Council to please investigate the matter.

8. DEPARTMENTAL ITEMS

A. ADMINISTRATIVE SERVICES – *No Items*

B. COMMUNITY DEVELOPMENT

(1) PUBLIC HEARING: ORDINANCE NO. 1820, Introduction of an Ordnance 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

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 EXTENSIONS FOR ENTITLEMENTS

City Manager Osorio presented the Staff Report.

Lisa Kranitz, Assistant City Attorney and Raymond Barragan, Acting Community Development Director, gave a PowerPoint presentation.

Mayor Cerda opened the Public Hearing at 8:28 p.m. and asked if there were any comments from the public.

SPEAKERS: (1) Diana Victoria Coronado, representative, from the Building Industry Association (BIA) of the Los Angeles / Ventura Chapter – spoke on behalf on the membership and expressed her support of Ordinance No. 1820 and (2) Mr. Rudy Martinez, resident – had concerns regarding the jurisdictions of the Developers. He also asked what direction the city was moving in for future residential developments.

There was a very lengthy discussion regarding the presentation and there were questions presented by Mayor and Council regarding various matters, which Assistant City Attorney Kranitz and Acting Community Development Director Barragan answered.

Mayor Cerda closed the Public Hearing at 9:05 p.m.

It was recommended that Item 8.B (1) be sent back to staff for review and be presented to Council at a Study Session at a later date.

C. ELECTED & ADMINISTRATIVE OFFICES

(1) Presentation of the City of Gardena's Projected Two-Year Budget for Fiscal Years 2020-2021 and 2021-2022

City Manager Osorio presented the Staff Reports and gave a PowerPoint video presentation.

8. **DEPARTMENTAL ITEMS (Continued)**

C. ELECTED & ADMINISTRATIVE OFFICES (Continued)

(1) Presentation of the City of Gardena's Projected Two-Year Budget for Fiscal Years 2020-2021 and 2021-2022 (Continued)

There was a discussion regarding the financial position of the City which City Manager Osorio explained after his PowerPoint presentation. There was no vote on this item, it will get approved at our June 23, 2020 Council Meeting.

(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 the COVID-19

City Manager Osorio presented the Staff Report.

There was a discussion regarding marketing materials asking if there were any so Council could start getting them out there to the groups that support them.

It was moved by Council Member Francis, seconded by Mayor Pro Tem Henderson, and carried by the following roll call vote to Approve Funding Received from HUD:

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

(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

City Manager Osorio presented the Staff Report.

There was a discussion regarding a last minute revision to the contract which Deputy Attorney Wallin clarified when he originally drafted the contract it stated if the loan could be repaid 30 days after either club reopens or after 6 months; they requested if it could be the latter of those two points. Mayor Pro Tem Henderson then asked if the Melia Homes project off-sets the zone change that we are doing with the LLC; Deputy Attorney Wallin stated that an Economic Incentive agreement is already in place which provides them to do the commercial development, this is their first step, it was presently zoned residential. It was then clarified by Mayor Cerda that we are still planning on the housing development on the Vermont side and the other potential commercial development on the Rosecrans side.

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

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

D. GENERAL SERVICES – ***No Items***

E. POLICE – **No Items**

8. DEPARTMENTAL ITEMS (Continued)

F. RECREATION & HUMAN SERVICES

(1) Approval of $50,000 Budget Appropriation for Human Services Construction Project JN 989

City Manager Osorio presented the Staff Report.

There was a discussion regarding Wi-Fi being enabled in the space. City Manager Osorio confirmed that yes, the building was being upgraded with fiber optic network. Mayor Cerda stated that she was happy with the project.

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

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

G. 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.

City Manager Osorio presented the Staff Report.

There was a discussion regarding how the City tried to work collaboratively with the Chamber but never saw that any of the objectives were met, that it is more about the image of our City and how people are treated, some of the Council Members felt like a Chamber should be more reputable. Council Member Francis stated that she was not in favor of terminating the MOU and asked if anyone tried to reach out see if there was anything, we could do to identify the areas that were not being addressed. It was stated that this has been going on for quite some time and that the majority of Council feels like they are happy with our Economic Development Manager to take over helping our businesses.

It was moved by Mayor Pro Tem Henderson, seconded by Mayor Cerda, and carried by the following roll call vote to Terminate Memorandum of Understanding (MOU):

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

9. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)

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

City Manager Osorio presented the Staff Report.

There was a discussion regarding adding the City of Colma to the JPA. Mayor Cerda confirmed that we are out there getting known and working with other potential cities to come on board as well as working together to go up against the Attorney General and make sure they don't cut into the funding of our casinos, especially for a City of our size.

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

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

B. COUNCIL DIRECTIVES

Council Member Kaskanian asked for the status on a previous directive regarding Developers' commitments to the City. This directive was seconded by Mayor Pro Tem Henderson.

Council Member Francis made the following directives:

(1) She asked for a status update regarding her previous directive regarding the November 2020 Election, voting system. Deputy Clerk Romero reminded Ms. Francis about the City Clerk Summit which was a topic to be discussed and told her she would report on the Vote Centers in Gardena.

(2) She thanked City Manager Osorio for the report on development, but was looking either to schedule a meeting or get a report regarding the City's revitalization not just development, but specific to revitalization.

C. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

(1) Memo in response to Council Member Francis's request at the May 12, 2020 City Council meeting regarding the Economic Development Task Force; and

(2) Memo regarding Sanitation Rate Reduction to residents at 20% below base rate. They could call our office and we could refer them to the Sanitation office.

9. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)

D. COUNCIL REMARKS

(1) MAYOR PRO TEM HENDERSON - Since the last Council Meeting, he has participated in the Los Angeles Business Federation COVID-19 Task Force and Discussion Committee Meetings. Discussion was centered around sending a potential letter to Governor Newsom, requesting that different parts of Los Angeles County that meet the requirements outside of the Los Angeles Public Health shall be allowed to open. Also, reiterated the same topic in his SCAG Meeting – Regional 28. He also mentions that the discussion during his Community Economic and Human Development Committee was about all the cities being financially devastated and possibly getting the Federal Government to start bailing out some of the communities that have less than half a million people. In addition, he ran for co-chair and lost to a Councilman in Cerritos. He thanked all colleagues on the Council and City Manager for responding to the South Bay Cities Council of Governments Project to get fiber throughout the South Bay. He also attended a presentation on how communities can repurpose their streets, outdoor dining, and different exercises and much more. He will also be participating in another presentation in order to obtain additional information to bring back to Council.

(2) COUNCIL MEMBER FRANCIS - She attended the Los Angeles Sanitation District to urge businesses to participate. She attended the South Bay Cities Council of Governments for Senior Services Working Group; were she was made aware that there is a 10-year master plan on aging that is going to the legislature. She also thanked the Parks and Recreation Department for the Food/Lunch Giveaway and Councilman Tanaka and Kaskanian for helping to distribute lunches. She also mentions that May is one of the busy months because we have Cinco De Mayo, Mother's Day, Memorial Day and, we also honor Asian American and Pacific Islanders.

(3) COUNCIL MEMBER KASKANIAN - He attended the Drive thru Lunch and thanked everyone that participated in the event including the Gardena Police Department; Chief Saffell, Lieutenant Fox, Lieutenant Lee, and Lieutenant Cuff. He also has been working with the Nestle and Arrowhead Water Company and was able to get three pallets of water to our Seniors, Pantry, and the City of Gardena: over ten thousand bottles of water. He thanked them for their generous donation and for promising to help us again in the near future. In addition, he is currently negotiating with a cereal company in Pomona in efforts to obtain cereal boxes for the City's Pantry. Once negotiation is completed, he will report back to Council.

(4) MAYOR CERDA - Since the last Council Meeting, she has attended several zoom meetings; one being a City Selection Meeting, where Council Members from all over came together and voted on a Library Commissions as related to the County. She also attended the CCGA Meeting which deals with the casinos. She was happy to announce that the City of Colma had joined the CCGA and that there are more cities that would like to come on board. She also stated that there are Emergency Funds for Casinos in the event of a pandemic like COVID or anything that disrupts the casinos. The CCGA is currently trying to reach out and ask that funds be dispensed to our casinos so that it could help us. She also said that there's new requirements called self-spacing that many casinos are doing, as far as how they are spacing the players apart and how they are putting plexiglass in between different patrons. Some casinos up north have already started opening, unfortunately some of the tribe casinos have disregarded the governor orders. She also attended the Sanitation Meeting via telephone and shared information with our City Manager as it relates to "If you're not using your facilities as much and you can show that 20% below", please reach out. We want to make sure that people can get great reductions and any type of discounts or anything that could help them during this time. Lastly, she commented in response to Councilwoman Francis; she is aware of the meaning of emeritus and what an honorable person is. She believes that it's important to have all the correct information and titles on signs, when people are making decisions; like who they're going to vote for because there are people who were furious when they find out that the person name and title was not accurate. We appoint people who have integrity.

9. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)

D. COUNCIL REMARKS (Continued)

(5) COUNCIL MEMBER TANAKA - He thanked the Mayor for allowing him to invocate. He stated that he participated in the 1000 Meal Lunch Giveaway as well and thanked the City for representing us so well. He also is attending zoom meetings for the Non-profit with the Elks, trying to keep the lodge alive and doing meals on Fridays and keeping busy with SCAG at the end of the week.

10. ANNOUNCEMENTS - *None*

11. REMEMBRANCES - *None*

12. ADJOURNMENT

At 10:55 p.m., Mayor Cerda adjourned the Gardena City Council Meeting 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.

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

MINUTES
Regular Meeting of the City of Gardena City Council
Tuesday, June 9, 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, June 9, 2020, in the Council Chamber of City Hall, 1700 West 162nd 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 G. Tanaka; Council Member Art Kaskanian; and Council Member Paulette C. Francis. Other City officials and employees present via teleconference: City Manager Clint Osorio; City Attorney Carmen Vasquez; City Clerk Mina Semenza; and Deputy City Clerk Becky Romero. City Treasurer Ingrid Tsukiyama was not present.

At 7:06 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 G. Tanaka; Council Member Art Kaskanian; and Council Member Paulette C. Francis. Other City officials and employees present via teleconference: City Manager Clint Osorio; City Attorney Carmen Vasquez; and Chief of Police Mike Saffell.

PUBLIC COMMENT ON CLOSED SESSION

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 SERVICE 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

2. CLOSED SESSION (Continued)

C. CONFERENCE WITH LEGAL COUNSEL EXISTING LITIGATION
Government Code Section 54956.9(d)(1)

(1) Jones, Cecile v. City of Gardena, et al.
Los Angeles Superior Court Case No. BC601609

(2) Prendergast, Steven v. City of Gardena, et al.
Los Angeles Superior Court Case No. 20STCV17648

Mayor Cerda reconvened the meeting to the Regular Open Session at 7:50 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.

3. 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.

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

5. CONSENT CALENDAR

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

B. CITY CLERK

(1) Minutes of

(a) **Approved**: Planning & Environmental Quality Commission Meeting, May 19, 2020

(2) **Approved**: Affidavit of Posting Agenda on June 5, 2020

C. CITY TREASURER

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

June 9, 2020: Wire Transfer: 11885-11887; Check Nos. 159344-159447 - for a total Warrants issued in the amount of $1,889,215.24; Total Payroll Issued for June 5, 2020: $1,515,657.46

D. CITY MANAGER

(1) **Approved**: Personnel Report No. P-2020-10

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

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

6. EXCLUDED CONSENT CALENDAR

7. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET

A. June 2, 2020, MEETING

(1) **Site Plan Review #3-19; Tentative Parcel Map #2-19; Modification of Memorandum #10-05 approving Site Plan Review #6-05 for Target and Variance #1-05 for a reduction in parking on the Target Site**
The Planning Commission reviewed a request for a Tentative Parcel Map to divide a 9.47 acre parcel into two parcels for a fast-food, drive-thru restaurant. Revisions to the previous Site Plan approval and Parking Variance for the Target site were needed to reduce the Target parcel size and allow a reduction in parking. A Site Plan approval was also reviewed for the creation of the standalone drive-thru restaurant. The project qualified for a categorical exemption from CEQA.
Project Location: 2169 West Redondo Beach Boulevard (APN: 4063-014-017)
Applicant: Kristen Roberts, Raising Cane's/Target Corporation

Commission Action: Commission approved Resolution No. PC 3-20, approving Site Plan Review #3-19, Tentative Parcel Map #2-19 and the Modification to Memorandum #10-05.

Received and Filed

7. **PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET (Continued)**

B. June 2, 2020, MEETING

(2) **General Plan Amendment #3-20/Adoption of Revised CEQA Policies and Procedures which Incorporate New Thresholds for Transportation Impacts**
The Planning Commission considered a recommendation to the City Council amending the Circulation Plan of the City's General Plan to reflect changes based on new requirements for Vehicle Miles Traveled instead of Level of Service and other updates, adopted revised CEQA policies and procedures which incorporate new thresholds for transportation impacts related to vehicle miles traveled, and directed staff to prepare a notice of exemption.

Commission Action: Commission approved Resolution No. PC 5-20, recommending that the City Council amend the Circulation Plan, adopt the revised CEQA Guidelines, and direct staff to file a Notice of Exemption.

Received and Filed

ORAL COMMUNICATIONS

There were three (3) people who requested to speak. They all forwarded emails that were read into the record by our City Clerk Mina Semenza.

(1) Wanda Love, Chief Executive Officer of the Gardena Valley Chamber of Commerce: Ms. Love expressed her concerns regarding the termination of the Gardena Valley Chamber of Commerce MOU with the City of Gardena.

(2) Anna Naguchi and Jose Hernandez, residents: Ms. Naguchi and Mr. Hernandez expressed their concerns regarding the growing national trend to defund Local Police Departments.

(3) Duane Cofield, no address on file: Mr. Cofield expressed his concern regarding why the Mayor and Police Department had no comment on the murder of George Floyd but rather chose to promote enforcement and curfew.

8. **DEPARTMENTAL ITEMS**

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

B. COMMUNITY DEVELOPMENT - ***No Items***

C. ELECTED & ADMINISTRATIVE OFFICES

(1) RESOLUTION NO. 6457, Adopt Resolution Ratifying the Proclamation Declaring Existence of Local Emergency

RESOLUTION NO. 6457

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

City Manager Osorio presented the Staff Report.

8. DEPARTMENTAL ITEMS (Continued)

C. ELECTED & ADMINISTRATIVE OFFICES (Continued)

(1) RESOLUTION NO. 6457, Adopt Resolution Ratifying the Proclamation Declaring Existence of Local Emergency (Continued)

There was a discussion regarding the amount of money that has already been incurred on PPE, and how long it would take for us to get reimbursed by FEMA. It was then discussed that we have no knowledge of when we would get reimbursed, we are pro-actively keeping track so when FEMA starts to reimburse, we would qualify. Mayor Cerda asked about how much has been spent since the pandemic started. Chief Saffell justified that we have spent $165,000, a portion of that was spent on overtime for our police officers. He also gave a report on thefts and burglaries around the City. He explained that we did assist other cities, who are in Area G, a mutual aid conglomerate that we, along with other cities belong to and help out when resources are needed; he continued to say that a lot of this information is given out at our community district policing meetings. There were 5 speakers who requested to speak and voiced their concerns regarding the subject matter. They were as follows: 1) Mr. Rudy Martinez, resident; 2) Ms. Wanda Love, Chief Executive Officer of the Gardena Valley Chamber of Commerce; 3) Ms. Alexis Moore, no address on record; 4) An Anonymous Person, whose statement was read into the record; and 5) Ms. Felicia Benjamin, no address on record.

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. 6457:

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

D. GENERAL SERVICES

(1) PUBLIC HEARING: RESOLUTION NO. 6450, Confirming the Diagram and Assessment Contained in the Engineer's Report Dated May 12, 2020, for the Gardena Artesia Boulevard Landscaping Assessment District and Ordering the Levy of Assessments on the same for Fiscal Year 2020-2021

RESOLUTION NO. 6450

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CONFIRMING THE DIAGRAM AND ASSESSMENT CONTAINED IN THE ENGINEER'S REPORT DATED MAY 12, 2020, FOR THE GARDENA ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT AND ORDERING THE LEVY OF ASSESSMENTS ON THE SAME FOR FISCAL YEAR 2020-2021

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if there were any comments from Council. There was a discussion between Mayor Pro Tem Henderson and City Manager Osorio regarding the drop in revenues we anticipate from property taxes. City Manager Osorio confirmed it is an average amount with an assessment on property taxes.

She then opened the Public Hearing at 8:30p.m. and asked if there were any comments from the Public; hearing that there were none, she closed the Public Hearing at 8:31p.m.

8. **DEPARTMENTAL ITEMS (Continued)**

D. GENERAL SERVICES (Continued)

(1) PUBLIC HEARING: RESOLUTION NO. 6450, Confirming the Diagram and Assessment Contained in the Engineer's Report Dated May 12, 2020, for the Gardena Artesia Boulevard Landscaping Assessment District and Ordering the Levy of Assessments on the same for Fiscal Year 2020-2021 (Continued)

It was moved by Mayor Cerda, seconded by Council Member Tanaka, and carried by the following roll call vote to Adopt Resolution No. 6450:

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

(2) PUBLIC HEARING: RESOLUTION NO. 6451, Confirming the Diagram and Assessment Contained in the Engineer's Report Dated May 12, 2020 for the Gardena Consolidated Street Lighting Assessment District and Ordering the Levy of Assessments on the Same for Fiscal Year 2020-2021

RESOLUTION NO. 6451

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CONFIRMING THE DIAGRAM AND ASSESSMENT CONTAINED IN THE ENGINEER'S REPORT DATED MAY 12, 2020, FOR THE GARDENA CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT AND ORDERING THE LEVY OF ASSESSMENTS ON THE SAME FOR FISCAL YEAR 2020-2021

City Manager Osorio presented the Staff Report.

Mayor Cerda asked if there were any comments from Council, hearing that there were none, she opened the Public Hearing at 8:33p.m. and asked if there were any comments from Public. There were two speakers who requested to speak and voice their concerns regarding if projects such as this one, would take time away from staff and cause significant delays in getting a permit processed through our Community Development Department and if the layoffs were going to affect that department. They were: 1) Mr. Rudy Martinez, resident; and 2) Ms. Wanda Love, Chief Executive Officer of the Gardena Valley Chamber of Commerce.

Mayor Cerda then closed the Public Hearing at 8:42p.m.

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. 6451:

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

8. DEPARTMENTAL ITEMS (Continued)

E. POLICE

(1) Acceptance of the Award and Authorization to Spend $77,884.00 from the U.S. Department of Justice, Bureau of Justice Assistance, Under the FY 2020 Coronavirus Emergency Supplemental Funding Program

City Manager Osorio presented the Staff Report.

There was a discussion regarding a contingency plan in case all the money being awarded is spent; it was further discussed that our Task Force team would apply again, and we would eventually get reimbursed by FEMA. Chief Saffell then added that we would make sure people are following guidelines, we would support Code Enforcement to provide assistance and give guidance to our businesses to work in collaboration with our Police Department. There were three speakers who requested to speak and voice their concerns regarding the subject matter. They were: 1) Ms. Wanda Love, Chief Executive Officer of the Gardena Valley Chamber of Commerce; 2) Mr. Rudy Martinez, resident; and 3) Ms. Annie Naguchi, resident.

Mayor Cerda then stated that she wants businesses to open up as soon as possible and wanted to let our residents know that public safety is always first.

It was moved by Council Member Tanaka, seconded by Council Member Francis, and carried by the following roll call vote to Accept Grant Award and Authorize Expenditures:

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

F. RECREATION & HUMAN SERVICES – **No Items**

G. TRANSPORTATION – **No Items**

9. COUNCIL ITEMS, DIRECTIVES & REMARKS

A. COUNCIL ITEMS – **No Items**

B. COUNCIL DIRECTIVES

(1) Mayor Pro Tem Henderson asked if we could develop an advisory panel which includes the Chief of Police and Council Members and City Manager, to issue a collaborative statement to our African American residents that we do not condone to what the officers in Minneapolis did to Mr. Floyd. Mayor Cerda clarified that she would like to do a listening campaign that would then develop into an advisory committee and seconded the items.

(2) Council Member Kaskanian requested to have our Closed Session meetings in person at City Hall. Mayor Cerda asked if we could hold off on the directive and bring back at a later time. Council Member Tanaka seconded it.

(3) Council Member Tanaka asked if our Police Chief could look into the excessive fireworks that have been going off all hours of the day. Mayor Pro Tem Henderson seconded it.

9. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)

B. COUNCIL DIRECTIVES (Continued)

(4) Council Member Francis asked if she could get a report about Vote Centers for our November Election – Deputy City Clerk Romero replied that she would get her an update Council Member Francis then asked if she could get a report regarding state and federal legislation, if any bills have been introduced, with regard to getting annual psychological evaluations for our officers. Mayor Pro Tem Henderson seconded it.

C. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS

(1) A memorandum which has been included in your packet that was prepared regarding Council Member Kaskanian's directive regarding if Developers are required to hire local suppliers;

(2) A report, included in your packet, that Chief Saffell prepared regarding Detention and Arrest Oversight;

(3) A memorandum, included in your packet, regarding community inquiry re: burglaries at Purche Elementary School;

(4) City Manager provided a list of problematic addresses that were put into Gardena Direct by our residents and gave a report on how staff has taken steps to get these issues taken care of; and

(5) A video by our Recreation Department who worked with Waste Resources, sponsor, to host a Graduation Station Event set up on the lawn at the Nakaoka Community Center where 2020 graduates came to take pictures.

D. COUNCIL REMARKS

(1) COUNCIL MEMBER TANAKA – He attended SBCCOG Board Meeting and the SBCCOG Steering Committee Meeting. He stopped by the Graduation Event at City Hall Lawn and is really proud of our City during this pandemic. He mentioned to buy your Gardena Strong mask, it helps with donations to the Pantry. He stated that he does not support what happened in Minneapolis with George Floyd. We stand behind George Floyd. He is very proud of our City, Citizens, and Police Department. Our Police Department has gone through many positive changes since he has been there. He is proud of the peaceful protests and how we handle ourselves.

(2) MAYOR PRO TEM HENDERSON – Thank you to our Parks and Rec staff for the 2020 graduation event. Through my anger and pain, thank you to Chief Saffell for letting me rant about Black Lives Matter issues. He attended Centinela Youth Services meeting and had a discussion on restorative justice for the youth. We have our own program so when funding comes back, we can look into the restorative justice program for the youth. He attended the Los Angeles Business Federation Responsible Governance Committee and pushed for an initiative to make sure we have financial support for municipalities and cities with less than 500,000 as law & order Cares Act & refunds are starting to go out. They believe that municipalities or cities with 500,000 people or less should receive help as well. He attended the SCAG meeting representing Region 28 that includes Gardena. We had a General Assembly Meeting; he is now on the legislative committee. We had a nice peaceful community dialogue on Bell side, and he thanked Commissioner Lawanda Stanton. He participated in a few Black Lives Matter discussions online. He thanked the president of the GPOA. We had a couple discussions on how we can change some things. Looking forward to great things coming out of this pandemic as well as racial inequality. Our community needs to be on the forefront.

9. COUNCIL ITEMS, DIRECTIVES & REMARKS (Continued)

D, COUNCIL REMARKS (Continued)

(3) COUNCIL MEMBER FRANCIS – She said thank you to staff for all they do to keep our city running. Also thanked Public Works for cleaning up the Rosecrans median. She stated it has been a difficult week but All Lives Matter when Black Lives Matter.

(4) MAYOR CERDA – She said congratulations to all the graduates this year. This will be one of those unique things the graduates will remember from 2020 regarding COVID. Special thank you to Recreation and Human Services along with WRG for the graduation stations. Always great to know we are on the forefront with these types of things. She stated 400 people came out to enjoy and take pictures and that it is important to keep the moral good during COVID. She attended a Flag ceremony for one of our firemen, Ernie Marquez. The Fire Department held it at Station 159 on 135th. They had multiple firetrucks out there. She was happy to be there and be part of it. It was great to see all the current and retired firemen. She mentioned fireworks and how bad it has gotten. She wanted to tell the residents if they see a firework up in the air or that makes noise it is illegal. She has been calling the police as she sees the people doing illegal fireworks. Reminded everybody to call the police on illegal fireworks. She then mentioned she is outraged by what happened to George Floyd and added him to our Remembrances. She said when the time is right the City of Gardena will make a statement. This is not a situation we take lightly and as an African American woman she does not stand for what happened. With COVID going on and protests, tensions are high, we are evaluating when to make a statement. I am proud of our City and how we have figured out how to work cohesively and as a team with Council, City Manager, and all the departments.

(5) COUNCIL MEMBER KASKANIAN – He delivered over 1,000 bottles of water to the Japanese Cultural Institute in Gardena. Within the next couple of weeks, we will have a food delivery to the JCI. He has been working hard with big corporations to deliver food, water, and supplies. He stated George Floyd's death was a wrongful death and was unacceptable. He attended peaceful protests in downtown LA. He also attended an Armenian for Black Lives Matter peaceful protest in Glendale. He stated we are all one human and under one nation and condolences to the Floyd's family.

10. ANNOUNCEMENTS - *None*

11. REMEMBRANCES

Ms. Mattie Williams, a longtime resident of Gardena who was involved in many organizations over the years; and **Mrs. Rosa M. Ramos,** 63 years of age, beloved mother of Customer Service Clerk, Jennifer Ramos' and **Mr. George Floyd**, 46 years of age, who died while in the custody of Minneapolis Police Officers.

12. ADJOURNMENT

At 9:44 p.m., Mayor Cerda adjourned to a Special City Council Meeting at 6:00 p.m. on Thursday, June 18, 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

MINUTES
Special Meeting
City of Gardena City Council
Thursday, June 18, 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 Special meeting of the City Council of the City of Gardena, California, was held via Zoom and was called to order at 6:00 p.m. on Thursday, June 18, 2020, in the Council Chamber of City Hall, 1700 West 162nd Street, Gardena, California; Mayor Tasha Cerda presiding.

1. ROLL CALL

Present: Mayor Tasha Cerda; Mayor Pro Tem Mark E. Henderson; Council Member Art Kaskanian; Council Member Rodney G. Tanaka; and Council Member Paulette C. Francis. Other City officials and employees present: City Manager Clint Osorio; Chief Mike Saffell; City Attorney Carmen Vasquez; Assistant City Attorney Lisa Kranitz; Acting Community Development Director Ray Barragan; City Clerk Mina Semenza; and Deputy City Clerk Becky Romero. City Treasurer Ingrid Tsukiyama was not present.

2. PUBLIC HEARING

Continued discussion regarding draft Ordinance No. 1820, in order for staff to provide additional information and receive feedback from City Council.
Staff Recommendation: Conduct Public Hearing; (Note: Each speaker's comments to be limited to three [3] Minutes); No action to be taken by the City Council at this time.

A PowerPoint presentation was given by Assistant City Attorney Kranitz and Acting Community Development Director Barragan. Questions were asked by the Council, which were answered by Assistant City Attorney Kranitz and Acting Community Development Director Barragan. Mayor Cerda opened the Public Hearing at 8:06p.m. and asked if there were any speakers from the Public who would like to speak. Mitch Gardener, President of Development at G3 Urban; and Doris Nguyen. Vice-President of Development at the Olsen Company spoke in favor of the Ordinance; Rudy Martinez, resident; and Wanda Love, Chief Executive Officer of the Gardena Chamber of Commerce voiced their concerns. Mayor Cerda closed the Public Hearing at 8:23 p.m.

5. ADJOURNMENT

At 8:24 p.m., Mayor Cerda adjourned to the Closed Session portion of the City Council Meeting at 7:00p.m. and followed by the Regular City Council Meeting, at 7:30 p.m., on Tuesday, June 23, 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
MINUTES
TUESDAY, AUGUST 4, 2020, MEETING
VIRTUAL MEETING VIA ZOOM
* * *

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

ROLL CALL

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

PLEDGE OF ALLEGIANCE

None.

APPROVAL OF MINUTES

A motion was made by Commissioner Henderson and seconded by Vice Chair Sherman to approve the minutes of the meeting on July 7, 2020. The minutes were approved 4-0-1.

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

ORAL COMMUNICATIONS FROM THE PUBLIC

Agenda Item #4

Planning Assistant Amanda Acuna addressed the Commission and public on procedures for conducting the online meeting since all participants were attending from a remote location. Instructions on how to comment and ask questions via the Zoom application was given.

A member of the public asked how the construction of townhomes would benefit the City and its citizens.

Ms. Acuna stated that the members of the public would be able to speak on any agenda item at the time of the public hearing for that item and asked if the member of the public would like to speak on any non-agenda item during oral communications.

Assistant City Attorney Lisa Kranitz stated that Agenda Item #5 was not proceeding at this time and the public hearing would be opened and continued to the next Planning Commission meeting.

Acting Community Development Director Raymond Barragan asked Ms. Kranitz to clarify whether any member of the public in attendance at this meeting would be able to speak on Agenda Item #5 if they would not be able to attend the next Planning Commission meeting.

Ms. Kranitz stated yes and added that staff would be giving a full presentation on the item and the applicant would be in attendance at the next Planning Commission meeting.

Another member asked how the issues of debris and maintenance of the vacant lot on West 147th Street are being addressed and if someone would be responsible for cleaning that up.

Mr. Barragan stated staff would work with the Code Enforcement Division to handle that issue.

Ms. Acuna added that the Code Enforcement Division was already made aware of this issue and was working with the property owner to resolve it.

PUBLIC HEARING

Agenda Item #5

Site Plan Review #4-19; Tentative Tract Map #2-19
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, and direction to staff to file a Notice of Exemption.
Project Location: 1621 W. 147th Street (APN: 6103-031-075)
Applicant: Julio Vargas

Chair Jackson opened the public hearing and continued the item to the August 18, 2020, Planning Commission meeting.

Agenda Item #6

Site Plan Review #1-19, Variance #1-20, and Tentative Tract Map #1-19

A request for a Site Plan Review to allow the development of 113 townhomes, including 57 attached townhomes, 41 detached single-family units, and 15 attached live-work units; a Variance to construct a front yard fence abutting a public sidewalk; and a Tentative Tract Map to subdivide 5.46 acres consisting of two properties for 113 condominium units (VTTM #82667). The property is zoned C-3/MUO (General Commercial/Mixed Use Overlay). A Mitigated Negative Declaration (MND) and Mitigation Monitoring and Reporting Program (MMRP) were prepared to address environmental impacts.

Project Location: 2101 and 2129 Rosecrans Avenue (APNs: 4061-028-049 and 4061-028-018)

Applicant: G3 Urban Inc.

Senior Planner John F. Signo presented the staff report and recommended that the Planning Commission approve Resolution No. PC 7-20 adopting the Mitigated Negative

Declaration and Mitigation Monitoring and Reporting Program, and approving Site Plan Review #1-19, Variance #1-20, and Tentative Tract Map #1-19, subject to the conditions of approval.

Rita Garcia with Kimley-Horn and Associates, the environmental consultant for the project, provided a brief overview regarding the project and the mitigation measure that were being imposed and concluded by stating the implementation of those mitigation measures as well as the project's compliance with all regulatory frameworks would result in the project having a less than significant impact on the environment.

Commissioner Langley stated that in the environmental document there was a mistake stating that Junipero Serra High School was not part of the Los Angeles Unified School District.

Ms. Garcia stated staff would correct that in the record.

Chair Jackson opened the public hearing.

The applicant, Mitch Gardner from G3 Urban, provided a presentation on the proposed project and showed a simulation video of what the project would look like.

Commissioner Henderson asked the applicant to provided clarification on the original plans that included a commercial building and questioned whether the dwelling units proposed could be reduced in size.

Mr. Gardner answered by stating their company had the commercial building advertised on the retail market for over six months and did not receive one offer. At that time, the pandemic started and he and his team had to reassess the project's feasibility of selling residential homes with a vacant commercial building in the front. Mr. Gardner then stated the project was designed to be market driven and the proposed square footages of the homes fit the market expectations of potential buyers.

Ms. Kranitz stated because the project is in the MUO it is required to have a minimum of 20 units per acre and reminded the Commission that when residential projects are not seeking any legislative approval and meet the development standards of the code the City may not reduce the density of the project.

Commissioner Henderson then asked how the project would be addressed if the office spaces of the live/work units were not occupied and proposed as additional living space.

Mr. Gardner stated the residences of the live/work units would be allowed to operate their personal business on the ground floor and were not allowed to lease the space out to a third party. He then went on to say that with the ordinance that recently passed this project would be allowed to be 100% residential, however they felt keeping the live/work units provided a better frontage to the project.

Commissioner Langley stated his similar concern with Commissioner Henderson on the massing of the project and that the units were too big. Commissioner Langley then questioned the occupancy rates of the homes being at 2.5 persons per household with the project including five-bedroom units and added that he did not see the development being family friendly. Commissioner Langley then questioned the parking space locations with 20 of the 69 parking spaces in front of the live/work units and the rest located in the gated area. He added there was no street parking along Rosecrans Avenue in front of the property. Commissioner Langley stated the project seemed to be really pushed and that the units were too big.

Mr. Gardner stated their team did a density study of the project site with meeting all the minimum development standards, and that it showed they could build 145 townhome units and that his team did not think that type of project would be livable. He went on to say the project was providing detached units and that the City Council stated before that it seemed the development of detached units in the City may be going away and that is why he and his team were a proponent of the recent Zone Code Amendment which allowed for more opportunities to provide detached units. Mr. Gardner then stated that the project met the minimum parking requirements and development standards and he hoped the Commission would take that into consideration.

Mr. Barragan asked the applicant to provide more information about the private amenities as part of the project.

Mr. Gardner stated the code allows for a residential development to provide for private or common open space and they found that their buyers would rather use larger private areas than the common open space and that is how the project was designed.

Ms. Garcia addressed some of the concerns Commission Langley had in regards to the density of the project and stated her team did calculate the development capacity as permitted by the existing code and found that 119,0137 square feet of nonresidential uses and up to164 dwelling units would be permitted in that zone, which was more than the proposed project. In regard to the occupancy of the homes Ms. Garcia stated the industry's standard is to rely on the most recent California Department of Finance reports, which stated the average persons per household was at 2.83. Ms. Garcia then stated trip generations were not based on the number of bedrooms and that the approach was to assume the average number of daily trips per dwelling unit and based on what type of dwelling unit.

Ms. Kranitz then asked Ms. Garcia whether this project also used the Vehicle Miles Traveled (VMT) approach in determining traffic impacts.

Ms. Garcia stated yes, that as of January 1, 2020, the threshold in evaluating traffic impacts was changed from the Level of Service standard which is based on a project's trip generation that is distributed to the nearby circulation systems to Vehicle Miles Traveled as the determining factor. She went on to say that the State's Office of Planning and Research put out guidance documents for what is considered significant VMT impact and that the project did qualify for the screening criteria and that the project would result in a less than significant impact concerning transportation.

Chair Jackson stated her liking of the project and how it would be an asset to the City. Chair Jackson then asked if there were any members of the public wishing to speak on this item.

Ms. Acuna read into the record a letter from Cheral Sherman regarding the projects landscape plans and the applicant's consideration on providing more florals and plants that would bring fauna.

A member of the public spoke and asked what the purpose of building the townhomes that size was and how this development would benefit the residents of the City.

Ms. Kranitz indicated for the members of the public that the State has a Regional Housing Needs Assessment number that cities are required to provide opportunities for housing in their cities to meet those numbers and that housing has been a big push in the legislature. She went on to say that the next set of regional housing numbers, that is

currently in draft form, would require the City to accommodate 5,997 units in the next eight years. Ms. Kranitz answered the member of the public's question on how the City would benefit from this project by stating it would be getting a toxic property cleaned up and getting rid of a blighted site while also helping the City meet those regional housing numbers.

Mr. Barragan added the applicant of this project would be required to pay park fees and development impact fees that will benefit the new and existing residential in the area.

Mr. Gardner added this project would be taking a contaminated site and being able to provide a more vibrant and enhanced streetscape on Rosecrans Avenue.

Cheral Sherman, Vice President of Friends of Gardena Willows Wetland Preserve, Inc., stated she was very happy to see a lot of landscape on the project plans which had been lacking in previous developments, she added, then stated she would like to see the landscape areas include plants that would attract nature.

Mr. Gardner stated he would be happy to meet with Mrs. Sherman and discuss opportunities to integrate some of that flora as part of the project and adjust the landscape plans.

Commissioner Henderson added that the project would bring more people to the City who would then contribute to the City's revenue.

Ms. Kranitz stated the applicant was requesting to not provide an eight-foot wall along the east property line due to the wall of the existing building located on the adjacent property.

Chair Jackson asked if the property owner of the adjacent property was okay with this.

Mr. Barragan stated yes, and that they provided a letter stating this.

Commissioner Langley asked if the building of the adjacent property were to be demolished in the future who would be responsible to then construct an eight-foot block wall between these properties?

Mr. Barrgan stated that if the building to the east of the project site were to be demolished, the Zoning Code states commercial properties are required to provide an eight-foot wall when adjacent to residential zone.

Chair Jackson closed the public hearing.

MOTION: It was moved by Commissioner Langley and seconded by Commissioner Henderson to adopt Resolution No. PC 7-20 approving Site Plan Review #1-19, Variance #1-20, Tentative Parcel Map #1-19, and adopting the Mitigated Negative Declaration and Mitigation Monitoring Program, with the revised condition to not require the construction of an eight-foot-high block along the eastern property line where the project wall would be adjacent to a building wall.

The motion passed by the following roll call vote:

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

Agenda Item #7

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Acting Community Development Director Raymond Barragan addressed a lot of the changes that were happening during the pandemic then added that the Community Development Department was still issuing a high volume of permits while having limited inspections for safety reasons. He then stated that all the "easy" land to develop in Gardena was gone and that there would be no project site without certain issues, whether it be levels of contamination or other constraints and that he looks forward to providing more projects to the Commission in the coming months and years.

Agenda Item #8

PLANNING AND ENVIRONMENTAL QUALITY COMMISSION REPORTS

Commissioner Henderson asked if staff could provide paper copies of the documents for larger projects and due to the size of some of the documents, if the Commission could receive them at an earlier time.

Mr. Barragan stated that staff could accommodate this request. Mr. Barragan then asked if the Commission would consider receiving iPads with the documents downloaded onto in order to save paper.

Chair Jackson, Commissioner Langley, and Commissioner Henderson stated their support for this process going forward.

Commissioner Langley thanked Mr. Barragan for his assistance in getting an inspection from the Building and Safety Division. Commissioner Langley then asked whether there were any noise regulations for industrial areas that are adjacent to residential homes, such as the project that was just approved.

Mr. Barragan stated that the Municipal Code does include a Noise Ordinance that all businesses shall abide by and that they do have different allowable level of noise for those that are near residential properties.

Commissioner Pierce wished everyone wellness during this time.

Vice-Chair Sherman stated there may have been some discrepancies on the plan numbers of the project plans.

Chair Jackson wished everyone to stay safe and healthy.

ADJOURNMENT

Chair Jackson adjourned the meeting at 8:39 P.M.

Respectfully submitted,

RAYMOND BARRAGAN, SECRETARY
Planning and Environmental Quality Commission

BRENDA JACKSON, CHAIR
Planning and Environmental Quality Commission

CONSENT CALENDAR
AGENDA NO. 5.C.(1)(a)(b)
September 8, 2020

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Treasurer's Department

DATE: September 3, 2020

SUBJECT: WARRANT REGISTER
PAYROLL REGISTER

(a) August 25, 2020	TOTAL WARRANTS ISSUED:		$3,140,118.24
	Wire Transfer:	11908-11919	
	Prepay:		
	Check Numbers:	160213-160386	
	Checks Voided:		
	Total Pages of Register: 19		
(b) September 8, 2020	TOTAL WARRANTS ISSUED:		$751,338.75
	Wire Transfer:		
	Prepay:	160387-160390	
	Check Numbers:	160391-160510	
	Checks Voided:		
	Total Pages of Register:		
August 14, 2020	TOTAL PAYROLL ISSUED:		$1,508,259.27
August 28, 2020	TOTAL PAYROLL ISSUED:		$1,795,529.70

for J. Ingrid Tsukiyama, City Treasurer

cc: City Clerk

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11908	8/3/2020	101641 CALPERS	100000016090351		SAFETY (CLASSIC) UAL PAYMENT FOR	586.92
					Total :	**586.92**
11909	8/3/2020	101641 CALPERS	100000016090333		MISC GROUP ANNUAL UAL PAYMENT F	250,031.00
					Total :	**250,031.00**
11910	8/3/2020	101641 CALPERS	100000016090343		SAFETY (CLASSIC) ANNUAL UAL PAYM	345,310.75
					Total :	**345,310.75**
11911	8/10/2020	106110 ADVANCED BENEFIT SOLUTIONS, LLC	081020		HEALTH INSURANCE CLAIMS	122,113.66
					Total :	**122,113.66**
11912	8/10/2020	104058 ADMINSURE INC.	081020		WORKERS' COMP CLAIMS ADMINISTR/	32,367.92
					Total :	**32,367.92**
11913	8/18/2020	106110 ADVANCED BENEFIT SOLUTIONS, LLC	081820		HEALTH INSURANCE CLAIMS	81,295.30
					Total :	**81,295.30**
11914	8/18/2020	104058 ADMINSURE INC.	081820		WORKERS' COMP CLAIMS	24,464.22
					Total :	**24,464.22**
11915	8/18/2020	321408 U.S. POSTAL SERVICE	081820		TMX #259234 REPLENISH POSTAGE MI	6,000.00
					Total :	**6,000.00**
11916	8/19/2020	111016 KAISER FOUNDATION HEALTH PLAN	AUGUST 2020		HEALTH INSURANCE	213,789.13
					Total :	**213,789.13**
11917	8/19/2020	111016 KAISER FOUNDATION HEALTH PLAN	AUGUST 2020/RETIREE		HEALTH INSURANCE	53,047.34
					Total :	**53,047.34**
11918	8/19/2020	111016 KAISER FOUNDATION HEALTH PLAN	SEPTEMBER 2020		HEALTH INSURANCE	213,202.87
					Total :	**213,202.87**
11919	8/19/2020	111016 KAISER FOUNDATION HEALTH PLAN	SEPTEMBER 20/RETIREE		HEALTH INSURANCE	49,085.04
					Total :	**49,085.04**
160213	8/25/2020	106086 ABC COMPANIES	3111104		GTRANS PARTS SUPPLIES	42.17

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
160213	8/25/2020	106086	106086 ABC COMPANIES	(Continued)		Total :	42.17
160214	8/25/2020	104058	ADMINSURE INC.	13490	023-01292	ADMINSURE CLAIMS ADMINISTRATION	11,340.00
						Total :	11,340.00
160215	8/25/2020	107712	AFFORDABLE GENERATOR SERVICES, INC.	18128	037-09936	COOLING SYSTEM SERVICE	2,624.08
						Total :	2,624.08
160216	8/25/2020	101748	AFTERMARKET PARTS COMPANY LLC, THE	82118868		GTRANS AUTO PARTS	-66.13
				82157974		GTRANS AUTO PARTS	453.83
				82158034		GTRANS AUTO PARTS	1,595.25
				82169843	037-09965	GTRANS AUTO PARTS	631.91
						Total :	2,614.86
160217	8/25/2020	100925	AMERICAN MOVING PARTS	01A111512		GTRANS AUTO PARTS	14.65
						Total :	14.65
160218	8/25/2020	101628	AQUA-FLO SUPPLY	1567190		PARK MAINT SUPPLIES	25.98
				1568038		PARK MAINT SUPPLIES	345.81
				1575270		PARK MAINT SUPPLIES	257.95
						Total :	629.74
160219	8/25/2020	108625	ARAD OIL INC.	JULY 2020		CAR WASH	170.00
						Total :	170.00
160220	8/25/2020	105293	ARC DOCUMENT SOLUTIONS, LLC	10676619		REPROGRAPHIC SERVICES - PRIMM P	32.00
				10697548		REPROGRAPHIC SERVICES - GTRANS	106.46
						Total :	138.46
160221	8/25/2020	101459	ASBURY ENVIRONMENTAL SERVICES	I500-00585857		USED OIL SERVICE CHARGE	160.00
						Total :	160.00
160222	8/25/2020	104687	AT&T	15088877		TELEPHONE	389.77
						Total :	389.77
160223	8/25/2020	616090	AT&T	3103232408 08/01/20		TELEPHONE	1,140.05
						Total :	1,140.05

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160224	8/25/2020	100964 AT&T MOBILITY	287275680401X8012020		PD CELL PHONE ACCT #287275680401	180.97
			287275681023X8012020		PD CELL PHONE ACCT #287275681023	74.93
			287298156560X8102020		CITYWIDE COVID-19 EOC ACCT #2872	-195.18
					Total :	**60.72**
160225	8/25/2020	110190 BASNET FAMILY CHILD CARE	JULY 2020		CHILD CARE PROVIDER	4,163.00
					Total :	**4,163.00**
160226	8/25/2020	111481 BATEMAN COMMUNITY LIVING, LLC	INV4650002612	034-00458	SENIOR FEEDING PROGRAM	10,342.08
			INV4650002638	034-00458	SENIOR FEEDING PROGRAM	9,975.00
					Total :	**20,317.08**
160227	8/25/2020	104302 BEE N' WASP NEST REMOVAL, SERVICE, LLC	570867		HONEY BEE NEST REMOVAL - 16115 Al	95.00
					Total :	**95.00**
160228	8/25/2020	102135 BEHRENDS, KENT	00002074	023-01291	IT NETWORK SUPPORT	3,400.00
			00002081	023-01291	IT NETWORK SUPPORT	3,400.00
					Total :	**6,800.00**
160229	8/25/2020	102331 BLUE DIAMOND MATERIALS	1916795		STREET MAINT SUPPLIES	871.08
					Total :	**871.08**
160230	8/25/2020	108715 BOBBS, CINDY	JULY 2020		CHILD CARE PROVIDER	2,886.00
					Total :	**2,886.00**
160231	8/25/2020	110938 BRANDON'S FAMILY CHILDCARE	JULY 2020		CHILD CARE PROVIDER	1,978.00
					Total :	**1,978.00**
160232	8/25/2020	105991 BURRO CANYON ENT., INC.	2210		RANGE FEES 07/06-07/08/20	90.00
					Total :	**90.00**
160233	8/25/2020	108892 CAL WEST MOBILE RV SERVICES	2396		PD TRAFFIC/DUI TRAILERS PACK BEAI	646.27
			2397		PD COMMAND CENTER REPLACE ROC	1,269.11
					Total :	**1,915.38**
160234	8/25/2020	110313 CALTIP	94-2020-JUL	037-09953	INSURANCE CLAIMS DEDUCTIBLE - JU	4,438.45
					Total :	**4,438.45**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160235	8/25/2020	110538 CANNON COMPANY	73005	024-00640	PARTESIA BLVD. ARTERIAL IMPROVEM	5,668.56
					Total :	**5,668.56**
160236	8/25/2020	823003 CARL WARREN & COMPANY	JULY 2020		CLAIMS MANAGEMENT	1,026.60
					Total :	**1,026.60**
160237	8/25/2020	303331 CDTFA	APR-JUN 2020		UNDERGROUND STORAGE TANK MAI	1,686.56
					Total :	**1,686.56**
160238	8/25/2020	111486 CENTRALSQUARE TECHNOLOGIES	279959	032-00064	ETRAKIT ANNUAL MAINTENANCE	15,440.25
					Total :	**15,440.25**
160239	8/25/2020	103489 CF UNITED LLC	144-H 070120-073120		CAR WASH - JULY 2020	92.00
					Total :	**92.00**
160240	8/25/2020	103127 CHILD 2 CHILD CONNECTION, FAMILY DAY C/	JULY 2020		CHILD CARE PROVIDER	3,496.00
					Total :	**3,496.00**
160241	8/25/2020	110146 CHUCK THOMAS INVESTIGATIONS	07/12-07/28/20	035-01025	PROFESSIONAL SERVICES	5,040.23
					Total :	**5,040.23**
160242	8/25/2020	203115 CILVA, ALICE	GEPCO 2020		GEPCO LOAN	901.06
					Total :	**901.06**
160243	8/25/2020	312105 CITY OF LOS ANGELES	94 MA210000008		TRAFFIC SIGNAL MAINTENANCE & OPI	872.96
					Total :	**872.96**
160244	8/25/2020	303113 CITY OF TORRANCE	2021-00150383	024-00672	TRAFFIC SIGNAL MAINTENANCE - WES	8,001.98
					Total :	**8,001.98**
160245	8/25/2020	110215 CLEVER DEVICES LTD	PJINV00378351	037-09906	PURCHASE AND INSTALLATION OF GR	176,820.30
					Total :	**176,820.30**
160246	8/25/2020	111416 COLANTUONO, HIGHSMITH &, WHATLEY, PC	43391		LEGAL SERVICES	655.03
					Total :	**655.03**
160247	8/25/2020	104543 COUNTY OF LOS ANGELES	IN0837876		PUBLIC HEALTH FEE- PRIMM MEMORI	274.00
			IN0838049		PUBLIC HEALTH FEE - BELL MEMORIAI	274.00

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
160247	8/25/2020	104543	COUNTY OF LOS ANGELES	(Continued)			
				IN0838050		PUBLIC HEALTH FEE - ROWLEY PARK	274.00
						Total :	**822.00**
160248	8/25/2020	203317	CUFF, CHRISTOPHER	GEPCO 2020		GEPCO LOAN	2,000.00
						Total :	**2,000.00**
160249	8/25/2020	312117	DEPARTMENT OF WATER & POWER	073020		LIGHT & POWER	62.87
						Total :	**62.87**
160250	8/25/2020	109416	E S SPORTS	11178		PD AUTO PARTS	240.04
				11187		CUSTOM GRAPHICS FOR UNIT P02	844.26
				11189		CUSTOM GRAPHICS FOR UNIT P24	729.95
				11198		CUSTOM GRAPHICS FOR UNIT P20	121.55
						Total :	**1,935.80**
160251	8/25/2020	107353	EMERGENCY RESPONSE CRIME SCENE, CLE	T2020-508		COVID-19 - DISINFECT (3) POLICE	825.00
						Total :	**825.00**
160252	8/25/2020	105418	EMPIRE CLEANING SUPPLY	1181693	024-00673	CUSTODIAL SUPPLIES	2,642.76
						Total :	**2,642.76**
160253	8/25/2020	107690	ENLIGHTENMENT CHILD, DEVELOPMENT CEI	JULY 2020		CHILD CARE PROVIDER	2,964.00
						Total :	**2,964.00**
160254	8/25/2020	106459	ENTERPRISE FM TRUST	FBN4008132	023-01294	ENTERPRISE LEASE - AUGUST 2020	7,560.68
				FBN4018960	023-01294	ENTERPRISE LEASE - AUGUST 2020 - I	9,213.44
						Total :	**16,774.12**
160255	8/25/2020	103795	ESCALANTE FAMILY CHILD CARE	JULY 2020		CHILD CARE PROVIDER	2,406.00
						Total :	**2,406.00**
160256	8/25/2020	107510	ESCALANTE, WENDY E.	JULY 2020		CHILD CARE PROVIDER	7,151.00
						Total :	**7,151.00**
160257	8/25/2020	105539	FACTORY MOTOR PARTS CO.	25-1072523		PW AUTO PARTS	14.24
						Total :	**14.24**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160258	8/25/2020	100055 FAIR HOUSING FOUNDATION	JULY 2020		CDBG CONSULTANT	1,528.01
					Total :	**1,528.01**
160259	8/25/2020	106129 FEDEX	7-074-92042		SHIPPING SERVICES	38.81
					Total :	**38.81**
160260	8/25/2020	110888 FEHR & PEERS	138506	032-00049	CONSULTING SERVICES - SB743 IMPLI	9,604.88
					Total :	**9,604.88**
160261	8/25/2020	103083 FIRST ADVANTAGE LNS OCC HEALTH, SOLUT	2505112007		DRUG TEST/ADMIN FEE	280.28
					Total :	**280.28**
160262	8/25/2020	111170 FIRSTNET	287290395417X8102020		PD CELL PHONE ACCT #287290395417	447.42
			287290885074X1102020		CITYWIDE CELL PHONE ACCT #287290	1,920.71
			287290885074X3102020		CITYWIDE CELL PHONE ACCT #287290	1,883.91
			287293420631X8102020		PD CELL PHONE ACCT #287293420631	171.62
			287295242065X5102020		PD CELL PHONE ACCT #287295242065	459.36
			287295242065X8102020		PD CELL PHONE ACCT #287295242065	462.99
			28729885074X8102020		CITYWIDE CELL PHONE ACCT #287290	2,095.71
					Total :	**7,441.72**
160263	8/25/2020	109315 FLEETCREW	41219		UNIT #44 DURATHON TEST & INSPECT	409.95
					Total :	**409.95**
160264	8/25/2020	110683 FOBBS-HOLMAN, FAITH	JULY 2020		CHILD CARE PROVIDER	2,902.00
					Total :	**2,902.00**
160265	8/25/2020	106465 FOX FIRST AID & SAFETY	62308	073-00006	COVID-19 PPE SUPPLIES	2,205.00
			62309	073-00007	COVID-19 PPE SUPPLIES	21,746.81
			62310	073-00005	COVID-19 PPE SUPPLIES	1,313.08
			62331	073-00005	COVID-19 PPE SUPPLIES	701.19
			62430		STREET MAINT SUPPLIES	52.92
					Total :	**26,019.00**
160266	8/25/2020	107724 GARCIA, CLAUDIA CRISTINA	JULY 2020		CHILD CARE PROVIDER	11,640.00
					Total :	**11,640.00**
160267	8/25/2020	207133 GARCIA, NANCY C.	JULY 2020		CHILD CARE PROVIDER	6,907.00

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160267	8/25/2020	207133 207133 GARCIA, NANCY C.	(Continued)		**Total :**	**6,907.00**
160268	8/25/2020	107008 GARDENA A/C & RADIATOR	51146		PW SWEEPER CLEAN RADIATOR & CLI	120.00
					Total :	**120.00**
160269	8/25/2020	107030 GARDENA AUTO PARTS	118511		SEWER PROGRAM SUPPLIES	-239.40
			118794		PW AUTO PARTS	2.32
			118809		PW AUTO PARTS	27.98
			118903		SEWER PROGRAM SUPPLIES	95.52
			119176		SEWER PROGRAM SUPPLIES	12.13
			119212		SEWER PROGRAM SUPPLIES	148.84
			119256		SEWER PROGRAM SUPPLIES	262.19
			119395		PW AUTO PARTS	319.71
					Total :	**629.29**
160270	8/25/2020	107011 GARDENA VALLEY NEWS, INC.	00097975		NOTICE OF PUBLIC HEARING - SITE PL	199.50
			00098003		NOTICE OF PUBLIC HEARING- SITE PL	143.50
			00098413		SUMMARY OF ORDINANCE NO. 1820 -	91.00
					Total :	**434.00**
160271	8/25/2020	619005 GAS COMPANY, THE	080720		CNG FUEL - JULY 2020	364.44
					Total :	**364.44**
160272	8/25/2020	110364 GOMEZ, CLAUDIA	GEPCO 2020		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
160273	8/25/2020	107513 GRAINGER	9602240450		BUS FACILITY SUPPLIES	595.94
			9605855601		BUS FACILITY SUPPLIES	36.97
					Total :	**632.91**
160274	8/25/2020	110435 GUERRERO, ANGELICA	JULY 2020		CHILD CARE PROVIDER	10,457.00
					Total :	**10,457.00**
160275	8/25/2020	104017 HALO BRANDED SOLUTIONS INC.	4403066		GTRANS PROMOTIONAL ITEMS	2,009.69
			4423887		GTRANS PROMOTIONAL ITEMS	391.11
					Total :	**2,400.80**
160276	8/25/2020	108607 HENDERSON-BATISTE, TANEKA	JULY 2020		CHILD CARE PROVIDER	4,577.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160276	8/25/2020	108607 108607 HENDERSON-BATISTE, TANEKA	(Continued)		Total :	4,577.00
160277	8/25/2020	108434 HOME DEPOT CREDIT SERVICES	2796033		PD PROGRAM SUPPLIES	52.35
			7021832		PD PROGRAM SUPPLIES	94.15
			9520247		BLDG MAINT SUPPLIES	46.21
					Total :	192.71
160278	8/25/2020	108430 HOME PIPE & SUPPLY	F24250		BLDG MAINT SUPPLIES	18.09
			F24365		BLDG MAINT SUPPLIES	287.21
			F24515		BLDG MAINT SUPPLIES	139.79
					Total :	445.09
160279	8/25/2020	105513 INDUSTRIAL CLEANING SYSTEMS, INC.	38662		PD PROGRAM SUPPLIES	476.20
					Total :	476.20
160280	8/25/2020	110222 INTERAMERICAN MOTOR, LLC	110-288194		GTRANS AUTO PARTS	383.58
					Total :	383.58
160281	8/25/2020	106714 INTERSTATE BATTERIES OF, CALIFORNIA CO	130094753		GTRANS AUTO PARTS	437.37
					Total :	437.37
160282	8/25/2020	110733 J & S PROPERTY MANAGEMENT AND, MAINTI	4897	037-09958	LANDSCAPE MAINTENANCE SERVICES	1,295.00
					Total :	1,295.00
160283	8/25/2020	105226 JEKAL FAMILY CHILD CARE	JULY 2020		CHILD CARE PROVIDER	7,533.00
					Total :	7,533.00
160284	8/25/2020	110853 JONES & MAYER	96565		ATTORNEY SERVICES	779.00
					Total :	779.00
160285	8/25/2020	111517 KIRK'S AUTOMOTIVE INC.	1040087		GTRANS SHOP SUPPLIES	179.68
					Total :	179.68
160286	8/25/2020	111045 KJ SERVICES	1944		BOTTLE & CAN RECYCLING PROGRAM	233.75
					Total :	233.75
160287	8/25/2020	110848 KREUZER CONSULTING GROUP	20-103	024-00644	CONSULTING SERVICES - LOCAL STRE	9,885.00

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
160287	8/25/2020	110848	110848 KREUZER CONSULTING GROUP	(Continued)		Total :	9,885.00
160288	8/25/2020	312655	L.A. COUNTY AUDITOR-CONTROLLER	2020/2021		LOCAL AGENCY FORMATION COMMIS	3,132.86
						Total :	3,132.86
160289	8/25/2020	312248	L.A. COUNTY DEPARTMENT OF, PUBLIC WOR	IN200001154		LABOR & EQUIPMENT CHARGES - TS	2,486.99
						Total :	2,486.99
160290	8/25/2020	112145	L.A. COUNTY FIRE DEPARTMENT	IN0320969		UNDERGROUND STORAGE TANK PRO	3,679.00
				IN0327048		HAZARDOUS MATERIALS DISCLOSURI	630.00
						Total :	4,309.00
160291	8/25/2020	312039	L.A. COUNTY FIRE DEPARTMENT	C0007540	023-01284	FIRE PROTECTION SERVICES - SEPTE	801,296.65
						Total :	801,296.65
160292	8/25/2020	109939	LA UNIFORMS & TAILORING	5975		PD UNIFORM SUPPLIES	108.09
				5985		PD UNIFORM SUPPLIES	20.89
						Total :	128.98
160293	8/25/2020	112015	LACERDA, DALVANICE	JULY 2020		CHILD CARE PROVIDER	10,563.00
						Total :	10,563.00
160294	8/25/2020	110777	LEARN N PLAY FAMILY DAYCARE	JULY 2020		CHILD CARE PROVIDER	4,086.00
						Total :	4,086.00
160295	8/25/2020	109827	LEARNING GENIE INC.	INV-130		SUBSCRIPTION - LEARNING GENIE AP	1,110.00
						Total :	1,110.00
160296	8/25/2020	108237	LEO WEB PROTECT	2640	023-01300	COUNCIL & CM INTERNET PRIVACY SE	5,999.94
						Total :	5,999.94
160297	8/25/2020	108023	LEXIPOL LLC	INV4333	035-01026	JAIL POLICY MANUAL UPDATE SUBSCI	3,683.00
						Total :	3,683.00
160298	8/25/2020	102376	LEXISNEXIS RISK SOLUTIONS	1328345-20200731		MONTHLY SUBSCRIPTION FEE	614.95
						Total :	614.95
160299	8/25/2020	112260	LIEBERT CASSIDY WHITMORE	1501571		PROFESSIONAL SERVICES	114.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160299	8/25/2020	112260 LIEBERT CASSIDY WHITMORE	(Continued)			
			1501572		PROFESSIONAL SERVICES	30.00
			1501573		PROFESSIONAL SERVICES	988.00
			1501574		PROFESSIONAL SERVICES	762.50
			1501576		PROFESSIONAL SERVICES	3,888.00
			1501579		PROFESSIONAL SERVICES	38.00
			1502579		PROFESSIONAL SERVICES	2,947.50
			1502580		PROFESSIONAL SERVICES	32,967.40
					Total :	**41,735.40**
160300	8/25/2020	102233 LITTLE PEOPLE DAY CARE	JULY 2020		CHILD CARE PROVIDER	5,890.00
					Total :	**5,890.00**
160301	8/25/2020	109517 LOAD N' GO BUILDING MATERIALS	16054		STREET MAINT SUPPLIES	21.50
			16072		STREET MAINT SUPPLIES	21.50
					Total :	**43.00**
160302	8/25/2020	112615 LU'S LIGHTHOUSE, INC.	01174533		GTRANS SHOP SUPPLIES	577.99
					Total :	**577.99**
160303	8/25/2020	110306 MARIPOSA LANDSCAPES, INC	89800	024-00669	MEDIAN LANDSCAPE MAINTENANCE	6,509.00
					Total :	**6,509.00**
160304	8/25/2020	107951 MARK HANDLER & ASSOCIATES	JULY 2020	032-00065	BUILDING INSPECTION SERVICES	12,203.75
			JUNE 2020	032-00066	BUILDING INSPECTION SERVICES	11,830.00
					Total :	**24,033.75**
160305	8/25/2020	109645 MARLIN BUSINESS BANK	18239666	035-01024	AUTOMATED EXTERNAL DEFIBRILLAT(	4,651.78
					Total :	**4,651.78**
160306	8/25/2020	107644 MARTINEZ, CHERYL NAOMI	JULY 2020		CHILD CARE PROVIDER	6,687.00
					Total :	**6,687.00**
160307	8/25/2020	104773 MARTINEZ, KAMBY	JULY 2020		CHILD CARE PROVIDER	8,154.00
					Total :	**8,154.00**
160308	8/25/2020	113064 MCMASTER-CARR SUPPLY COMPANY	43068549		GTRANS SHOP SUPPLIES	29.95
			43215171		GTRANS SHOP SUPPLIES	224.43

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160308	8/25/2020	113064 MCMASTER-CARR SUPPLY COMPANY	(Continued)			
			73071506		GTRANS SHOP SUPPLIES	28.73
					Total :	**283.11**
160309	8/25/2020	111493 MEDINA, JESUS	DR #15-1932		RETURN MONEY BOOKED AS EVIDEN(	873.00
					Total :	**873.00**
160310	8/25/2020	108699 MEZIERE ENTERPRISES INC.	69298		ELECTRIC WATER PUMP	776.46
					Total :	**776.46**
160311	8/25/2020	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	21763		SERVICE AGREEMENT PLAN	135.00
			478360		PROPANE GAS	422.42
					Total :	**557.42**
160312	8/25/2020	105622 N/S CORPORATION	0100389	037-09871	GTRANS BUS WASH EQUIPMENT MAIN	385.00
					Total :	**385.00**
160313	8/25/2020	214310 NIKO, UIKILIFI	080520		MEDICAL REIMBURSEMENT	1,582.88
			80520		MGMT ANNUAL HEALTH BENEFIT	471.88
					Total :	**2,054.76**
160314	8/25/2020	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	68577200		RANDOM BAT, UDS COLL, DOT RECER	196.00
			68650719		DOT RECERT, PHYSICAL - J.WINFREY,	365.50
					Total :	**561.50**
160315	8/25/2020	115168 OFFICE DEPOT	100864704-002		FCC OFFICE SUPPLIES	6.59
			104460553		PD OFFICE SUPPLIES	62.34
			104906157		BUS OFFICE SUPPLIES	213.93
			106025079		PD OFFICE SUPPLIES	15.48
			107406778		BUS OFFICE SUPPLIES	76.87
			107439572		BUS OFFICE SUPPLIES	70.99
			108213121		PD OFFICE SUPPLIES	61.86
			108810270		HR OFFICE SUPPLIES	56.75
			109205944		BUS OFFICE SUPPLIES	118.26
			109290256		HR OFFICE SUPPLIES	68.67
			109487715		BUS OFFICE SUPPLIES	18.28
			109729367		BUS OFFICE SUPPLIES	130.08
			109806747		REC OFFICE SUPPLIES	65.29

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160315	8/25/2020	115168 OFFICE DEPOT	(Continued)			
			513135531		FCC OFFICE SUPPLIES	696.33
					Total :	**1,661.72**
160316	8/25/2020	111358 O'REILLY AUTO PARTS	431004		PW AUTO PARTS	28.62
			431355		GTRANS AUTO PARTS	241.87
			431836		GTRANS AUTO PARTS	228.44
			435394		GTRANS AUTO PARTS	975.24
			435412		PW AUTO PARTS	23.03
			436028		GTRANS AUTO PARTS	106.87
					Total :	**1,604.07**
160317	8/25/2020	115810 ORKIN PEST CONTROL	202672981		PEST CONTROL - ACCT #27336703	230.90
			202672982		PEST CONTROL - ACCT #27336703	230.90
			203930819		PEST CONTROL - ACCT #27336703	192.00
					Total :	**653.80**
160318	8/25/2020	215540 OSORIO, VICENTE	081820		MGMT ANNUAL HEALTH BENEFIT	109.49
					Total :	**109.49**
160319	8/25/2020	109890 OWUSU FAMILY CHILD CARE	JULY 2020		CHILD CARE PROVIDER	9,784.00
					Total :	**9,784.00**
160320	8/25/2020	103673 PACIFIC PRODUCTS & SERVICE, LLC	27150		SIGNS/SIGNALS SUPPLIES	1,131.96
					Total :	**1,131.96**
160321	8/25/2020	110403 PENN RECORDS MANAGEMENT	0118735		OFF-SITE STORAGE SERVICES - JULY	51.00
					Total :	**51.00**
160322	8/25/2020	119271 PENSKE CHEVROLET	251096		GTRANS AUTO PARTS	481.78
					Total :	**481.78**
160323	8/25/2020	307101 PETTY CASH FUND	04/20-06/30/20		REPLENISH PETTY CASH	481.49
			07/08-08/11/20		REPLENISH PETTY CASH	107.05
					Total :	**588.54**
160324	8/25/2020	108600 PHOENIX GROUP INFORMATION, SYSTEMS	0620201211		PARKING CONTRACT SERVICES - JUNI	80.25

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160324	8/25/2020	108600 108600 PHOENIX GROUP INFORMATION, SYSTE (Continued)			Total :	80.25
160325	8/25/2020	105574 PINNACLE PETROLEUM, INC.	0223752	037-09960	87 OCTANE REGULAR UNLEADED CAR	11,504.97
			0223753	037-09960	ULTA LOW SULFUR CARB RENEWABLE	2,376.20
			0226978	037-09960	87 OCTANE REGULAR UNLEADED CAR	20,386.21
			0226979	037-09960	87 OCTANE REGULAR UNLEADED CAR	20,355.90
			223753C		ULTRA LOW SULFUR CARB RENEWABI	-2,376.20
			223753R	037-09960	ULTRA LOW SULFUR CARB RENEWABI	2,401.20
					Total :	54,648.28
160326	8/25/2020	116225 PLUMBERS DEPOT, INC.	PD-475931		SEWER PROGRAM SUPPLIES	570.77
					Total :	570.77
160327	8/25/2020	106092 PRUDENTIAL OVERALL SUPPLY	41030840	024-00675	CUSTODIAL SUPPLIES	2,921.28
			42539830		SUPPLY RENTAL - MATS - GTRANS	50.10
			42539831		UNIFORM & SUPPLY RENTAL	105.58
			42539832		UNIFORM & SUPPLY RENTAL	69.24
			42539833		UNIFORM & SUPPLY RENTAL	244.99
			425419004		SUPPLY RENTAL - MATS - PD	91.60
			42541902		UNIFORM & SUPPLY RENTAL	105.58
			42541903		UNIFORM & SUPPLY RENTAL	69.24
			42541905		SUPPLY RENTAL - MATS - HS	11.60
			42541906		SUPPLY RENTAL - MATS - NCC	13.65
			42541907		SUPPLY RENTAL - MATS - CH	19.00
			42541908		UNIFORM & SUPPLY RENTAL	244.99
					Total :	3,946.85
160328	8/25/2020	110376 QUIROZ, ABIGAIL	081020		MGMT ANNUAL HEALTH BENEFIT	500.00
					Total :	500.00
160329	8/25/2020	100147 RCI IMAGE SYSTEMS	76525		MICROFICHE SCANNING - 14402 HAAS	41.61
					Total :	41.61
160330	8/25/2020	103072 REACH	082165		EAP SERVICES/REACHLINE NEWSLET	902.00
					Total :	902.00
160331	8/25/2020	101511 READYREFRESH	10G0010113405		DRINKING WATER SERVICE	145.50

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Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
160331	8/25/2020	101511	101511 READYREFRESH	(Continued)		Total :	145.50
160332	8/25/2020	111372	RECYCLE AWAY LLC	00022196	023-01280	CAL RECYCLING RECYCLING CONTAIN	3,629.51
						Total :	3,629.51
160333	8/25/2020	118228	REGENTS OF THE UNIVERSITY OF, THE	10924001		CA TORT GUIDE 3RD UPDATE 20	253.68
						Total :	253.68
160334	8/25/2020	100515	REGISTRAR-RECORDER/COUNTY, CLERK	20-2050	011-00027	GARDENA MUNICIPAL ELECTION 03/03	130,057.16
						Total :	130,057.16
160335	8/25/2020	118476	RICOH USA, INC.	9028521718		RICOH MPC3503 COPIER LEASE - CHIE	143.35
				9028522022		RICOH MPC3503 COPIER LEASE - ADM	162.96
				9028522138		RICOH MPC3503 COPIER LEASE - GTR	182.17
				9028522229		RICOH MPC6003 COPIER LEASE - PD S	217.78
						Total :	706.26
160336	8/25/2020	100585	RKA CONSULTING GROUP	30164		ENGINEERING PLAN CHECK SERVICES	2,030.00
						Total :	2,030.00
160337	8/25/2020	111495	ROBINSON-PASSLEY, SHARON	080120		GMEA 2020 EARLY RETIREMENT INCEI	1,176.50
						Total :	1,176.50
160338	8/25/2020	107958	RUVALCABA, HUMBERTO	GEPCO 2020		GEPCO LOAN	2,000.00
						Total :	2,000.00
160339	8/25/2020	119022	SAFEMART OF SOUTHERN, CALIFORNIA	92697		PD PROGRAM SUPPLIES	5.51
						Total :	5.51
160340	8/25/2020	106482	SALAS, KAREN	GEPCO 2020		GEPCO LOAN	2,000.00
						Total :	2,000.00
160341	8/25/2020	110782	SCHEDULE MASTERS, INC	20200318	037-09875	PROFESSIONAL SERVICES - GTRANS	9,935.00
						Total :	9,935.00
160342	8/25/2020	108654	SECTRAN SECURITY INC.	20070613		ARMORED TRANSPORTATION SERVICI	181.21
						Total :	181.21

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160343	8/25/2020	106050 SHEHATA, AMY	JULY 2020		CHILD CARE PROVIDER	8,968.00
					Total :	**8,968.00**
160344	8/25/2020	119233 SHERWIN-WILLIAMS CO.	2861-5		STREET MAINT SUPPLIES	648.05
			3306-0		STREET MAINT SUPPLIES	74.36
			3308-6		STREET MAINT SUPPLIES	327.56
					Total :	**1,049.97**
160345	8/25/2020	101649 SILVIA ESPINOZA FAMILY CHILD, CARE	JULY 2020		CHILD CARE PROVIDER	3,680.00
					Total :	**3,680.00**
160346	8/25/2020	111480 SMART LLC	689223-2		COVID-19 SUPPLIES - HAND SANITIZEI	630.00
					Total :	**630.00**
160347	8/25/2020	109531 SMILLIN, MAGE	JULY 2020		CHILD CARE PROVIDER	10,249.00
					Total :	**10,249.00**
160348	8/25/2020	119129 SNAP-ON INDUSTRIAL	ARV/44570365		BUS MAINT SUPPLIES	171.12
			ARV/44591603		BUS MAINT SUPPLIES	188.07
			ARV/44664207		BUS MAINT SUPPLIES	133.31
					Total :	**492.50**
160349	8/25/2020	119202 SOUTH BAY DOCUMENT DESTRUCTION	73233		DOCUMENT DESTRUCTION 08/04/20	208.00
					Total :	**208.00**
160350	8/25/2020	119375 SOUTH COAST AIR QUALITY, MANAGEMENT I	3672966		ANNUAL OPERATING FEES - SPRAY EC	421.02
			3673027		ANNUAL OPERATING FEES - I C E (50-5	421.02
			3673176		ANNUAL OPERATING FEES - RULE 461	248.92
			3674530		EMISSIONS FEES - FLAT FEE FOR LAS	136.40
			3674698		EMISSIONS FEE - FLAT FEE FOR LAST	136.40
			3675619		EMISSIONS FEES - FLAT FEE FOR LAS	136.40
					Total :	**1,500.16**
160351	8/25/2020	619003 SOUTHERN CALIFORNIA EDISON	073020		LIGHT & POWER	43,858.80
					Total :	**43,858.80**
160352	8/25/2020	103202 SOUTHERN COUNTIES LUBRICANTS, LLC	126323		P66 GUARDOL NAT GAS 15W40	2,140.56

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160352	8/25/2020	103202 103202 SOUTHERN COUNTIES LUBRICANTS, LL (Continued)			**Total :**	**2,140.56**
160353	8/25/2020	109067 SPEAKWRITE	3bb0ad6c		TRANSCRIPTION SERVICES - JULY 202	86.15
					Total :	**86.15**
160354	8/25/2020	104126 SPECTRUM SOLUTIONS	0027122081120		CABLE & INTERNET SERVICES - CITYV	4,757.02
					Total :	**4,757.02**
160355	8/25/2020	104453 SPICERS PAPER, INC.	2484504	023-01297	PRINT SHOP PAPER	1,207.70
					Total :	**1,207.70**
160356	8/25/2020	119548 ST. JOHN LUTHERAN CHURCH	SEPTEMBER 2020		SENIOR CITIZENS DAY CARE	900.00
					Total :	**900.00**
160357	8/25/2020	119594 STANLEY PEST CONTROL	COG 0720		PEST CONTROL SERVICE - 2320 W 149	117.00
			COG 0720-1		PEST CONTROL SERVICE - 1670 W 162	654.00
					Total :	**771.00**
160358	8/25/2020	100609 TANK SPECIALISTS OF CALIFORNIA	29975		CERTIFIED DESIGNATED OPERATOR S	189.75
					Total :	**189.75**
160359	8/25/2020	110877 TAYLORING MINDS FAMILY CHILD, CARE	JULY 2020		CHILD CARE PROVIDER	3,744.00
					Total :	**3,744.00**
160360	8/25/2020	109351 TDX	2684257		GTRANS AUTO SUPPLIES	176.40
					Total :	**176.40**
160361	8/25/2020	109411 TITAN LEGAL SERVICES, INC.	SU335335-01-01		PROFESSIONAL SERVICES	97.30
					Total :	**97.30**
160362	8/25/2020	109775 TOMS TRUCK CENTER NORTH COUNTY	1193192		GTRANS AUTO PARTS	944.63
			1193679		GTRANS AUTO PARTS	1,503.32
			1195859		GTRANS AUTO PARTS	634.46
					Total :	**3,082.41**
160363	8/25/2020	120444 TORRANCE MEMORIAL MEDICAL CTR	1002 07/01-07/31/20		COVID-19 MEDICAL SERVICES - TEST I	690.00
					Total :	**690.00**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160364	8/25/2020	111494 TORRES, ROBERT	GEPCO 2020		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
160365	8/25/2020	110818 TRANSIT AND PARATRANSIT CO.	T-1864	037-09957	BUS OPERATOR TRAINING MATERIALS	4,020.00
					Total :	**4,020.00**
160366	8/25/2020	120854 TURF STAR INC.	7131836		PW AUTO PARTS	235.97
					Total :	**235.97**
160367	8/25/2020	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	105227471		HR OFFICE SUPPLIES	373.77
			JONES 07/22/20		CAL CARD STATEMENT 06/23-07/22/20	2,001.13
			JONES 7/22/20		CAL CARD STATEMENT 06/23-07/22/20	1,993.72
			PYNN 07/22/20		CAL CARD STATEMENT 06/23-07/22/20	611.94
			SANTIN 7/22/20	034-00459	CAL CARD STATEMENT 06/23-07/22/20	4,695.85
					Total :	**9,676.41**
160368	8/25/2020	109220 U.S. BANK EQUIPMENT FINANCE	420334898		RICOH MPC4503 COPIER LEASE - CD~	175.09
					Total :	**175.09**
160369	8/25/2020	107274 U.S. TOW, INC.	00888	037-09959	TOWING SERVICES FOR BUS #761	60.00
			00889	037-09959	TOWING SERVICES FOR BUS #773	60.00
			00890	037-09959	TOWING SERVICES FOR BUS #767	60.00
					Total :	**180.00**
160370	8/25/2020	104692 ULINE	122173095		BUS SHOP SUPPLIES	198.99
			122243418		BUS SHOP SUPPLIES	-322.73
			122351378		BUS SHOP SUPPLIES	146.01
			122594692		BUS SHOP SUPPLIES	221.38
			122738087		BUS SHOP SUPPLIES	243.08
					Total :	**486.73**
160371	8/25/2020	121407 UPS	1411430437		SHIPPING SERVICE CHARGES	127.65
			649922320		SHIPPING SERVICE CHARGES	143.02
					Total :	**270.67**
160372	8/25/2020	105549 VALDEZ, MATILDE	JULY 2020		CHILD CARE PROVIDER	11,075.00
					Total :	**11,075.00**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160373	8/25/2020	111492 VENTURA, OSMIN N.	PERMIT #50019-0003		PERMIT DEPOSIT REFUND - 14933 VAN	5,000.00
					Total :	**5,000.00**
160374	8/25/2020	103841 VILLAGE AUTO SPA	JULY 2020		CAR WASH	212.85
					Total :	**212.85**
160375	8/25/2020	108850 VOLLMER-GRAY ENGINEERING, LABORATOR	51621		PROFESSIONAL SERVICES	400.00
					Total :	**400.00**
160376	8/25/2020	100212 WATKINS, RAMISI	GEPCO 2020		GEPCO LOAN	2,000.00
					Total :	**2,000.00**
160377	8/25/2020	104107 WAXIE SANITARY SUPPLY	79355446		COVID-19 EMERGENCY SUPPLIES	102.82
			79365627		BUS WASH SUPPLIES	527.88
					Total :	**630.70**
160378	8/25/2020	100107 WAYNE ELECTRIC CO.	196504		GTRANS AUTO PARTS	542.03
					Total :	**542.03**
160379	8/25/2020	103687 WENKE, EDWARD	SPRING 2020		EDUCATIONAL REIMBURSEMENT	4,092.00
					Total :	**4,092.00**
160380	8/25/2020	123154 WEST COAST ARBORISTS, INC.	162322	024-00671	TREE REMOVAL SERVICES FY 2020	12,312.00
					Total :	**12,312.00**
160381	8/25/2020	119387 WEX BANK	66878001		FUEL PURCHASES	175.15
					Total :	**175.15**
160382	8/25/2020	109342 WHITMAN ELECTRIC	81020		EMERGENCY TRAFFIC SIGNAL REPAIR	950.00
					Total :	**950.00**
160383	8/25/2020	123050 WILLIAMS SCOTSMAN, INC.	7973270	035-01023	MODULAR BUILDING RENTAL CPX-804	3,319.30
					Total :	**3,319.30**
160384	8/25/2020	125001 YAMADA COMPANY, INC.	79631		PARK MAINT SUPPLIES	5.69
			79661		PARK MAINT SUPPLIES	38.27
					Total :	**43.96**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160385	8/25/2020	103601 YINCOM	6696		IT COMPUTER PARTS	142.24
					Total :	**142.24**
160386	8/25/2020	107051 ZAVALETA, MARITZA	JULY 2020		CHILD CARE PROVIDER	1,939.00
					Total :	**1,939.00**

186 Vouchers for bank code : usb **Bank total : 3,140,118.24**

186 Vouchers in this report **Total vouchers : 3,140,118.24**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 19 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 19 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:

_____

_____ 8/25/20
Mayor Date

_____ _____
Councilmember Date

_____ _____
Councilmember Date

Acknowledged:

_____ _____
Councilmember Date

_____ _____
Councilmember Date

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160387	8/25/2020	101195 WASTE RESOURCES GARDENA	082420		WASTE COLLECTION	242,706.51
					Total :	**242,706.51**
160388	8/25/2020	619003 SOUTHERN CALIFORNIA EDISON	081520		LIGHT & POWER	42,538.73
					Total :	**42,538.73**
160389	8/25/2020	619004 GOLDEN STATE WATER CO.	080620		WATER	12,545.20
					Total :	**12,545.20**
160390	8/25/2020	111219 MARC FERRIER	12992	073-00011	COVID-19 EMERGENCY SUPPLIES	5,500.00
					Total :	**5,500.00**
160391	9/8/2020	104058 ADMINSURE INC.	13423	023-01292	ADMINSURE CLAIMS ADMINISTRATION	11,340.00
					Total :	**11,340.00**
160392	9/8/2020	101748 AFTERMARKET PARTS COMPANY LLC, THE	82176620		GTRANS AUTO PARTS	79.16
					Total :	**79.16**
160393	9/8/2020	101628 AQUA-FLO SUPPLY	1583454		PARK MAINT SUPPLIES	80.57
			1591551		PARK MAINT SUPPLIES	201.35
					Total :	**281.92**
160394	9/8/2020	104687 AT&T	15113592		TELEPHONE	262.47
			15179349		TELEPHONE	271.63
			15179350		TELEPHONE	394.59
			15179660		TELEPHONE- ALL DEPTS	8,053.92
			15182469		TELEPHONE	684.76
			15212641		TELEPHONE	33.47
			15212642		TELEPHONE	85.64
			15212656		TELEPHONE	33.47
			15212664		TELEPHONE	33.47
			15212665		TELEPHONE	86.72
					Total :	**9,940.14**
160395	9/8/2020	100474 AT&T LONG DISTANCE	081220		TELEPHONE	22.01
					Total :	**22.01**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160396	9/8/2020	100964 AT&T MOBILITY	828667974X8162020		CM CELL PHONE ACCT #828667974	86.46
					Total :	**86.46**
160397	9/8/2020	110686 AZTECH ELEVATOR COMPANY	AZ16656	037-09966	ELEVATOR MAINTENANCE - GTRANS	285.00
			AZ16657	037-09966	ELEVATOR MAINTENANCE - GTRANS	83.33
			AZ16673	024-00665	ELEVATOR MAINTENANCE - NCC	285.00
			AZ16674	024-00665	ELEVATOR MAINTENANCE - PW	285.00
			AZ16675	024-00665	ELEVATOR MAINTENANCE - CITY HALL	100.00
			AZ16676	024-00665	ELEVATOR MAINTENANCE - NCC	100.00
					Total :	**1,138.33**
160398	9/8/2020	111481 BATEMAN COMMUNITY LIVING, LLC	INV46500002697	034-00458	SENIOR FEEDING PROGRAM	8,793.96
			INV4650002669	034-00458	SENIOR FEEDING PROGRAM	10,134.60
					Total :	**18,928.56**
160399	9/8/2020	103373 BOB & MARC PLUMBING	S-98846		ROWLEY PARK REHAB PROJECT	275.00
					Total :	**275.00**
160400	9/8/2020	104452 BRW SAFETY AND SUPPLY	15024		PW UNIFORM SUPPLIES	640.58
					Total :	**640.58**
160401	9/8/2020	105991 BURRO CANYON ENT., INC.	2231		RANGE FEES 08/20/20	20.00
					Total :	**20.00**
160402	9/8/2020	108378 CHARLES E. THOMAS COMPANY INC.	63940		DESIGNATED OPERATOR SERVICE	200.00
					Total :	**200.00**
160403	9/8/2020	103465 COMMUNITY VETERINARY HOSPITAL	415649		VETERINARY SERVICES - RENO	485.00
					Total :	**485.00**
160404	9/8/2020	103125 COMPLETE COACH WORKS	69424	037-09967	BUS #775 SERVICE CALL - DIAGNOSE	2,900.50
			79177		GTRANS AUTO PARTS	111.90
					Total :	**3,012.40**
160405	9/8/2020	109913 COSTAR REALTY INFORMATION INC.	111603292		COSTAR SUITE - JULY 2020	995.94
			111990237		COSTAR SUITE - AUGUST 2020	995.94
					Total :	**1,991.88**

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160406	9/8/2020	104543 COUNTY OF LOS ANGELES	IN0836532		PUBLIC HEALTH FEE - ST. JOHN LUTHE	361.00
					Total :	**361.00**
160407	9/8/2020	103512 CRENSHAW LUMBER CO.	82124		STREET MAINT SUPPLIES	24.70
					Total :	**24.70**
160408	9/8/2020	103353 CRM COMPANY, LLC.	LA16147		SCRAP TIRE DISPOSAL FEE	39.50
			LA16148		SCRAP TIRE DISPOSAL FEE	29.50
					Total :	**69.00**
160409	9/8/2020	203317 CUFF, CHRISTOPHER	083120		MGMT ANNUAL HEALTH BENEFIT	196.01
					Total :	**196.01**
160410	9/8/2020	107082 CXTEC INC.	7051113		MERAKI MS220-8 CLOUD MANAGED 8-	757.23
			7058907		MERAKI MS220-8 CLOUD MANAGED 8-	349.86
			CI13217	023-01282	RAPIDCARE COVERAGE, 24X7	421.00
					Total :	**1,528.09**
160411	9/8/2020	102228 DAILY BREEZE	0011373886		CLASSIFIED ADS - PUBLIC NOTICE -	245.05
					Total :	**245.05**
160412	9/8/2020	110844 DATA GEAR, INC.	42387	035-01016	VIDEO POLICING SYSTEM CAMERA M/	2,220.00
					Total :	**2,220.00**
160413	9/8/2020	303459 DEPARTMENT OF JUSTICE	460655		FINGERPRINT APPS - JULY 2020	320.00
					Total :	**320.00**
160414	9/8/2020	104018 DEPARTMENT OF TOXIC, SUBSTANCES CON	201971067		EPA ID NUMBER VERIFICATION FEE	200.00
			202071067		EPA ID NUMBER VERIFICATION FEE	215.00
					Total :	**415.00**
160415	9/8/2020	312117 DEPARTMENT OF WATER & POWER	082120		LIGHT & POWER	95.13
					Total :	**95.13**
160416	9/8/2020	105182 DIRECTV	37621226167		DIRECTV SERVICE - BUSINESS XTRA -	118.48
					Total :	**118.48**
160417	9/8/2020	110532 ELECTRIC CAR SALES & SERVICE	2779CM		GTRANS AUTO PARTS	274.02

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160417	9/8/2020	110532 ELECTRIC CAR SALES & SERVICE	(Continued)			
			2783CM		GTRANS AUTO PARTS	546.84
					Total :	**820.86**
160418	9/8/2020	107353 EMERGENCY RESPONSE CRIME SCENE, CLE	T2020-515		DISINFECT (1) POLICE VEHICLE, & JAIL	725.00
			T2020-564		COVID-19 - DISINFECT (1) POLICE VEH	275.00
					Total :	**1,000.00**
160419	9/8/2020	109426 ESPINOSA, VANESSA	06/24-08/27/20		PROFESSIONAL SERVICES - CASE WC	735.00
					Total :	**735.00**
160420	9/8/2020	110593 EXTTI, INCORPORATED	16043		PROFESSIONAL SERVICES	975.00
					Total :	**975.00**
160421	9/8/2020	106129 FEDEX	7-094-72104		SHIPPING SERVICES	27.47
			7-094-76574		SHIPPING SERVICES	75.59
					Total :	**103.06**
160422	9/8/2020	111170 FIRSTNET	287293416290X8102020		PD CELL PHONE ACCT #287293416290	3,183.04
					Total :	**3,183.04**
160423	9/8/2020	106334 FLORENCE FILTER CORPORATION	0115483		TRAFFIC SIGNAL FILTERS	720.56
					Total :	**720.56**
160424	9/8/2020	106465 FOX FIRST AID & SAFETY	62477		STREET MAINT SUPPLIES	206.72
					Total :	**206.72**
160425	9/8/2020	107008 GARDENA A/C & RADIATOR	51209		2004 CHEVY IMPALA #1169954 #65 A/C	231.87
					Total :	**231.87**
160426	9/8/2020	108183 GARDENA ACE HARDWARE	69654		BLDG MAINT SUPPLIES	14.94
					Total :	**14.94**
160427	9/8/2020	107030 GARDENA AUTO PARTS	119861		PD AUTO PARTS	24.65
			119928		PW AUTO PARTS	71.35
			119965		PD AUTO PARTS	55.26
			120026		PW AUTO PARTS	259.02
			120190		PW AUTO PARTS	40.64

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160427	9/8/2020	107030 GARDENA AUTO PARTS	(Continued)			
			120464		PW AUTO PARTS	59.74
			120647		PW AUTO PARTS	126.74
			120788		PW AUTO PARTS	340.10
					Total :	**977.50**
160428	9/8/2020	107080 GARDENA BEAR WHEEL	55101		2017 FORD F-350 UNIT #78 WHEEL ALI	181.44
					Total :	**181.44**
160429	9/8/2020	111361 GARDENA COLLISION CENTER	72199		2000 FORD CROWN VIC #YX105011 -	50.00
					Total :	**50.00**
160430	9/8/2020	111501 GARDNER, JORDAN	PERMIT #15955		PERMIT DEPOSIT REFUND - 14321 VAI	20,000.00
					Total :	**20,000.00**
160431	9/8/2020	619005 GAS COMPANY, THE	082820		GAS	2,330.52
					Total :	**2,330.52**
160432	9/8/2020	619004 GOLDEN STATE WATER CO.	082420		WATER	23,558.60
					Total :	**23,558.60**
160433	9/8/2020	109055 GRAFFITI SHIELD, INC.	14312		BUS GRAFFITI SHIELD	1,988.15
			14316		BUS GFAFFITI SHIELD	1,336.63
					Total :	**3,324.78**
160434	9/8/2020	107513 GRAINGER	9621457515		BUS FACILITY SUPPLIES	268.11
			9624185246		BUS FACILITY SUPPLIES	48.43
			9634815204		STREET MAINT SUPPLIES	22.20
					Total :	**338.74**
160435	9/8/2020	208114 HASSOLDT, MATTHEW S.	081920		EDUCATIONAL REIMBURSEMENT	705.00
					Total :	**705.00**
160436	9/8/2020	108434 HOME DEPOT CREDIT SERVICES	1051282		JAIL PROGRAM SUPPLIES	126.08
			1091546		PD PROGRAM SUPPLIES	16.39
			5330066		BLDG MAINT SUPPLIES	24.71
			6330056		BLDG MAINT SUPPLIES	95.82
			7902940		PD PROGRAM SUPPLIES	19.55

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160436	9/8/2020	108434 HOME DEPOT CREDIT SERVICES	(Continued)			
			7902952		PD PROGRAM SUPPLIES	-4.34
			7904937		PD PROGRAM SUPPLIES	34.75
					Total :	**312.96**
160437	9/8/2020	108430 HOME PIPE & SUPPLY	F24406		BLDG MAINT SUPPLIES	34.59
					Total :	**34.59**
160438	9/8/2020	106714 INTERSTATE BATTERIES OF, CALIFORNIA CO	130093245		GTRANS AUTO PARTS	656.05
			130094079		GTRANS AUTO PARTS	1,093.42
			170040895		GTRANS AUTO PARTS	156.15
			90071914		GTRANS AUTO PARTS	-328.50
					Total :	**1,577.12**
160439	9/8/2020	108555 JALISCO TIRE & AUTO REPAIR	080520		(2) TIRES MOUNT & BALANCE, (1) FLAT	40.00
			081220		FLAT REPAIR	10.00
			081920		(2) TIRES MOUNT & BALANCE, (2) FLAT	45.00
			81220		(2) FLAT REPAIRS	20.00
					Total :	**115.00**
160440	9/8/2020	110010 JANEK CORPORATION, THE	109047		GTRANS SHOP SUPPLIES	2,116.80
			109052		GTRANS SHOP SUPPLIES	2,116.80
					Total :	**4,233.60**
160441	9/8/2020	109524 KB HOMES	PERMIT #16149		PERMIT DEPOSIT REFUND - 1017 W 14	50,000.00
					Total :	**50,000.00**
160442	9/8/2020	110385 KIMLEY-HORN AND ASSOCIATES, INC	16773423	032-00054	DEVELOPMENT SERVICES - GARDENA	8,421.70
			16773424	032-00063	DEVELOPMENT SERVICES - TOD SP-G	29,737.78
			16955053	032-00054	DEVELOPMENT SERVICES - GARDENA	7,964.20
			16955054	032-00063	DEVELOPMENT SERVICES - TOD SP-G	17,206.70
					Total :	**63,330.38**
160443	9/8/2020	111045 KJ SERVICES	1945		USED OIL PROGRAM EXPENSE - JULY	377.75
					Total :	**377.75**
160444	9/8/2020	111260 KJOS, BARBARA JEAN	AUGUST 2020		GARDENA FAMILY CHILD CARE PROGF	2,349.00

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
160444	9/8/2020	111260	111260 KJOS, BARBARA JEAN	(Continued)		Total :	2,349.00
160445	9/8/2020	110690	KWAK, KEVIN	082520		REIMBURSEMENT - PROFESSIONAL E	116.00
						Total :	116.00
160446	9/8/2020	312030	L.A. COUNTY ASSESSOR	20ASRE245		MAPS/POSTAGE	62.64
				21ASRE009		MAPS/POSTAGE	51.78
						Total :	114.42
160447	9/8/2020	312240	L.A. COUNTY DEPARTMENT OF, PUBLIC WOR	20081700366	024-00587	INDUSTRIAL WASTE SERVICES	15,497.15
						Total :	15,497.15
160448	9/8/2020	312113	L.A. COUNTY SHERIFF'S DEPT	210021BL		INMATE MEAL DELIVERY PROGRAM - .	214.80
						Total :	214.80
160449	9/8/2020	109939	LA UNIFORMS & TAILORING	03		PD UNIFORM SUPPLIES	887.52
						Total :	887.52
160450	9/8/2020	105874	LAWSON PRODUCTS, INC.	9307778493		BUS SHOP SUPPLIES	806.46
				9307807166		BUS SHOP SUPPLIES	299.43
						Total :	1,105.89
160451	9/8/2020	111499	LE, THOMAS	PERMIT #16564		PERMIT DEPOSIT REFUND - 1644 MAR	500.00
						Total :	500.00
160452	9/8/2020	112260	LIEBERT CASSIDY WHITMORE	1501577		PROFESSIONAL SERVICES	28,262.80
						Total :	28,262.80
160453	9/8/2020	112615	LU'S LIGHTHOUSE, INC.	01176032		GTRANS SHOP SUPPLIES	61.43
						Total :	61.43
160454	9/8/2020	105082	MAJESTIC LIGHTING, INC.	ML78235		BLDG MAINT SUPPLIES	110.24
						Total :	110.24
160455	9/8/2020	104841	MAR-CO EQUIPMENT COMPANY	172547		SEWER MAINT SUPPLIES	1,828.22
						Total :	1,828.22
160456	9/8/2020	110306	MARIPOSA LANDSCAPES, INC	90202	024-00669	MEDIAN LANDSCAPE MAINTENANCE	6,509.00

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
160456	9/8/2020	110306	110306 MARIPOSA LANDSCAPES, INC	(Continued)		Total :	6,509.00
160457	9/8/2020	113064	MCMASTER-CARR SUPPLY COMPANY	43990251		GTRANS SHOP SUPPLIES	308.66
				44132728		GTRANS SHOP SUPPLIES	260.32
				44277414		GTRANS SHOP SUPPLIES	587.75
				44418611		COVID-19 SUPPLIES	1,380.90
						Total :	2,537.63
160458	9/8/2020	110206	MICHELIN NORTH AMERICA, INC.	DA0044330309	037-09969	GTRANS' BUS TIRE LEASE SERVICES (	3,974.73
						Total :	3,974.73
160459	9/8/2020	103093	MOBILE RELAY ASSOCIATES, INC.	80014506	037-09964	GTRANS BUS RADIO SYSTEM RENTAL	11,059.49
				80014603	037-09964	GTRANS BUS RADIO SYSTEM RENTAL	271.53
						Total :	11,331.02
160460	9/8/2020	111498	MONTANARO, CIRO	PERMIT #50019-1333		PERMIT DEPOSIT REFUND - 1227 W. 1	7,500.00
						Total :	7,500.00
160461	9/8/2020	113295	MUNISERVICES, LLC	INV06-009625		SALES TAX AUDIT SERVICES FOR QTR	102.81
						Total :	102.81
160462	9/8/2020	113605	MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	479578		PROPANE GAS	260.74
				480575		PROPANE GAS	85.25
						Total :	345.99
160463	9/8/2020	113721	MYERS TIRE SUPPLY COMPANY	51423525		PW SHOP SUPPLIES	304.46
				51423582		PW SHOP SUPPLIES	226.00
						Total :	530.46
160464	9/8/2020	105204	NEW PIG CORPORATION	23095720		BUS SUPPLIES	79.08
						Total :	79.08
160465	9/8/2020	110575	OCCUPATIONAL HEALTH CENTERS, OF CALIF	66766382		RANDOM BAT, UDS, DOT RECERT -	347.00
				68708461		RANDOM BAT, UDS, DOT RECERT -	544.50
						Total :	891.50
160466	9/8/2020	115168	OFFICE DEPOT	105227471		HR OFFICE SUPPLIES	373.77
				112152143		FCC OFFICE SUPPLIES	-87.59

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160466	9/8/2020	115168 OFFICE DEPOT	(Continued)			
			112230383		FCC OFFICE SUPPLIES	19.62
			112231547		FCC OFFICE SUPPLIES	180.68
			112231548		FCC OFFICE SUPPLIES	49.60
			112231549		FCC OFFICE SUPPLIES	30.64
			112231554		FCC OFFICE SUPPLIES	54.00
			112784028		PD OFFICE SUPPLIES	258.24
			112784028-002		PD OFFICE SUPPLIES	132.28
			112790944		PD OFFICE SUPPLIES	118.17
			113228377		FCC OFFICE SUPPLIES	61.14
			113395264		FCC OFFICE SUPPLIES	-78.06
			114830108		HR OFFICE SUPPLIES	47.33
			114830846		HR OFFICE SUPPLIES	39.24
			115197825		BUS OFFICE SUPPLIES	73.82
			115490205		BUS OFFICE SUPPLIES	135.92
			116633204		CM OFFICE SUPPLIES	78.31
					Total :	**1,487.11**
160467	9/8/2020	111358 O'REILLY AUTO PARTS	437128		PW AUTO PARTS	66.50
			438352		COVID-19 SUPPLIES	197.79
			439345		PW AUTO PARTS	47.98
			439693		PW AUTO PARTS	102.21
			439996 08/19/20		GTRANS AUTO PARTS	13.01
			439997		GTRANS AUTO PARTS	108.81
			440030		PW AUTO PARTS	30.30
			440340		PW AUTO PARTS	210.91
			442627		PW AUTO PARTS	-10.00
					Total :	**767.51**
160468	9/8/2020	115810 ORKIN PEST CONTROL	202672983		PEST CONTROL - ACCT #27336703	230.90
			202672984		PEST CONTROL - ACCT #27336703	230.90
			202672985		PEST CONTROL - ACCT #27336703	230.90
			203930820		PEST CONTROL - ACCT #27336703	192.00
					Total :	**884.70**
160469	9/8/2020	111496 PHILPOTT, MARK	PERMIT #50020-0367		PERMIT DEPOSIT REFUND - 1260 W. RI	7,500.00

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
160469	9/8/2020	111496	111496 PHILPOTT, MARK	(Continued)		**Total :**	**7,500.00**
160470	9/8/2020	108600	PHOENIX GROUP INFORMATION, SYSTEMS	0720201211	035-01020	PARKING CONTRACT SERVICES - JULY	58.20
				072020211	035-01020	PARKING CONTRACT SERVICES - JULY	6,143.95
						Total :	**6,202.15**
160471	9/8/2020	108938	PREFERRED AERIAL & CRANE, TECHNOLOG	18842		ANNUAL INSPECTION & DIELECTRIC T	1,350.00
						Total :	**1,350.00**
160472	9/8/2020	106092	PRUDENTIAL OVERALL SUPPLY	42543942		SUPPLY RENTAL - MATS - GTRANS	50.10
				42543943		UNIFORM & SUPPLY RENTAL	105.58
				42543944		UNIFORM & SUPPLY RENTAL	69.24
				42543945		UNIFORM & SUPPLY RENTAL	244.99
				42545994		UNIFORM & SUPPLY RENTAL	105.58
				42545995		UNIFORM & SUPPLY RENTAL	69.24
				42545996		SUPPLY RENTAL - MATS - PD	91.60
				42545997		SUPPLY RENTAL - MATS - HS	11.60
				42545998		SUPPLY RENTAL - MATS - NCC	13.65
				42545999		SUPPLY RENTAL - MATS - CH	19.00
				42546000		UNIFORM & SUPPLY RENTAL	244.99
						Total :	**1,025.57**
160473	9/8/2020	103907	QUINN COMPANY	PC810893823		PW AUTO PARTS	224.74
						Total :	**224.74**
160474	9/8/2020	110376	QUIROZ, ABIGAIL	SPRING 2020		EDUCATIONAL REIMBURSEMENT	2,500.00
						Total :	**2,500.00**
160475	9/8/2020	100147	RCI IMAGE SYSTEMS	76530		MICROFICHE SCANNING - 1930 W. ROS	51.47
				76531		MICROFICHE SCANNING - 15513 VAN N	37.23
				76532		MICROFICHE SCANNING - 15926 WEST	55.57
						Total :	**144.27**
160476	9/8/2020	101511	READYREFRESH	10H0010113405		DRINKING WATER SERVICE	168.00
						Total :	**168.00**
160477	9/8/2020	118476	RICOH USA, INC.	33931084		RICOH MPC3503 COPIER LEASE - SR. I	111.45
				33931329		RICOH MPC3503 COPIER LEASE - REC	133.99

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160477	9/8/2020	118476 RICOH USA, INC.	(Continued)			
			33931426		RICOH MPC3503 COPIER LEASE - FCC	209.22
			33931453		RICOH MPC3503 COPIER LEASE - PW~	136.05
			33931653		RICOH MPC6502SP COPIER LEASE - P	306.35
			33931880		RIOCH MPC3503 COPIER LEASE - ADM	111.96
			33932242		RICOH MPC3503 COPIER LEASE - CD~	127.15
			33932559		RICOH COPIER LEASE CHARGES - VAI	1,515.84
			33932625		RICOH MPC3503 COPIER LEASE - GTR	125.83
			33932768		RICOH MPC3503 COPIER LEASE - CHI	128.61
			33932825		RICOH MPC3503 COPIER LEASE - CLEI	118.95
			33932918		RICOH DD6650P COPIER LEASE - PRIN	556.24
			33932981		RICOH MPC6003 COPIER LEASE - PD S	173.58
			33933290		RICOH PRO8100SE COPIER LEASE - PI	342.19
			33933339		RICOH MPC3503 COPIER LEASE - CM ~	187.36
			33933368		RICOH PRO8100S COPIER LEASE - PR	380.97
			33933561		RICOH MPC3503 COPIER LEASE - HS ~	109.06
			9028521817		RICOH LEASE & COPIER USAGE CHAR	2,259.85
			9028521874		RICOH MPC6502 SP COPIER LEASE - F	306.35
			9028521875		RICOH MPC3503 COPIER LEASE - SR. I	159.15
			9028522006		RICOH DD6650P COPIER LEASE - PRIN	556.24
			9028522023		RICOH MPC3503 COPIER LEASE - PW~	165.00
			9028522227		RICOH MPC3503 COPIER LEASE - REC	187.53
			9028522420		RICOH MPC3503 COPIER LEASE - FCC	209.22
			9028522438		RICOH MPC3503 COPIER LEASE - HS~	131.99
			9028529240		RICOH MPC4503 COPIER USAGE CHAI	657.10
					Total :	**9,407.23**
160478	9/8/2020	109323 RIVERAS LAWNMOWER SHOP, INC.	1366		TREE PROGRAM SUPPLIES	276.25
					Total :	**276.25**
160479	9/8/2020	119301 ROBERT SKEELS & CO.	20-14583		BLDG MAINT SUPPLIES	911.51
					Total :	**911.51**
160480	9/8/2020	119015 SAFETY-KLEEN CORPORATION	83574320		SERVICE AQUEOUS PARTS WASHER	1,196.29
					Total :	**1,196.29**
160481	9/8/2020	219010 SALDANA, OCTAVIO	SUMMER 2020		EDUCATIONAL REIMBURSEMENT	1,242.00

Bank code : usb

Voucher	Date	Vendor		Invoice	PO #	Description/Account	Amount
160481	9/8/2020	219010	219010 SALDANA, OCTAVIO	(Continued)		Total :	1,242.00
160482	9/8/2020	108654	SECTRAN SECURITY INC.	20080609		ARMORED TRANSPORTATION SERVICI	182.01
						Total :	182.01
160483	9/8/2020	111502	SERRANO, JOSE	UNIFORM		UNIFORM ALLOWANCE	350.00
						Total :	350.00
160484	9/8/2020	119233	SHERWIN-WILLIAMS CO.	3561-0		STREET MAINT SUPPLIES	85.51
				3576-8		BLDG MAINT SUPPLIES	557.87
						Total :	643.38
160485	9/8/2020	109918	SHIGE'S FOREIGN CAR SERVICE	79850		PD AUTO PARTS	245.86
				79851		2007 CHEVY TAHOE #5TGA952 AIR	441.47
				79855		2016 FORD INTRCPTR #P07 BRAKE SE	238.28
				79891		2016 FORD INTRCPTR #1484145 SERVI	451.14
						Total :	1,376.75
160486	9/8/2020	119378	SMARDAN SUPPLY CO.	S3557692		BLDG MAINT SUPPLLIES	136.83
						Total :	136.83
160487	9/8/2020	119359	SOUTH BAY CITIES COUNCIL, OF GOVERNME	2020-2021		MEMBERSHIP DUES	21,802.00
						Total :	21,802.00
160488	9/8/2020	119447	SOUTH BAY FORD	666006		PW AUTO PARTS	187.36
				666850		PW AUTO PARTS	147.52
				666880		PW AUTO PARTS	29.49
				667612		PW AUTO PARTS	141.01
				667631		PW AUTO PARTS	100.66
				CM666006		PW AUTO PARTS	-28.87
						Total :	577.17
160489	9/8/2020	619003	SOUTHERN CALIFORNIA EDISON	082120		LIGHT & POWER	13,807.33
						Total :	13,807.33
160490	9/8/2020	103202	SOUTHERN COUNTIES LUBRICANTS, LLC	123075		OLYMPUS OMEGA RED AF 50/50	1,999.03
						Total :	1,999.03

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160491	9/8/2020	108238 SPARKLETTS	14211220 081220		DRINKING WATER FILTRATION SYSTEI	36.99
			15638236 081420		DRINKING WATER FILTRATION SYSTEI	37.00
					Total :	**73.99**
160492	9/8/2020	109067 SPEAKWRITE	07865826		TRANSCRIPTION SERVICES - APRIL 20	503.14
			1aecd1cd		TRANSCRIPTION SERVICES - AUGUST	309.25
					Total :	**812.39**
160493	9/8/2020	111503 SPINOSA, MICHAEL	UNIFORM		UNIFORM ALLOWANCE	350.00
					Total :	**350.00**
160494	9/8/2020	106019 STANLEY LOUIS CO., THE	201325		DIAGNOSE BOILER A ERROR CODES	390.00
					Total :	**390.00**
160495	9/8/2020	119010 STAPLES ADVANTAGE	3452432679		PW OFFICE SUPPLIES	44.22
			3452557227		PW OFFICE SUPPLIES	79.93
					Total :	**124.15**
160496	9/8/2020	108338 STEAMX, LLC	56826		PRESSURE WASHER REPAIR	1,042.73
					Total :	**1,042.73**
160497	9/8/2020	108101 SWANK MOTION PICTURES, INC.	RG 1729838		PUBLIC MOVIE SHOWING - GARDENA '	465.00
					Total :	**465.00**
160498	9/8/2020	111487 TERACAI	8075097		MS220 -8P ENT 5YR SOFTWARE LICEN	115.76
			8075099		MS220 -8P ENT 5YR SOFTWARE LICEN	231.53
					Total :	**347.29**
160499	9/8/2020	120427 TOYO	082420		90TH ANNIEVERSARY - PHOTOS OF PA	396.96
					Total :	**396.96**
160500	9/8/2020	108863 TRACKIT LLC	2265la	037-09970	TRACKIT MANAGER SOFTWARE SYSTI	12,360.00
					Total :	**12,360.00**
160501	9/8/2020	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	AYERS 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	28.95
			BEEMAN 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	14.99
			CRESPO 07/22/20		CAL CARD STATEMENT 06/23-07/22/20	32.96
			CRESPO 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	1,378.20

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160501	9/8/2020	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	(Continued)			
			FCC 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	2,961.58
			JONES 07/22/20		CAL CARD STATEMENT 06/23-07/22/20	2,001.13
			JONES 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	2,397.13
			JONES 7/22/20		CAL CARD STATEMENT 06/23-07/22/20	1,993.72
			MACIEL 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	101.38
			NIKO 07/22/20		CAL CARD STATEMENT 06/23-07/22/20	-25.31
				S		
			NIKO 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	7.99
			PYNN 07/22/20		CAL CARD STATEMENT 06/23-07/22/20	611.94
			RECREATION 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	2,947.62
			ROMERO 07/22/20		CAL CARD STATEMENT 06/23-07/22/20	54.99
			ROMERO 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	372.15
			SAFFELL 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	30.16
			SANTIN 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	3,137.85
			SANTIN 7/22/20	034-00459	CAL CARD STATEMENT 06/23-07/22/20	4,695.85
			V.OSORIO 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	172.05
			WARD 08/24/20		CAL CARD STATEMENT 07/23-08/24/20	24.95
					Total :	**22,940.28**
160502	9/8/2020	104692 ULINE	122909049		BUS SHOP SUPPLIES	71.74
					Total :	**71.74**
160503	9/8/2020	121275 UNDERGROUND SERVICE ALERT, OF SC	720200279		NEW TICKETS	138.70
			dsb20194005		NEW TICKETS	59.19
					Total :	**197.89**
160504	9/8/2020	122050 VERIZON WIRELESS	9858430118		PW CELL PHONE SERVICE	1,833.15
			9860489259		PW CELL PHONE SERVICE	991.67
					Total :	**2,824.82**
160505	9/8/2020	101903 WATER TECHNIQUES	76853		DRINKING WATER SYSTEM RENTAL	45.00
					Total :	**45.00**
160506	9/8/2020	110370 WESTERN COLLISION CENTER, INC	1035		2012 CHEVY TAHOE #1089042 BODY RI	602.22
			1037		2017 FORD EXPLR #1368929 BODY REI	223.22
					Total :	**825.44**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
160507	9/8/2020	125001 YAMADA COMPANY, INC.	79451		PARK MAINT SUPPLIES	10.82
			79727		STREET MAINT SUPPLIES	199.40
			79731		STREET MAINT SUPPLIES	10.99
			79743		TREE MAINT SUPPLIES	523.86
			79757		TREE MAINT SUPPLIES	27.78
					Total :	**772.85**
160508	9/8/2020	111497 YESSMAN, DANIEL	PERMIT #50019-1234		PERMIT DEPOSIT REFUND - 15211 S. V	5,000.00
					Total :	**5,000.00**
160509	9/8/2020	103601 YINCOM	6698		COMPUTER REPLACEMENT PARTS	37.21
			6699		COMPUTER REPLACEMENT PARTS	1,618.41
			6700		IT COMPUTER PARTS	1,618.41
			6701		COMPUTER REPLACEMENT PARTS	304.30
					Total :	**3,578.33**
160510	9/8/2020	107173 ZAMUDIO, JOSE	SUMMER 2020		EDUCATIONAL REIMBURSEMENT	945.00
					Total :	**945.00**

124 Vouchers for bank code : usb **Bank total : 751,338.75**

124 Vouchers in this report **Total vouchers : 751,338.75**

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount

CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 15 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 15 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:

_____

_____ 09/08/20
Mayor Date

_____ _____
Councilmember Date

_____ _____
Councilmember Date

Acknowledged:

_____ _____
Councilmember Date

_____ _____
Councilmember Date

CONSENT CALENDAR
AGENDA NO. 5.C.(2)(a)
SEPTEMBER 8, 2020

CITY OF GARDENA

INVESTMENT REPORT

July 2020

Reviewed: Deputy City Treasurer

Reviewed: Chief Fiscal Officer

City of Gardena Consolidated - Account #10647

MONTHLY ACCOUNT STATEMENT

JULY 1, 2020 THROUGH JULY 31, 2020

Chandler Team:
For questions about your account, please call (800) 317-4747,
or contact **operations@chandlerasset.com**

CHANDLER ASSET MANAGEMENT
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.

City of Gardena Consolidated

Account #10647

Portfolio Summary

As of July 31, 2020

PORTFOLIO CHARACTERISTICS

Average Modified Duration	0.82
Average Coupon	1.46%
Average Purchase YTM	1.21%
Average Market YTM	0.53%
Average S&P/Moody Rating	AA-/Aa2
Average Final Maturity	0.94 yrs
Average Life	0.84 yrs

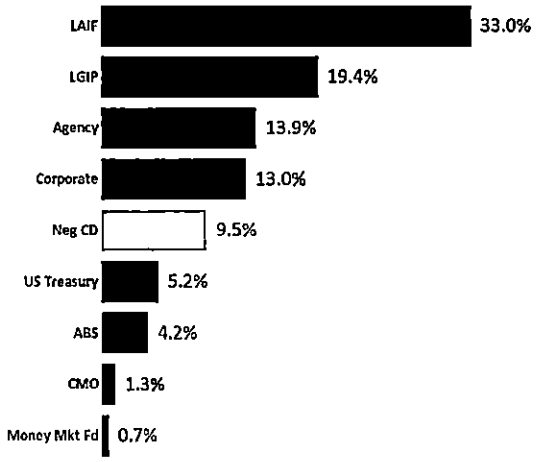
ACCOUNT SUMMARY

	Beg. Values as of 6/30/20	End Values as of 7/31/20
Market Value	37,595,444	34,440,714
Accrued Interest	115,683	75,351
Total Market Value	**37,711,127**	**34,516,065**
Income Earned	44,728	39,701
Cont/WD		
Par	31,097,125	27,923,036
Book Value	37,062,183	33,895,795
Cost Value	37,075,997	33,912,149

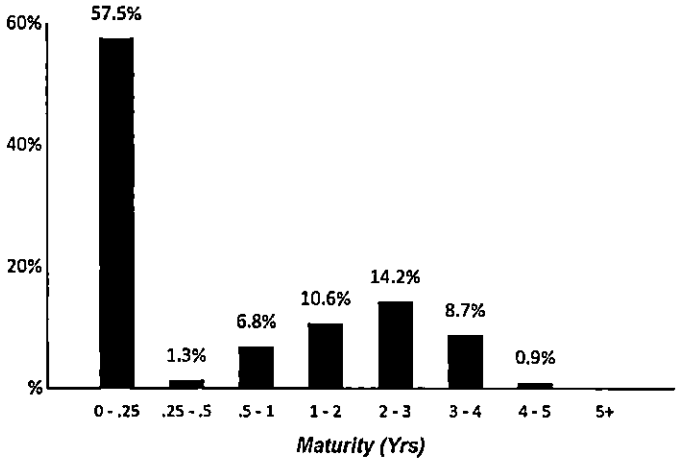
TOP ISSUERS

Local Agency Investment Fund	33.0%
CalTrust	19.4%
Federal Home Loan Mortgage Corp	5.6%
Federal Home Loan Bank	5.3%
Government of United States	5.2%
Federal National Mortgage Assoc	2.5%
John Deere ABS	1.8%
Federal Farm Credit Bank	1.8%
Total	**74.4%**

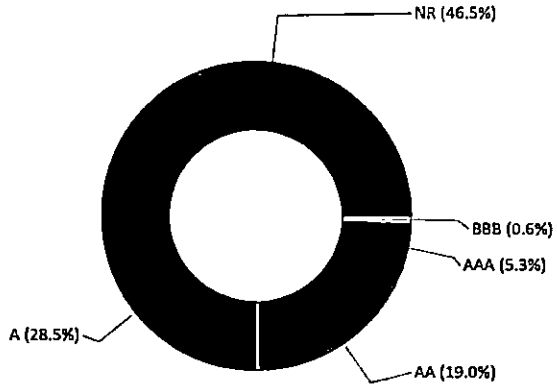
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



Holdings Report

As of July 31, 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
ABS									
43814WAB1	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	41,177.81	02/19/2019 2.77%	41,175.16 41,176.64	100.44 0.35%	41,359.73 40.89	0.12% 183.09	NR / AAA AAA	1.14 0.18
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	18,506.19	02/06/2019 2.91%	18,317.52 18,421.48	100.15 0.53%	18,533.10 14.97	0.05% 111.62	Aaa / NR AAA	1.21 0.11
89238KAD4	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	77,895.23	02/05/2019 3.14%	76,973.28 77,436.83	100.52 0.16%	78,301.46 54.29	0.23% 864.63	Aaa / AAA NR	1.47 0.29
477870AB5	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	116,689.84	10/30/2019 2.18%	116,853.93 116,805.30	100.64 0.33%	117,432.33 118.25	0.34% 627.03	Aaa / NR AAA	1.79 0.33
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	175,000.00	08/29/2019 1.98%	178,739.26 177,764.68	102.36 0.37%	179,132.10 247.33	0.52% 1,367.42	Aaa / AAA NR	2.62 0.83
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	475,000.00	Various 1.58%	486,120.12 484,688.61	102.64 0.30%	487,518.15 614.33	1.41% 2,829.54	Aaa / NR AAA	2.96 1.00
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	115,000.00	08/20/2019 1.79%	114,999.05 114,999.34	102.07 0.46%	117,384.99 90.98	0.34% 2,385.65	Aaa / AAA NR	3.04 1.55
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	80,000.00	10/01/2019 1.95%	79,993.83 79,994.94	102.51 0.44%	82,008.80 47.42	0.24% 2,013.86	NR / AAA AAA	3.73 1.65
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	215,000.00	07/06/2020 0.22%	219,736.72 219,655.92	102.44 0.32%	220,253.74 158.62	0.64% 597.82	Aaa / AAA NR	3.79 1.80
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	120,000.00	10/16/2019 1.94%	119,993.66 119,994.70	102.84 0.40%	123,407.88 102.93	0.36% 3,413.18	Aaa / AAA NR	3.96 1.83
Total ABS		**1,434,269.07**	**1.67%**	**1,452,902.53** **1,450,938.44**	**0.34%**	**1,465,332.28** **1,490.01**	**4.25%** **14,393.84**	**Aaa / AAA** **AAA**	**2.93** **1.12**
AGENCY									
313384D55	FHLB Discount Note 0.145% Due 8/26/2020	550,000.00	05/28/2020 0.15%	549,800.62 549,944.62	99.99 0.15%	549,944.62 0.00	1.59% 0.00	P-1 / A-1+ F-1+	0.07 0.07
3130AHSR5	FHLB Note 1.625% Due 12/20/2021	320,000.00	12/19/2019 1.68%	319,654.40 319,760.77	102.06 0.13%	326,604.48 592.22	0.95% 6,843.71	Aaa / AA+ AAA	1.39 1.37

Holdings Report

As of July 31, 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
AGENCY									
3137EADB2	FHLMC Note 2.375% Due 1/13/2022	350,000.00	10/30/2019 1.69%	355,124.00 353,373.57	103.21 0.16%	361,236.75 415.63	1.05% 7,863.18	Aaa / AA+ AAA	1.45 1.43
3133ELWD2	FFCB Note 0.375% Due 4/8/2022	285,000.00	04/03/2020 0.45%	284,578.20 284,644.65	100.36 0.16%	286,024.86 335.47	0.83% 1,380.21	Aaa / AA+ AAA	1.69 1.68
3133ELYR9	FFCB Note 0.25% Due 5/6/2022	325,000.00	04/30/2020 0.31%	324,587.25 324,636.44	100.17 0.16%	325,540.48 191.84	0.94% 904.04	Aaa / AA+ AAA	1.76 1.76
3134GVJ66	FHLMC Note 0.25% Due 6/8/2022	350,000.00	06/04/2020 0.28%	349,790.00 349,805.53	99.90 0.30%	349,652.45 128.82	1.01% (153.08)	Aaa / NR AAA	1.85 1.85
3137EAET2	FHLMC Note 0.125% Due 7/25/2022	170,000.00	07/21/2020 0.24%	169,615.80 169,620.52	99.89 0.18%	169,809.77 4.72	0.49% 189.25	Aaa / AA+ AAA	1.98 1.98
3130ADRG9	FHLB Note 2.75% Due 3/10/2023	350,000.00	04/11/2019 2.34%	355,330.50 353,549.93	106.57 0.22%	372,991.15 3,769.79	1.09% 19,441.22	Aaa / AA+ NR	2.61 2.51
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	305,000.00	05/05/2020 0.39%	304,871.90 304,881.98	100.41 0.23%	306,252.94 266.88	0.89% 1,370.96	Aaa / AA+ AAA	2.76 2.74
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	245,000.00	05/20/2020 0.35%	244,262.55 244,310.37	100.06 0.23%	245,139.65 117.40	0.71% 829.28	Aaa / AA+ AAA	2.81 2.80
3137EAES4	FHLMC Note 0.25% Due 6/26/2023	300,000.00	06/24/2020 0.35%	299,124.00 299,152.80	100.00 0.25%	300,005.70 72.92	0.87% 852.90	Aaa / AA+ AAA	2.90 2.89
3135G05G4	FNMA Note 0.25% Due 7/10/2023	250,000.00	07/08/2020 0.32%	249,462.50 249,473.30	100.00 0.25%	250,011.50 36.46	0.72% 538.20	Aaa / AA+ AAA	2.94 2.93
3135G0U43	FNMA Note 2.875% Due 9/12/2023	350,000.00	09/25/2019 1.63%	366,702.00 363,123.82	108.20 0.23%	378,688.10 3,885.24	1.11% 15,564.28	Aaa / AA+ AAA	3.12 2.97
3130A0F70	FHLB Note 3.375% Due 12/8/2023	350,000.00	10/30/2019 1.72%	372,781.50 368,602.11	110.34 0.27%	386,190.70 1,739.06	1.12% 17,588.59	Aaa / AA+ AAA	3.36 3.19
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	155,000.00	03/24/2020 0.99%	167,010.95 166,006.14	109.74 0.34%	170,099.17 581.79	0.49% 4,093.03	Aaa / AA+ NR	3.87 3.68
Total Agency		**4,655,000.00**	**0.89%**	**4,712,696.17** **4,700,886.55**	**0.21%**	**4,778,192.32** **12,138.24**	**13.88%** **77,305.77**	**Aaa / AA+** **AAA**	**2.16** **2.11**
CMO									
3137BM6P6	FHLMC K721 A2 3.09% Due 8/25/2022	135,000.00	06/26/2019 2.09%	138,701.95 137,418.78	103.99 0.81%	140,388.80 347.63	0.41% 2,970.02	Aaa / NR NR	2.07 1.80

Holdings Report

As of July 31, 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
CMO									
3137B4GY6	FHLMC K032 A2 3.31% Due 5/25/2023	275,000.00	07/23/2019 1.30%	285,881.84 282,988.31	107.32 0.62%	295,122.58 151.71	0.86% 12,134.27	NR / NR AAA	2.82 2.64
Total CMO		**410,000.00**	**1.56%**	**424,583.79 420,407.09**	**0.68%**	**435,511.38 499.34**	**1.26% 15,104.29**	**Aaa / NR AAA**	**2.58 2.37**
CORPORATE									
78012KKU0	Royal Bank of Canada Note 2.5% Due 1/19/2021	200,000.00	03/06/2019 2.86%	198,710.00 199,677.03	101.01 0.33%	202,019.40 166.67	0.59% 2,342.37	Aa2 / AA- AA+	0.47 0.47
06051GFW4	Bank of America Corp Note 2.625% Due 4/19/2021	200,000.00	04/25/2019 2.69%	199,750.00 199,909.50	101.69 0.26%	203,388.80 1,487.50	0.59% 3,479.30	A2 / A- A+	0.72 0.71
857477AV5	State Street Bank Note 1.95% Due 5/19/2021	200,000.00	04/30/2019 2.64%	197,280.00 198,941.82	101.36 0.25%	202,722.80 780.00	0.59% 3,780.98	A1 / A AA-	0.80 0.79
808513AW5	Charles Schwab Corp Callable Note Cont 4/21/2021 3.25% Due 5/21/2021	200,000.00	04/25/2019 2.66%	202,274.00 200,827.20	102.13 0.30%	204,254.20 1,263.89	0.60% 3,427.00	A2 / A A	0.81 0.72
02665WBF7	American Honda Finance Note 1.65% Due 7/12/2021	200,000.00	07/30/2019 2.26%	197,692.00 198,881.66	101.22 0.36%	202,445.80 174.17	0.59% 3,564.14	A3 / A- NR	0.95 0.94
69371RP42	Paccar Financial Corp Note 3.15% Due 8/9/2021	200,000.00	04/24/2019 2.74%	201,814.00 200,809.36	102.80 0.40%	205,603.20 3,010.00	0.60% 4,793.84	A1 / A+ NR	1.02 1.00
46623EKG3	JP Morgan Chase Callable Note 1X 8/15/2020 2.295% Due 8/15/2021	200,000.00	05/16/2019 2.73%	198,108.00 199,123.39	100.06 0.82%	200,114.00 2,116.50	0.59% 990.61	A2 / A- AA-	1.04 0.04
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 9/15/2021	200,000.00	04/11/2019 2.66%	196,464.00 198,360.00	101.68 0.28%	203,351.20 1,435.56	0.59% 4,991.20	A3 / A A-	1.13 1.03
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 2/17/2022	250,000.00	02/21/2019 3.07%	246,827.50 248,352.52	103.43 0.28%	258,563.75 2,989.58	0.76% 10,211.23	A2 / A A+	1.55 1.43
459200JX0	IBM Corp Note 2.85% Due 5/13/2022	200,000.00	05/16/2019 2.80%	200,300.00 200,179.06	104.52 0.31%	209,036.60 1,235.00	0.61% 8,857.54	A2 / A NR	1.78 1.74

Holdings Report

As of July 31, 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
CORPORATE									
24422ETV1	John Deere Capital Corp Note 2.15% Due 9/8/2022	305,000.00	04/17/2019 2.78%	298,851.20 301,176.29	103.79 0.34%	316,571.39 2,604.78	0.92% 15,395.10	A2 / A A	2.11 2.05
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	200,000.00	04/25/2019 2.72%	199,856.00 199,904.96	105.24 0.54%	210,477.60 300.00	0.61% 10,572.64	A1 / A+ A+	2.45 2.37
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	200,000.00	11/21/2019 1.83%	203,350.00 202,598.20	104.86 0.34%	209,716.60 240.00	0.61% 7,118.40	Aa1 / AA+ NR	2.45 2.31
949746SK8	Wells Fargo Company Callable Note 1X 1/24/2023 3.069% Due 1/24/2023	200,000.00	04/29/2019 3.00%	200,338.00 200,182.86	103.53 0.67%	207,052.00 119.35	0.60% 6,869.14	A2 / BBB+ A+	2.48 1.45
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 76,488.10	105.32 0.38%	78,993.38 5.42	0.23% 2,505.28	A2 / A- NR	2.50 2.35
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	200,000.00	03/11/2019 2.79%	196,968.00 197,984.68	105.74 0.31%	211,471.40 1,173.33	0.62% 13,486.72	Aa1 / AA+ NR	2.76 2.67
404280BA6	HSBC Holdings PLC Note 3.6% Due 5/25/2023	200,000.00	05/15/2019 2.97%	204,780.00 203,341.77	107.31 0.96%	214,625.60 1,320.00	0.63% 11,283.83	A2 / A- A+	2.82 2.68
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	250,000.00	05/17/2019 2.70%	256,695.00 254,732.21	108.84 0.33%	272,095.50 165.28	0.79% 17,363.29	A1 / AA- AA-	2.98 2.78
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%	194,298.00 196,004.28	105.03 0.44%	210,059.20 2,016.67	0.61% 14,054.92	A1 / A AA-	3.04 2.77
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	200,000.00	03/05/2020 1.06%	213,320.00 211,907.13	108.35 0.36%	216,705.40 2,795.14	0.64% 4,798.27	Aaa / AAA AA+	3.52 3.18
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	200,000.00	07/16/2019 2.49%	206,600.00 205,122.97	109.62 0.55%	219,245.00 2,527.78	0.64% 14,122.03	Aa3 / A AA-	3.61 3.40
Total Corporate		**4,280,000.00**	**2.61%**	**4,291,050.95** **4,294,504.99**	**0.42%**	**4,458,512.82** **27,926.62**	**13.00%** **164,007.83**	**A1 / A+** **A+**	**1.97** **1.78**

Holdings Report

As of July 31, 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
LAIF									
90LAIF$00	Local Agency Investment Fund State Pool	11,366,295.31	Various 0.84%	11,366,295.31 11,366,295.31	1.00 0.84%	11,366,295.31 10,234.89	32.96% 0.00	NR / NR NR	0.00 0.00
Total LAIF		**11,366,295.31**	**0.84%**	**11,366,295.31** **11,366,295.31**	**0.84%**	**11,366,295.31** **10,234.89**	**32.96%** **0.00**	**NR / NR** **NR**	**0.00** **0.00**
LOCAL GOV INVESTMENT POOL									
09CATR$05	CalTrust Medium Term Fund	648,028.92	Various 0.66%	6,517,932.62 6,517,932.62	10.31 0.66%	6,681,178.17 0.00	19.36% 163,245.55	NR / A+ NR	0.00 0.00
Total Local Gov Investment Pool		**648,028.92**	**0.66%**	**6,517,932.62** **6,517,932.62**	**0.66%**	**6,681,178.17** **0.00**	**19.36%** **163,245.55**	**NR / A+** **NR**	**0.00** **0.00**
MONEY MARKET FUND FI									
31846V203	First American Govt Obligation Fund Class Y	224,442.49	Various 0.01%	224,442.49 224,442.49	1.00 0.01%	224,442.49 0.00	0.65% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund FI		**224,442.49**	**0.01%**	**224,442.49** **224,442.49**	**0.01%**	**224,442.49** **0.00**	**0.65%** **0.00**	**Aaa / AAA** **AAA**	**0.00** **0.00**
NEGOTIABLE CD									
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	100.20 0.06%	250,506.00 1,976.71	0.73% 506.00	NR / NR NR	0.11 0.11
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	100.23 0.06%	250,580.25 1,808.90	0.73% 580.25	NR / NR NR	0.13 0.13
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	100.37 0.01%	248,909.17 1,853.55	0.73% 909.17	NR / NR NR	0.17 0.17
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	100.37 0.06%	248,908.92 1,895.67	0.73% 908.92	NR / NR NR	0.17 0.17

Holdings Report

As of July 31, 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
NEGOTIABLE CD									
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	100.69 0.16%	246,678.74 1,049.81	0.72% 1,678.74	NR / NR NR	0.32 0.32
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	100.87 0.11%	250,153.38 1,928.96	0.73% 2,153.38	NR / NR NR	0.55 0.54
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	100.57 0.50%	249,421.04 315.95	0.72% 1,421.04	NR / NR NR	0.58 0.57
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	100.95 0.12%	250,363.44 1,843.01	0.73% 2,363.44	NR / NR NR	0.58 0.58
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	101.23 -0.09%	251,038.25 1,351.43	0.73% 3,038.25	NR / NR NR	0.68 0.68
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	100.64 0.50%	249,577.28 161.71	0.72% 1,577.28	NR / NR NR	0.71 0.70
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	101.35 0.06%	251,359.16 347.54	0.73% 3,359.16	NR / NR NR	0.91 0.91
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	101.57 0.22%	251,891.86 1,221.65	0.73% 3,891.86	NR / NR NR	1.19 1.17
29976D2F6	Everbank Negotiable CD 2.05% Due 2/14/2022	248,000.00	02/09/2017 2.04%	248,000.00 248,000.00	102.94 0.14%	255,279.05 2,256.46	0.75% 7,279.05	NR / NR NR	1.54 1.51
Total Negotiable CD		**3,225,000.00**	**1.83%**	**3,225,000.00** **3,225,000.00**	**0.15%**	**3,254,666.54** **18,011.35**	**9.48%** **29,666.54**	**NR / NR** **NR**	**0.59** **0.58**
US TREASURY									
912828Q78	US Treasury Note 1.375% Due 4/30/2021	30,000.00	01/30/2020 1.48%	29,960.16 29,976.18	100.92 0.14%	30,276.57 104.25	0.09% 300.39	Aaa / AA+ AAA	0.75 0.75
912828M80	US Treasury Note 2% Due 11/30/2022	300,000.00	Various 1.60%	303,459.37 302,703.89	104.37 0.12%	313,113.30 1,016.40	0.91% 10,409.41	Aaa / AA+ AAA	2.33 2.28
912828VB3	US Treasury Note 1.75% Due 5/15/2023	250,000.00	12/16/2019 1.69%	250,517.58 250,422.79	104.54 0.12%	261,357.50 927.31	0.76% 10,934.71	Aaa / AA+ AAA	2.79 2.73
912828T26	US Treasury Note 1.375% Due 9/30/2023	300,000.00	Various 1.94%	293,108.59 294,919.66	103.94 0.13%	311,812.50 1,386.27	0.91% 16,892.84	Aaa / AA+ AAA	3.17 3.10

Holdings Report

As of July 31, 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
US TREASURY									
912828V80	US Treasury Note 2.25% Due 1/31/2024	200,000.00	11/26/2019 1.59%	205,304.69 204,442.59	107.34 0.15%	214,671.80 12.23	0.62% 10,229.21	Aaa / AA+ AAA	3.50 3.39
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	300,000.00	12/12/2019 1.74%	309,691.41 308,299.21	108.84 0.16%	326,507.70 1,589.67	0.95% 18,208.49	Aaa / AA+ AAA	3.79 3.63
912828Y87	US Treasury Note 1.75% Due 7/31/2024	300,000.00	01/31/2020 1.35%	305,203.13 304,623.60	106.28 0.17%	318,843.60 14.27	0.92% 14,220.00	Aaa / AA+ AAA	4.00 3.88
Total US Treasury		**1,680,000.00**	**1.65%**	**1,697,244.93** **1,695,387.92**	**0.14%**	**1,776,582.97** **5,050.40**	**5.16%** **81,195.05**	**Aaa / AA+** **AAA**	**3.23** **3.13**
TOTAL PORTFOLIO		**27,923,035.79**	**1.21%**	**33,912,148.79** **33,895,795.41**	**0.53%**	**34,440,714.28** **75,350.85**	**100.00%** **544,918.87**	**Aa2 / AA-** **AAA**	**0.94** **0.82**
TOTAL MARKET VALUE PLUS ACCRUED						**34,516,065.13**			

Transaction Ledger

As of July 31, 2020

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	07/01/2020	31846V203	305.75	First American Govt Obligation Fund Class Y	1.000	0.01%	305.75	0.00	305.75	0.00
Purchase	07/01/2020	31846V203	5.01	First American Govt Obligation Fund Class Y	1.000	0.01%	5.01	0.00	5.01	0.00
Purchase	07/07/2020	31846V203	179,992.30	First American Govt Obligation Fund Class Y	1.000	0.01%	179,992.30	0.00	179,992.30	0.00
Purchase	07/08/2020	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	102.203	0.22%	219,736.72	228.02	219,964.74	0.00
Purchase	07/10/2020	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	99.785	0.32%	249,462.50	0.00	249,462.50	0.00
Purchase	07/10/2020	31846V203	249,960.83	First American Govt Obligation Fund Class Y	1.000	0.01%	249,960.83	0.00	249,960.83	0.00
Purchase	07/11/2020	31846V203	2,700.00	First American Govt Obligation Fund Class Y	1.000	0.01%	2,700.00	0.00	2,700.00	0.00
Purchase	07/12/2020	31846V203	1,650.00	First American Govt Obligation Fund Class Y	1.000	0.01%	1,650.00	0.00	1,650.00	0.00
Purchase	07/13/2020	31846V203	6,556.25	First American Govt Obligation Fund Class Y	1.000	0.01%	6,556.25	0.00	6,556.25	0.00
Purchase	07/15/2020	31846V203	285.37	First American Govt Obligation Fund Class Y	1.000	0.01%	285.37	0.00	285.37	0.00
Purchase	07/15/2020	31846V203	170.58	First American Govt Obligation Fund Class Y	1.000	0.01%	170.58	0.00	170.58	0.00
Purchase	07/15/2020	31846V203	1,151.88	First American Govt Obligation Fund Class Y	1.000	0.01%	1,151.88	0.00	1,151.88	0.00
Purchase	07/15/2020	31846V203	193.00	First American Govt Obligation Fund Class Y	1.000	0.01%	193.00	0.00	193.00	0.00
Purchase	07/15/2020	31846V203	463.75	First American Govt Obligation Fund Class Y	1.000	0.01%	463.75	0.00	463.75	0.00
Purchase	07/15/2020	31846V203	297.42	First American Govt Obligation Fund Class Y	1.000	0.01%	297.42	0.00	297.42	0.00
Purchase	07/15/2020	31846V203	12,881.71	First American Govt Obligation Fund Class Y	1.000	0.01%	12,881.71	0.00	12,881.71	0.00

Transaction Ledger

As of July 31, 2020

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	07/15/2020	31846V203	5,685.31	First American Govt Obligation Fund Class Y	1.000	0.01%	5,685.31	0.00	5,685.31	0.00
Purchase	07/15/2020	31846V203	12,376.14	First American Govt Obligation Fund Class Y	1.000	0.01%	12,376.14	0.00	12,376.14	0.00
Purchase	07/15/2020	90LAIF$00	44,492.61	Local Agency Investment Fund State Pool	1.000	1.15%	44,492.61	0.00	44,492.61	0.00
Purchase	07/19/2020	31846V203	2,500.00	First American Govt Obligation Fund Class Y	1.000	0.01%	2,500.00	0.00	2,500.00	0.00
Purchase	07/20/2020	31846V203	129.33	First American Govt Obligation Fund Class Y	1.000	0.01%	129.33	0.00	129.33	0.00
Purchase	07/20/2020	31846V203	10,515.57	First American Govt Obligation Fund Class Y	1.000	0.01%	10,515.57	0.00	10,515.57	0.00
Purchase	07/21/2020	31846V203	320,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	320,000.00	0.00	320,000.00	0.00
Purchase	07/23/2020	3137EAET2	170,000.00	FHLMC Note 0.125% Due 7/25/2022	99.774	0.24%	169,615.80	0.00	169,615.80	0.00
Purchase	07/24/2020	31846V203	7,319.00	First American Govt Obligation Fund Class Y	1.000	0.01%	7,319.00	0.00	7,319.00	0.00
Purchase	07/27/2020	31846V203	347.63	First American Govt Obligation Fund Class Y	1.000	0.01%	347.63	0.00	347.63	0.00
Purchase	07/27/2020	31846V203	758.54	First American Govt Obligation Fund Class Y	1.000	0.01%	758.54	0.00	758.54	0.00
Purchase	07/29/2020	90LAIF$00	3,622.30	Local Agency Investment Fund State Pool	1.000	1.15%	3,622.30	0.00	3,622.30	0.00
Purchase	07/30/2020	31846V203	975.00	First American Govt Obligation Fund Class Y	1.000	0.01%	975.00	0.00	975.00	0.00
Purchase	07/31/2020	09CATR$05	656.86	CalTrust Medium Term Fund	10.310	0.66%	6,772.21	0.00	6,772.21	0.00
Purchase	07/31/2020	31846V203	4,875.00	First American Govt Obligation Fund Class Y	1.000	0.01%	4,875.00	0.00	4,875.00	0.00
Subtotal			**1,505,867.14**				**1,515,797.51**	**228.02**	**1,516,025.53**	**0.00**

Transaction Ledger

As of July 31, 2020

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Short Sale	07/10/2020	31846V203	-249,462.50	First American Govt Obligation Fund Class Y	1.000		-249,462.50	0.00	-249,462.50	0.00
Subtotal			**-249,462.50**				**-249,462.50**	**0.00**	**-249,462.50**	**0.00**
TOTAL ACQUISITIONS			**1,256,404.64**				**1,266,335.01**	**228.02**	**1,266,563.03**	**0.00**
DISPOSITIONS										
Closing Purchase	07/10/2020	31846V203	-249,462.50	First American Govt Obligation Fund Class Y	1.000		-249,462.50	0.00	-249,462.50	0.00
Subtotal			**-249,462.50**				**-249,462.50**	**0.00**	**-249,462.50**	**0.00**
Sale	07/07/2020	9127963F4	180,000.00	US Treasury Bill 0.118% Due 7/21/2020	99.996	0.12%	179,992.30	0.00	179,992.30	0.53
Sale	07/08/2020	31846V203	219,964.74	First American Govt Obligation Fund Class Y	1.000	0.01%	219,964.74	0.00	219,964.74	0.00
Sale	07/10/2020	313384D55	250,000.00	FHLB Discount Note 0.145% Due 8/26/2020	99.964	0.15%	249,909.38	51.45	249,960.83	-43.30
Sale	07/10/2020	31846V203	249,462.50	First American Govt Obligation Fund Class Y	1.000	0.01%	249,462.50	0.00	249,462.50	0.00
Sale	07/23/2020	31846V203	169,615.80	First American Govt Obligation Fund Class Y	1.000	0.01%	169,615.80	0.00	169,615.80	0.00
Subtotal			**1,069,043.04**				**1,068,944.72**	**51.45**	**1,068,996.17**	**-42.77**
Paydown	07/15/2020	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	07/15/2020	477870AB5	12,635.99	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	100.000		12,635.99	245.72	12,881.71	0.00
Paydown	07/15/2020	47788BAD6	5,648.68	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	100.000		5,648.68	36.63	5,685.31	0.00

Transaction Ledger

As of July 31, 2020

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Paydown	07/15/2020	47789JAD8	0.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	100.000		0.00	1,151.88	1,151.88	0.00
Paydown	07/15/2020	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	07/15/2020	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	07/15/2020	89232HAC9	0.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	100.000		0.00	297.42	297.42	0.00
Paydown	07/15/2020	89238KAD4	12,231.19	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	100.000		12,231.19	144.95	12,376.14	0.00
Paydown	07/20/2020	43814WAB1	10,397.38	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	100.000		10,397.38	118.19	10,515.57	0.00
Paydown	07/20/2020	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	07/27/2020	3137B4GY6	0.00	FHLMC K032 A2Due 5/25/2023	100.000		0.00	758.54	758.54	0.00
Paydown	07/27/2020	3137BM6P6	0.00	FHLMC K721 A2Due 8/25/2022	100.000		0.00	347.63	347.63	0.00
Subtotal			**40;913.24**				**40,913.24**	**4,057.62**	**44,970.86**	**0.00**
Maturity	07/21/2020	9127963F4	320,000.00	US Treasury Bill 0.118% Due 7/21/2020	100.000		320,000.00	0.00	320,000.00	0.00
Subtotal			**320,000.00**				**320,000.00**	**0.00**	**320,000.00**	**0.00**
Security Withdrawal	07/16/2020	90LAIF$00	3,250,000.00	Local Agency Investment Fund State Pool	1.000		3,250,000.00	0.00	3,250,000.00	0.00
Subtotal			**3,250,000.00**				**3,250,000.00**	**0.00**	**3,250,000.00**	**0.00**
TOTAL DISPOSITIONS			**4,430,493.78**				**4,430,395.46**	**4,109.07**	**4,434,504.53**	**-42.77**

Transaction Ledger

As of July 31, 2020

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	07/01/2020	46147URQ5	248,000.00	Investors Community Bank Negotiable CD 1.5% Due 2/26/2021	0.000		305.75	0.00	305.75	0.00
Interest	07/11/2020	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.000		2,700.00	0.00	2,700.00	0.00
Interest	07/12/2020	02665WBF7	200,000.00	American Honda Finance Note 1.65% Due 7/12/2021	0.000		1,650.00	0.00	1,650.00	0.00
Interest	07/13/2020	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	0.000		2,400.00	0.00	2,400.00	0.00
Interest	07/13/2020	3137EADB2	350,000.00	FHLMC Note 2.375% Due 1/13/2022	0.000		4,156.25	0.00	4,156.25	0.00
Interest	07/15/2020	55266CRD0	248,000.00	MB Financial Bank NA Negotiable CD 1.4% Due 4/15/2021	0.000		285.37	0.00	285.37	0.00
Interest	07/19/2020	78012KKU0	200,000.00	Royal Bank of Canada Note 2.5% Due 1/19/2021	0.000		2,500.00	0.00	2,500.00	0.00
Interest	07/24/2020	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.000		4,250.00	0.00	4,250.00	0.00
Interest	07/24/2020	949746SK8	200,000.00	Wells Fargo Company Callable Note 1X 1/24/2023 3.069% Due 1/24/2023	0.000		3,069.00	0.00	3,069.00	0.00
Interest	07/30/2020	747525AR4	75,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.000		975.00	0.00	975.00	0.00
Interest	07/31/2020	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.000		2,250.00	0.00	2,250.00	0.00
Interest	07/31/2020	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.000		2,625.00	0.00	2,625.00	0.00
Subtotal			**2,671,000.00**				**27,166.37**	**0.00**	**27,166.37**	**0.00**
Dividend	07/01/2020	31846V203	41,695.91	First American Govt Obligation Fund Class Y	0.000		5.01	0.00	5.01	0.00

Transaction Ledger

As of July 31, 2020

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Dividend	07/15/2020	90LAIF$00	1,202,545,709.49	Local Agency Investment Fund State Pool	0.000		44,492.61	0.00	44,492.61	0.00
Dividend	07/31/2020	09CATR$05	647,372.06	CalTrust Medium Term Fund	0.000		6,772.21	0.00	6,772.21	0.00
Subtotal			**1,203,234,777.46**				**51,269.83**	**0.00**	**51,269.83**	**0.00**
TOTAL OTHER TRANSACTIONS			**1,205,905,777.46**				**78,436.20**	**0.00**	**78,436.20**	**0.00**

Income Earned

As of July 31, 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
FIXED INCOME						
02665WBF7	American Honda Finance Note 1.65% Due 07/12/2021	07/30/2019 07/31/2019 200,000.00	198,781.17 0.00 0.00 198,881.66	1,549.17 1,650.00 174.17 275.00	100.49 0.00 100.49 375.49	375.49
037833AK6	Apple Inc Note 2.4% Due 05/03/2023	03/11/2019 03/13/2019 200,000.00	197,922.52 0.00 0.00 197,984.68	773.33 0.00 1,173.33 400.00	62.16 0.00 62.16 462.16	462.16
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 01/13/2023	11/21/2019 11/25/2019 200,000.00	202,691.43 0.00 0.00 202,598.20	2,240.00 2,400.00 240.00 400.00	0.00 93.23 (93.23) 306.77	306.77
06051GFW4	Bank of America Corp Note 2.625% Due 04/19/2021	04/25/2019 04/29/2019 200,000.00	199,898.75 0.00 0.00 199,909.50	1,050.00 0.00 1,487.50 437.50	10.75 0.00 10.75 448.25	448.25
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	195,892.69 0.00 0.00 196,004.28	1,650.00 0.00 2,016.67 366.67	111.59 0.00 111.59 478.26	478.26
24422ETV1	John Deere Capital Corp Note 2.15% Due 09/08/2022	04/17/2019 04/22/2019 305,000.00	301,021.95 0.00 0.00 301,176.29	2,058.33 0.00 2,604.78 546.45	154.34 0.00 154.34 700.79	700.79
3130A0F70	FHLB Note 3.375% Due 12/08/2023	10/30/2019 10/31/2019 350,000.00	369,073.24 0.00 0.00 368,602.11	754.69 0.00 1,739.06 984.37	0.00 471.13 (471.13) 513.24	513.24
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	03/24/2020 03/25/2020 155,000.00	166,247.61 0.00 0.00 166,006.14	210.43 0.00 581.79 371.36	0.00 241.47 (241.47) 129.89	129.89
3130ADRG9	FHLB Note 2.75% Due 03/10/2023	04/11/2019 04/12/2019 350,000.00	353,665.65 0.00 0.00 353,549.93	2,967.71 0.00 3,769.79 802.08	0.00 115.72 (115.72) 686.36	686.36

Income Earned

As of July 31, 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	319,746.12 0.00 0.00 319,760.77	158.89 0.00 592.22 433.33	14.65 0.00 14.65 447.98	447.98
3133ELWD2	FFCB Note 0.375% Due 04/08/2022	04/03/2020 04/08/2020 285,000.00	284,626.74 0.00 0.00 284,644.65	246.41 0.00 335.47 89.06	17.91 0.00 17.91 106.97	106.97
3133ELYR9	FFCB Note 0.25% Due 05/06/2022	04/30/2020 05/06/2020 325,000.00	324,618.91 0.00 0.00 324,636.44	124.13 0.00 191.84 67.71	17.53 0.00 17.53 85.24	85.24
3134GVJ66	FHLMC Note 0.25% Due 06/08/2022	06/04/2020 06/08/2020 350,000.00	349,796.62 0.00 0.00 349,805.53	55.90 0.00 128.82 72.92	8.91 0.00 8.91 81.83	81.83
3135G04Q3	FNMA Note 0.25% Due 05/22/2023	05/20/2020 05/22/2020 245,000.00	244,289.49 0.00 0.00 244,310.37	66.35 0.00 117.40 51.05	20.88 0.00 20.88 71.93	71.93
3135G05G4	FNMA Note 0.25% Due 07/10/2023	07/08/2020 07/10/2020 250,000.00	0.00 249,462.50 0.00 249,473.30	0.00 0.00 36.46 36.46	10.80 0.00 10.80 47.26	47.26
3135G0U43	FNMA Note 2.875% Due 09/12/2023	09/25/2019 09/26/2019 350,000.00	363,481.64 0.00 0.00 363,123.82	3,046.70 0.00 3,885.24 838.54	0.00 357.82 (357.82) 480.72	480.72
3137B4GY6	FHLMC K032 A2 3.31% Due 05/25/2023	07/23/2019 07/26/2019 275,000.00	283,229.44 0.00 0.00 282,988.31	151.71 758.54 151.71 758.54	0.00 241.13 (241.13) 517.41	517.41
3137BM6P6	FHLMC K721 A2 3.09% Due 08/25/2022	06/26/2019 06/28/2019 135,000.00	137,518.22 0.00 0.00 137,418.78	347.63 347.63 347.63 347.63	0.00 99.44 (99.44) 248.19	248.19

Income Earned

As of July 31, 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
3137EADB2	FHLMC Note 2.375% Due 01/13/2022	10/30/2019 10/31/2019 350,000.00	353,570.89 0.00 0.00 353,373.57	3,879.17 4,156.25 415.63 692.71	0.00 197.32 (197.32) 495.39	495.39
3137EAER6	FHLMC Note 0.375% Due 05/05/2023	05/05/2020 05/07/2020 305,000.00	304,878.35 0.00 0.00 304,881.98	171.56 0.00 266.88 95.32	3.63 0.00 3.63 98.95	98.95
3137EAES4	FHLMC Note 0.25% Due 06/26/2023	06/24/2020 06/26/2020 300,000.00	299,128.00 0.00 0.00 299,152.80	10.42 0.00 72.92 62.50	24.80 0.00 24.80 87.30	87.30
3137EAET2	FHLMC Note 0.125% Due 07/25/2022	07/21/2020 07/23/2020 170,000.00	0.00 169,615.80 0.00 169,620.52	0.00 0.00 4.72 4.72	4.72 0.00 4.72 9.44	9.44
404280BA6	HSBC Holdings PLC Note 3.6% Due 05/25/2023	05/15/2019 05/17/2019 200,000.00	203,442.64 0.00 0.00 203,341.77	720.00 0.00 1,320.00 600.00	0.00 100.87 (100.87) 499.13	499.13
43814WAB1	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 09/20/2021	02/19/2019 02/27/2019 41,177.81	51,573.61 0.00 10,397.38 41,176.64	51.22 118.19 40.89 107.86	0.41 0.00 0.41 108.27	108.27
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 08/15/2023	08/20/2019 08/27/2019 115,000.00	114,999.31 0.00 0.00 114,999.34	90.98 170.58 90.98 170.58	0.03 0.00 0.03 170.61	170.61
459200JX0	IBM Corp Note 2.85% Due 05/13/2022	05/16/2019 05/20/2019 200,000.00	200,187.60 0.00 0.00 200,179.06	760.00 0.00 1,235.00 475.00	0.00 8.54 (8.54) 466.46	466.46
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	199,051.69 0.00 0.00 199,123.39	1,734.00 0.00 2,116.50 382.50	71.70 0.00 71.70 454.20	454.20

Income Earned

As of July 31, 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
477870AB5	John Deere Owner Trust 2019-B A2 2.28% Due 05/16/2022	10/30/2019 10/31/2019 116,689.84	129,459.87 0.00 12,635.99 116,805.30	131.05 245.72 118.25 232.92	0.00 18.58 (18.58) 214.34	214.34
47788BAD6	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	02/06/2019 02/08/2019 18,506.19	24,036.51 0.00 5,648.68 18,421.48	19.54 36.63 14.97 32.06	33.65 0.00 33.65 65.71	65.71
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 07/17/2023	Various Various 475,000.00	484,966.71 0.00 0.00 484,688.61	614.33 1,151.88 614.33 1,151.88	0.00 278.10 (278.10) 873.78	873.78
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 02/06/2024	03/05/2020 03/09/2020 200,000.00	212,209.19 0.00 0.00 211,907.13	2,315.97 0.00 2,795.14 479.17	0.00 302.06 (302.06) 177.11	177.11
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 07/15/2024	10/16/2019 10/23/2019 120,000.00	119,994.59 0.00 0.00 119,994.70	102.93 193.00 102.93 193.00	0.11 0.00 0.11 193.11	193.11
68389XBK0	Oracle Corp Callable Note Cont 8/15/2021 1.9% Due 09/15/2021	04/11/2019 04/15/2019 200,000.00	198,236.00 0.00 0.00 198,360.00	1,118.89 0.00 1,435.56 316.67	124.00 0.00 124.00 440.67	440.67
69353RFB9	PNC Bank Callable Note Cont 1/18/2022 2.625% Due 02/17/2022	02/21/2019 02/25/2019 250,000.00	248,262.12 0.00 0.00 248,352.52	2,442.71 0.00 2,989.58 546.87	90.40 0.00 90.40 637.27	637.27
69371RP42	Paccar Financial Corp Note 3.15% Due 08/09/2021	04/24/2019 04/26/2019 200,000.00	200,876.62 0.00 0.00 200,809.36	2,485.00 0.00 3,010.00 525.00	0.00 67.26 (67.26) 457.74	457.74
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 01/30/2023	02/11/2020 02/13/2020 75,000.00	76,540.46 0.00 0.00 76,488.10	817.92 975.00 5.42 162.50	0.00 52.36 (52.36) 110.14	110.14

Income Earned

As of July 31, 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
78012KKU0	Royal Bank of Canada Note 2.5% Due 01/19/2021	03/06/2019 03/08/2019 200,000.00	199,618.48 0.00 0.00 199,677.03	2,250.00 2,500.00 166.67 416.67	58.55 0.00 58.55 475.22	475.22
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	200,924.70 0.00 0.00 200,827.20	722.22 0.00 1,263.89 541.67	0.00 97.50 (97.50) 444.17	444.17
857477AV5	State Street Bank Note 1.95% Due 05/19/2021	04/30/2019 05/02/2019 200,000.00	198,829.09 0.00 0.00 198,941.82	455.00 0.00 780.00 325.00	112.73 0.00 112.73 437.73	437.73
89114QCB2	Toronto Dominion Bank Note 3.25% Due 03/11/2024	07/16/2019 07/18/2019 200,000.00	205,243.46 0.00 0.00 205,122.97	1,986.11 0.00 2,527.78 541.67	0.00 120.49 (120.49) 421.18	421.18
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 03/15/2023	08/29/2019 08/30/2019 175,000.00	177,854.33 0.00 0.00 177,764.68	247.33 463.75 247.33 463.75	0.00 89.65 (89.65) 374.10	374.10
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 05/15/2024	07/06/2020 07/08/2020 215,000.00	0.00 219,736.72 0.00 219,655.92	0.00 69.40 158.62 228.02	0.00 80.80 (80.80) 147.22	147.22
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 01/11/2023	04/25/2019 04/29/2019 200,000.00	199,901.66 0.00 0.00 199,904.96	2,550.00 2,700.00 300.00 450.00	3.30 0.00 3.30 453.30	453.30
89238KAD4	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 01/18/2022	02/05/2019 02/07/2019 77,895.23	89,565.30 0.00 12,231.19 77,436.83	62.81 144.95 54.29 136.43	102.72 0.00 102.72 239.15	239.15
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	254,871.13 0.00 0.00 254,732.21	3,706.94 4,250.00 165.28 708.34	0.00 138.92 (138.92) 569.42	569.42

Income Earned

As of July 31, 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
912828M80	US Treasury Note 2% Due 11/30/2022	Various Various 300,000.00	302,802.38 0.00 0.00 302,703.89	508.20 0.00 1,016.40 508.20	0.00 98.49 (98.49) 409.71	409.71
912828Q78	US Treasury Note 1.375% Due 04/30/2021	01/30/2020 01/31/2020 30,000.00	29,973.47 0.00 0.00 29,976.18	69.50 0.00 104.25 34.75	2.71 0.00 2.71 37.46	37.46
912828T26	US Treasury Note 1.375% Due 09/30/2023	Various Various 300,000.00	294,783.29 0.00 0.00 294,919.66	1,036.89 0.00 1,386.27 349.38	136.37 0.00 136.37 485.75	485.75
912828V80	US Treasury Note 2.25% Due 01/31/2024	11/26/2019 11/27/2019 200,000.00	204,550.35 0.00 0.00 204,442.59	1,879.12 2,250.00 12.23 383.11	0.00 107.76 (107.76) 275.35	275.35
912828VB3	US Treasury Note 1.75% Due 05/15/2023	12/16/2019 12/17/2019 250,000.00	250,435.68 0.00 0.00 250,422.79	558.76 0.00 927.31 368.55	0.00 12.89 (12.89) 355.66	355.66
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	12/12/2019 12/13/2019 300,000.00	308,485.23 0.00 0.00 308,299.21	957.88 0.00 1,589.67 631.79	0.00 186.02 (186.02) 445.77	445.77
912828Y87	US Treasury Note 1.75% Due 07/31/2024	01/31/2020 01/31/2020 300,000.00	304,721.77 0.00 0.00 304,623.60	2,192.31 2,625.00 14.27 446.96	0.00 98.17 (98.17) 348.79	348.79
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 04/22/2024	10/01/2019 10/08/2019 80,000.00	79,994.82 0.00 0.00 79,994.94	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	200,193.34 0.00 0.00 200,182.86	2,676.85 3,069.00 119.35 511.50	0.00 10.48 (10.48) 501.02	501.02

Income Earned

As of July 31, 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
			11,416,664.83	**56,824.41**	**1,299.96**	
			638,815.02	**30,404.85**	**3,686.20**	
			40,913.24	**47,104.61**	**(2,386.24)**	
Total Fixed Income		**11,909,269.07**	**12,012,180.37**	**20,685.05**	**18,298.81**	**18,298.81**
CASH & EQUIVALENT						
02587CFZ8	American Express	08/29/2017	250,000.00	1,562.67	0.00	414.04
	Negotiable CD	08/29/2017	0.00	0.00	0.00	
	1.95% Due 09/08/2020	250,000.00	0.00	1,976.71	0.00	
			250,000.00	414.04	414.04	
05580ACZ5	BMW Corp	09/24/2015	248,000.00	1,390.16	0.00	463.39
	Negotiable CD	09/24/2015	0.00	0.00	0.00	
	2.2% Due 09/30/2020	248,000.00	0.00	1,853.55	0.00	
			248,000.00	463.39	463.39	
08173QBS4	Beneficial Bank	09/20/2016	248,000.00	895.18	0.00	326.47
	Negotiable CD	09/20/2016	0.00	0.00	0.00	
	1.55% Due 10/07/2021	248,000.00	0.00	1,221.65	0.00	
			248,000.00	326.47	326.47	
140420XR6	Capital One Bank USA NA	03/30/2016	248,000.00	993.36	0.00	358.07
	Negotiable CD	03/30/2016	0.00	0.00	0.00	
	1.7% Due 04/06/2021	248,000.00	0.00	1,351.43	0.00	
			248,000.00	358.07	358.07	
14042RAK7	CAPITAL ONE	09/24/2015	248,000.00	1,421.75	0.00	473.92
	Negotiable CD	09/24/2015	0.00	0.00	0.00	
	2.25% Due 09/30/2020	248,000.00	0.00	1,895.67	0.00	
			248,000.00	473.92	473.92	
29976D2F6	Everbank	02/09/2017	248,000.00	1,824.67	0.00	431.79
	Negotiable CD	02/09/2017	0.00	0.00	0.00	
	2.05% Due 02/14/2022	248,000.00	0.00	2,256.46	0.00	
			248,000.00	431.79	431.79	
313384D55	FHLB	05/28/2020	799,819.56	0.00	77.74	129.19
	Discount Note	05/28/2020	0.00	51.45	0.00	
	0.145% Due 08/26/2020	550,000.00	249,952.68	0.00	77.74	
			549,944.62	51.45	129.19	

Income Earned

As of July 31, 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
31846V203	First American Govt Obligation Fund Class Y	Various Various 224,442.49	41,390.16 572,632.87 389,580.54 224,442.49	0.00 5.01 0.00 5.01	0.00 0.00 0.00 5.01	5.01
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	571.22 0.00 1,049.81 478.59	0.00 0.00 0.00 478.59	478.59
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	305.75 305.75 315.95 315.95	0.00 0.00 0.00 315.95	315.95
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	1,474.41 0.00 1,843.01 368.60	0.00 0.00 0.00 368.60	368.60
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	152.20 285.37 161.71 294.88	0.00 0.00 0.00 294.88	294.88
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	21.06 0.00 347.54 326.48	0.00 0.00 0.00 326.48	326.48
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	1,405.48 0.00 1,808.90 403.42	0.00 0.00 0.00 403.42	403.42
9127963F4	US Treasury Bill Due 07/21/2020	06/29/2020 06/30/2020 0.00	499,967.36 0.00 499,991.77 0.00	0.00 0.00 0.00 0.00	24.41 0.00 24.41 24.41	24.41
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	1,570.89 0.00 1,928.96 358.07	0.00 0.00 0.00 358.07	358.07

Income Earned

As of July 31, 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
			4,566,177.08	13,588.80	102.15	
			572,632.87	647.58	0.00	
			1,139,524.99	18,011.35	102.15	
Total Cash & Equivalent		**3,999,442.49**	**3,999,387.11**	**5,070.13**	**5,172.28**	**5,172.28**
LOCAL AGENCY INVESTMENT FUND						
90LAIF$00	Local Agency Investment Fund	Various	14,568,180.40	45,269.96	0.00	9,457.54
	State Pool	Various	48,114.91	44,492.61	0.00	
		11,366,295.31	3,250,000.00	10,234.89	0.00	
			11,366,295.31	9,457.54	9,457.54	
			14,568,180.40	**45,269.96**	**0.00**	
			48,114.91	**44,492.61**	**0.00**	
			3,250,000.00	**10,234.89**	**0.00**	
Total Local Agency Investment Fund		**11,366,295.31**	**11,366,295.31**	**9,457.54**	**9,457.54**	**9,457.54**
INVESTMENT POOL						
09CATR$05	CalTrust	Various	6,511,160.41	0.00	0.00	6,772.21
	Medium Term Fund	Various	6,772.21	6,772.21	0.00	
		648,028.92	0.00	0.00	0.00	
			6,517,932.62	6,772.21	6,772.21	
			6,511,160.41	**0.00**	**0.00**	
			6,772.21	**6,772.21**	**0.00**	
			0.00	**0.00**	**0.00**	
Total Investment Pool		**648,028.92**	**6,517,932.62**	**6,772.21**	**6,772.21**	**6,772.21**
			37,062,182.72	**115,683.17**	**1,402.11**	
			1,266,335.01	**82,317.25**	**3,686.20**	
			4,430,438.23	**75,350.85**	**(2,284.09)**	
TOTAL PORTFOLIO		**27,923,035.79**	**33,895,795.41**	**41,984.93**	**39,700.84**	**39,700.84**

Cash Flow Report

As of July 31, 2020

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
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	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	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	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	4,958.17	221.71	5,179.88
08/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,359.88	170.58	6,530.46
08/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,319.90	463.75	5,783.65
08/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,370.24	193.00	2,563.24
08/15/2020	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	7,360.47	297.42	7,657.89
08/15/2020	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	2,047.20	28.07	2,075.27
08/15/2020	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,299.13	1,151.88	13,451.01
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	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,695.41	94.37	2,789.78

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/18/2020	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	7,984.64	125.28	8,109.92
08/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,652.64	129.33	1,781.97
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
08/21/2020	Paydown	3137BM6P6	0.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
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	7,681.99	758.54	8,440.53
08/26/2020	Maturity	313384D55	550,000.00	FHLB Discount Note 0.145% Due 8/26/2020	550,000.00	0.00	550,000.00
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
AUG 2020					**610,729.67**	**25,542.58**	**636,272.25**
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
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	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

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
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	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	5,329.33	449.65	5,778.98
09/15/2020	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	4,968.50	212.29	5,180.79
09/15/2020	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,932.03	24.96	1,956.99
09/15/2020	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	7,248.39	287.23	7,535.62
09/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,207.92	161.15	6,369.07
09/15/2020	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,328.24	1,122.05	13,450.29
09/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,375.57	189.19	2,564.76
09/18/2020	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	7,559.93	112.44	7,672.37
09/18/2020	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,702.44	88.19	2,790.63
09/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,656.36	126.66	1,783.02
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	7,705.81	737.35	8,443.16
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	14042RAK7	248,000.00	CAPITAL ONE Negotiable CD 2.25% Due 9/30/2020	248,000.00	2,812.93	250,812.93
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

Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
SEP 2020					**1,056,014.52**	**35,246.73**	**1,091,261.25**
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	Dividend	90LAIF$00	403,582,718.76	Local Agency Investment Fund State Pool	0.00	10,310.99	10,310.99
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	2,380.91	185.37	2,566.28
10/15/2020	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	7,135.82	277.21	7,413.03
10/15/2020	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,816.62	22.03	1,838.65
10/15/2020	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,357.41	1,092.16	13,449.57
10/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,338.78	435.53	5,774.31
10/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,055.60	151.94	6,207.54
10/15/2020	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	4,978.85	202.85	5,181.70
10/18/2020	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,709.49	82.00	2,791.49
10/18/2020	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	7,134.19	100.28	7,234.47
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

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/20/2020	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,660.09	123.98	1,784.07
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	7,729.69	716.10	8,445.79
10/31/2020	Interest	912828Q78	30,000.00	US Treasury Note 1.375% Due 4/30/2021	0.00	206.25	206.25
OCT 2020					**59,297.45**	**22,045.87**	**81,343.32**
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
11/05/2020	Interest	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	565.52	565.52
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	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	2,187.50	2,187.50
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	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,902.90	142.96	6,045.86
11/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,386.27	181.54	2,567.81
11/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,348.25	421.38	5,769.63
11/15/2020	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,386.66	1,062.19	13,448.85

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2020	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	4,989.23	193.39	5,182.62
11/15/2020	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,700.96	19.28	1,720.24
11/15/2020	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	7,022.77	267.34	7,290.11
11/18/2020	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,716.56	75.79	2,792.35
11/18/2020	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	6,707.41	88.81	6,796.22
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	1,663.82	121.30	1,785.12
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
11/22/2020	Interest	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	306.25	306.25
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	7,753.65	694.78	8,448.43
11/30/2020	Interest	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.00	3,000.00	3,000.00
NOV 2020					**303,578.48**	**31,333.40**	**334,911.88**
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	3134GVJ66	350,000.00	FHLMC Note 0.25% Due 6/8/2022	0.00	437.50	437.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
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
12/15/2020	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,391.64	177.70	2,569.34
12/15/2020	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,909.25	257.62	7,166.87
12/15/2020	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,749.84	134.20	5,884.04
12/15/2020	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	4,999.62	183.91	5,183.53
12/15/2020	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,357.73	407.21	5,764.94
12/15/2020	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,585.08	16.70	1,601.78
12/15/2020	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,415.98	1,032.15	13,448.13
12/18/2020	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,723.65	69.56	2,793.21
12/18/2020	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	6,279.60	78.02	6,357.62
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	1,667.56	118.61	1,786.17
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	7,777.69	673.39	8,451.08
12/26/2020	Interest	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	375.00	375.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
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
DEC 2020					**57,857.64**	**17,561.97**	**75,419.61**
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
01/10/2021	Interest	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	312.50	312.50
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
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	5,596.41	125.67	5,722.08
01/15/2021	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,445.36	1,002.04	13,447.40
01/15/2021	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	5,010.04	174.41	5,184.45
01/15/2021	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,468.96	14.29	1,483.25
01/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,367.24	393.01	5,760.25
01/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,397.03	173.85	2,570.88
01/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,795.23	248.06	7,043.29
01/18/2021	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,730.75	63.32	2,794.07

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/18/2021	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	5,850.76	67.92	5,918.68
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	1,671.32	115.91	1,787.23
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	3137EAET2	170,000.00	FHLMC Note 0.125% Due 7/25/2022	0.00	107.43	107.43
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	7,801.80	651.94	8,453.74
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	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	2,250.00	2,250.00
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
JAN 2021					**257,134.90**	**30,984.06**	**288,118.96**
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	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	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

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2021	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	5,020.48	164.89	5,185.37
02/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,402.42	170.00	2,572.42
02/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,442.60	117.37	5,559.97
02/15/2021	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,352.58	12.07	1,364.65
02/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,376.75	378.79	5,755.54
02/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,680.73	238.66	6,919.39
02/15/2021	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,474.82	971.86	13,446.68
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
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	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	5,420.87	58.51	5,479.38
02/18/2021	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,737.87	57.06	2,794.93
02/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,675.08	113.21	1,788.29
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	7,825.98	630.42	8,456.40

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
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
FEB 2021					**552,410.18**	**24,803.40**	**577,213.58**
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
03/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,565.74	229.42	6,795.16
03/15/2021	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	5,030.94	155.35	5,186.29
03/15/2021	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,504.34	941.61	13,445.95
03/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,288.41	109.30	5,397.71
03/15/2021	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,235.99	10.01	1,246.00
03/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,407.83	166.13	2,573.96
03/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,386.29	364.54	5,750.83

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/18/2021	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	4,989.95	49.79	5,039.74
03/18/2021	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,745.01	50.79	2,795.80
03/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,678.85	110.50	1,789.35
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	7,850.25	608.83	8,459.08
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
MAR 2021					**303,683.60**	**23,757.14**	**327,440.74**
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
04/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,133.86	101.45	5,235.31
04/15/2021	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,533.94	911.28	13,445.22
04/15/2021	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,119.14	8.14	1,127.28
04/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,395.83	350.27	5,746.10
04/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,450.26	220.34	6,670.60
04/15/2021	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	5,041.42	145.79	5,187.21

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,413.24	162.26	2,575.50
04/18/2021	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	4,557.97	41.77	4,599.74
04/18/2021	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,752.17	44.50	2,796.67
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	1,682.62	107.79	1,790.41
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	7,874.58	587.18	8,461.76
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
APR 2021					**980,955.03**	**13,416.19**	**994,371.22**
05/03/2021	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
05/05/2021	Interest	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	571.88	571.88
05/06/2021	Interest	3133ELYR9	325,000.00	FFCB Note 0.25% Due 5/6/2022	0.00	406.25	406.25
05/13/2021	Interest	459200JX0	200,000.00	IBM Corp Note 2.85% Due 5/13/2022	0.00	2,850.00	2,850.00
05/15/2021	Interest	912828WJ5	300,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	3,750.00	3,750.00
05/15/2021	Interest	912828VB3	250,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	2,187.50	2,187.50
05/15/2021	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,563.60	880.89	13,444.49

Cash Flow Report

As of July 31, 2020

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	4,978.93	93.84	5,072.77
05/15/2021	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	1,002.06	6.44	1,008.50
05/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,418.67	158.38	2,577.05
05/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,334.29	211.42	6,545.71
05/15/2021	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	5,051.91	136.22	5,188.13
05/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,405.40	335.97	5,741.37
05/18/2021	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	4,124.97	34.43	4,159.40
05/18/2021	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,759.35	38.19	2,797.54
05/19/2021	Maturity	857477AV5	200,000.00	State Street Bank Note 1.95% Due 5/19/2021	200,000.00	1,950.00	201,950.00
05/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,686.41	105.07	1,791.48
05/22/2021	Interest	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	306.25	306.25
05/25/2021	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
05/25/2021	Interest	404280BA6	200,000.00	HSBC Holdings PLC Note 3.6% Due 5/25/2023	0.00	3,600.00	3,600.00
05/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,899.00	565.45	8,464.45
05/31/2021	Interest	912828M80	300,000.00	US Treasury Note 2% Due 11/30/2022	0.00	3,000.00	3,000.00
MAY 2021					**254,224.59**	**23,935.81**	**278,160.40**
06/08/2021	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25

Cash Flow Report

As of July 31, 2020

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/08/2021	Interest	3134GVJ66	350,000.00	FHLMC Note 0.25% Due 6/8/2022	0.00	437.50	437.50
06/14/2021	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
06/15/2021	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,593.34	850.42	13,443.76
06/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	4,823.63	86.45	4,910.08
06/15/2021	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	884.73	4.92	889.65
06/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,415.00	321.64	5,736.64
06/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,217.83	202.65	6,420.48
06/15/2021	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	5,062.44	126.62	5,189.06
06/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,424.11	154.49	2,578.60
06/18/2021	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,766.55	31.87	2,798.42
06/18/2021	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	3,690.90	27.80	3,718.70
06/20/2021	Interest	3130AHSR5	320,000.00	FHLB Note 1.625% Due 12/20/2021	0.00	2,600.00	2,600.00
06/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,690.20	102.34	1,792.54
06/25/2021	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
06/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,923.48	543.67	8,467.15
06/26/2021	Interest	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	375.00	375.00
06/29/2021	Maturity	87164XMJ2	248,000.00	Synchrony Bank Negotiable CD 1.55% Due 6/29/2021	248,000.00	1,916.73	249,916.73

Cash Flow Report

As of July 31, 2020

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
JUN 2021					**301,492.21**	**16,264.11**	**317,756.32**
07/10/2021	Interest	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	312.50	312.50
07/11/2021	Interest	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.00	2,700.00	2,700.00
07/12/2021	Maturity	02665WBF7	200,000.00	American Honda Finance Note 1.65% Due 7/12/2021	200,000.00	1,650.00	201,650.00
07/13/2021	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
07/13/2021	Interest	3137EADB2	350,000.00	FHLMC Note 2.375% Due 1/13/2022	0.00	4,156.25	4,156.25
07/15/2021	Paydown	477870AB5	116,689.84	John Deere Owner Trust 2019-B A2 2.28% Due 5/16/2022	5,072.99	117.00	5,189.99
07/15/2021	Paydown	47789JAD8	475,000.00	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	12,623.13	819.89	13,443.02
07/15/2021	Paydown	43815NAC8	115,000.00	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	4,667.94	79.30	4,747.24
07/15/2021	Paydown	47788BAD6	18,506.19	John Deere Owner Trust 2017-B A3 1.82% Due 10/15/2021	767.16	3.58	770.74
07/15/2021	Paydown	89232HAC9	215,000.00	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,100.87	194.05	6,294.92
07/15/2021	Paydown	89231PAD0	175,000.00	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	5,424.60	307.29	5,731.89
07/15/2021	Paydown	65479JAD5	120,000.00	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	2,429.57	150.59	2,580.16
07/18/2021	Paydown	89238KAD4	77,895.23	Toyota Auto Receivables Trust 2017-D A3 1.93% Due 1/18/2022	3,255.79	21.86	3,277.65
07/18/2021	Paydown	43814WAB1	41,177.81	Honda Auto Receivables Trust 2019-1 A2 2.75% Due 9/20/2021	2,773.76	25.53	2,799.29
07/20/2021	Paydown	92348AAA3	80,000.00	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,694.00	99.61	1,793.61
07/24/2021	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

Cash Flow Report

As of July 31, 2020

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/24/2021	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
07/25/2021	Interest	3137BM6P6	135,000.00	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	347.63	347.63
07/25/2021	Interest	3137EAET2	170,000.00	FHLMC Note 0.125% Due 7/25/2022	0.00	106.25	106.25
07/25/2021	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	7,948.05	521.81	8,469.86
07/30/2021	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
07/31/2021	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
07/31/2021	Interest	912828V80	200,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	2,250.00	2,250.00
JUL 2021					**252,757.86**	**27,182.14**	**279,940.00**
TOTAL					**4,990,136.13**	**292,073.40**	**5,282,209.53**

Important Disclosures

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.

Information contained in this monthly statement is confidential and is provided for informational purposes only and should not be construed as specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of this statement, but may become outdated or superseded at any time without notice.

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-2020-15
Date: September 8, 2020

TO: THE HONORABLE MAYOR AND CITY COUNCIL

SUBJECT: PERSONNEL REPORT

1. Report the count of confirmed COVID-19 employee cases:
   a. Transportation Department: Four (4)
   b. Police Department: Four (4)
   c. Public Works: Two (2)

2. Report the Transitional Appointment of ***STEVE LEWIS*** to the full-time position of Facilities Maintenance Supervisor, Schedule 119 ($6,593 - $8,415/month), with the Transportation Department effective September 2, 2020.

3. Report the Reinstatement of ***KENNETH MILLER*** to the full-time position of Senior Transit Utility Specialist, Schedule 40 ($4,027 - $5,139), with the Transportation Department effective July 15, 2020.

4. Report the Transfer of ***AMBER SUIT*** to the position of Customer Service Clerk I, Schedule 29 ($3,070 - $3,919/month), with the Elected & Administrative Offices effective September 14, 2020.

5. Report the Promotion of the following individuals:

   a. ***DANIEL GUZZO*** to the position of Police Sergeant, Schedule 203 ($8,877 - $11,330/month), with the Police Department effective September 6, 2020.

   b. ***JOSE AVALOS*** to the position of Police Sergeant, Schedule 203 ($8,877 - $11,330/month), with the Police Department effective September 7, 2020.

   c. ***MICHAEL SARGENT*** to the position of Police Lieutenant, Schedule 227 ($11,895 - $15,183/month), with the Police Department effective September 6, 2020.

   d. ***MARK THOMPSON*** to the position of Police Lieutenant, Schedule 227 ($11,895 - $15,183/month), with the Police Department effective September 7, 2020.

   e. ***TODD FOX*** to the position of Police Captain, Schedule 231 ($14,142 - $18,050/month), with the Police Department effective September 6, 2020.

   f. ***VICENTE OSORIO*** to the position of Police Captain, Schedule 231 ($14,142 - $18,050/month), with the Police Department effective September 7, 2020.

6. Report the Disability Retirement of Police Officer, ***EDGARDO VARGAS***, of the Police Department effective July 1, 2020. Mr. Vargas provided 14 years and 7 months of service to the City.

7. Report the Service Retirement of the following individuals:

    a. Bus Operator, ***SHARON PROFIT***, of the Transportation Department effective August 3, 2020. Ms. Profit provided 27 years and 11 months of service to the City.

    b. Police Sergeant, ***RODNEY GONSALVES***, of the Police Department effective August 31, 2020. Mr. Gonsalves provided 30 years and 10 months of service to the City.

    c. Police Officer, ***YVETTE EVANS***, of the Police Department effective August 31, 2020. Ms. Evans provided 30 years and 10 months of service to the City.

    d. Secretary, ***DIANNE JONES***, of the Transportation Department effective September 3, 2020. Ms. Jones provided 13 years of service to the City.

    e. Police Captain, ***UIKILIFI NIKO***, of the Police Department effective September 3, 2020. Mr. Niko provided 30 years and 10 months of service to the City.

8. Report that the following individuals returned to duty from leave:

    a. Police Officer, ***EDWARD WENKE***, of the Police Department has returned from leave, effective August 3, 2020.

    b. Police Officer, ***STEVEN PENKO*** of the Police Department has returned from leave, effective August 24, 2020.

9. Report that the following individuals are on leave under the Family Medical Leave Act / California Family Rights Act (FMLA/CFRA):

    a. Customer Service Clerk I, ***AMBER SUIT,*** of the Elected and Administrative Offices effective September 9, 2020 through November 11, 2020 on a continuous basis.

    b. Police Service Officer, ***CHRISTIAN OVANDO***, of the Police Department effective August 18, 2020 through September 1, 2020 on a continuous basis.

    c. Police Officer, ***JESUS UGALDE***, of the Police Department effective August 26, 2020 through October 6, 2020 on a continuous basis.

    d. Police Officer, ***RYAN YEE,*** of the Police Department effective August 18, 2020 through August 27, 2020 on a continuous basis.

    e. Transit Training and Safety Supervisor, ***FRAZIER WATTS***, of the Transportation Department effective September 2, 2020 through October 4, 2020 on a continuous basis.

    f. Transportation Operations Supervisor, ***UNEICE JONES***, of the Transportation Department effective July 20, 2020 through July 31, 2020.

    g. Bus Operator, ***SHANNA JONES,*** of the Transportation Department effective August 27, 2020 through a date to be determined on a continuous basis.

h. Bus Operator, ***ROBBI CHAVEZ***, of the Transportation Department effective August 26, 2020 through a date to be determined on a continuous basis.

i. Transit Mechanic, ***JAIME MIRANDA***, of the Transportation Department effective August 13, 2020 through September 3, 2020.

j. Bus Operator, ***JESSICA POWELL***, of the Transportation Department effective August 26, 2020 through September 4, 2020 on a continuous basis.

k. Bus Operator, ***TAMARA RICHARDSON***, of the Transportation Department effective August 13, 2020 through a date to be determined on a continuous basis.

l. Bus Operator, ***TANEISHA FLOYD***, of the Transportation Department effective August 18, 2020 through a date to be determined on a continuous basis.

m. Bus Operator, ***ROGER PHILLIPS***, of the Transportation Department effective August 19, 2020 through a date to be determined on a continuous basis.

10. Report the following individuals are out on a Medical Leave of absence:

a. Bus Operator, ***TEILDA McKISSIC LUCAS***, of the Transportation Department effective April 1, 2020 through November 11, 2020.

b. Bus Operator, ***ANTONIO DACALDACAL,*** of the Transportation Department effective April 1, 2020 through a date to be determined.

c. Bus Operator, ***ADRIANNE PHILLIPS,*** of the Transportation Department effective April 1, 2020 through a date to be determined.

Respectfully submitted,

CLINT OSORIO
City Manager/Human Resources Officer

cc: City Attorney
City Clerk
Human Resources
Payroll

City of Gardena
City Council Meeting

AGENDA REPORT SUMMARY

Agenda Item No. 5. D. (2)

Department: CONSENT CALENDAR

Meeting Date: 09/08/2020

Resolution No. 6478

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: RESOLUTION NO. 6478, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA CALIFORNIA, REAFFIRMING PROCLAMATION AND RESOLUTION 6441 WHICH DECLARED THE EXISTENCE OF A LOCAL EMERGENCY.

COUNCIL ACTION REQUIRED:	Action Taken
• Adopt Resolution No. 6478	

STAFF SUMMARY:

On March 4, 2020, Governor Newsom declared a State of Emergency in California due to the threat of Coronavirus Disease 2019 ("COVID-19"). Also, on March 4, 2020, the County of Los Angeles Public Health Department declared a local health emergency in response to COVID-19 activity.

On March 16, 2020, in response to the State and County actions and pursuant to Government Code Section 8550 et seq., including Section 8558(c), City Manager Clint Osorio proclaimed the existence of a local emergency in Gardena. On March 19, 2020, the City Council ratified the proclamation through its approval of Resolution No. 6441. On May 12, 2020 City Council adopted Resolution No. 6454, reaffirming Resolution No. 6441. On July 14, 2020 City Council adopted Resolution No.6469, reaffirming Resolution No. 6441.

Pursuant to Government Code Section 8630, the City Council is required to "review the need for continuing the local emergency at least once every 60 days until the governing body (i.e. the City Council) terminates the local emergency.

The extension of the local emergency allows the City Manager and City Council to issue rules, regulations, and orders to deal with the COVID-19 emergency. Additionally, it allows the City of Gardena to seek reimbursement from the State and Federal government for expenditures related to the COVID-19 emergency. Finally, it allows the City Manager and City Council to use the authority granted to them by the California Constitution, the Government Code and the Gardena Municipal Code to respond to the COVID-19 emergency.

Please note that the city of Gardena is subject to two separate orders by the County of Los Angeles (Safer-At-Home-Order and the State of California (Stay-At-Home Order). However, the City of Gardena does not have the authority to terminate the County's Safer at Home Order or the State's Stay-At-Home-Order.

Efforts to stop the spread of the pandemic continue at the national, state and county levels. The conditions that required the declaration of a local emergency continue to exist as of this date. Staff therefore recommends the City Council adopt a resolution reaffirming and continuing the current declaration of a local emergency.

FISCAL IMPACT:
Staff is continuing to pursue any available Federal and State reimbursement for all City costs incurred due to COVID-19.

ATTACHMENT:

1) Resolution No. 6478-Reaffirming Proclamation and Resolution 6441 Declaring Existence of Local Emergency

Submitted by: _____, Clint Osorio, City Manager Date: 9/2/20

RESOLUTION NO. 6478

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, REAFFIRMING PROCLAMATION AND RESOLUTION 6441 WHICH DECLARED THE EXISTENCE OF A LOCAL EMERGENCY

THE CITY COUNCIL OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, on March 16, 2020, the City Manager, as the City's Director of Emergency Services, due to the COVID-19 pandemic declared a local emergency as authorized by Government Code section 8630 and Gardena Municipal Code section 2.52.060. A true and correct copy of the Proclamation is attached hereto as Attachment "A" and incorporated herein by this reference; and

WHEREAS, on March 19, 2020, the City Council adopted Resolution 6441 to thereby ratify the City Manager's declaration of the local emergency due to the COVID-19 pandemic) A true and correct copy of Resolution 6441 is attached hereto as Attachment "B" and incorporated herein by this reference; and

WHEREAS, on May 12, 2020, the City Council adopted Resolution No. 6454 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6454 is attached hereto as Attachment "C" and incorporated herein by this reference; and

WHEREAS, on July 14, 2020, the City Council adopted Resolution No. 6469 to reaffirm the City Manager's declaration of the local emergency due to the COVID-19 pandemic and Resolution 6441. A true and correct copy of Resolution No. 6469 is attached hereto as Attachment "D" and incorporated herein by this reference; and

WHEREAS, Government Code Section 8630(c) states that a City Council "shall review the need for continuing the local emergency at least once every 60 days until the governing body terminates the local emergency"; and

WHEREAS, the numbers of confirmed cases of COVID-19 and deaths in the City of Gardena and Los Angeles County continues to increase; and

WHEREAS, conditions of extreme peril to the safety of persons and property continue due to COVID-19 in the City of Gardena and Los Angeles County; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases, to take measures to mitigate the spread of COVID-19; and

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

WHEREAS, the reasons for declaring the local emergency still exist;

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

SECTION 1. The City Council reaffirms all portions of Resolution 6441, including all findings stated therein.

SECTION 2. The City Council reaffirms the ongoing need for the local emergency initially declared on by the City Manager's Proclamation of Local Emergency dated March 16, 2020 and orders contained therein and subsequently ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020 and Resolution No 6469 on July 14, 2020.

SECTION 3. This local emergency shall continue to exist until the City Council proclaims the termination of this local emergency.

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

Passed, approved, and adopted this_____day of September, 2020.

_____
TASHA CERDA, Mayor

ATTEST:

MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

ATTACHMENT A

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

March 16, 2020
REF. 2020.060

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

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

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

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

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

TASHA CERDA, Mayor / ART KASKANIAN, Mayor Pro Tem
MARK E. HENDERSON, Councilmember / DAN MEDINA, Councilmember / RODNEY G. TANAKA, Councilmember
MINA SEMENZA, City Clerk / J. INGRID TSUKIYAMA, City Treasurer / CLINT OSORIO, City Manager / CARMEN VASQUEZ, City Attorney

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

A. The City Council shall review and ratify this proclamation within 7 days as required by state law, and if ratified, shall continue to exist until the City Council proclaims the termination of this local emergency. The City Council shall review the need for continuing the local emergency as required by state law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.

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

C. That a copy of this proclamation be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find

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

PROCLAIMED this 16th day of March, 2020.

Clint Osorio,
City Manager/Director of Emergency Services

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

ATTEST:

/s/ MINA SEMENZA

MINA SEMENZA, City Clerk

ATTACHMENT B

RESOLUTION NO. 6441

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Passed, approved, and adopted this 19th day of March, 2020.

Tasha Cerda
TASHA CERDA, Mayor

ATTEST:

Becky Romero
for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF GARDENA)

I, **MINA SEMENZA,** City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6441** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at an emergency meeting of said City Council held on the **19th day** of **March, 2020,** and that the same was so passed and adopted by the following roll call vote:

AYES: COUNCIL MEMBERS HENDERSON, MEDINA AND TANAKA, MAYOR PRO TEM KASKANIAN AND MAYOR CERDA

NOES: NONE

ABSENT: NONE

Becky Romero
for City Clerk of the City of Gardena, California

(SEAL)

ATTACHMENT C

RESOLUTION NO. 6454

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, REAFFIRMING PROCLAMATION AND RESOLUTION 6441 WHICH DECLARED THE EXISTENCE OF A LOCAL EMERGENCY

THE CITY COUNCIL OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, on March 16, 2020, the City Manager, as the City's Director of Emergency Services, due to the COVID-19 pandemic declared a local emergency as authorized by Government Code section 8630 and Gardena Municipal Code section 2.52.060. A true and correct copy of the Proclamation is attached hereto as Attachment "A" and incorporated herein by this reference; and

WHEREAS, on March 19, 2020, the City Council adopted Resolution 6441 to thereby ratify the City Manager's declaration of the local emergency due to the COVID-19 pandemic) A true and correct copy of Resolution 6441 is attached hereto as Attachment "B" and incorporated herein by this reference; and

WHEREAS, Government Code Section 8630(c) states that a City Council "shall review the need for continuing the local emergency at least once every 60 days until the governing body terminates the local emergency"; and

WHEREAS, as of May 7, 2020, there have been 29,427 confirmed cases of COVID-19 in Los Angeles County, which have resulted in 1,418 deaths; and

WHEREAS, the numbers of confirmed cases and deaths continue to increase; and

WHEREAS, conditions of extreme peril to the safety of persons and property continue due to COVID-19 in Gardena and Los Angeles County; and

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

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

WHEREAS, the reasons for declaring the local emergency still exist;

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

SECTION 1. The City Council reaffirms all portions of the Proclamation declared by the City Manager's Proclamation of Local Emergency dated March 16, 2020, including all orders contained therein.

SECTION 2. The City Council reaffirms all portions of Resolution 6441, including all findings stated therein.

SECTION 3. This local emergency shall continue to exist until the City Council proclaims the termination of this local emergency.

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

Passed, approved, and adopted this 12th day of May, 2020.

Mark E. Henderson for
TASHA CERDA, Mayor

ATTEST:

Becky Romero
for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF GARDENA)

I, MINA SEMENZA, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6454** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **12th day of May, 2020,** and that the same was so passed and adopted by the following roll call vote:

AYES: COUNCIL MEMBERS KASKANIAN AND TANAKA, MAYOR PRO TEM HENDERSON, COUNCIL MEMBER FRANCIS AND MAYOR CERDA

NOES: NONE

ABSENT: NONE

Becky Romero
for City Clerk of the City of Gardena, California

(SEAL)

ATTACHMENT D

RESOLUTION NO. 6469

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, REAFFIRMING PROCLAMATION AND RESOLUTION 6441 WHICH DECLARED THE EXISTENCE OF A LOCAL EMERGENCY

THE CITY COUNCIL OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, on March 16, 2020, the City Manager, as the City's Director of Emergency Services, due to the COVID-19 pandemic declared a local emergency as authorized by Government Code section 8630 and Gardena Municipal Code section 2.52.060. A true and correct copy of the Proclamation is attached hereto as Attachment "A" and incorporated herein by this reference; and

WHEREAS, on March 19, 2020, the City Council adopted Resolution 6441 to thereby ratify the City Manager's declaration of the local emergency due to the COVID-19 pandemic) A true and correct copy of Resolution 6441 is attached hereto as Attachment "B" and incorporated herein by this reference; and

WHEREAS, Government Code Section 8630(c) states that a City Council "shall review the need for continuing the local emergency at least once every 60 days until the governing body terminates the local emergency"; and

WHEREAS, the numbers of confirmed cases of COVID-19 and deaths in the City of Gardena and Los Angeles County continues to increase; and

WHEREAS, conditions of extreme peril to the safety of persons and property continue due to COVID-19 in the City of Gardena and Los Angeles County; and

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

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

WHEREAS, the reasons for declaring the local emergency still exist;

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

SECTION 1. The City Council reaffirms all portions of the Proclamation declared by the City Manager's Proclamation of Local Emergency dated March 16, 2020, including all orders contained therein.

SECTION 2. The City Council reaffirms all portions of Resolution 6441, including all findings stated therein.

SECTION 3. This local emergency shall continue to exist until the City Council proclaims the termination of this local emergency.

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

Passed, approved, and adopted this 14th day of July, 2020.

Tasha Cerda
TASHA CERDA, Mayor

ATTEST:

Becky Romero
for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

CARMEN VASQUEZ, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF GARDENA)

I, MINA SEMENZA, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6469** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **14th day of July, 2020,** and that the same was so passed and adopted by the following roll call vote:

AYES: COUNCIL MEMBER KASKANIAN, MAYOR PRO TEM HENDERSON, COUNCIL MEMBERS TANAKA AND FRANCIS AND MAYOR CERDA

NOES: NONE

ABSENT: NONE

Becky Romero
City Clerk of the City of Gardena, California

(SEAL)

City of Gardena
City Council Meeting

Agenda Item No. 5. D. (3)
Department: CONSENT CALENDAR
Meeting Date: 09/08/2020

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

AGENDA TITLE: APPROVAL OF CONSULTANT AGREEMENT WITH DE NOVO PLANNING GROUP FOR ENVIRONMENTAL CONSULTANT RELATING TO CHANGES TO HOTEL DEVELOPMENT STANDARDS

APPLICANT: City of Gardena

COUNCIL ACTION REQUIRED:	Action Taken
Staff respectfully recommends that City Council approve the Consultant Agreement for Environmental Services relating to changes for hotel development standards.	

RECOMMENDATION AND STAFF SUMMARY:

At the July 14, 2020 City Council meeting, the City Council authorized staff to proceed with the implementing changes to the General Plan and Zoning Code relating to hotel development in the City. At that time, staff estimated the cost to be between $80,000 and $100,000.

On July 15, 2020, staff sent the RFP out to three environmental firms: Kimley-Horn; De Novo Planning Group; and Recon Environmental. Recon and De Novo provided proposals. Recon's bid was for a full programmatic EIR at the cost of $170,488. De Novo's bid was for a programmatic mitigated negative declaration for $39,977.50. After further discussion with De Novo, it was determined that additional work should be added and the proposal was increased to $44,837.50, with an additional $5,000.00 for contingency. Based on the proposal, the revised ordinance would come before the Planning Commission and City Council in March and April 2021. A copy of the revised proposal is attached.

De Novo is a well-qualified firm and is currently providing environmental services to the City for the following projects: Olson proposal on 141st Street; Melia proposal on Vermont Avenue; and the rezoning of the parking lot adjacent to the Lucky Lady Casino at Rosecrans and Budlong Avenues.

FINANCIAL IMPACT/COST: None

ATTACHMENTS

Environmental Consultant Agreement between City and De Novo Planning Group, Inc.

Submitted by: _____, Raymond Barragan, Acting Community Development Director Date: 09/03/2020

Concurred by: _____, Clint Osorio, City Manager Date: 09/03/2020

CITY COUNCIL MEETING
AGENDA STAFF REPORT

Agenda Item No. 5. D. (3)
Department: Community Development
Meeting Date: September 8, 2020

AGENDA TITLE:

APPROVAL OF CONSULTANT AGREEMENT WITH DE NOVO PLANNING GROUP FOR ENVIRONMENTAL CONSULTANT RELATING TO CHANGES TO HOTEL DEVELOPMENT STANDARDS

RECOMMENDATION:

Staff respectfully recommends that City Council approve the Consultant Agreement for Environmental Services relating to changes for hotel development standards.

BACKGROUND:

At the July 14, 2020 City Council meeting, the Council authorized staff to proceed with the implementing changes to the General Plan and Zoning Code relating to hotel development in the City. At that time, staff estimated the cost to be between $80,000 and $100,000.

On July 15, 2020, staff sent the RFP out to three environmental firms: Kimley-Horn; De Novo Planning Group; and Recon Environmental. Recon and De Novo provided proposals. Recon's bid was for a full programmatic EIR at the cost of $170,488. De Novo's bid was for a programmatic mitigated negative declaration for $39,977.50. After further discussion with De Novo, it was determined that additional work should be added and the proposal was increased to $44,837.50, with an additional $5,000.00 for contingency. Based on the proposal, the revised ordinance would come before the Planning Commission and City Council in March and April 2021. A copy of the revised proposal is attached.

De Novo is a well-qualified firm and is currently providing environmental services to the City for the following projects: Olson proposal on 141st Street; Melia proposal on Vermont Avenue; and the rezoning of the parking lot adjacent to the Lucky Lady Casino at Rosecrans and Budlong Avenues.

Attachments:

- Environmental Consultant Agreement between City and De Novo Group, Inc.
  - Exhibit A: De Novo Proposal

CITY OF GARDENA
ENVIRONMENTAL CONSULTANT AGREEMENT
FOR
GENERAL PLAN AMENDMENT AND ZONE TEXT AMENDMENTS
RELATING TO HOTEL DEVELOPMENT STANDARDS

This Agreement is entered into by and between the City of Gardena, a municipal corporation ("City") and De Novo Planning Group, Inc. a California corporation ("Consultant"), authorized to do business in the State of California this 8th day of September, 2020. Based on the mutual promises and covenants contained herein, the Parties hereto agree as follows.

1. **RECITALS.** This Agreement is made and entered into with respect to the following facts:

   A. City is in the process of revising its development standards for amenity hotels by increasing the allowable FAR in the General Plan and Zoning Code, as well as changing development standards relating to such items as setbacks, height, minimum lot size, landscaping, and parking. (the "Project").

   B. City is desirous of obtaining services of an environmental consultant to prepare the required CEQA documentation for the Project. On July 15, 2020 the City sent out RFPs to three consulting firms and two proposals were provided.

   C. City has determined that Consultant is qualified by virtue of experience, training, education and expertise to provide such services.

   D. City has determined that the public interest, convenience and necessity require the execution of this Agreement.

   E. Consultant has reviewed preliminary information relating to the Project prior to providing the Proposal attached hereto as Exhibit A which consists of the Proposal dated August 4, 2020.

   F. The parties desire to enter into this Agreement based on the terms set forth below.

2. **TERM OF AGREEMENT/TERMINATION.** This Agreement shall commence upon the Effective Date and shall continue until completion of the Services required herein, unless earlier terminated as provided below.

   A. City may terminate this Agreement without cause by providing written notice to Consultant not less than three days prior to an effective termination date. City's only obligation in the event of termination will be

payment of fees and allowed expenses incurred up to and including the effective date of the termination.

B. Unless for cause, Consultant may not terminate this Agreement.

C. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all services affected, unless the notice directs otherwise; and (2) within ten business days, deliver to City all data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the services under this Agreement, whether completed or in progress. Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination; however, if the Agreement is terminated by City for cause, other than lack of funding, or by Consultant without cause, City shall be entitled to deduct any costs it incurs in payment to another consultant for Services which duplicate Consultant's Services to date. In the event of termination for other than cause attributable to Consultant, Consultant shall be deemed released for liability for any work assigned but not completed as of the effective date of termination.

3. **SERVICES.** The services to be performed by Consultant shall consist of the preparation of CEQA documentation for the Project as set forth in the attached Proposal. Unless otherwise specified herein, Consultant shall, at its sole cost and expense, furnish all facilities, equipment and personnel which may be required for providing the Services pursuant to this Agreement. In the event of any inconsistency between the terms of the Proposal and this Agreement, this Agreement shall govern.

4. **ADDITIONAL SERVICES.** If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the amount agreed upon in writing by the Parties. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

5. **COMPENSATION.** Compensation for Consultant's Services shall be $44,837.50, as set forth in the Proposal; the proposal also includes an additional $5,000 for contingency. Costs shall be paid as indicated in the Proposal.

6. **AGREEMENT ADMINISTRATOR.** For purposes of this Agreement, City designates Acting Community Development Director Raymond Barragan as the Agreement Administrator who shall monitor Consultant's performance under this Agreement. All notices, invoices or other documents shall be address to the

Agreement Administrator, as well as all substantive issues relating to this Agreement. City reserves the right to change this designation upon written notice to Consultant.

7. **PERSONNEL.** It is the intent of both parties to this Agreement that Starla Barker shall serve as Project Manager on behalf of Consultant. Consultant shall not substitute any other person without the prior written consent of the City. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City.

8. **PERFORMANCE BY CONSULTANT.**

A. Consultant shall maintain or exceed the level of competency presently maintained by other similar practitioners in the State of California, for professional and technical soundness, accuracy and adequacy of all work, advice and material furnished under this Agreement.

B. City may require Consultant to re-perform any Services which were not performed in accordance with this standard at Consultant's sole expense.

9. **TIMING OF PERFORMANCE.** Time is of the essence with respect to Consultant's performance of the Services required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. Notwithstanding any other provisions of this Agreement, the Consultant shall not have liability for or be deemed in breach because of delays caused by any factor outside of its reasonable control, including but not limited to natural disasters, adverse weather, or acts of or failure to act by the Client, third parties, or governmental agencies. City, in its sole discretion, may extend the time for performance of any Service.

10. **BILLINGS AND PAYMENTS.**

A. Consultant shall submit written invoices for the amount due and shall include the amount of the contract remaining. The invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs. The invoices shall be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced. Invoices shall be submitted at least every 60 days.

B. The Agreement Administrator shall review the invoices to determine whether services performed and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or the Agreement Administrator shall

provide Consultant with a written statement objecting to the charges and stating the reasons therefor.

C. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

11. **INSURANCE REQUIREMENTS.**

A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverages required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all of the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.

C. Coverages, Limits and Policy Requirements. Consultant shall maintain the types of coverages and limits indicated below:

1. Commercial General Liability Insurance - a policy for occurrence coverage for bodily injury, personal injury and property damage, including all coverages provided by and to the extent afforded by Insurance Services Office Form CG 2010 ed. 10/93 or 11/85, with no special limitations affecting City. The limit for all coverages under this policy shall be no less than one million dollars ($1,000,000.00) per occurrence.

2. Commercial Auto Liability Insurance - a policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars ($1,000,000.00) per accident.

3. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. The City, its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy.

b. The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.

c. For any claims with respect to the Services covered by this Agreement, Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its elected and appointed officers, employees, agents and volunteers shall be excess of Consultant's insurance and shall not contribute with it.

4. Worker's Compensation and Employer's Liability Insurance - a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

5. Professional Errors & Omissions - a policy with minimum limits of one million dollars ($1,000,000.00) per claim and aggregate. This policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to City.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder nor to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retentions over $25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents

and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefor, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

12. **INDEMNIFICATION.** Consultant shall defend, indemnify and hold harmless City, its officers, agents, employees from any and all claims, liabilities, expenses, or consequential damages of any nature, including attorney's fees to the extent resulting from any negligent act or any omission to act where a duty to act exists on the part of Consultant, its agents, officers, employees, subcontractors, or independent contractors hired by Consultant, in the performance of its obligations pursuant to this Agreement. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Consultant. This indemnity shall not apply if the claim arises out of the sole negligence or wilful misconduct of City, its officers, agents, employees or volunteers. Consultant assumes all risk of injury to Consultant's employees, agents, and contractors, including loss or damage to property in the performance of its obligations pursuant to this Agreement.

13. **NON-LIABILITY OF CITY.** No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

14. **OWNERSHIP OF WORK PRODUCT.** All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed works made for hire for City by Consultant as City employee(s) for hire and shall be the sole property of City. Consultant shall provide City with

copies of these items upon demand, and in any event, upon termination or expiration of this Agreement.

15. **USE OF MATERIALS.**

A. City shall make available to Consultant such materials from its files as may be required by Consultant to perform Services under this Agreement. Such materials shall remain the property of City while in Consultant's possession. Upon termination of this Agreement and payment of outstanding invoices of Consultant, or completion of work under this Agreement, Consultant shall return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Consultant in the course of performance of this Agreement.

B. City may utilize any material prepared or work performed by Consultant pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Consultant. Consultant shall have no responsibility or liability for any revisions, changes, or corrections made by City, or any use or reuse pursuant to this paragraph unless Consultant accepts such responsibility in writing.

16. **NONUSE OF INTELLECTUAL PROPERTY OF THIRD PARTIES.** Consultant shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Consultant has a license. Consultant shall indemnify and hold City harmless against all claims raised against City based upon allegations that Consultant has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property through the use of work product developed by Consultant pursuant to this Agreement.

17. **WAIVER OR BREACH.** No delay or failure by either Party to exercise or enforce at any time any right or provision of this Agreement shall be considered a waiver thereof or of such Party's right thereafter to exercise or enforce each and every right and provision of this agreement. No single waiver shall constitute a continuing or subsequent waiver of the same provision.

18. **INDEPENDENT CONTRACTOR.** Consultant is and shall at all times remain as to City a wholly independent contractor and neither Consultant nor any of its employees shall be considered to be an employee or agent of the City. Neither City nor its officers, employees or agents shall have control over the conduct of Consultant or any of its officers, employees or agents, except as expressly set

forth herein. Consultant shall not at any time or in any manner represent that it or any of its officers, employees or agents are in any manner officers, employees or agents of City.

19. **CONFLICT OF INTEREST AND REPORTING.**

A. Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements.

B. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

C. Consultant and its representatives shall refrain from lobbying City officials, employees and representatives for the duration of this Agreement.

20. **EMPLOYMENT OF ALIENS.** Consultant warrants it fully complies with all laws regarding employment of aliens and others, and that all of its employees performing services hereunder meet the citizenship or alien status requirements contained in federal and state statutes and regulations.

21. **NON-DISCRIMINATION.** Consultant covenants there shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin, or ancestry, or any other category forbidden by state or federal law in performance of this Agreement.

22. **ASSIGNMENT.** This Agreement covers professional services of a specific and unique nature. Consultant shall not assign or subcontract any of its obligations pursuant to this Agreement, nor any part thereof, except for any monies due the Consultant, without the prior written consent of City, except as specified in the Proposal. Consultant shall be fully responsible to City for all work performed by assignees or subcontractors.

23. **CHANGE IN NAME, OWNERSHIP OR CONTROL.** Consultant shall notify the Agreement Administrator in writing of any change in name, ownership or control of Consultant's firm. Change of ownership or control of Consultant's firm may be considered an Assignment and require City's approval as specified above.

24. **NOTICES.** Any notice or communication required to be given under this Agreement shall be effective when deposited, postage prepaid, with the United State Postal Service and addressed to the contracting parties. The name, address, telephone numbers of the parties are as follows:

To City:
City of Gardena
1700 West 162nd Street
Gardena, California 90247
Attn: Raymond Barragan
Telephone: 310/217-9546
E-mail: rbarragan@cityofgardena.org

With a courtesy copy to:

Lisa E. Kranitz, Assistant City Attorney
1700 West 162nd Street
Gardena, California 90247
Telephone: 310/450-9585
E-mail: lkranitzlaw@gmail.com

To Consultant:
De Novo Planning Group, Inc.
180 East Main Street #108
Tustin, California 92780
Attn: Steve McMurtry, Principal
Telephone: 916/580-9818
E-mail: smcmurtry@denovoplanning.com

Notices shall be deemed to have been served upon the date of personal service or three (3) working days after the same has been deposited in the United States Postal Service. Either party may change the information to which notice or communication is to be sent by providing advance written notice to the other party.

25. **LICENSED STATUS.** Consultant shall, at all times during the term of this Agreement, have in full force and effect, all licenses required of it by law, including, but not limited to, a City Business License.

26. **PUBLIC RECORD.** This Agreement is a public record of the City.

27. **MAINTENANCE OF RECORDS/AUDIT.**

A. Consultant shall maintain for a minimum of three (3) years from the completion date of the Services under this Agreement, the following records:

1. All accounts and records, including personnel, property and financial, adequate to identify and account for all costs pertaining to this Agreement and assume proper accounting for all funds;

2. Records which establish that Consultant and all subcontractors who render Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations;

3. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

B. City shall have the right to audit consultant's invoices and all supporting documentation for purposes of compliance with this Agreement for a period of three years following the completion of Services under this Agreement.

C. Upon reasonable notice from City or any other governmental agency, Consultant shall cooperate fully with any audit of its billings conducted by, or of, City and shall permit access to its books, records and accounts as may be necessary to conduct such audits.

28. **BINDING EFFECT.** This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

29. **GOVERNING LAW.** This Agreement shall be interpreted and construed according to the laws of the State of California. Any action commenced about this Agreement shall be filed in the appropriate branch of the Los Angeles County Municipal or Superior Court.

30. **AUTHORITY TO EXECUTE.** The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

31. **ATTORNEY'S FEES.** In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder,

the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

32. **PREPARATION OF AGREEMENT.** Should interpretation of this Agreement, or any portion thereof, be necessary, it is deemed that this Agreement was prepared by the parties jointly and equally and shall not be interpreted against either party on the ground that one party prepared the Agreement or caused it to be prepared.

33. **SEVERABILITY.** If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid and enforceable. The remaining provisions of this Agreement shall continue in full force and effect and shall not be affected by any such determination.

34. **JURISDICTION AND VENUE.** This Agreement shall be deemed a contract under the laws of the State of California and for all purposes shall be interpreted in accordance with such laws. Both parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be Los Angeles County, California.

35. **EFFECTIVE DATE.** This Agreement shall be effective as of the date fully executed by both parties, but Consultant shall not commence work until City enters into a Reimbursement Agreement with Developer and receives a written notice to proceed from City. Such notice may be by way of email.

36. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between City and Consultant. Any prior agreement, promises, negotiations or representations not expressly set forth herein, whether written or oral, are of no force or effect. Subsequent modifications to this Agreement shall be effective only if in writing and signed by both parties. Notwithstanding the foregoing, and to realize the purpose of this Agreement, the Agreement Administrator may issue a written modification to the Scope of Work, if this modification will not require a change to any other term of this Agreement.

IN WITNESS WHEREOF, City and Consultant have executed this Agreement as of the date first hereinabove set forth.

CITY OF GARDENA

Tasha Cerda, Mayor

ATTEST:

City Clerk

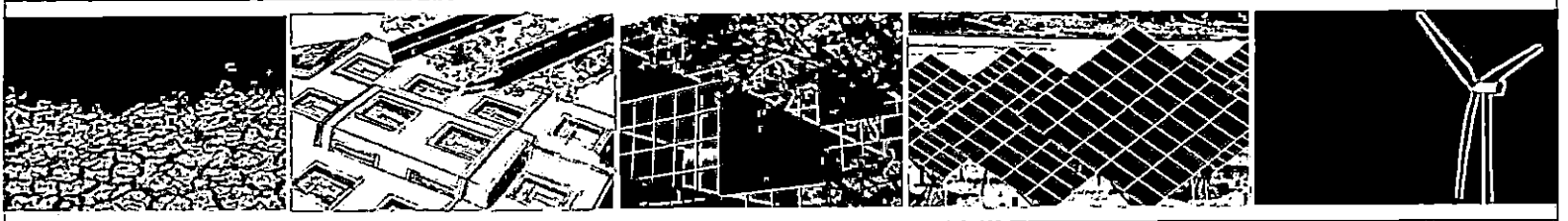
APPROVED AS TO FORM:

Lisa Kranitz, Assistant City Attorney

De Novo Planning Group, Inc.

By:
Dated: 9/2/20

By:
Dated: 9-2-20



Proposal for Professional Services to

Provide Environmental Consulting Services for the General Plan Amendment & Zone Change For Hotel Development Project, Gardena

Submitted to:

Attn: Lisa Kranitz,
Assistant City Attorney
City of Gardena
1700 W. 162nd Street
Gardena, CA 90247

Submitted by:

De Novo Planning Group
A Land Use Planning, Design, and Environmental Firm

180 East Main Street #108 | Tustin, CA 92780
info@denovoplanning.com | TEL 916-580-9818

August 4, 2020

Attn: Lisa Kranitz, Assistant City Attorney
City of Gardena
1700 W. 162nd Street
Gardena, CA 90247

SUBJECT: Proposal to Provide Environmental Consulting Services for the City of Gardena Concerning Changing Development Standards for Hotels

Dear Ms. Kranitz:

De Novo Planning Group, Inc. is pleased to submit this Proposal for the above referenced project. We have assembled a team to serve the City by providing a complementary range of expertise and experience necessary to complete the tasks outlined in the RFP.

The team is organized with a Principal, Steve McMurtry, who has extensive experience managing CEQA projects throughout California over the past 19 years. Mr. McMurtry is a seasoned professional and serves as an expert witness for a variety of law firms for land use and environmental cases. The project will be managed by Starla Barker, AICP, a seasoned Principal Planner with extensive environmental planning experience, having managed and prepared environmental compliance documents for over 18 years. The combined experience and commitment of this management team will ensure that this project will be successfully delivered on-time and on-budget.

Kittelson Associates will join our team as subconsultants to prepare the transportation analysis. Our team members have worked together on similar projects and are currently working on environmental compliance documentation for the City of Gardena, including preparing the Initial Study/Mitigated Negative Declaration for the proposed General Plan Amendment and Zone Change and potential hotel development for the property located at the northwest corner of Rosecrans Avenue and Budlong Avenue identified in the RFP. We are confident that this experience will prove to be extremely valuable in providing environmental consulting services for this project.

The project team does not have any conflicts of interest. This proposal shall remain valid for a period of not less then 90 calendar days from the date of submittal.

Speaking for the entire De Novo Team, we truly appreciate being considered for this project. We trust that the enclosed information is adequate for your evaluation, but should you need anything else, please do not hesitate to contact Starla Barker at 949-396-8193 | sbarker@denovoplanning.com.

Sincerely,

DE NOVO PLANNING GROUP
Steve McMurtry
Principal

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PROJECT UNDERSTANDING AND APPROACH

The City of Gardena is seeking environmental consulting services to examine the environmental impacts of proposed changes to the City's General Plan and Municipal Code Title 18 provisions relating to hotels. The City proposes to increase the floor area ratio (FAR) from 0.5 to 2.0 and reduce the minimum lot size from 1.0 acre to 0.5 acre for amenity hotels that meet specific standards, including minimum lobby and room size. Additional modifications to the standards for amenity hotels would include reducing minimum landscape requirements, increasing height limit, and reducing parking standards. Although the exact location of hotel development is not currently known, amenity hotels would be allowed by right within the following zones: General Commercial (C-3), Heavy Commercial (C-4), Industrial (M-1) and General Industrial (M-2) and limited to arterials and major collector streets, while a CUP would still be required for all other types of hotels and motels. The City anticipates up to four amenity hotels with up to 450 hotel rooms could occur within one or more of the previously identified zones within the City. One of the potential locations is likely to be a property located at the northwest corner of Rosecrans Budlong Avenues, which is currently being considered for a General Plan Amendment and Zone Change.

As the specific locations and development characteristics for future hotel uses are not currently known, our team proposes to prepare a programmatic Initial Study and Mitigated Negative Declaration (IS/MND) as the appropriate CEQA document for this project. We anticipate preparation of the following technical reports/analysis to support the CEQA analysis:

- Air Quality
- Energy
- Greenhouse Gas Emissions
- Transportation Study

QUALIFICATIONS AND EXPERIENCE

DE NOVO PLANNING GROUP

De Novo Planning Group is a land use planning, urban design, and environmental firm specializing in community planning, transportation planning, environmental studies, and sustainability planning. De Novo incorporated in California in 2008 and has offices in northern and southern California. Our team has successfully completed hundreds of projects consisting of environmental impact reports, negative declarations, initial studies, NEPA analyses, climate action plans, biological assessments, wetland delineations, general plans, specific plans, housing elements, and development projects throughout California. De Novo Planning Group is accomplished in multiple disciplines, with services focusing on planning, urban design, environment, and sustainability. Our areas of expertise include environmental documentation and compliance, with technical abilities in agricultural resources, air quality, biology, climate change, land use, and water resources.

Our team will be led by Steve McMurtry, whom is a Principal with the firm and Starla Barker, AICP, serving as Project Manager. Ms. Barker will serve as the primary lead and contact for the City. Mr. McMurtry will provide oversight and serve as a secondary point of contact. Our team includes technical support consisting of associates with expertise in air quality, greenhouse gases/energy, public services, and utilities. We have also included Kittelson & Associates to prepare the transportation assessment.

BENEFITS OF THE DE NOVO TEAM

De Novo understands that the environmental document preparation process will require extensive coordination and communication with the City staff. Our team is committed to continuous and comprehensive coordination throughout the CEQA process. De Novo has proposed a project management team with exceptional CEQA knowledge and planning experience.

- **Principal-level Attention to Detail** – Every project and every client receive close attention by the Company's Principals. Before a deliverable is finalized, as part of the QA/QC process, at least one De Novo Principal will review each deliverable before it is finalized for delivery to the client.

- **Experience with Similar Projects** – De Novo has a deep knowledge of CEQA and has specific experience preparing environmental documents for policy and zoning programs, as well as for commercial projects, including hotel developments. Our team has become intimately familiar with the City of Gardena through our involvement in preparing environmental compliance documents for several projects, including the proposed General Plan Amendment and Zone Change and potential hotel development for the property located at the northwest corner of Rosecrans and Budlong Avenues.

- **Client Oriented** – The De Novo team prides itself on client satisfaction. We pride ourselves on our ability to work with clients to balance the often-conflicting goals of economic, social, environmental, legal, and political forces. We will do everything possible to ensure that the City's expectations are met or exceeded.

- **Personnel Workload/Capacity** – The personnel from De Novo and our subconsultant team each have capacity to fulfill the work under the schedule outlined in this proposal. We evaluate each project relative to our workloads to ensure that we have the appropriate capacity to deliver the project according to the schedule.

Steve McMurtry – Project Principal/Principal Planner

Steve has successfully led multidisciplinary teams to complete hundreds of CEQA projects throughout California over the past 19 years. Steve's experience includes service in engineering and planning firms, as well as in the construction industry. His environmental experience encompasses field research, public outreach, mitigation development, document writing, and permitting. During his tenure in the construction industry working for a Fortune 500 company he was responsible for planning, design, and construction of projects valued over $300 million, which included the construction of roadways, utilities, pump stations, parks, and trails. Steve has extensive experience serving as the Project Manager for residential projects from the CEQA Planner position, as well as from the developer/applicant position. Steve graduated from Cal Poly San Luis Obispo with a bachelor's degree in Natural Resource Management with graduate studies in Biological Sciences at San Jose State University. Steve holds a California Broker's license, and maintains memberships in APA, AEP, and ULI.

Starla Barker – Project Manager/Principal Planner

Starla is primarily responsible for the management and preparation of environmental documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), as well as other planning documents including General Plans, Specific Plans, and Hazard Mitigation Plans. With over 18 years of professional planning experience Starla has successfully managed a wide range of projects with particular emphasis in General Plans, transit-oriented development, urban infill, downtown, and redevelopment projects. Utilizing her experience in community planning, Starla is regularly involved in land use and policy planning, including the development and implementation of community outreach programs, and frequently manages and prepares environmental clearance documents for citywide policy planning and redevelopment projects. Through her extensive experience in both policy and environmental planning, Starla is keenly aware of the interaction between the two and consistently takes a proactive and comprehensive approach to understanding planning and environmental issues and developing solutions.

Elise Carroll – Senior Planner

Elise specializes in environmental impact reports and urban planning for both the public and private sectors. As an experienced environmental impact assessment practitioner (CEQA and NEPA), Elise analyzes and summarizes the environmental impacts of existing and proposed developments. On behalf of De Novo Planning Group, she regularly provides informative research summaries and mitigation recommendations to public and private agencies. Elise holds a bachelor's of science degree from University of California, Davis in Environmental Policy Analysis and Planning (with an emphasis in Urban & Regional Planning).

JOSH SMITH – SENIOR PLANNER

Josh is responsible for the preparation of CEQA/NEPA documents, climate change planning for local governments, and the development of sustainability plans and reports. His experience includes the development of Climate Action Plans, Energy Action Plans, the assessment of air quality and noise impacts, noise monitoring, and traffic count surveys. He has substantial experience developing greenhouse gas (GHG) inventories and context-specific GHG mitigation measures, as well as developing custom air pollutant emissions calculators for complex projects. Josh graduated from UC Davis in 2010 with a Bachelor's of Science in Environmental Policy Analysis & Planning.

SUBCONSULTANT TEAM

KITTELSON ASSOCIATES, INC.

Kittelson & Associates, Inc. has provided comprehensive transportation engineering, planning, and research services to government and private organizations since 1985. With a staff of over 220 people working in 24 offices nationwide (including four offices in California, plus offices in Alaska, Arizona, Florida, Idaho, Maryland, Massachusetts, North Carolina, Pennsylvania, Ohio, Oregon, Virginia, and Washington, D.C.), Kittelson is able to address clients' needs with local experience and national expertise. Their Southern California regional office was established in 2014 in the City of Orange and serves clients throughout Los Angeles and Orange Counties.

Kittelson's staff brings a demonstrated understanding of transportation and circulation requirements, travel demand modeling, and regional knowledge developed through more than 30 years of project experience in California including on recent general plans and specific plans in both Northern and Southern California. The firm provides support for all stages of planning and environmental analysis, from site analysis through approval and construction. Kittelson's staff is particularly knowledgeable about California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance, and the recent changes to the CEQA-required transportation analyses. Their staff approaches each project by building an understanding of client and project needs and jurisdiction requirements, tailoring work to assist clients in successfully fulfilling environmental requirements in an efficient and cost-effective manner.

TIMOTHY ERNEY, ACIP, PTP, CTP - SENIOR PRINCIPAL PLANNER

Mr. Erney is a certified transportation planner with 22 years of extensive experience with planning and engineering projects throughout California. His primary focus has been on managing analyses and documentation for environmental review projects, access and circulation studies, sustainable transportation practices, TDM measures, parking evaluations, pedestrian and bicycle reviews, and data collection programs. In addition, he has done detailed technical analyses of local and regional roadway facilities, including traffic forecasting, modal split analyses, traffic diversion, and operational analyses. He has experience coordinating with local and regional transportation and environmental agencies in Southern California and has been leading the firm's efforts on the evaluation of emerging technologies, alternative evaluation metrics, and the impacts of new mobility services on land use and circulation networks.

Steve McMurtry

PRINCIPAL

Mr. McMurtry is a Principal with De Novo Planning Group and is responsible for project management, preparation of environmental documents, land use plans, air quality modeling, biological assessments, LESA modeling, regulatory permitting, litigation support, and expert witness testimony. He has successfully led multidisciplinary teams to complete hundreds of environmental, land use planning, and development projects in 32 California counties. Mr. McMurtry's experience includes service in engineering and planning firms, as well as in the building industry. He has served as the project manager for thirteen RTP EIRs in California and is known as an expert in transportation environmental planning. His environmental experience encompasses public outreach/facilitation, policy/program development, document writing/processing, and permitting. Mr. McMurtry has extensive experience preparing environmental documents and obtaining regulatory permits for state and federally funded projects, including projects within the State Highway System. Because of his expertise, he has been called on for litigation support and expert witness testimony relative to environmental and CEQA issues.

EDUCATION

BS, Natural Resources Management,
Cal Poly San Luis Obispo

ORGANIZATIONS

- Licensed Real Estate Broker, #01380263

RELEVANT PROJECT EXPERIENCE

South Lathrop Specific Plan EIR,
City of Lathrop

Truckee Planned Community 3 (Specific Plan 3) EIR,
Town of Truckee

Cannery Park Master Plan EIR,
City of Davis

Crossroads West Specific Plan EIR,
City of Riverbank

PA-1 Specific Plan and EIR,
City of Brentwood

5175 Vincent Avenue Initial Study/MND,
City of Irwindale

Seraphina Initial Study/MND,
City of Temecula

LDS Church Initial Study/MND,
City of San Juan Capistrano

Griffin Park Master Plan EIR,
City of Manteca

Whisper Ridge Hotel Resort and Golf Course Master Plan EIR,
City of Oroville

Silverado Master Plan EIR,
City of Elk Grove

Tra Vigne Master Plan EIR,
City of Stockton

Ventana Specific Plan EIR,
City of Merced

Madera 5-Bridges Specific Plan EIR,
City of Merced

Atwater South Specific Plan EIR,
City of Atwater

Morgan Ranch Specific Plan EIR,
City of Turlock

Family Entertainment Zone Master Plan EIR,
City of Manteca

Pilot Flying J EIR,
City of Tulare

Pilot Flying J EIR,
City of Lathrop

2015 Placer County RTP EIR,
Placer County Regional Transportation Planning Agency

2011 San Joaquin County RTP EIR
San Joaquin Council of Governments,

2012 Butte County MTP and SCS EIR,
Butte County Association of Governments

2015 Amador County RTP EIR,
Amador County Transportation Commission

Merced County 2014 RTP EIR,
Merced County Association of Governments

Starla Barker, AICP

PRINCIPAL PLANNER

Starla Barker, AICP, is a principal planner with De Novo Planning Group and is primarily responsible for the management and preparation of environmental documents (Initial Studies, Negative Declaration, Environmental Impact Reports, and Environmental Assessments), as well as other planning documents including General Plans, Specific Plans, and Hazard Mitigation Plans. With 18 years of professional planning experience, Starla has successfully managed a wide range of projects with particular emphasis in urban infill, transit-oriented development, downtown, redevelopment, Specific Plan and General Plan projects. Utilizing her experience in community planning, Starla is regularly involved in land use and policy planning, including the development and implementation of community outreach programs, and frequently manages and prepares environmental clearance documents for citywide policy planning and redevelopment projects. Through her extensive experience in both policy and environmental planning, Starla is keenly aware of the interaction between the two and consistently takes a proactive and comprehensive approach to understanding planning and environmental issues and developing solutions.

EDUCATION

Masters, Urban and Regional Planning, California State Polytechnic University, Pomona

BA, Business Economics, University of California, Riverside

ORGANIZATIONS

American Planning Association

LICENSES/CERTIFICATIONS

American institute of Certified Planners, 2009, No. 024079

RELEVANT PROJECT EXPERIENCE

Media Studios Project EIR,
City of Burbank*

General Plan Update and EIR,
City of Rancho Santa Margarita*

Avanti South Specific Plan EIR
City of Lancaster*

Palmdale Transit Oriented Development EIR,
City of Palmdale*

South Garfield Specific Plan MND
City of Monterey Park*

Bolsa Row Specific Plan EIR,
City of Westminster*

Mission Viejo Medical Center EIR,
City of Mission Viejo*

Union Street Condominiums Project
City of Pasadena*

550 North Third Street (AC Hotel) MND,
City of Burbank*

550 North Third Street Mixed-Use Project MND,
City of Burbank*

Downtown Lancaster Revitalization Specific Plan EIR,
City of Lancaster*

Palmdale Transit Village Specific Plan EIR,
City of Palmdale*

Duarte Station Specific Plan EIR,
City of Duarte*

General Plan Update, Climate Action Plan and EIR,
City of Fullerton*

General Plan Update and EIR,
City of Buena Park*

General Plan Update and EIR,
City of Lancaster*

General Plan Update, Climate Action Plan, and Cable Airport Land Use Compatibility Plan EIR,
City of Upland*

McFarland General Plan Amendment EIR
City of McFarland*

Las Ventanas Housing EA,
City of Long Beach*

Safran Senior Housing EA,
City of Long Beach*

Placentia General Plan Sustainability Element and Development Code Assistance,
City of Placentia

Lido House Hotel EIR,
City of Newport Beach*

Hyundai Motor America – North American Campus EIR,
City of Fountain Valley*

* Project was completed by Ms. Barker while she was employed at another planning firm

Elise Carroll

SENIOR PLANNER

Elise is a Senior Planner with De Novo. She has several years of environmental and land use consulting experience, including completing both CEQA and NEPA documentation in the public and private sectors and working with cities to formulate General Plan Updates and Specific Plans. Elise has worked on a variety of projects throughout California, including large-scale, controversial development projects, Specific and Master Plans, and General Plan Updates. Examples include the Sterling 5th Street Apartments EIR (City of Davis), West Davis Active Adult Community EIR (City of Davis), Crossroads West Specific Plan EIR (City of Riverbank), Springs Specific Plan (Sonoma County), West Area Specific Plan EIR (City of Salinas), Russell Ranch Project EIR (City of Folsom), City of Pittsburg General Plan Update, and City of Campbell General Plan Update. Her other skills include air quality and greenhouse gas emissions modeling using the California Emissions Estimator Model (CalEEMod), public outreach and facilitation, and project organization and management.

EDUCATION

BS, Environmental Policy, Analysis, and Planning,
University of California, Davis

RELEVANT PROJECT EXPERIENCE

Sterling 5th Street Apartments EIR,
City of Davis

Theta Xi Fraternity Redevelopment EIR,
City of Davis

Vineyards at El Dorado Hills EIR,
El Dorado County

Pilot Flying J EIR,
City of Lathrop

Oakwood Trails EIR,
City of Manteca

Oakwood Landing EIR,
City of Manteca

Griffin Park Master Plan EIR,
City of Manteca

West Area Specific Plan EIR,
City of Salinas

Tra Vigne Development Project EIR,
City of Stockton

Home2Suites by Hilton ISMND,
City of Tracy

Legacy Trail CEQA and NEPA Documents,
Town of Truckee

Campbell General Plan Update,
City of Campbell

Manteca General Plan Update,
City of Manteca

Milpitas General Plan Update,
City of Milpitas

Pittsburg General Plan Update,
City of Pittsburg

Envision Yountville General Plan Update,
Town of Yountville

The Springs Specific Plan and EIR,
Sonoma County

Zoning Code Update,
City of Sebastopol

Calaveras SR 49 Land Use Study,
Calaveras Council of Governments

Integrated Water Resources Master Plan Update,
City of Lathrop

Priority Area 1 Specific Plan and EIR,
City of Brentwood

The Ranch EIR,
City of Rancho Cordova

Josh Smith, AICP

ASSOCIATE

Josh is an Associate Planner with De Novo. He has nearly a decade of experience conducting air quality and greenhouse gas emissions modeling, developing climate change planning for local governments, and preparing CEQA/NEPA documents. He is also responsible for conducting air dispersion modeling and preparing Toxic Air Contaminant (TAC) Health Risk Assessments (HRAs). Josh has substantial experience with Climate Action Plans, Energy Action Plans, and environmental sustainability analysis. Josh has expertise utilizing best-practice standards for developing greenhouse gas (GHG) inventories and context-specific GHG mitigation measures, as well as developing custom air pollutant emissions calculators for complex projects. He also has experience managing EIRs, which include the Placer County RTP EIR, the 2020-2040 El Dorado Transportation Planning Commission RTP EIR, and the City of Salinas West Area Specific Plan and Central Area Specific Plan EIRs.

EDUCATION

BS, Environmental Policy Analysis and Planning,
University of California, Davis

ORGANIZATIONS

Association of Environmental Professionals

American Planning Association

ACREDITATIONS

AICP

RELEVANT PROJECT EXPERIENCE

5175 Vincent Avenue MND,
City of Irwindale

South Lathrop SP EIR,
City of Lathrop

Truckee PC-3 SP EIR,
Town of Truckee

Pilot Flying J EIR,
City of Tulare

Amador County RTP EIR,
Amador County Council of Governments

Placer County RTP EIR,
Placer County Regional Transportation Planning Agency

Pilot Flying J EIR,
City of Lathrop

West Area Specific Plan EIR,
City of Salinas

Central Area Specific Plan EIR,
City of Salinas

Oakwood Trails EIR,
City of Manteca

Lake Forest General Plan 2040 EIR
City of Lake Forest

The Ranch EIR,
City of Rancho Cordova

Tra Vigne Development Project EIR,
City of Stockton

EDCTC RTP EIR 2020-2040
El Dorado County Transportation Commission

Oakwood Landing EIR,
City of Manteca

Griffin Park Master Plan EIR,
City of Manteca

Legacy Trail CEQA and NEPA Documents,
Town of Truckee

Sonoma Springs Specific Plan and EIR,
Sonoma County

Sterling Apartments EIR,
City of Davis

Milpitas General Plan Update,
City of Milpitas

Campbell General Plan Update,
City of Campbell

Manteca General Plan Update,
City of Manteca

Truckee Legacy Trail Phase IV MND,
Town of Truckee

Sterling 5th Street Apartments EIR,
City of Davis

Canyon Terrace Apartments AQ & GHG Study,
City of Folsom

Municipal Services Review
City of Ripon

Yosemite Greens MND
City of Manteca

TIM ERNEY, AICP, PTP, CTP | SENIOR PRINCIPAL ENGINEER

EDUCATION

- MS/MCP, Transportation Engineering & Planning, University of California, Berkeley
- BS, Mechanical Engineering, Boston University

YEARS OF EXPERIENCE

22

LICENSES/CERTIFICATIONS

- Certified Planner, American Institute of Certified Planners
- Certified Transportation Planner
- Professional Transportation Planner

AFFILIATIONS

- American Planning Association
- Institute of Transportation Engineers

Tim Erney is a certified transportation planner with extensive experience on planning and engineering projects in California. His primary focus has been on managing analyses and documentation for environmental review projects, access and circulation studies, sustainable transportation practices, TDM measures, parking evaluations, pedestrian and bicycle reviews, and data collection programs. In addition, he has done detailed technical analyses of local and regional roadway facilities, including traffic forecasting, modal split analyses, traffic diversion, and operational analyses. He has experience coordinating with local and regional transportation and environmental agencies in Southern California and has been leading the firm's efforts on the evaluation of emerging technologies, alternative evaluation metrics, and the impacts of new mobility services on land use and circulation networks.

PROJECT EXPERIENCE

Active Transportation Planning. Tim has served as project principal for active transportation planning projects throughout Southern California. He has provided direction of the planning, design and evaluation of active transportation corridors, active transportation plans, data collection programs, and forecasting. Through these efforts, Tim has promoted the need for a balanced approach for all user groups and to ensure safe, convenient and cost-effective mobility options that support the adjacent land uses and urban form.

Travel Demand Management. Tim has been responsible for developing implementable and defensible travel demand management (TDM) programs. Primarily, these include the evaluation of the best TDM elements to achieve the goals of the project, supported by data and research developed on a national basis. In addition to the adoption of standard TDM measures, such as active transportation facilities and parking management, Tim routinely works with developers to adjust land use programs to better internalize trips and to right-size parking to facilitate shared parking opportunities.

Environmental Impact Reports. Tim has led the preparation of stand-alone transportation impact studies and transportation/circulation sections of EIRs and EISs to support CEQA and NEPA processes. These projects have included full range of project types, from individual development projects, to updated citywide plans, to significant infrastructure projects. Tim has managed the technical analysis for all modes of travel, including qualitative and quantitative assessments of traffic, transit, pedestrian, bicyclist, loading, construction, and emergency vehicle conditions. In addition, these projects have also included the development of specialized trip generation rates and use of regional travel demand models to project future traffic volumes.

Alternative Performance Metrics. Tim has been working to identify and develop alternative metrics to Level of Service (LOS) in the evaluation of land use and transportation projects; this includes the identification on how cities and counties need to modify their current programs and policies to account for these changes. As part of these efforts, Tim has been in consultation with the state's Office of Planning and Research (OPR) and participated in several conferences and panel discussions on the effects of vehicle-miles traveled calculations and metrics may affect city programs and transportation analysis guidelines.

Representative Projects

Below is a brief summary of CEQA projects (with references) that have been completed by De Novo team members. Some of these sample projects are larger policy documents that included revisions to development intensities and standards and associated environmental analysis. Links to the Manteca Family Entertainment Zone EIR and Hilton Home2Suites MND have also been provided below.

Manteca Family Entertainment Zone EIR, City of Manteca

The De Novo team prepared an EIR for the Manteca Family Entertainment Zone (FEZ) Project. The City developed a plan for a comprehensive multipurpose public use zone called the Manteca Family Entertainment Zone (FEZ). The plan intends to encompass multiple projects and parcels that provide an extensive recreation complex featuring new and existing recreation, park, water, sports and other leisure amenities. The Project site is intended to be open and accessible to the general public, and to serve the state, region, and the Manteca community as a multipurpose recreation center and public park facility. The FEZ will feature a wide range of active and passive open space and developed uses that will support short term and longer-term activities and community events for users ranging from local citizens, day and weekend regional visitors, as well as destination tourists.

The Master Plan will create an overlay zone to the existing zoning of Public/Quasi-Public (PQP). The Master Plan provides a comprehensive land use planning tool with design standards and guidelines that provides the framework for development of the approximately 210.7-acre Project site. The intent of the Master Plan is to ensure a quality-built environment that integrates a mix of land uses under a single uniform set of design and development standards. The FEZ Master Plan intends to build upon the success of the Big League Dreams facility by providing additional sports and field recreation, hotel and tourism, entertainment, retail, commercial and restaurant uses along the highly visible State Route 120 corridor. Although the FEZ may develop in multiple phases as individual land use/planning areas, the Master Plan will help the separate phases come together and operate as a cohesive and integrated entertainment/recreational facility. The Master Plan Project site is divided into 16 Planning Areas ("PAs") with five land use categories to group similar land uses: Retail and Restaurant, Entertainment, Hotel Resort, Recreation and Sport (fields), and Parking. Table ES-1 provides a summary of the planning areas.

https://www.ci.manteca.ca.us/CommunityDevelopment/Planning%20Division/Planning%20Division%20Documents/Environmental/Family%20Entertainment%20Zone/Family%20Entertainment%20Zone%20Draft%20EIR%20April%2028%202015.pdf

Reference: Mark Meissner, Director of Community Development, City of Lathrop (formerly the Planning Manager at City of Manteca when work was performed).
(209) 941-7260 | mmeissner@ci.lathrop.ca.us

Hilton Home2Suites Mixed Use Hotel Project IS/MND, City of Tracy

The De Novo team completed an IS/MND for the development of a four-story, 94-room hotel and associated parking, circulation improvements, and amenities on the 2.56-acre project site. The project includes approximately 107 parking spaces and a pool with a patio. The proposed

Home2Suites by Hilton hotel building would be approximately 60 feet tall at the top of the two proposed logo towers, and 44 feet tall for the remainder of the building. The project includes a variety of planning entitlements, including a lot line adjustment, general plan amendment, and rezone. The western portion of the site would include the development of building pads to accommodate future commercial and office development.

https://www.ci.tracy.ca.us/documents/Home2_Suites_IS_and_MND.pdf

Reference: Alan Bell, Senior Planner, City of Tracy
(209) 831-6426 | Alan.Bell@cityoftracy.org

AC Hotel IS/MND, City of Burbank

While at her previous firm, Starla Barker managed preparation of an IS/MND for the AC Hotel (550 North Third Street) Project. The project involved the construction of a hotel development with 196 rooms, hotel amenities including, but not limited to, restaurant, reception, lobby, and meeting rooms, back of house areas, and housekeeping facilities, and three stories of subterranean parking with 196 parking spaces. The project proposed several common space areas for use by visitors and hotel guests, including an outdoor plaza and deck areas with a variety of seating areas and landscaping. The project approvals consisted of a Development Review Permit and Conditional Use Permit to allow for a hotel development adjacent to residential uses and for the right to sell alcohol for on-site consumption. Key environmental issues included traffic, noise, air quality, and aesthetics.

Reference: Daniel Villa, Senior Planner, City of Burbank
(818) 238-5250 | dvilla@burbankca.gov

Lake Forest General Plan Update and EIR

In June 2020, the City of Lake Forest adopted its first comprehensive update to its General Plan. Three years after the City incorporated in 1991, Lake Forest adopted its first General Plan to help guide the City's physical development. Since then, the City has undergone a number of significant changes including the annexations of Portola Hills and Foothill Ranch, the closure of the El Toro Marine Corps Base, and the launch of the Opportunities Study Area. De Novo served as the Prime Consultant and managed a robust community engagement program including one-one-one interviews, community open houses, visioning workshops, General Plan Advisory Committee meetings, online surveys and feedback tools, and social media campaign. In reflection of the input received from the community and stakeholders, the City's new General Plan identifies five focus areas for future mixed-use growth and development, all located along the City's major transportation corridors.

The General Plan and EIR were prepared by De Novo, in collaboration with a team of technical subconsultants. A key component of the work program was establishing a range of contemporary technical studies with updated data on which to base future decisions. Three Visioning Workshops were hosted for the community throughout the summer of 2018 to understand community priorities and values related to a long-term vision statement, land use and community character, and mobility. In particular, the City is looking at how new technologies will impact best planning practices over the life of the General Plan and how to develop a plan, policies, and programs which will respond to new technologies as they emerge.

Reference: Gayle Ackerman, Director of Community Development, City of Lake Forest
(949) 461-3463 | GAckerman@lakeforestca.gov

Affordable Housing Overlay Addendum to the General Plan EIR, City of Oakley

In addition to preparing the City's Housing Element Update, De Novo Planning Group prepared an Addendum to the General Plan EIR to address the City of Oakley's Affordable Housing Overlay (AHO). The Addendum addressed the potential impacts associated with increasing residential densities on nine sites throughout the City. The Addendum addressed the potential for the AHO Project to result in new or increased environmental impacts associated with all topics in the CEQA Environmental Checklist. De Novo is currently in the process of preparing the City's Focused General Plan Update

Reference: Joshua McMurray, Planning Manager, City of Oakley
(925) 625-7004 | McMurray@ci.oakley.ca.us

South Garfield Village Specific Plan IS/MND, City of Monterey Park

While at her previous firm, Starla Barker managed preparation of an IS/MND for the South Garfield Village Specific Plan. The Specific Plan serves as a planning and regulatory link between the City of Monterey Park General Plan and individual, project level development within the proposed project area. The South Garfield Village Specific Plan provided area-specific land use districts unique to the project area, along with permitted uses and development standards, such as building heights, setbacks, and floor area ratios for each commercial district. The project would allow a maximum of approximately 330,000 square feet of neighborhood shopping and commercial services uses within the project area. The estimated development potential is based upon the permitted uses and maximum intensities that would be allowed by the proposed project. When compared to existing conditions, the proposed project would allow for a potential net increase of approximately 110,000 square feet of neighborhood shopping and commercial services uses within the project area. Key environmental issues analyzed included traffic due to the area's proximity to existing residential areas and State Route 60, aesthetics, cultural resources, air quality, and noise.

Reference: Samantha Tewasart, Senior Planner, City of Monterey Park
(626) 307-1415 | STewasart@montereypark.ca.gov

SCOPE OF WORK AND APPROACH

TASK 1 – KICKOFF MEETING

Within one week of project commencement, the De Novo team will hold a virtual kickoff meeting with City Staff to discuss Project schedule and deliverables; Project Characteristics and Analysis; and Collection of relevant background documents and information. The methodology and approach to the analysis for each of the topical areas will be discussed.

TASK 2 – PROJECT DESCRIPTION

The Project Description is a critical element of the environmental document and establishes the foundation for the technical analysis. The Project Description will detail the Project location and environmental setting, Project characteristics, and discretionary actions, based on available information. Exhibits will identify the regional and local site vicinity. As the project proposes modifications to the hotel development standards and the site-specific location of potential hotel development is not currently known, the analysis would be programmatic and based on direction from the City on the characteristics of hotel development anticipated to occur within the City. De Novo will submit the Project Description to the City for review and approval. We assume no modifications to the Project Description will occur after approval by the City.

TASK 3 – TECHNICAL STUDIES

De Novo will prepare the following technical studies/analysis: Air Quality, Greenhouse Gas Emissions, Energy Impact Analysis, and Transportation Assessment.

Air Quality/Greenhouse Gas Assessment and Energy Impact Analysis: De Novo Planning Group will prepare an Air Quality and Greenhouse Gas Assessment in accordance with the SCAQMD's *SCAQMD Air Quality Significance Thresholds* and consistent with the requirements of Appendix G of the State CEQA Guidelines. The results of the analysis will be incorporated into the Initial Study, and will be the basis for the conclusions in the Air Quality, Greenhouse Gas Emissions, and Energy sections of the Initial Study.

The Air Quality/Green House Gas Assessment and Energy Impact Analysis will include the following:

- Regional air quality and local air quality will be described. Meteorological conditions in the area that could affect air pollutant dispersal or transport will be described. Applicable air quality regulatory framework, standards, and significance thresholds will be discussed.
- Short-term (i.e., construction), long-term (operational), and cumulative air quality and greenhouse gas emissions will be quantitatively assessed utilizing the ARB-approved CalEEMod computer model. We will model criteria pollutants and greenhouse gas emissions from mobile and area sources. The emissions outputs will be compared against the thresholds of significance established by the AQMD and address the potential to expose sensitive receptors to substantial pollutant concentrations. The project's potential to conflict or obstruct implementation of the AQMP will also be addressed.

- Electricity and Natural Gas: We will quantify electricity and natural gas used by the proposed project. We anticipated that this energy source would be used primarily to generate energy for on-site buildings, lighting, and water pumping, treatment, and conveyance. Such "Energy" emissions would be provided directly by the CalEEMod outputs for the air quality and greenhouse gas emissions modeling.

- On-road Vehicles (Operation): Future hotel development would generate vehicle trips during the operational phase. VMT data would be derived from information provided by CalEEMod and/or from VMT as provided from the Transportation Assessment. In order to calculate operational on-road vehicle energy usage and emissions, we will use fleet mix data from the CalEEMod (v2016.3.2) output for the proposed project, and buildout year gasoline and diesel miles per gallon (MPG) factors for individual vehicle classes from the CARB's EMFAC2017 model.

- On-road Vehicles (Construction): On-road vehicle trips would be generated during future construction activities (from construction workers and vendors travelling to and from the project site). We will estimate the vehicle fuel consumed during these trips based the assumed construction schedule, vehicle trip lengths and number of workers per construction phase as provided by the CalEEMod output, and buildout year gasoline and diesel MPG factors provided the EMFAC2017 output.

- Off-road Vehicles (Construction): Off-road construction vehicles would use diesel fuel during construction. The off-road construction vehicles assumed for the air quality and greenhouse gas emissions modeling will also be assumed for the energy impact analysis. Based on the total amount of CO_2 emissions expected to be generated by the proposed project (as provided by the CalEEMod output), and standard conversion factors (as provided by the U.S. Energy Information Administration), we will derive estimated total diesel fuel of off-road construction vehicles.

- The proposed project could also use other sources of energy not identified here. We will estimate the impact of these sources of energy based on information as provided by the project applicant and using standard (national and or state-level) conversion factors.

- Mitigation measures will be identified to reduce impacts associated with air quality, greenhouse gas emissions, and energy usage, as appropriate.

The analysis will include the methodology, thresholds of significance, a consistency analysis, cumulative impact analysis, and a discussion of feasible mitigation measures that should be implemented to reduce impacts on air quality.

Transportation Assessment: Our team includes Kittelson, whom is a qualified transportation engineering firm. The study will be a standalone report that will be included as an appendix to the Initial Study. The results of the study will be incorporated into the Initial Study, and will be the basis for the conclusions in the transportation section of the Initial Study.

This scope of work consists of the tasks outlined below, based on the guidance outlined in the City's *SB 743 Implementation Transportation Analysis Updates* (June 2020). This scope is based on review of the City's VMT screening criteria and impact thresholds for hotel projects; given that specific projects and locations are not being analyzed, the scope has been developed to analyze various scenarios based on project location and provide the City with flexibility.

- Conduct VMT screening analysis:
    - Kittelson will conduct a screening analysis to identify locations in the City where projects could be screened out of a detailed VMT analysis, either due to being in a low VMT area or in a high quality transit area. It is assumed that locations along a majority of the City's arterials and major collectors would qualify projects to screen out of a detailed VMT analysis since the majority of the City lies within high quality transit areas (according to Figure 2 of the City's guidelines).
    - Hotel projects under the new FAR allowance can likely screen out of a VMT analysis using the City's transit screening criteria, since the FAR would exceed 0.75. In addition, it is our understanding that supplying parking in excess of minimum requirements would be prohibited, and that projects would be consistent with the SCAG RTP/SCS.
- Determine potential impacts for non-screened areas:
    - Kittelson will determine the locations in the City where a hotel project would not be screened out through the transit screening or low-VMT area screening criteria, and will determine the VMT impacts of locating hotel projects in those areas.
- Develop potential mitigation measures:
    - Kittelson will develop mitigation measures that could be implemented if a project would exceed the significance threshold for VMT impacts.
    - Given that the level of VMT impacts would vary depending on a hotel's location within the City, Kittelson will prepare a menu of mitigation measures corresponding to the level of VMT impact.

Note, this scope of work does not include local transportation analyses such as trip generation/assignment and level of service, which would be conducted for individual projects as they are proposed and developed.

The methodologies and findings of these elements will be documented and summarized in a draft technical memorandum, to be reviewed by the City. Kittelson will conduct one call with the City to review the draft memorandum's results. Kittelson will address one round of non-conflicting comments from the City and will then prepare a final technical memorandum.

TASK 4 –INITIAL STUDY

The De Novo team will prepare an Initial Study (IS) to address potential impacts associated with the proposed project. The Initial Study would be prepared consistent with the requirements of CEQA and Appendix G of the CEQA Guidelines. This will specifically include: Project background,

Description of project, Project setting, Affected Agencies, Environmental factors potentially affected, Environmental determination, Project and vicinity maps, Evaluation of environmental impacts (environmental checklist). The analysis will utilize the technical reports/analysis outlined in Task 3 above.

Task 5 –Mitigation Monitoring and Reporting Program (MMRP)

This task will also include the preparation of a Mitigation Monitoring and Reporting Program (MMRP) pursuant to Section 21081.6 of the Public Resources Code. The MMRP will consolidate information contained in the environmental analysis, including the specific mitigation measure, the party responsible for implementation, the party responsible for monitoring, the time frame for implementation, and a section for confirmation of implementation.

Task 6 – Administrative Draft

We will prepare an Administrative Draft version of the Initial Study along with the Mitigation Monitoring and Reporting Program. We anticipate that the results of the Initial Study will lead to a Mitigated Negative Declaration. We anticipate that we would provide an electronic copy of these documents in Word format for City staff review. We will submit all revised copies in redline/tracked changes for ease of review. We will be available for a conference call to discuss the document if requested.

Task 7 – Preparation, Distribution, and Filing of Notices

Comments received from City staff regarding the Administrative Draft IS/MND and MMRP will be incorporated into the Public Draft IS/MND for public circulation. De Novo will generate a "Screencheck" Draft IS/MND if necessary, for a final staff review before we produce the document for public review. After the document is finalized, we will publish the document and distribute it with the proper notices (Notice of Completion) to the County Clerk, as well as the City's local distribution list for a 20-day review period. We anticipate that the City staff will post the notices with the newspaper of regional circulation (Notice of Intent to Adopt an MND). We also anticipate that the City staff will post the document on the City's website. This scope of work assumes the document will not be sent to the State Clearinghouse for review.

Deliverables: Twenty (20) copies of the NOI mailed to individuals on the City's distribution list, three (3) copies of the Public Draft IS/MND for the City, one NOI filed with the County Clerk, and one electronic copy sent via email to City staff in PDF and MS Word format.

Task 8 –Completion of a No Effect Determination Request Form to be Filed with the CDFW

De Novo Planning Group will prepare and file a No Effect Determination form to the appropriate CDFW office. This task should be performed as early as possible to ensure that the CDFW provides a response in time for filing the NOD upon project approval.

Task 9 – Responses to Comments

We will prepare written responses to comments received on the Public Draft IS/MND for the City's review. We anticipate 10 or fewer comment letters, two to three pages in length. Excessively long comment letters, or those that are complicated and require a significant effort

and/or additional analysis to respond to are considered outside the scope of work and cost estimate.

Task 10 –Attendance at Planning Commission/City Council Meetings

We will attend up to three public hearings with the Planning Commission and City Council. As part of this task, we will review the City-drafted Resolution of for the General Plan Amendment and Ordinance for Municipal Code Title 18 amendments and provide any comments, as appropriate. Additional public hearings will be charged at a fixed rate of $850/meeting.

Task 11 –Notice of Determination

Upon approval of the MND by the City Council, De Novo will prepare a Notice of Determination for filing with the County Clerk. We have included the $75 County Clerk filing fee in this scope. It is noted that we anticipate a determination by the CDFW that the project would have no effect and that would allow for the NOD to be filed without the CDFW filing fee. As such, we have not budgeted for the CDFW filing fee. *Deliverables: One (1) electronic copy of the NOD, filed NOD with the County Clerk.*

Task 12 – Additional Meetings and Project Coordination

We anticipate close coordination and conference calls with City staff throughout the duration of the project, including monthly update meetings (virtual) in accordance with the RFP. This task also includes the time necessary for management and administration of the project, including invoicing and schedule updates.

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Task #	Task Description	McMurtry Principal $150	Barker Project Manager $150	Carroll Senior Planner $115	Smith Senior Planner $105	DeNovo Admin GIS $95	Kittelson Transportation	Direct Costs	Totals
1	Kickoff Meeting								
1.2	Kickoff Meeting	2.0	2.0						4.0
1.3	Research and Collect background documents			2.0	2.0				4.0
	Subtotal	2.0	2.0	2.0	2.0	0.0			8.0
	Task 1	$ 300.00	$ 300.00	$ 230.00	$ 210.00	$ -	$ -	$ -	$1,040
2	Project Description								
2.1	Prepare Project Description	4.0	20.0			4.0			28.0
	Subtotal	4.0	20.0	0.0	0.0	4.0			28.0
	Task 2	$ 600.00	$ 3,000.00	$ -	$ -	$ 380.00	$ -	$ -	$3,980
3	Technical Studies								
3.1	Air Quality/GHG/Energy Analysis	8.0	4.0		60.0				72.0
3.2	Transportation Assessment		6.0				$ 9,100.00		$9,100
	Subtotal	8.0	10.0	0.0	60.0	0.0			78.0
	Task 3	$ 1,200.00	$ 1,500.00	$ -	$ 6,300.00	$ -	$ 9,100.00	$ -	$18,100
4	Initial Study								
4.1	Administrative Draft IS/MND	4.0	20.0	24.0	16.0	6.0			70.0
	Subtotal	4.0	20.0	24.0	16.0	6.0			70.0
	Task 4	$ 600.00	$ 3,000.00	$ 2,760.00	$ 1,680.00	$ 570.00	$ -	$ -	$8,610
5	Mitigation Monitoring and Reporting Program								
5.1	MMRP		2.0		2.0				4.0
	Subtotal	0.0	2.0	0.0	2.0	0.0			4.0
	Task 5	$ -	$ 300.00	$ -	$ 210.00	$ -	$ -	$ -	$310
6	Administrative Draft								
6.1	Document Preparation/Management		8.0	4.0		2.0			14.0
	Subtotal	0.0	8.0	4.0	0.0	2.0			14.0
	Task 6	$ -	$ 1,200.00	$ 460.00	$ -	$ 190.00	$ -	$ -	$1,850
7	Preparation, Distribution, and Filing of Notices								
7.1	Document Revisions		4.0	2.0	6.0	2.0			14.0
7.2	Document Preparation		1.0			2.0		$ 1,000.00	3.0
	Subtotal	0.0	5.0	2.0	6.0	4.0			17.0
	Task 7	$ -	$ 750.00	$ 230.00	$ 630.00	$ 380.00	$ -	$ 1,000.00	$2,990
8	No Effect Determination Form Filed with CDFW								
8.1	Form Preparation				0.5				0.5
8.2	Correspondence with CDFW		1.0						1.0
	Subtotal	0.0	1.0	0.0	0.5	0.0			1.5
	Task 8	$ -	$ 150.00	$ -	$ 52.50	$ -	$ -	$ -	$203
9	Responses to Comments								
9.1	Prepare Responses to Comments	2.0	4.0	4.0	4.0	2.0			16.0
	Subtotal	2.0	4.0	4.0	4.0	2.0			16.0
	Task 9	$ 300.00	$ 600.00	$ 460.00	$ 420.00	$ 190.00	$ -	$ -	$1,970

Task #	Task Description	McMurtry Principal $150	Barker Project Manager $150	Carroll Senior Planner $115	Smith Senior Planner $105	DeNovo Admin GIS $95	Kittelson Transportation	Direct Costs	Totals
10	Attendance at Hearings								
10.1	Hearing Attendance (3 meetings)		14.0						14.0
	Subtotal	0.0	14.0	0.0	0.0	0.0			14.0
	Task 10	$ -	$ 2,100.00	$ -	$ -	$ -	$ -	$ -	$ 2,100.00
11	NOD								
11.1	Prepare NOD				2.0			$ 75.00	2.0
	Subtotal	0.0	0.0	0.0	2.0	0.0			2.0
	Task 11	$ -	$ -	$ -	$ 210.00	$ -	$ -	$ 75.00	$ 285.00
12	Additional Meetings and Project Coordination								
12.1	Meetings/Project Coordination/Management	1.0	16.0	2.0	4.0				23.0
	Subtotal	1.0	16.0	2.0	4.0	0.0			23.0
	Task 12	$ 150.00	$ 2,400.00	$ 230.00	$ 420.00	$ -	$ -	$ -	$ 3,200.00
Project Totals									
	Project Hours	21.0	102.0	38.0	96.5	18.0	0.0		275.5
	Project Cost	$ 3,150.00	$ 15,300.00	$ 4,370.00	$ 10,132.50	$ 1,710.00	$ 9,100.00	$ 1,075.00	$ 44,837.50
	Contingency								$ 5,000.00
	Project Cost with Contingency								$ 49,837.50

SCHEDULE

The following preliminary schedule assumes authorization to proceed with the environmental work program by the week of September 14, based upon the statement in the RFP regarding the City's intent to enter into a Consultant Agreement with the selected firm within 20 days of the closing date for proposals. A revised schedule will be provided within one week of Notice to Proceed. We have provided a realistic schedule based upon the required technical analysis and our experience with environmental compliance projects. However, we understand there may be timing considerations that need to be addressed; therefore, we anticipate further discussion with City staff to better understand any schedule needs.

Kick-Off Meeting	week of September 14
Draft Project Description Preparation	September 25
City review/approval of Draft Project Description	September 28 – October 2
Preparation of Technical Studies	October 5 – November 13
De Novo prepares Administrative Draft Initial Study	October 5 – November 25
City review of Administrative Draft Initial Study	November 30 – December 11
De Novo prepares Revised Screencheck Draft Initial Study	December 14 - 23
City review of Screencheck Draft Initial Study	December 28 – January 8
De Novo prepares Public Review Draft IS/MND	January 11 – 15
Public Review of Initial Study	January 18 – February 8
De Novo prepares Responses to Comments/Final MND	February 8 – 12
City review of Responses to Comments/Final MND	February 15 – 19
De Novo prepares Final MND	February 22 – 25
Hearings	March/April

STATEMENTS AND ASSUMPTIONS

- De Novo Planning Group (including its employees, agents, and subconsultants) do not have any direct or indirect interest that conflicts with the performance of this Agreement. We are not currently, nor have we in the past, worked for the Project Applicant.
- The De Novo team has the necessary experience, knowledge, abilities, skills and resources to satisfactorily finance and complete this project.
- This proposal shall remain valid for a period of not less than 90 calendar days from the date of submittal.
- This proposal is based on the following assumptions. We propose to prepare the environmental documents based on the body of statutes, guidelines, and case law that are in affect at the time the contract is executed. Any significant revision to the project after the agency approves the project description is considered outside of the scope of this proposal. Any additional work that is requested by the agency that is outside of the scope of this proposal may require a contract amendment. Additional meetings not identified in this proposal are outside of the scope, but can be accommodated on a time and materials basis. We anticipate timely cooperation with lead agency staff and other responsible agency staff. At this time, the extent of public and agency comments that will result from the review process is unknown. We have provided an hour/budget allocation to prepare responses to comments. Should the level of comments and responses exceed our budgeted estimate, De Novo will discuss contract amendment with the City. The scope of work does not assume supplemental technical studies or extensive additional analysis will be required to provide responses to comments. If the environmental document receives a legal challenge, De Novo will provide assistance to the legal defense on a time and materials basis.

De Novo Planning Group

A Land Use Planning, Design, and Environmental Firm

De Novo is committed to practices that demonstrate sustainability and stewardship. Our company provides a working environment that enables our team members to make contributions to improving the environment in which we live.

Sacramento Area Office
1020 Suncast Lane, Suite 106 | El Dorado Hills, CA 95762
info@denovoplanning.com | TEL 916-580-9818

Southern California Office
180 East Main Street # 108 | Tustin, CA 92780
info@denovoplanning.com | TEL 714-453-7711

City of Gardena
City Council Meeting

Agenda Item No. 5. D. (4)

Department: Recreation and Human Services

AGENDA REPORT SUMMARY

Meeting Date: 09/08/2020

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: AUTHORIZATION TO PURCHASE A 2020 TOYOTA HIGHLANDER HYBRID LE IN THE AMOUNT NOT TO EXCEED $42,543.81

COUNCIL ACTION REQUIRED:	Action Taken
Authorization to purchase a 2020 Toyota Highlander Hybrid LE	

RECOMMENDATION:

Staff respectfully recommends that the City Council authorize the purchase of one (1) new 2020 Toyota Highlander Hybrid LE from South Bay Toyota for a purchase price, including taxes, registration, and fees, of $42,543.81.

The City received quotes from four (4) Toyota Dealerships: Marina Del Rey Toyota ($46, 364.01), AutoNation Toyota Cerritos ($44,878.07), Toyota of Downtown LA ($44,603.13). South Bay Toyota was the lowest suggested retail price.

The vehicle will be used by the Department of Recreation and Human Services for the Senior Meal Delivery program in addition to the general transportation of staff and recreation equipment. Due to the many requirements of the Air Quality Management District (AQMD), it is imperative that a new PHEV vehicle is purchased. The vehicle will allow the City to continue efforts in reducing our carbon footprint and gradually replace the older vehicles on the Department fleet that do not have the same clean energy capabilities. Sustainable practices promote not only healthy environments, but also healthy communities.

FINANCIAL IMPACT/COST:

Adequate funding for the vehicle is included in the Fiscal Year 2020-21 in the AQMD Funds and/or Vehicle Replacement Fund, Account Number 063-021-020-0600, not to exceed the amount of $42,543.81
There will be no financial impact on the City's General Fund.

ATTACHMENT:

2020 Toyota Highlander Hybrid LE vehicle quotes

Submitted by _____ (Signature), Stephany Santin, Director of Recreation & Human Services Date 9/2/2020

Concurred by _____, Clint Osorio, City Manager Date 9/2/20

c:

SOUTH BAY TOYOTA

We Make it Easy

18416 S Western Ave
Gardena Ca 90248
310-817-7106

Quotation

DATE September 2, 2020
Quote # 108

Bill To:
City of Gardena

Prepared by: Anna Aiello

1700 W 162nd St
Gardena Ca 90247
310-217-9648

Comments or special instructions: Pay to the order of South Bay Toyota
address 18416 S Western Ave, Gardena Ca, 90248

Description	AMOUNT
2020 Highlander Hybrid LE AWD	$39,864.00
Blizzard Pearl/ Black Interior	
Vin :5TDBBRCH0LS507233	
Offical Fees	-
Doc Fee	$85.00
Tire Tax	$8.75
Sales Tax (10.25%)	$4,086.06
Incentive	($1,500)
TOTAL	$ 42,543.81

If you have any questions in regards to this invoice please contact Anna Aiello at 310-817-7106

THANK YOU FOR YOUR BUSINESS!

Toyota of Downtown LA

Date: *8/17/2020*
Salesperson: *Ben Girmay*
Manager: *Ben Girmay*

FOR INTERNAL USE ONLY

CUSTOMER *Victoria Villa* Home Phone: *(310) 217-9592*

Address : *Gardena, CA 90247*
LOS ANGELES CO

Work Phone :

E-Mail : *vvilla@cityofgardena.org*

Cell Phone : *(310) 217-9592*

VEHICLE

Stock # : New / Used : **New** VIN : Mileage:

Vehicle : ~~*2019 Toyota RAV4*~~ 2020 Highlander LE AWD Color :

Type :

Market Value Selling Price	40,748.00
Rebate	1,000.00
Adjusted Price	39,748.00
Doc Fee	85.00
Tax	4,185.38
Non Tax Fees	584.75
Cash Deposit	.00
Balance	44,603.13

Type Comments Here:

Victoria Villa

From: Toyota of Downtown LA <Sales@toyotadowntownla.edealerhub.com>
Sent: Friday, August 7, 2020 1:09 PM
To: Victoria Villa
Subject: RE:RE: 2019 RAV4

Hi Victoria,

Here are the specs for the Highlander, will this vehicle work?

Stock Number

Model Year	2020
Model Description	HIGHLANDER HYBRD LE-L4 AWD
Exterior Color	0070 BLIZZARD PEARL
Interior Color	FB10 GRAY
Body	LE-L4 AWD
Number of Cylinders	4
Engine Number	A25-AG345739 (U)
Labeled Weight	16.94
Tradeable	YES
TRAC	NO
Damaged	NO DAMAGE
Fleet	NON-FLEET
Port PDS	NO
Connected services	YES
Toyota Entune	YES
XM Radio	YES
Connected Services	TOY AUDIO PLUS 19CY HI
Allocation Number	032
Order Number	6828862
Temp Serial Number	LS17C833
Category	G
Current Dealer	110-04309
Wholesale Dealer	04309
Previous Dealer	00110
Activity Status	
Location Date	
Invoice Date	7/13/2020

$42,386.00
Sep. 8th
Check Sept. 9th
prices/rebates

Packages

P CF Carpet Floor Mats / Cargo Mat

Accessories

F FE 50 State Emissions

F PC Special Color

P 3T Cargo Cross Bars

P 5A Cargo Cover

P D5 Door Edge Guards

P DK Preferred Owner's Portfolio

P EF Rear Bumper Applique

MECHANICAL & PERFORMANCE

2.5L 4-Cylinder Engine Electronic Continuous Var. Tran. (ECVT) Electronic On-Demand AWD w/Trail Mode

SAFETY & CONVENIENCE

Toyota Safety Sense 2.0: Pre-Collision System w/Pedestrian Detection, Full-Speed Range Dynamic Radar Cruise Control, Lane Departure Alert w/Steering Assist, Lane Tracing Assist, Automatic High Beams, Road Sign Assist 8 Airbags; Star Safety System Blind Spot Monitor w/ Rear Cross Traffic Alert LATCH-Lower Anchor & Tether for CHildren Safety & Remote Connect w/1-Year Trial

EXTERIOR

18" Alloy Wheels w/Temporary Spare LED Headlights, Taillights, Fog Lights Heated Power Outside Mirrors Power Liftgate

INTERIOR

Power Driver Seat 3rd Row 60/40 Split Fold-Flat Seats Audio Plus - 8" Touch Screen, 6 Speakers, USB Media Port, 4 USB Charge-Ports, SiriusXM w/3-Month All Access Trial, Android Auto & Apple CarPlay Compatible Smart Key System w/Push Button Start For Full Product Details, Please Visit Toyota.com/Highlander

	Retail Price	Total Price
Vehicle Base Model	**39,800.00**	**39,800.00**
50 State Emissions		
Special Color	425.00	425.00
Cargo Cover	179.00	179.00
Cargo Cross Bars	350.00	350.00
Carpet Floor Mats / Cargo Mat	318.00	318.00
Door Edge Guards	125.00	125.00
Preferred Owner's Portfolio		
Rear Bumper Applique	69.00	69.00
Total Accessories	**1,466.00**	**1,466.00**
Destination Charge	1,120.00	1,120.00
TDA		
Gasoline		
Total Price	**42,386.00**	**42,386.00**

Hello Ben,

Our department is now looking into a second car:
Toyota Highlander Hybrid AWD and the Toyota Highlander Hybrid AWD LE Plus- 2019 in white.

Could you please tell me if you have this car available?

1. What would be the total price with taxes included if we were to pay the whole price up front?
2. How long until the vehicle would be ready for purchase?

Thank you,

Victoria Villa, MSW
Recreation Coordinator| Recreation and Human Services
City of Gardena
1700 West 162nd Street | Gardena CA | 90247
Phone 310.217.9592 | fax 310.217.9629 | vvilla@cityofgardena.org
Website: www.cityofgardena.org

From: Toyota of Downtown LA
Sent: Tuesday, July 28, 2020 2:22 PM
To: Victoria Villa
Subject: 2019 RAV4

Hello, my name is Ben Girmay and I am part of the Internet Team here at Toyota of Downtown LA.

My goal is to answer all of your questions and invite you in to test-drive the 2019 Toyota RAV4 you had interest in.

Would you prefer email or a call/text?

Thank you,

Ben Girmay

Internet Sales Manager

Toyota of Downtown LA

1901 S Figueroa St.

LOS ANGELES,CA 90007

213-354-9999

Click below to stop receiving these messages.
Email Optout Link [Link Removed]
Click here if you are having problems viewing this email[Link Removed]

Marina Del Rey Toyota

Date: 8/10/2020
Salesperson: Alex Siccardi
Manager: Alex Siccardi

FOR INTERNAL USE ONLY

CUSTOMER	Victoria Villa	Home Phone:	
Address :	Gardena, CA 90247	Work Phone :	
E-Mail :	vvilla@cityofgardena.org	Cell Phone :	

VEHICLE

Stock # : 500473	New / Used : New	VIN :	5TDZARAH1LS500473	Mileage: 75	
Vehicle : 2020 Toyota Highlander Hybrid		Color : Blizzard Pearl			
Type : LE 4dr Front-wh6960					

Market Value Selling Price	42,337.00
Rebate	1,000.00
Adjusted Price	41,337.00
Doc Fee	85.00
Tax	4,348.26
Non Tax Fees	593.75
Cash Deposit	.00
Balance	46,364.01

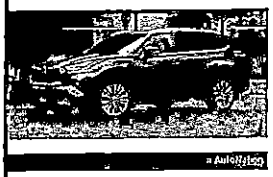
ready for purchase now

AutoNation Toyota
TOYOTA Cerritos

Customer:Victoria Villa
Address: Gardena, CA 90247
Phone 1: 310-217-9592
Email: vvilla@cityofgardena.org

Date: 8/17/2020 2:26:56 PM Manager: Melean, Carla
ID: 77577693-3526538999 AssociateMendez, Henry

VEHICLE



2020 TOYOTA HIGHLANDER HYBRID 6964 4dr Wgn LE AWD
Stock #: LS505359
Mileage: 5
VIN: 5TDBBRCH1LS505359
Warranty:Manufacturer Warranty

PRICE INDEX

MSRP	* TRUECar Market Average Before Incentives	AutoNation
$41,923	$41,377	$39,923

$454 below TRUECar® value Plus Rebates

PURCHASE OPTION

Vehicle Price		$41,923.00
AutoNation Savings	-	$1,000.00
Customer Rebate	-	$1,000.00
AutoNation Price		$39,923.00
Sales Tax (estimate)	+	$4,203.32
Documentation Fee	+	$85.00
Tire/Battery/MVWEA	+	$8.75
Weight Fee	+	$80.00
Tag/Registration Fees (estimate)	+	$517.00
Electronic Filing	+	$30.00
Flat Add/County Fee	+	$11.00
Smog Abatement Fee	+	$20.00
Balance Due (estimate)		$44,878.07

TRADE

We'll Buy Your Car
We provide a Guaranteed Trade-In Offer honored for 7 days or 500 miles at any of our locations.

Ask how you can protect your vehicle tomorrow with a Vehicle Service Contract today! This menu is provided to you, our customer, to assist you in better understanding the financial options available. Amounts above are ESTIMATES ONLY and may vary based on approved credit, applicable taxes, vehicle selection, trade value(s), estimated payoff, eligibility for rebates and other factors particular to your transaction. Final payments and terms may vary. Customer agrees to pay the difference, if any, in the amount of the trade lien payoff. The Price Index does not include dealer/documentation fee, tax, registration, titling, or other government fees. Third party prices fluctuate daily/weekly and are provided as of 8/17/2020. Third party trademarks shown above are the property of their respective owners. Price quoted expires 8/18/2020. *TrueCar Market Average (before incentives) provided by TrueCar, Inc.; AutoNation Price provided by AutoNation

X _____
Buyer: Victoria Villa Date

X _____
Sales Manager Date

Victoria Villa

From: mendezh1@autonation.com
Sent: Tuesday, August 11, 2020 8:41 AM
To: Victoria Villa
Subject: Pricing on your 2020 Toyota Highlander Hybrid

Ready for purchase Now

AutoNation

AutoNation Toyota Cerritos
562-860-6561

Hello Victoria,

My name is Henry Mendez. Thanks for your interest in the 2020 Toyota Highlander Hybrid, highlander and for choosing AutoNation Toyota Cerritos for your vehicle shopping experience. I do not have 2019 hybrid

We want you to know the health and safety of our Customers and Associates is our top priority. Our facilities and stores are cleaned and sanitized daily. We've implemented new safety protocols some of which include wearing a mask daily, providing Customers with sealed pens that have never been used and a new socially distanced sales process where all interactions take place from at least 6 feet away with no direct contact. As an added benefit, you can do the process virtually and we'll deliver the car straight to your door.

2020 Toyota Highlander Hybrid LE

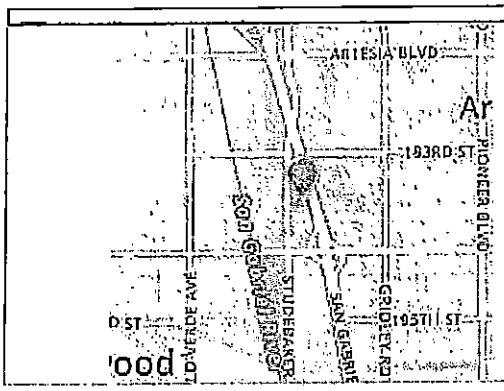
VIEW VEHICLE DETAILS

MSRP: $41,923
AutoNation Price: $40,923
Vin: 5TDBBRCH1LS505359
Stock Number: LS505359
Exterior: Blizzard Pearl
Interior: Gray
Mileage: 5

- You've selected a New 2020 Toyota Highlander Hybrid, is that right?
- When would you like to come in and take a test drive?

Look forward to hearing from you,

Henry Mendez
Internet Sales
424-370-3766
AutoNation Toyota Cerritos
18700 Studebaker Road
Cerritos, CA 90703



Sales Hours

Sunday	9:00AM - 9:00PM
Monday	9:00AM - 9:00PM
Tuesday	9:00AM - 9:00PM
Wednesday	9:00AM - 9:00PM
Thursday	9:00AM - 9:00PM
Friday	9:00AM - 9:00PM
Saturday	9:00AM - 9:00PM

1 PRICE

Get a quality pre-owned vehicle at a price so good, it's guaranteed.

We'll Buy Your Car

Get a free certified offer and turn your car into cash today.

Money-Back Guarantee

Our pre-owned vehicles are backed by a 5-day, 250-mile Money-Back Guarantee. No questions asked.

Worry-Free Pre-Owned Vehicles

Every pre-owned car we sell comes with a Worry-Free folder that includes a money-back guarantee[2], limited warranty, even a CARFAX? Vehicle History Report.

Unless stated otherwise, all prices exclude tax, tag, government, and dealer fees. Includes applicable manufacturer incentives (must meet incentive qualification criteria). Prices and rebates subject to change without notice. Miles, if shown, are approximate. Money Back Guarantee - 5 days or 250 miles on used vehicles, whichever comes first. Subject to certain terms and conditions. We'll Buy Your Car - Subject to in-store verification, vehicle condition and mileage. Appraisal valid for 7 days or 500 miles, whichever comes first. See store for details. Some restrictions apply. You are receiving this email because your email address was used to receive an on-line price quote or because it was provided with a vehicle request. All names, designs and related marks are registered trademarks of AutoNation Inc. Copyright AutoNation Inc. All rights reserved.

Some used vehicles may have unrepaired safety recalls. You can check recall status by VIN at

Please click here to unsubscribe.

AutoNation Toyota Cerritos

Customer: Victoria Villa
Address: Gardena, CA 90247
Phone 1: 310-217-9592
Email: vvilla@cityofgardena.org

Date: 8/17/2020 2:26:56 PM **Manager:** Melean, Carla
ID: 77577693-3526538999 **Associate** Mendez, Henry

VEHICLE

2020 TOYOTA HIGHLANDER HYBRID 6964 4dr Wgn LE AWD

Stock #: LS505359
Mileage: 5
VIN: 5TDBBRCH1LS505359
Warranty: Manufacturer Warranty

PRICE INDEX

MSRP	* TRUECar Market Average Before Incentives	AutoNation
$41,923	$41,377	$39,923

$454 below TRUECar® value Plus Rebates

PURCHASE OPTION

Vehicle Price		$41,923.00
AutoNation Savings	-	$1,000.00
Customer Rebate	-	$1,000.00
AutoNation Price		**$39,923.00**
Sales Tax (estimate)	+	$4,203.32
Documentation Fee	+	$85.00
Tire/Battery/MVWEA	+	$8.75
Weight Fee	+	$80.00
Tag/Registration Fees (estimate)	+	$517.00
Electronic Filing	+	$30.00
Flat Add/County Fee	+	$11.00
Smog Abatement Fee	+	$20.00
Balance Due (estimate)		**$44,878.07**

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We provide a Guaranteed Trade-In Offer honored for 7 days or 500 miles at any of our locations.

Ask how you can protect your vehicle tomorrow with a Vehicle Service Contract today! This menu is provided to you, our customer, to assist you in better understanding the financial options available. Amounts above are ESTIMATES ONLY and may vary based on approved credit, applicable taxes, vehicle selection, trade value(s), estimated payoff, eligibility for rebates and other factors particular to your transaction. Final payments and terms may vary. Customer agrees to pay the difference, if any, in the amount of the trade lien payoff. The Price Index does not include dealer/documentation fee, tax, registration, titling, or other government fees. Third party prices fluctuate daily/weekly and are provided as of 8/17/2020. Third party trademarks shown above are the property of their respective owners. Price quoted expires 8/18/2020. *TrueCar Market Average (before incentives) provided by TrueCar, Inc.; AutoNation Price provided by AutoNation

X _____
Buyer: Victoria Villa Date

X _____
Sales Manager Date

City of Gardena
City Council Meeting

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

AGENDA REPORT SUMMARY

Meeting Date: September 8, 2020

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: RATIFY ADMINSTRATIVE APPROVAL OF THE ELDERLY NUTRITION PROGRAM CONTRACT ENP202105 AMENDMENT ONE – ADDITIONAL FUNDING

COUNCIL ACTION REQUIRED:	Action Taken
Ratify Administrative Approval of ENP202105 Amendment One	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council ratify administrative approval of the Elderly Nutrition Program Contract No. ENP202105 Amendment One 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 One to this contract provides additional funding for the Subaward Sum Year 1 (July '20-December '20) in the amount of $292,000. The funding source is the Chief Executive Office Coronavirus Aid, Relief, and Economic Security (CEO CARES) Act.

Amendment One to this contract also provides additional funding for the Subaward Sum Year 1 (July '20-June '21) in the amount of $125,000. The funding source is the California Department of Aging Coronavirus Aid, Relief, and Economic Security (CDA CARES) Act.

Total CARES Act Funding: $417,000

FINANCIAL IMPACT/COST:

- Additional funding for OAA Title III C-1 (Nutrition Services) Congregate Meal Program: $332,000
- Additional funding for OAA Title III C-2 (Nutrition Services) Home-Delivered Meal Program: $85,000

ATTACHMENTS:

1) Fiscal Year 2020-21 Additional Funding Allocation for Elderly Nutrition Program Services Letter
2) Amendment One

Submitted by: _____, Stephany Santin, Director of Recreation & Human Services Date 9/3/20

Concurred by: _____, Clint Osorio, City Manager Date 9/3/20

COUNTY OF LOS ANGELES
WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES

3175 West Sixth Street ■ Los Angeles, CA 90020
Tel: 213-738-2617

lacounty.gov

wdacs.lacounty.gov

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger

"Connecting communities and improving the lives of all generations"

Otto Solórzano
Acting Director

August 25, 2020

City of Gardena
Attention: Ms. Tasha Cerda
1700 West 162nd Street
Gardena, CA 90247

FISCAL YEAR 2020-21 CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT FUNDING ALLOCATION FOR ELDERLY NUTRITION PROGRAM SERVICES

Dear Ms. Cerda:

County of Los Angeles Workforce Development, Aging and Community Services (County) intends to amend City of Gardena's (Subrecipient's) Elderly Nutrition Program (ENP) Subaward. The Subaward Amendment information is outlined below:

- Purpose: Subrecipient shall utilize Chief Executive Office (CEO) Coronavirus Aid, Relief, and Economic Security (CARES) Act funding and California Department of Aging (CDA) CARES Act funding to provide additional defined and contracted ENP Title III C-1 and Title III C-2 Services during Fiscal Year (FY) 2020-21.
- Subaward Number: ENP202105
- Amendment Number: One
- Subaward Term: July 1, 2020 through June 30, 2021
- Total CARES Act Funding Allocation: $417,000
    - CEO CARES Act Funding Allocation: $292,000
    - CDA CARES Act Funding Allocation: $125,000
- Period Funds Available for Use (subject to execution of Subaward):
    - CEO CARES Act: July 1, 2020 through December 30, 2020
    - CDA CARES Act: July 1, 2020 through June 30, 2021
- Supervisorial District: 2
- Funding Source(s), Service Category(ies) and Unit Rate(s) are as follows:

Funding Source	Service Category	Unit Rate	Allocation Amount	Total Allocation
CEO CARES ACT	American Meals	$6.21	$250,000	**$292,000**
	Ethnic Meals	[redacted]		
	Hot Meals	$8.15	$42,000	
	Frozen Meals	$6.21		
	Emergency Meals	$8.15		
CDA CARES ACT	American Meals	$6.21	$82,000	**$125,000**
	Ethnic Meals	[redacted]		
	Hot Meals	$8.15	$43,000	
	Frozen Meals	$6.21		
	Emergency Meals	$8.15		
CARES Act Funding				$417,000
Baseline Funding (Refer to FY 2020-21 Baseline Funding Allocation Letter)				$407,000
Subaward Sum Year 1 (SSY1) (CARES Act and Baseline Funding)				**$824,000**

If you have any questions, please contact Irma Panosian of my staff by phone or e-mail as follows: (323) 336-5426 or ipanosian@wdacs.lacounty.gov.

Thank you.

Carol Domingo

Carol Domingo, Program Manager
Contracts Management Division

ELDERLY NUTRITION PROGRAM (ENP)
SUBAWARD NUMBER ENP202105
SUBAWARD PERIOD JULY 2020 – JUNE 2021
AMENDMENT ONE

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 162nd Street
Gardena, CA 90247

WHEREAS, reference is made to that certain document entitled "Elderly Nutrition Program (ENP) Subaward Number ENP202105 Subaward Period July 2020 – June 2021" dated July 1, 2020 ("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 to allocate Chief Executive Office (CEO) Coronavirus Aid, Relief, and Economic Security (CARES) Act funding in the cumulative amount of **$292,000** which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP Congregate Meal and Home-

Delivered Meal Services as specified herein to be provided by Subrecipient during Fiscal Year 2020-21; and

WHEREAS, it is the intent of the parties to amend this Subaward to allocate California Department of Aging (CDA) Coronavirus Aid, Relief, and Economic Security (CARES) Act funding in the cumulative amount of **$125,000**, which shall be reimbursed to Subrecipient in exchange for additional defined and contracted ENP Congregate Meal and Home-Delivered Meal Services as specified herein to be provided by Subrecipient during Fiscal Year 2020-21; and

WHEREAS, it is the intent of the parties to amend this Subaward to allocate the 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 5.1.3 is deleted in its entirety and replaced as follows:

5.1.3 **Subaward Sum Year 1 Funding Source(s)**

5.1.3.1 The Subaward Sum Year 1 for 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.

5.1.3.2 Older Americans Act (OAA) Title III B (Supportive Services and Senior Centers) Original Baseline Funds

5.1.3.2.1 Subaward Sum: **$1,000**

5.1.3.2.2 Service Area: Supervisorial District 2

5.1.3.2.3 Period of Performance: July 1, 2020 – June 30, 2021

5.1.3.2.4 Allocation Letter: Fiscal Year 2020-21 Original Baseline Funding Allocation for Elderly Nutrition Program Services

5.1.3.3 OAA Title III C-1 (Nutrition Services) Original Baseline Funds

5.1.3.3.1 Subaward Sum: **$216,000**

5.1.3.3.2 Service Area: Supervisorial District 2

5.1.3.3.3 Period of Performance: July 1, 2020 – June 30, 2021

5.1.3.3.4 Allocation Letter: Fiscal Year 2020-21 Original Baseline Funding Allocation for Elderly Nutrition Program Services

5.1.3.4 OAA Title III C-2 (Nutrition Services) Original Baseline Funds

5.1.3.4.1 Subaward Sum: **$190,000**

5.1.3.4.2 Service Area: Supervisorial District 2

5.1.3.4.3 Period of Performance: July 1, 2020 – June 30, 2021

5.1.3.4.4 Allocation Letter: Fiscal Year 2020-21 Original Baseline Funding Allocation for Elderly Nutrition Program Services

5.1.3.5 CEO CARES Act Funds for ENP Congregate Meal Services

5.1.3.5.1 Subaward Sum: **$250,000**

5.1.3.5.1.1 Subrecipient shall expend these funds before OAA Title III C-1 (Nutrition Services) and FFCRA (if applicable) for ENP Congregate Meal Services funding

5.1.3.5.1.2 Subrecipient shall ensure that these funds are also used to serve waitlist Clients which are assigned to Subrecipient by County.

5.1.3.5.2 Service Area: Supervisorial District 2

5.1.3.5.3 Period of Performance: July 1, 2020 – December 30, 2020 (pursuant to CEO Board Motion)

5.1.3.5.4 Allocation Letter: Fiscal Year 2020-21 CARES Act Funding Allocation for Elderly Nutrition Program Services

5.1.3.6 CEO CARES Act Funds for ENP Home-Delivered Meal Services

5.1.3.6.1 Subaward Sum: **$42,000**

5.1.3.6.1.1 Subrecipient shall expend these funds before OAA Title III C-2 (Nutrition Services) and FFCRA (if applicable) for ENP Home-Delivered Meal Services funding

5.1.3.6.1.2 Subrecipient shall ensure that these funds are also used to serve waitlist Clients which are assigned to Subrecipient by County.

5.1.3.6.2 Service Area: Supervisorial District 2

5.1.3.6.3 Period of Performance: July 1, 2020 – December 30, 2020 (pursuant to CEO Board Motion)

5.1.3.6.4 Allocation Letter: Fiscal Year 2020-21 CARES Act Funding Allocation for Elderly Nutrition Program Services

5.1.3.7 CDA CARES Act Funds for ENP Congregate Meal Services

5.1.3.7.1 Subaward Sum: **$82,000** (available for use only after exhausting all CEO CARES Act for ENP Congregate Meal Services, OAA Title III C-1 (Nutrition Services), and FFCRA (if applicable) for ENP Congregate Meal Services funding)

5.1.3.7.2 Service Area: Supervisorial District 2

5.1.3.7.3 Period of Performance: July 1, 2020 – June 30, 2021 (consistent with CDA Program Memo No. 20-13 (Corrected) issued on July 16, 2020)

5.1.3.7.4 Allocation Letter: Fiscal Year 2020-21 CARES Act Funding Allocation for Elderly Nutrition Program Services

5.1.3.8 CDA CARES Act Funds for ENP Home-Delivered Meal Services

5.1.3.8.1 Subaward Sum: **$43,000** (available for use only after exhausting all CEO CARES Act for ENP Home-Delivered Meal Services, OAA Title III C-2 (Nutrition Services), and FFCRA (if applicable) for ENP Home-Delivered Meal Services funding)

5.1.3.8.2 Service Area: Supervisorial District 2

5.1.3.8.3 Period of Performance: July 1, 2020 – June 30, 2021 (consistent with CDA Program Memo No. 20-13 (Corrected) issued on July 16, 2020)

5.1.3.8.4 Allocation Letter: Fiscal Year 2020-21 CARES Act Funding Allocation for Elderly Nutrition Program Services

III. Subparagraph 5.10.4 is deleted in its entirety and replaced as follows:

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

5.10.4.1 July 1, 2020 - June 30, 2021: 2001CAOASS-00; 2001CAOACM-00; 2001CAOAHD-00; 2001CAOANS-00; 2001CACMC2-00; 2001CAHDC2-00; and, 2001CAHDC3-00

IV. Subparagraph 5.10.7 is deleted in its entirety and replaced as follows:

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

5.10.7.1 Original Subaward: $407,000

5.10.7.2 Amendment One: $417,000

5.10.7.2.1 CEO CARES Act Funds: $292,000

5.10.7.2.2 CDA CARES Act Funds: $125,000

V. Subparagraph 5.10.8 is deleted in its entirety and replaced as follows:

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

5.10.8.1 Subaward Sum Year 1: $824,000

VI. Subparagraph 5.10.9 is deleted in its entirety and replaced as follows:

5.10.9 Total Amount of Federal Award (Maximum Subaward Sum): $824,000

VII. Subparagraph 5.10.10 is deleted in its entirety and replaced as follows:

5.10.10 **Federal Award Project Description**

5.10.10.1 July 1, 2020 - June 30, 2021: Federal Title IIIB 3BSL; Federal Title IIIC1 3C1L and NSIP C1 NC1L; Federal Title IIIC2 3C2L and NSIP C2 NC2L; Federal Title IIIC1 CRCM and Federal Title IIIC2 CRHD; and, CARES Title IIIC2 - HDM

VIII. Exhibit W1 (Budget) Amendment 1 {FY 2020-21 CEO CARES Act Funding}" is added, is an addendum to "Exhibit W1 (Budget)", and is incorporated herein by reference.

IX. "Exhibit W1 (Budget) Amendment 1 {FY 2020-21 CDA CARES Act Funding}" is added, is an addendum to "Exhibit W1 (Budget)", and is incorporated herein by reference.

X. Exhibit W2 (Budget) Amendment 1 {FY 2020-21 CEO CARES Act Funding}" is added, is an addendum to "Exhibit W2 (Budget)", and is incorporated herein by reference.

XI. "Exhibit W2 (Budget) Amendment 1 {FY 2020-21 CDA CARES Act Funding}" is added, is an addendum to "Exhibit W2 (Budget)", and is incorporated herein by reference.

XII. "Exhibit X1 (Mandated Program Services) Amendment 1 {FY 2020-21 CEO CARES Act Funding}" is added, is an addendum to "Exhibit X1 (Mandated Program Service)", and is incorporated herein by reference.

XIII. "Exhibit X1 (Mandated Program Services) Amendment 1 {FY 2020-21 CDA CARES Act Funding}" is added, is an addendum to "Exhibit X1 (Mandated Program Service)", and is incorporated herein by reference.

XIV. "Exhibit X2 (Mandated Program Services) Amendment 1 {FY 2020-21 CEO CARES Act Funding}" is added, is an addendum to "Exhibit X2 (Mandated Program Services for Title III C-2 Program)", and is incorporated herein by reference.

XV. "Exhibit X2 (Mandated Program Services) Amendment 1 {FY 2020-21 CDA CARES Act Funding}" is added, is an addendum to "Exhibit X2 (Mandated Program Services for Title III C-2 Program)", and is incorporated herein by reference.

XVI. The "Fiscal Year 2020-21 CARES Act 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.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this **Amendment One** 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 _____ _____
Otto Solórzano, Acting Director — Date
County of Los Angeles
Workforce Development, Aging
and Community Services

SUBRECIPIENT

City of Gardena
Subrecipient's Legal Name

ENP202105
Subaward Number

By Clint Osorio _____ _____
Name of Authorized Representative — Date

City Manager
Title

Clint Osorio
Clint Osorio (Aug 25, 2020 12:44 PDT)
Signature

Approved as to Form:

OFFICE OF COUNTY COUNSEL
Mary C. Wickham, County Counsel

By _____
Lawrence M. Green
Senior Deputy County Counsel

By _____ _____
Name of Authorized Representative — Date

_____
Title

_____
Signature

City of Gardena
City Council Meeting

Agenda Item No. 5.D. (6.)
Department: CONSENT CALENDAR
Meeting Date: September 8, 2020

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS

AGENDA TITLE: APPROVE CITY OF GARDENA GTRANS FY2021 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN

COUNCIL ACTION REQUIRED:	Action Taken
Approve Plan	

RECOMMENDATION AND STAFF SUMMARY:

Effective July 2019, public transportation systems that are recipients or subrecipients of FTA grant funds are required to develop a Public Transportation Agency Safety Plan (PTASP). The purpose of the PTASP is to improve public transportation safety by guiding transit agencies to manage safety risks more effectively and proactively in their systems. The PTASP requires public transportation operators to develop and implement safety plans that establish processes and procedures that support the Safety Management System (SMS) comprehensive and collaborative approach to managing safety through improved control of risk, earlier detection and correction of safety problems, sharing and analyzing safety data more effectively, and more precise measurement of safety performance. As part of PTASP requirements, transit agencies must set safety performance targets in their safety plans based on safety performance measures that include fatalities, injuries, safety events, and system reliability.

The PTASP is required to be updated annually, and FTA will assess compliance with the PTASP through its triennial oversight review program. FTA requires that the PTASP be approved by the public transportation system governing body no later than December 20, 2020.

It is recommended that Council approve the attached FY 2021 Public Transportation Agency Safety Plan.

FINANCIAL IMPACT/COST:

The PTASP serves as a guide for the identification and management of safety risks and does not commit GTrans to specific expenditures. Recommended safety management activities and safety enhancements will be identified each budget year within available allocations of transit revenues and included as part of the annual budget process. There is no impact to the General Fund.

ATTACHMENTS:

A. Agenda Staff Report – Approve GTrans FY2021 Public Transportation Agency Safety Plan (PTASP)
B. City of Gardena's GTrans FY2021 Public Transportation Agency Safety Plan

Submitted by Ernie Crespo, Ernie Crespo, Transportation Director Date 9/1/20

Concurred by _____, Clint Osorio, City Manager Date 9/2/20

CITY COUNCIL MEETING
AGENDA STAFF REPORT

Agenda Item No. 5.D.(6)
Department: Transportation
Meeting Date: September 8, 2020

AGENDA TITLE:

Approve City of Gardena GTrans FY2021 Public Transportation Agency Safety Plan (PTASP)

RECOMMENDATION:

Approve Public Transportation Agency Safety Plan

BACKGROUND:

Effective July 2019, public transportation systems that are recipients or subrecipients of FTA grant funds are required to develop a Public Transportation Agency Safety Plan (PTASP). The purpose of the PTASP is to improve public transportation safety by guiding transit agencies to manage safety risks more effectively and proactively in their systems. The PTASP requires public transportation operators to develop and implement safety plans that establish processes and procedures that support the Safety Management System (SMS) comprehensive and collaborative approach to managing safety through improved control of risk, earlier detection and correction of safety problems, sharing and analyzing safety data more effectively, and more precise measurement of safety performance. As part of PTASP requirements, transit agencies must set safety performance targets in their safety plans based on safety performance measures that include fatalities, injuries, safety events, and system reliability.

The PTASP is designed to establish more accountability in developing and maintaining a safety culture in transit operations by identifying an Accountable Executive that has the ultimate responsibility for ensuring a safe environment for GTrans employees and passengers, and has access to the human and capital resources needed to implement and maintain the PTASP. The PTASP also details the roles of key staff within GTrans and City departments in the development of a safety culture. These roles include instituting methods to identify potential hazards and monitor safety risk mitigation activities, and providing periodic reporting on safety performance and the identification and correction of physical hazards to increase safety awareness.

The PTASP also establishes safety performance targets that will be reviewed and updated annually. The specific performance targets are based on the safety performance measures established under the National Public Transportation Safety Plan. These performance targets include annual goals for reportable fatalities, injuries, safety events and system reliability.

To effectively implement the PTASP, a major component of the plan is clear and open communication of safety concerns and safety performance information throughout the organization. The plan identifies various method to be used by GTrans to communicate with employees including:

- GTrans' website
- Employee Safety Meetings and Safety Training
- Safety Bulletin Boards
- Posters
- Pre-Shift Tailgate Meetings
- Bulletins and Information Flyers Posted in Buses

The PTASP is required to be updated and approved by the City Council annually, and FTA will assess compliance with the PTASP through its triennial oversight review program. FTA requires that the initial PTASP be approved by the public transportation system governing body no later than December 20, 2020.

IN CONCLUSION, GTrans recommends that the City Council approve the FY2021 Public Transportation Agency Safety Plan (PTASP) as outlined in the Staff Report.

Submitted by: _____ **Date: 8/31/2020**

Ernie Crespo, Director of Transportation

City of Gardena - GTrans

Public Transit Agency

Safety Plan (PTASP)

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Transit Agency Information

Transit Agency:	City of Gardena – GTrans (Hereafter referred to as "Agency")
Transit Agency Address:	13999 S. Western Avenue, Gardena, CA
Accountable Executive:	Director of Transportation
Chief Safety Officer:	Transit Training & Safety Supervisor
Modes of Service Cover by the PTASP:	Fixed Route and Dial-a-Ride Services
List of FTA Funding Received:	5307

The Agency does provide transit services to another transit agency or service.

Other Transit Agency / Entity Served	Address	Description of the Arrangements
Los Angeles County	500 W Temple St., Los Angeles, CA 90012	Dial-A-Ride
City of Hawthorne	4455 W. 126th St., Hawthorne, CA 90250	Dial–A-Ride

Plan Development, Approval, and Updates

Development

The City of Gardena's GTrans (GTrans) chose to develop its PTASP rather than adopt a PTASP developed by the California Department of Transportation. By signature below, the Accountable Executive confirms the development this plan.

_____ _____

Accountable Executive Date Signed

Approval

The City of Gardena City Council approved this plan as so indicated in the City Council minutes contained in Appendix E.

Certification

The California Department of Transportation, Division of Rail and Mass Transportation (DRMT), in its *2019 State Management Plan for Federal Transit Programs* encourages all direct recipients of 5307 funds to develop and certify their own PTASP. The California DRMT also states in its *2019 State Management Plan for Federal Transit Programs*, "After July 20, 2020, each agency that is required to develop a PTASP will have to certify with the FTA in their Annual Certifications and Assurances that they have met requirements of the Rule. The PTASP's and the process employed to develop/deploy them will be audited by the FTA during each agency's Triennial Performance Review."

Based on the direction provided by the DRMT, the Agency's City Council will certify its PTASP, and rely on the FTA to certify the PTASP during the GTrans' Annual Certifications and Assurances that requirements of the Rule have been met. GTrans understands that the PTASP and the process employed to develop/deploy it will be audited by the FTA during our Triennial Performance Review.

GTrans' Plan was certified by the City Council, on September 8, 2020, as is attested to by the meeting minutes of the September 8, 2020 City Council meeting which can be viewed in Appendix E.

Record of Revisions

A table that records the history of revisions made to the GTrans' PTASP is contained in Appendix H of this document. The history of the changes was placed in the appendix to help preserve the page numbering to the extent possible.

Annual Review and Update of the Public Transportation Agency Safety Plan (PTASP)

GTrans' PTASP will be reviewed by the PTASP Committee:

- Annually, each year in March.
- And when GTrans:
    - Determines its approach to mitigating safety deficiencies is ineffective;
    - Makes significant changes to service delivery;
    - Introduces new processes or procedures that may impact safety;
    - Changes or re-prioritizes resources available to support Safety Management Systems; and/or
    - Significantly changes its organizational structure.

Revisions will be submitted to the City Council at its June meeting for approval. Amendments to the PTASP will be published to the employees and the public at large in accordance with GTrans' standard communication process (as indicated on Page 13 - Safety Communication).

GTrans' PTASP Committee will consist of the Accountable Executive, Chief Safety Officer, Transit Operations Manager, Transit Operations Officer, Transit Admin Analyst, Human Resources Admin Analyst, Facilities Supervisor, Transit Systems Analyst, and Senior Accountant.

Safety Performance Targets

GTrans will develop safety performance targets that will be reviewed and updated annually. The specific performance targets are based on the safety performance measures established under the *National Public Transportation Safety Plan* and any additional performance goals GTrans sets.

Safety Performance Targets

GTrans has set the following Safety Performance Targets (SPTs) to meet those specified by the National Public Transportation Safety Plan. The performance goals for reportable[1] fatalities, injuries and safety events are measured against total Vehicle Revenue Miles (VRM) per mode of transit service. Per the National Public Transportation Safety Plan, "Measuring the number of fatalities over vehicle revenue miles, by mode, provides a fatality rate from which to assess future performance."

The System Reliability performance measure is a measure of the mean (the average) distance between major mechanical failures by mode.

Mode of Transit Service	Fatalities (Total)	Fatalities (Per 100K VRM)	Injuries (Total)	Injuries (Per 100K VRM)	Safety Events (Total)	Safety Events (Per 100K VRM)	System Reliability (VRM/Failures)	Annual VRM (Total)
Fixed Route	0	0.0	10	.59	1	0.06	6,000	1,700,000
Dial-A-Ride	0	0.0	0	0.0	0	0.0	64,000	64,000

Safety Performance Target Coordination

The California DRMT, in its *2019 State Management Plan for Federal Transit Programs* encourages all direct recipients of 5307 funds to develop and certify their own PTASP. The California DRMT also states in its *2019 State Management Plan for Federal Transit Programs*, "After July 20, 2020, each agency that is required to develop a PTASP will have to certify with the FTA in their Annual Certifications and Assurances that they have met requirements of the Rule. The PTASP's and the process employed to develop/deploy them will be audited by the FTA during each agencies Triennial Performance Review."

[1] The thresholds for "reportable" fatalities, injuries, and safety events are defined in the NTD Safety and Security Reporting Manual.

Targets Transmitted to the State

Transit providers must make their SPTs available to their State and Metropolitan Planning Organizations (MPOs) (§ 673.15(a)). Transit providers also must coordinate with States and MPOs in the selection of State and MPO safety performance targets, to the maximum extent practicable (§ 673.15(b)). During this coordination process, to ensure consistency across the transportation modes represented in the state/regional planning process, States and MPOs may request that transit agencies use specific time periods for "total number" SPTs and specific VRM values for "rate" SPTs. The Chief Safety Officer will be responsible for coordinating GTrans' Safety Performance Targets with the State and appropriate MPO. For the State of California, the contact for the SSO is listed in the table below.

State Entity Name	Date Targets Transmitted
Daren Gilbert Manager, Rail Transit and Crossings Branch 180 Promenade Circle, Suite 115 Sacramento, CA 95834 Phone: (916) 928-6858 Email: daren.gilbert@cpuc.ca.gov Website: http://www.cpuc.ca.gov/	

Targets Transmitted to the Metropolitan Planning Organization(s)

Metropolitan Planning Organization Name	Date Targets Transmitted
Priscilla Freduah-Agyemang Senior Regional Planner, Transit/Rail Southern California Association of Governments (SCAG) 900 Wilshire Blvd., Ste. 1700 Los Angeles, CA 90017 Tel: (213) 236-1973 Email: agyemang@scag.ca.gov	

Safety Management Policy

Safety Management Policy Statement

City of Gardena GTrans will maintain an active Safety Management System (SMS) that encourages the open sharing of information on all safety issues. We expect our employees to report their safety concerns to agency management. No employee will be asked to compromise safety to "get the job done."

We will develop and embed a safety culture in all our activities that recognizes the importance and value of effective safety management and acknowledges at all times that safety is paramount. Our overall safety objective is to proactively manage safety hazards and their associated safety risk, with the intent to eliminate unacceptable safety risk in our transit operations.

To that end, we will continuously examine our operations for hazards. We will establish a non-punitive employee safety reporting program, train staff on safety management, document our findings and safety risk mitigations, and strive for continuous improvement of our safety performance.

As required by the Federal Transit Administration, we have established annual safety performance targets to help us measure the safety of our transit service. In addition, to address our overall safety objective, we will conduct hazard identification workshops with all frontline, supervisory, and management personnel during this calendar year. We will also work to increase the annual number of voluntary reports received from employees and actively track our safety risk mitigations. To ensure we meet this objective, our safety department will report out each quarter to our entire agency on the number of:

- Hazard identification workshops carried out in the quarter;
- Number and type of hazard reports received per employee in the quarter versus the same quarter last year; and
- Number and type of safety risk mitigations implementation in the quarter.

Ultimate responsibility for safety at City of Gardena GTrans rests with the Accountable Executive.

Responsibility for making our operations safer for everyone lies with each one of us – from executive management to frontline employees. Each manager is responsible for implementing the SMS in their area of responsibility and will be held accountable to ensure all reasonable steps are taken to perform activities established as part of the SMS.

Safety Management Policy Communication

The Safety Management Policy is posted on the GTrans' website, building lobby, employee break rooms, and rider guide (will direct riders to the policy statement on our website). The Safety Management Policy was first shared with employees on September 15, 2020. Additionally, GTrans introduced the new/revised Safety Management Policy to the public in the following manner: it was taken to the City Council and then posted on the GTrans' website.

Authorities, Accountabilities, and Responsibilities

Accountable Executive

Our Accountable Executive reviewed the draft policy once it had been developed by our agency. Comments on and recommended changes were taken into account when the final document was developed. The Accountable Executive then submitted the policy to the Gardena City Council for approval. Once their approval was given, the Accountable Executive signed the policy. Additional responsibilities include, but are not limited to:

- Decision-making about resources (e.g. people and funds) to support asset management, SMS activities, and capital investments;
- Signing SMS implementation planning documents; and
- Endorsing SMS implementation team membership.

Chief Safety Officer

Our Chief Safety Officer was the lead in developing the Safety Management Policy. Our Chief Safety Officer worked with the Accountable Executive, Transit Operations Manager, Transit Operations Officer, Transit Admin Analyst, Human Resources Admin Analyst, Facilities Supervisor, Transit Systems Analyst, Senior Accountant, and CalTIP Risk Manager to develop the plan. Our Chief Safety Officer was the team's liaison with the Accountable Executive. The Chief Safety Officer's duties include, but are not limited to:

- Developing and maintaining SMS documentation;
- Directing hazard identification and safety risk assessment;
- Monitoring safety risk mitigation activities;
- Providing periodic reports on safety performance;
- Briefing the Accountable Executive and City Council on SMS implementation progress;
- Planning safety management training;
- Managing the GTrans' Employer Pull Notice (EPN) program;
- Managing the GTrans' security program;
- Managing the NTD reporting;
- Managing the GTrans' required compliance programs, such as the SSPP program

Agency Leadership and Executive Management

Maintenance Manager	Responsible for: the providing vehicle maintenance data including frequency and cost of materials and labor for in-house repairs; participate on the PTASP Committee; ensuring the identifications of hazards within their areas of responsible; ensuring corrective measures are implemented; and ensuring employees receive safety information and training.

Operations Manager	Responsible for: providing accident data and investigation results; ensuring driver evaluation are conducted and the results reviewed: implementation of safety campaigns; ensuring identification and correction of bus stop hazards; ensuring employees receive safety and training information; and participation in the PTASP Committee.
Transit Operations Officer	Responsible for: monitoring and ensuring compliance with all operational and maintenance requirements; developing policies and procedures to ensure safe operations; developing service routes and the timing associated with those routes; participating in the City's Emergency Operations planning committee; and participation in the PTASP Committee.
Facilities Supervisor	Responsible for: ensuring compliance with regulations and the safety of the fueling station; ensuring identification and correction of bus stop hazards; managing hazardous waste storage and disposal; ensuring compliance with environmental regulations; ensuring compliance with building and fire code requirements; ensuring the identifications of hazards within their areas of responsible and ensuring corrective measures are implemented; ensuring section employees receive safety information and training; and participation on the PTASP Committee.
Transit Systems Analyst	Responsible for: providing data and security information collection and/or analytical programs; ensuring the Agency's ability to record and download safety and security videos; and participation on the PTASP Committee as needed.
Transit Administrative Officer	Responsible for: providing insurance costs, and experience modification; public dissemination of PTASP required information.
Human Resources Manager	Responsible for: providing employee turnover number; employee injury and illness experience; managing the drug and alcohol program compliance; ensuring compliance with the Agency's employee selection; and participation on the PTASP Committee as needed.
Union Leadership	Responsible for: providing information and input regarding safety issues of which they become aware

Key Staff

Trainers	Responsible for: the providing driving training to employees and new drivers; pass/fail rates for new drivers, providing accident data and investigation results; ensuring driver evaluation are conducted and the results reviewed: implementation of safety campaigns; ensuring identification and correction of bus system hazards; ensuring employees receive safety training annual an ask needed.

Employee Safety Reporting Program

Employees are encouraged to provide ideas, concerns or suggestions for improved safety in the workplace, in regard to their transit vehicles, and along their service routes. These safety concerns can be raised with supervisors, Management, or members of the Safety Committee. Reports and concerns about workplace safety issues may be made anonymously using the Hazard Report Form found in Appendix G. Methods of self-reporting include:

- Hazard Report Form
- Employee suggestion boxes;
- Verbal or written report to a Safety Committee member;
- Safety Committee meetings;
- Bus operator, Maintenance and supervisory team meetings;
- Reports issued to Dispatch over the radio system.

All reports can be made without fear of reprisal. All suggestions will receive prompt follow-up by the Safety Committee or Management. Safety Committee meeting minutes will be posted on employee bulletin boards, and actions to be taken as a result of Safety Committee review will also be presented at bus operator Quarterly Safety meetings, Maintenance Tailgate meetings and GTrans All-Hands staff meetings to increase employee safety awareness about the causes and prevention of accidents, and the identification and correction of physical hazards.

Safety Risk Management

Safety Risk Management Process

- *Safety Hazard Identification: The methods or processes to identify hazards and consequences of the hazards include but are not limited to:*
    - Results of the TAM Asset Condition Assessments
    - Facilities Inspections
    - Bus Stop Inspections
    - Pre-Trip Vehicle Inspections Reports (DVIR)
    - Routine Maintenance Vehicle Inspections
    - Employee Observations and Near Miss Reports
    - Federal Transit Authority Notices and Announcements
    - Industry Publications
    - Driver Evaluations
    - Customer Complaints
    - Trends in the Cost of In-house Repairs
    - Third Party Administrators for Workers' Compensation and for Liability Claims
    - Cal-OSHA Lost and Restricted Days Reported on the Cal-OSHA 300

Inspections are conducted and are an important source of information about hazards. Results from these inspections also help us identify areas where mitigations designed and adopted to manage safety risk are not being carried out as required. Inspections include personnel, vehicles, facilities, and data that identify potential safety concerns or issues. Inspections focus on:

- Rules compliance checks, which may identify:
    - Non-compliance with safety rules;
    - Challenges in complying with safety rules; and
    - Emerging practices
- Operations personnel fitness-for-duty checks, which may identify:
    - Impairment;
    - Fatigue;
    - Absence of corrective lenses;
    - Apparent injuries; and
    - Uniform or equipment issues
- Radio or digital communication checks, which may identify radio failures, dead spots, and areas of high interference
- CDL and driver citations checks (EPN), which may identify driver non-compliance with driving regulations and requirements
- Pre-trip inspections, which may identify instances of a bus beginning revenue service after failing a pre-trip inspection

- Vehicle inspection, which may identify a series of defects in components and parts with the potential to impact the safety performance of the vehicle
- Facilities inspections, which may identify conditions with the potential to impact safety

- *Safety Risk Assessment:* As safety concerns, hazards and losses become known via GTrans' hazard identification and claims information systems, as previously noted, we will track them using the FTA Hazard Assessment Tool. The risk matrix used by GTrans is illustrated in Appendix F. The Chief Safety Officer will enter the initial information on the hazard identification worksheet, and then the PTASP Committee will work together to identify current mitigation measures, assign a risk rating using the FTA Hazard Assessment Tool, and then investigate to identify any feasible actions that could further mitigate the risk of loss. The new mitigation measures will be recorded in the FTA Hazard Assessment Tool, the appropriate management personnel will be assigned to implement the corrective and mitigation measures, and the PTASP committee will continue to monitor the effectiveness of the mitigation and corrective measures using the assurance measures described in this policy.

- *Safety Risk Mitigation:* GTrans will use the adapted hierarchy of controls found in Appendix C to evaluate and implement the appropriate feasible controls, and will use a bow tie risk analysis method, illustrated in Appendix D to determine where the control should be place to either prevent or mitigate the loss.

Safety Assurance

Safety Performance Monitoring and Measurement

GTrans will monitor a variety of activities to ensure hazards have been corrected and the mitigations were effective. GTrans will use leading indicators activity performance, such as: the number of inspections required versus those completed, training rates, driver evaluation trend reports, and other safety reporting programs within its reporting programs.

GTrans will use a variety of lagging indicators to determine the completion, effectiveness and appropriateness of mitigation action, including, but not limited to: worker and liability loss trends, customer complaint trends, and establishing a formal system that requires an assessment of the effectiveness of corrective actions previously implemented; these will vary based on how the hazard corrected was identified and/or how the solution was determined.

GTrans will follow its Injury and Illness Prevention Plan (IIPP) protocols for the investigations of losses.

GTrans will monitor: its IIPP anonymous employee reports; its transit near-miss reporting; its Transit Asset Management Program findings; employee injury statistics; and customer complaints to determine the effectiveness of its safety plan.

Management of Change

GTrans has fewer than 100 vehicles during peak service periods; therefore, we are exempted from this requirement.

Continuous Improvement

GTrans has fewer than 100 vehicles during peak service periods; therefore, they we are exempted from this requirement.

Safety Promotion

Competencies and Training

GTrans requires employees and contractors, including the Chief Safety Officer, to complete training to be able to fulfill their safety-related roles and responsibilities. Initial training will be completed at hire/assignment, and refresher training will be provided when behaviors indicate a need, and/or there are changes to the PTASP, operations, procedures, organizational structure, and when new hazards are identified and mitigation measures are developed.

Safety Communication

GTrans will communicate safety and safety performance information throughout the organization and community using the following methods of communication:

- GTrans' website
- Safety Meetings
- Safety Training
- Safety Bulletin Boards – these are available in public access areas and employee breakrooms

- Safety and/or Company Newsletters
- Posters
- Pre-Shift Tailgate Meetings
- Bulletins and Information Flyers Posted in the Buses
- Monthly Staff Reports to the City Manager
- Quarterly, Semiannual, or Annual Reports to the City Council.

Appendix A – Glossary of Terms

Term	Definition
Accident	Accident means an Event that involves any of the following: a loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; a runaway train; an evacuation for life safety reasons; or any derailment of a rail transit vehicle, at any location, at any time, whatever the cause. (per **§ 673.5)**
Accountable Executive	**§ 673.5 Definitions** – Accountable Executive means a single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a public transportation agency; responsibility for carrying out the agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. § 5329(d), and the agency's Transit Asset Management Plan in accordance with 49 U.S.C. § 5326. **§ 673.23(d)(1)** – The transit agency must identify an Accountable Executive. The Accountable Executive is accountable for ensuring that the agency's SMS is effectively implemented throughout the agency's public transportation system. The Accountable Executive is accountable for ensuring action is taken, as necessary, to address substandard performance in the agency's SMS. The Accountable Executive may delegate specific responsibilities, but the ultimate accountability for the transit agency's safety performance cannot be delegated and always rests with the Accountable Executive.
Chief Safety Officer	**§ 673.31 Definitions** – Chief Safety Officer means an adequately trained individual who has responsibility for safety and reports directly to a transit agency's chief executive officer, general manager, president, or equivalent officer. A Chief Safety Officer may not serve in other operational or maintenance capacities, unless the Chief Safety Officer is employed by a transit agency that is a small public transportation provider as defined in this part, or a public transportation provider that does not operate a rail fixed guideway public transportation system. Safety Management System (SMS) Executive means a Chief Safety Officer or an equivalent. **§ 673.23(d)(2)** – The Accountable Executive must designate a Chief Safety Officer or SMS Executive who has the authority and responsibility for day-to-day implementation and operation of an agency's SMS. The Chief Safety Officer or SMS Executive must hold a direct line of reporting to the Accountable Executive. A transit agency may allow the Accountable Executive to also serve as the Chief Safety Officer or SMS Executive.

Term	Definition
Consequence	Consequences are outcomes or what those conditions can cause. Transit agencies should assess the likelihood and severity of the *consequences* of a hazard, not of the hazard itself (per **§ 673.5)**
Event	Event means any Accident, Incident, or Occurrence. (per **§ 673.5)**
Fatalities	Deaths, excluding suicides or trespassers
Hazard	Hazard means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment. Hazards are conditions. (per **§ 673.5)**
Incident	Incident means an Event that involves any of the following: A personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency. (per **§ 673.5)**
Injuries	Not including assaults or injuries due to crimes
Occurrence	Occurrence means an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency. (per **§ 673.5)**
Performance Target	Performance target means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the Federal Transit Administration (FTA). (per **§ 673.5)**
Safety Event	Reportable derailments, collisions, fires, and evacuations.
Safety Performance Target	Safety performance target means a Performance Target related to safety management activities. (per **§ 673.5)**
Serious Injury	Serious injury means any injury which: (1) Requires hospitalization for more than 48 hours, commencing within 7 days from the date the injury was received; (2) Results in a fracture of any bone (except simple fractures of fingers, toes, or noses); (3) Causes severe hemorrhages, nerve, muscle, or tendon damage; (4) Involves any internal organ; or (5) Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface. (per **§ 673.5)**

Appendix B – NTD Safety & Security Quick Reference Guide

2020 NTD Safety & Security Quick Reference Guide – Non-Rail Mode Reporting

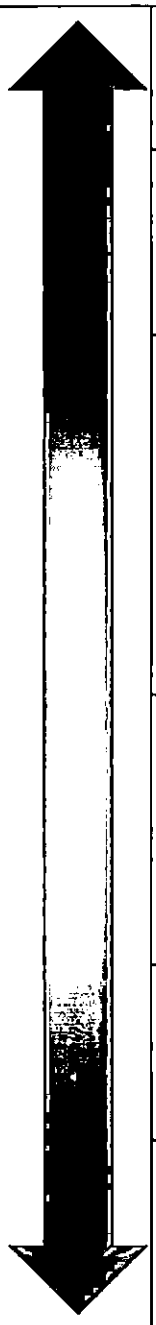
Reportable Event: A safety or security event occurring: on transit right-of-way or infrastructure, at a transit revenue facility, at a maintenance facility or rail yard, during a transit-related maintenance activity, or involving a transit revenue vehicle. Excluded from this event reporting requirement are events that occur off transit property where affected persons, vehicles, or objects come to rest on transit property after the event, OSHA events in administrative buildings, deaths that are a result of illness or other natural causes, other events (assault, robbery, non-transit vehicle collisions, etc.) occurring at bus stops or shelters that are not on transit-controlled property, collisions that occur while travelling to or from a transit-related maintenance activity, collisions involving a supervisor car, or other transit service vehicle operating on public roads.

Alaska (AR) and Commuter rail (CR) modes report only SECURITY events that meet a Major event threshold.

S&S-40 Major Event Report	S&S-50 Non-Major Monthly Summary
MAJOR THRESHOLDS	**NON-MAJOR THRESHOLDS**
An event meeting the reportable event definition AND meeting <u>one or more</u> of the following reporting thresholds: • A fatality confirmed within 30 days (including suicide) • An injury requiring transport away from the scene for medical attention for one or more persons (partial exception in the case of Other Safety Events) • Estimated property damage equal to or exceeding $25,000 • An evacuation for life safety reasons • Collisions involving transit roadway revenue vehicles that require towing away of a transit roadway vehicle or other non-transit roadway vehicle **Reports are due within 30 days of the date of the event.**	Less severe Other Safety Occurrence Not Otherwise Classified (OSONOC) injuries meeting the reportable event definition that are **NOT** a result of a collision, evacuation, security event, hazmat spill, or Act of God, and non-major fires. Other Safety Occurrence Not Otherwise Classified (OSONOC): • Single injury event requiring transport away from the scene for medical attention (*do not report "minor" collisions on S&S-50*) Fires: • Requiring suppression that **do not** meet a major incident reporting threshold *injury, fatality, evacuation, or property damage of $25,000 or more).* **Reports due by the end of the following month (e.g., January data due by end of February)**

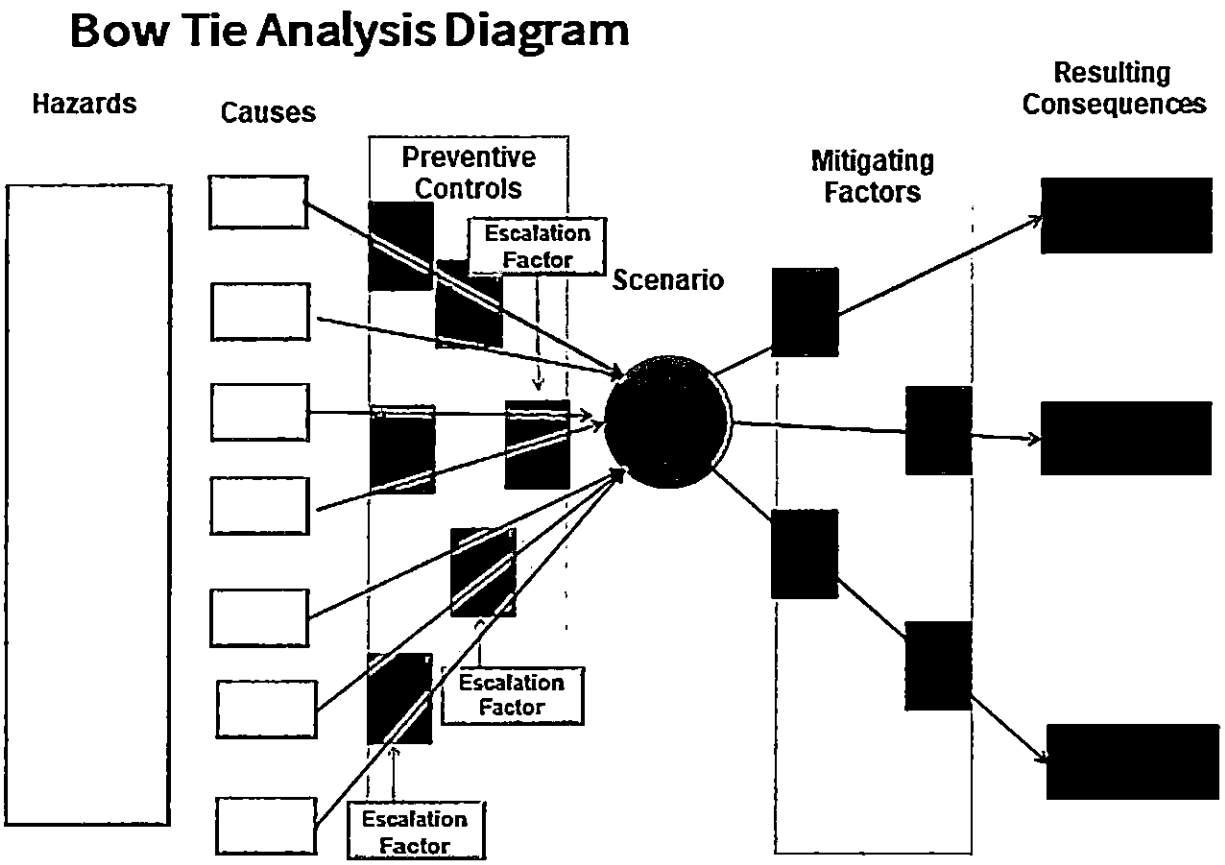
S&S-40 Major Event Report	S&S-50 Non-Major Monthly Summary
EVENT TYPES	**EVENT TYPES**
• Collision (including suicide/attempted suicide) • Fire • Hazardous material spill (requires *specialized* clean-up). • Acts of God (nature) • System security: o Arson o Bomb threat/bombing o Burglary / Vandalism o Chemical/biological/radiological/nuclear release o Cyber security event o Hijacking o Sabotage o Suspicious package o Other security event (shots fired, projectiles, etc.) • Personal Security: o Assault o Homicide o Suicide or Attempted Suicide (no transit vehicle involved) o Robbery o Larceny/theft o Motor vehicle theft o Rape o Other personal security events (perpetrator tazing) • Other Safety Occurrences Not Otherwise Classified (OSONOC) (two injuries and/or another threshold) Miscellaneous events that meet a threshold	Other Safety Occurrence Not Otherwise Classified (OSONOC): **Injury due to:** • Slip/Trip • Fall o Including person making contact with a non-moving transit vehicle • Injury to maintenance workers • Boarding/alighting • Abrupt or evasive transit vehicle maneuvers • Mobility device (e.g. wheelchair) securement issues • Injury sustained on a mobility device lift • Stairs/elevator/escalator injury **Fire:** • Requires suppression but no major threshold is met • Small fire on in transit station • Small engine fire on transit vehicle

Appendix C - Hierarchy of Controls



1. Elimination	• Remove the hazard, i.e. remove the hazardous process, tool, or materials,
2. Substitution	• Substitute a less hazardous material • Substitute the vehicle • Reduce the energy
3. Engineering Controls	• Ventilation • Machine guarding / Driver guarding • Sound enclosures • Interlocks • Platforms and guard railing • Lift platforms
4. Warnings	• Signs • Backup alarms • Beepers • Horns • Labels
5. Administrative Controls	• Procedures • Training
6. PPE	• Safety glasses • Hearing protection • Safety vests • Safety harnesses • Gloves • Respirators

Appendix D - Bow Tie Analysis Diagram



Appendix E – City Council PTASP Certification Approved Meeting Minutes

Appendix F - Risk Assessment Matrix

The Safety Risk Severity Table presents a typical safety risk. It includes four categories to denote the level of severity of the occurrence of a consequence, the meaning of each category, and the assignment of a value to each category using numbers. In this table, 1 is considered catastrophic meaning possible deaths and equipment destroyed and 4 is considered negligible or of little consequence with two levels in between.

The Risk Assessment Matrix measures the level of safety risk in terms of severity (across the top) and likelihood (down the side). The matrix format will allow GTrans to combine the assessment of severity and likelihood to determine the overall risk rating of the potential consequence of the hazard.

Safety Risk Assessment Matrix with Labels

Safety Risk Assessment Matrix				
Severity → / Probability ↓	Catastrophic 1	Critical 2	Marginal 3	Negligible 4
A-Frequent	1A	2A	3A	4A
B- Probable	1B	2B	3B	4B
C-Occasional	1C	2C	3C	4C
D- Remote	1D	2D	3D	4D
E- Improbable	1E	2E	3E	4E

Safety Risk Index Ranking		
1A, 1B, 1C, 2A, 2B	High	Unacceptable
1D, 2C, 3A, 3B	Serious	Undesirable - With management decision required
1E, 2D, 2E, 3C, 3D, 3E, 4A, 4B,	Medium	Acceptable - with review by management
4C, 4D, 4E	Low	Acceptable - without review

Appendix G - Hazard Report Form

Hazard Rating: [Office use only]	HAZARD REPORT	Date / File #: [Office use only]

Section I - Hazard Description

Name: _____ **Date:** _____

Decribe the Hazard and its Effects: _____

_____

_____

_____

_____

Suggested Corrective Action (Optional): _____

_____

_____

_____

_____

Section II - Safety Review

Received by: _____ **Date:** _____ **Photos Taken:** [Yes] / [No]

Recommended Corrective Action: _____

_____

_____

_____

_____

Interim Remedial Action Taken: _____

_____

_____

_____

_____

Appendix H - Record of Revisions

A table that records the history of revisions made to the agency's PTASP is contained in the table that follows. The history of the changes was placed in this appendix to help preserve the page numbering to the extent possible.

Plan Version Number and Updates

Record the complete history of successive versions of this plan.

Version Number	Section/Pages Affected	Reason for Change	Date Issued

City of Gardena
City Council Meeting

Agenda Item No. 5.D. (7)
Department: CONSENT CALENDAR
Meeting Date: September 8, 2020

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: APPROVE PURCHASE OF ENGINES AND AUTHORIZE A BLANKET PURCHASE ORDER WITH TOM'S TRUCK CENTER NORTH COUNTY, LLC FOR AN AUTHORIZED AMOUNT OF $102,701.40

COUNCIL ACTION REQUIRED:	Action Taken
Approve Purchase and Blanket Purchase Order	

RECOMMENDATION AND STAFF SUMMARY:

For its fleet of 52 gasoline/hybrid buses, GTrans currently purchases remanufactured bus engines on an as-needed basis, at an average of $3,874.00 per engine. To ensure that GTrans has enough engines on hand to accommodate its need for the current year, GTrans issued a Request for Quote for up to 20 remanufactured engines. Staff reached out to four vendors in the Southern California area that offer remanufactured Ford engines. After contacting all the vendors multiple times, GTrans received one quote from Tom's Truck Center, North County, LLC located in Santa Ana, California. The single bid was responsive and responsible, at a cost of $3,885.07 per engine, or $77,701.40.

In addition, GTrans has an ongoing need to purchase as-needed Ford parts to maintain its buses, paratransit vans and staff vehicles. GTrans has used multiple vendors in the past, however Tom's Truck center has consistently been the most cost effective and responsive to GTrans' equipment needs. Therefore, GTrans is seeking to issue a blanket purchase order in the amount of $25,000 to Tom's Truck Center to purchase as-needed Ford parts, separate and apart from engines which were purchased through the formal solicitation.

Therefore, it is recommended that Council approve a $25,000 blanket purchase order for as-needed Ford parts, as well as the purchase of up to 20 remanufactured engines from Tom's Truck Center, North County, LLC for an authorized amount of $102,701.40, not including shipping or applicable sales tax.

FINANCIAL IMPACT/COST:

Funds for bus parts are included in the FY21 budget previously approved by the Council. GTrans has existing federal, state, and local funding available for this purpose. There is no impact to the General Fund.

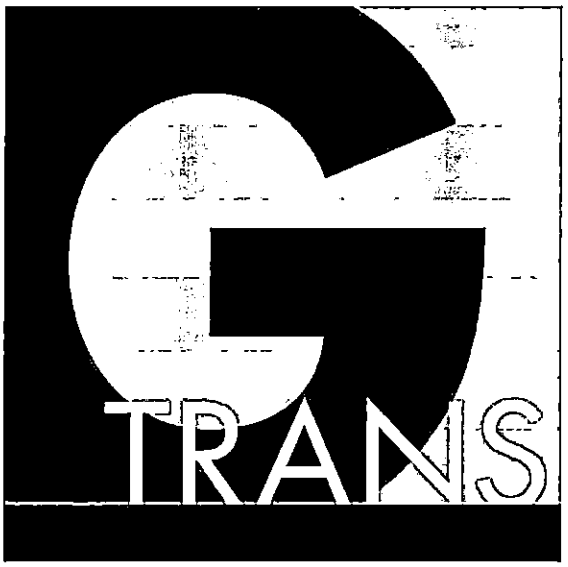
ATTACHMENTS:

A. Tom's Truck Center North County, LLC Quote for Engines, Signed Certificates and Clarification Letter

Submitted by Ernie Crespo, Ernie Crespo, Director of Transportation Date 9/1/20

Concurred by Clint D. Osorio, Clint D. Osorio, City Manager Date 9/2/20

CITY OF
GARDENA



CITY OF GARDENA GTRANS
13999 S. Western Avenue Gardena, CA 90249
(310) 965-8811

RFQ 2020-06 Gasoline/Hybrid Remanufactured Engines

Federal Clauses and Certifications

Federal Clauses

Fly America Requirements – Applicability – all contracts involving transportation of persons or property, by air between the U.S. and/or places outside the U.S. These requirements do not apply to micro-purchases ($10,000 or less, except for construction contracts over $2,000). Contractor shall comply with 49 USC 40118 (the "Fly America" Act) in accordance with General Services Administration regulations 41 CFR 301-10, stating that recipients and subrecipients of Federal funds and their contractors are required to use US Flag air carriers for US Governmentfinanced international air travel and transportation of their personal effects or property, to the extent such service is available, unless travel by foreign air carrier is a matter of necessity, as defined by the Fly America Act. Contractor shall submit, if a foreign air carrier was used, an appropriate certification or memorandum adequately explaining why service by a US flag air carrier was not available or why it was necessary to use a foreign air carrier and shall, in any event, provide a certificate of compliance with the Fly America requirements. Contractor shall include the requirements of this section in all subcontracts that may involve international air transportation.

Energy Conservation – Applicability – All Contracts except micro-purchases ($10,000 or less, except for construction contracts over $2,000) Contractor shall comply with mandatory standards and policies relating to energy efficiency, stated in the state energy conservation plan issued in compliance with the Energy Policy & Conservation Act.

Access to Records and Reports – Applicability – As shown below. These requirements do not apply to micro-purchases ($10,000 or less, except for construction contracts over $2,000) The following access to records requirements apply to this Contract:

1. Where the purchaser is not a State but a local government and is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 CFR 18.36(i), contractor shall provide the purchaser, the FTA, the US Comptroller General or their authorized representatives access to any books, documents, papers and contractor records which are pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor shall also, pursuant to 49 CFR 633.17, provide authorized FTA representatives, including any PMO contractor, access to contractor's records and construction sites pertaining to a capital project, defined at 49 USC 5302(a)1, which is receiving FTA assistance through the programs described at 49 USC 5307, 5309 or 5311.
2. Where the purchaser is a State and is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 CFR 633.17, contractor shall provide the purchaser, authorized FTA representatives, including any PMO Contractor, access to contractor's records and construction sites pertaining to a capital project, defined at 49 USC 5302(a)1, which receives FTA assistance through the programs described at 49 USC 5307, 5309 or 5311. By definition, a capital project excludes contracts of less than the simplified acquisition threshold currently set at $250,000.
3. Where the purchaser enters into a negotiated contract for other than a small purchase or under the simplified acquisition threshold and is an institution of higher education, a hospital or other non-profit organization and is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 CFR 19.48, contractor shall provide the purchaser, the FTA, the US Comptroller General or their authorized representatives, access to any books, documents, papers and record of the
contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions.
4. Where a purchaser which is an FTA recipient or a subgrantee of FTA recipient in accordance with 49 USC 5325(a) enters into a contract for a capital project or improvement (defined at 49 USC 5302(a)1) through other than competitive bidding, contractor shall make available records related to the contract to the purchaser, the Secretary of USDOT and the US Comptroller General or any authorized officer or employee of any of them for the purposes of conducting an audit and inspection.
5. Contractor shall permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
6. Contractor shall maintain all books, records, accounts and reports required under this contract for a period of not less than three (3) years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case contractor agrees to maintain same until the recipient, FTA Administrator, US Comptroller General, or any of their authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Re: 49 CFR 18.39(i)(11).

FTA does not require the inclusion of these requirements in subcontracts.

Federal Changes – Applicability – All Contracts except micro-purchases ($10,000 or less, except for construction contracts over $2,000) Contractor shall comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between the recipient and FTA, as they may be amended or promulgated from time to time during the term of the contract. Contractor's failure to comply shall constitute a material breach of the contract.

No Government Obligation to Third Parties – Applicability – All contracts except micropurchases ($10,000 or less, except for construction contracts over $2,000)

(1) The recipient and contractor acknowledge and agree that, notwithstanding any concurrence by the US Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the US Government, the US Government is not a party to this contract and shall not be subject to any obligations or liabilities to the recipient, the contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

(2) Contractor agrees to include the above clause in each subcontract financed in whole or in part with FTA assistance. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

Program Fraud and False or Fraudulent Statements or Related Acts – Applicability – All contracts except micro-purchases ($10,000 or less, except for construction contracts over $2,000)

(1) Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 USC 3801 et seq. and USDOT regulations, "Program Fraud Civil Remedies," 49 CFR 31, apply to its actions pertaining to this project. Upon execution of the underlying contract, contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submittal, or certification, the US Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act (1986) on contractor to the extent the US Government deems appropriate.

(2) If contractor makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submittal, or certification to the US Government under a contract connected with a project that is financed in whole or in part with FTA assistance under the authority of 49 USC 5307, the Government reserves the right to impose the penalties of 18 USC 1001 and 49 USC 5307(n)(1) on contractor, to the extent the US Government deems appropriate. (3) Contractor shall include the above two clauses in each subcontract financed in whole or in part with FTA assistance. The clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

Termination – Applicability – All Contracts over $10,000, except contracts with nonprofit organizations and institutions of higher learning, where the threshold is $250,000

a. Termination for Convenience (General Provision) the recipient may terminate this contract, in whole or in part, at any time by written notice to contractor when it is in the recipient's best interest. Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. Contractor shall promptly submit its termination claim to the recipient. If contractor is in possession of any of the recipient's property, contractor shall account for same, and dispose of it as the recipient directs.

b. Termination for Default [Breach or Cause] (General Provision) If contractor does not deliver items in accordance with the contract delivery schedule, or, if the contract is for services, and contractor fails to perform in the manner called for in the contract, or if contractor fails to comply with any other provisions of the contract, the recipient may terminate this contract for default. Termination shall be effected by serving a notice of termination to contractor setting forth the manner in which contractor is in default. Contractor shall only be paid the contract price for supplies delivered and accepted, or for services performed in accordance with the manner of performance set forth in the contract. If it is later determined by the recipient that contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of contractor, the recipient, after setting up a new delivery or performance schedule, may allow contractor to continue work, or treat the termination as a termination for convenience.

c. Opportunity to Cure (General Provision) the recipient in its sole discretion may, in the case of a termination for breach or default, allow contractor an appropriately short period of time in which to cure the defect. In such case, the notice of termination shall state the time period in which cure is permitted and other appropriate conditions If contractor fails to remedy to the recipient's satisfaction the breach or default or any of the terms, covenants, or conditions of this Contract within ten (10) days after receipt by contractor or written notice from the recipient setting forth the nature of said breach or default, the recipient shall have the right to terminate the Contract without any further obligation to contractor. Any such termination for default shall not in any way operate to preclude the recipient from also pursuing all available remedies against contractor and its sureties for said breach or default.

d. Waiver of Remedies for any Breach In the event that the recipient elects to waive its remedies for any breach by contractor of any covenant, term or condition of this Contract, such waiver by the recipient shall not limit its remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

e. Termination for Convenience (Professional or Transit Service Contracts) the recipient, by written notice, may terminate this contract, in whole or in part, when it is in the recipient's interest. If the contract is terminated, the recipient shall be liable only for payment under the payment provisions of this contract for services rendered before the effective date of termination.

f. Termination for Default (Supplies and Service) If contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension or if the contractor fails to comply with any other provisions of this contract, the recipient may terminate this contract for default. The recipient shall terminate by delivering to contractor a notice of termination specifying the nature of default. Contractor shall only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract. If, after termination for failure to fulfill contract obligations, it is determined that contractor was not in default, the rights and obligations of the parties shall be the same as if termination had been issued for the recipient's convenience.

g. Termination for Default (Transportation Services) If contractor fails to pick up the commodities or to perform the services, including delivery services, within the time specified in this contract or any extension or if contractor fails to comply with any other provisions of this contract, the recipient may terminate this contract for default. The recipient shall terminate by delivering to contractor a notice of termination specifying the nature of default. Contractor shall only be paid the contract price for services performed in accordance with the manner of performance set forth in this contract.
If this contract is terminated while contractor has possession of the recipient goods, contractor shall, as directed by the recipient, protect and preserve the goods until surrendered to the recipient or its agent. Contractor and the recipient shall agree on payment for the preservation and protection of goods. Failure to agree on an amount shall be resolved under the Dispute clause. If, after termination for failure to fulfill contract obligations, it is determined that contractor was not in default, the rights and obligations of the parties shall be the same as if termination had been issued for the recipient's convenience.

h. Termination for Default (Construction) If contractor refuses or fails to prosecute the work or any separable part, with the diligence that will insure its completion within the time specified, or any extension, or fails to complete the work within this time, or if contractor fails to comply with any other provisions of this contract, the recipient may terminate this contract for default. the recipient shall terminate by delivering to contractor a notice of termination specifying the nature of default. In this event, the recipient may take over the work and compete it by contract or otherwise, and may take possession of and use any materials, appliances, and plant on the work site necessary for completing the work. Contractor and its sureties shall be liable for any damage to the recipient resulting from contractor's refusal or failure to complete the work within specified time, whether or not contractor's right to proceed with the work is terminated. This liability includes any increased costs incurred by the recipient in completing the work.
Contractor's right to proceed shall not be terminated nor shall contractor be charged with damages under this clause if:
1. Delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of contractor. Examples of such causes include: acts of God, acts of the recipient, acts of another contractor in the performance of a contract with the recipient, epidemics, quarantine restrictions, strikes, freight embargoes; and
2. Contractor, within 10 days from the beginning of any delay, notifies the recipient in writing of the causes of delay. If in the recipient's judgment, delay is excusable, the time for completing the work shall be extended. The recipient's judgment shall be final and conclusive on the parties, but subject to appeal under the Disputes clauses.
If, after termination of contractor's right to proceed, it is determined that contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if termination had been issued for the recipient's convenience.

i. Termination for Convenience or Default (Architect & Engineering) the recipient may terminate this contract in whole or in part, for the recipient's convenience or because of contractor's failure to fulfill contract obligations. The recipient shall terminate by delivering to contractor a notice of termination specifying the nature, extent, and effective date of termination. Upon receipt of the notice, contractor shall (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the recipient all data, drawings, specifications, reports, estimates, summaries, and other information and materials accumulated in performing this contract, whether completed or in process. If termination is for the recipient's convenience, it shall make
an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services. If termination is for contractor's failure to fulfill contract obligations, the recipient may complete the work by contact or otherwise and contractor shall be liable for any additional cost incurred by the recipient. If, after termination for failure to fulfill contract obligations, it is determined that contractor was not in default, the rights and obligations of the parties shall be the same as if termination had been issued for the recipient's convenience.

j. Termination for Convenience or Default (Cost-Type Contracts) the recipient may terminate this contract, or any portion of it, by serving a notice or

termination on contractor. The notice shall state whether termination is for convenience of the recipient or for default of contractor. If termination is for default, the notice shall state the manner in which contractor has failed to perform the requirements of the contract. Contractor shall account for any property in its possession paid for from funds received from the recipient, or property supplied to contractor by the recipient. If termination is for default, the recipient may fix the fee, if the contract provides for a fee, to be paid to contractor in proportion to the value, if any, of work performed up to the time of termination. Contractor shall promptly submit its termination claim to the recipient and the parties shall negotiate the termination settlement to be paid to contractor. If termination is for the recipient's convenience, contractor shall be paid its contract close-out costs, and a fee, if the contract provided for payment of a fee, in proportion to the work performed up to the time of termination. If, after serving a notice of termination for default, the recipient determines that contractor has an excusable reason for not performing, such as strike, fire, flood, events which are not the fault of and are beyond the control of contractor, the recipient, after setting up a new work schedule, may allow contractor to continue work, or treat the termination as a termination for convenience.

Government-Wide Debarment and Suspension (Nonprocurement) – Applicability – Contracts over $25,000 The Recipient agrees to the following:

(1) It will comply with the requirements of 2 C.F.R. part 180, subpart C, as adopted and supplemented by U.S. DOT regulations at 2 C.F.R. part 1200, which include the following: (a) It will not enter into any arrangement to participate in the development or implementation of the Project with any Third Party Participant that is debarred or suspended except as authorized by: 1 U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 C.F.R. part 1200, 2 U.S. OMB, "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 C.F.R. part 180, including any amendments thereto, and 3 Executive Orders Nos. 12549 and 12689, "Debarment and Suspension," 31 U.S.C. § 6101 note, (b) It will review the U.S. GSA "System for Award Management," https:// www.sam.gov, if required by U.S. DOT regulations, 2 C.F.R. part 1200, and (c) It will include, and require each of its Third Party Participants to include, a similar provision in each lower tier covered transaction, ensuring that each lower tier Third Party Participant: 1 Will comply with Federal debarment and suspension requirements, and 2 Reviews the "System for Award Management" at https://www.sam.gov, if necessary to comply with U.S. DOT regulations, 2 C.F.R. part 1200, and (2) If the Recipient suspends, debars, or takes any similar action against a Third Party Participant or individual, the Recipient will provide immediate written notice to the: (a) FTA Regional Counsel for the Region in which the Recipient is located or implements the
Project, (b) FTA Project Manager if the Project is administered by an FTA Headquarters Office, or (c) FTA Chief Counsel,

Contracts Involving Federal Privacy Act Requirements – Applicability – When a grantee maintains files on drug and alcohol enforcement activities for FTA, and those files are organized so that information could be retrieved by personal identifier, the Privacy Act requirements apply to all contracts except micro-purchases ($10,000 or less, except for construction contracts over $2,000)
The following requirements apply to the Contractor and its employees that administer any system of records on behalf of the Federal Government under any contract:

(1) The Contractor agrees to comply with, and assures the compliance of its employees with, the information restrictions and other applicable requirements of the Privacy Act of 1974, 5 U.S.C. § 552a. Among other things, the Contractor agrees to obtain the express consent of the Federal Government before the Contractor or its employees operate a system of records on behalf of the Federal Government. The Contractor understands that the requirements of the Privacy Act, including the civil and criminal penalties for violation of that Act, apply to those individuals involved, and that failure to comply with the terms of the Privacy Act may result in termination of the underlying contract.

(2) The Contractor also agrees to include these requirements in each subcontract to administer any system of records on behalf of the Federal Government financed in whole or in part with Federal assistance provided by FTA.

Civil Rights Requirements – Applicability – All contracts except micro-purchases ($10,000 or less, except for construction contracts over $2,000)
The following requirements apply to the underlying contract:
The Recipient understands and agrees that it must comply with applicable Federal civil rights laws and regulations, and follow applicable Federal guidance, except as the Federal Government determines otherwise in writing. Therefore, unless a Recipient or Program, including an Indian Tribe or the Tribal Transit Program, is specifically exempted from a civil rights statute, FTA requires compliance with that civil rights statute, including compliance with equity in service:

a. Nondiscrimination in Federal Public Transportation Programs. The Recipient agrees to, and assures that each Third Party Participant will, comply with Federal transit law, 49 U.S.C. § 5332 (FTA's "Nondiscrimination" statute): (1) FTA's "Nondiscrimination" statute prohibits discrimination on the basis of: (a) Race, (b) Color, (c) Religion, (d) National origin, (e) Sex, (f) Disability, (g) Age, or (h) Gender identity and (2) The FTA "Nondiscrimination" statute's prohibition against discrimination includes: (a) Exclusion from participation, (b) Denial of program benefits, or (c) Discrimination, including discrimination in employment or business opportunity, (3) Except as FTA determines otherwise in writing: (a) General. Follow: 1 The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable Federal laws, regulations, and guidance, and 2 Other applicable Federal guidance that may be issued, but (b) Exception for the Tribal Transit Program. FTA does not require an Indian Tribe to comply with FTA program-specific guidelines for Title VI when administering its projects funded under the Tribal Transit Program,

b. Nondiscrimination – Title VI of the Civil Rights Act. The Recipient agrees to, and assures that each Third Party Participant will: (1) Prohibit discrimination based on: (a) Race, (b) Color, or (c) National origin, (2) Comply with: (a) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d et seq., (b) U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964," 49 C.F.R. part 21, and (c) Federal transit law, specifically 49 U.S.C. § 5332, as stated in the preceding section a, and (3) Except as FTA determines otherwise in writing, follow: (a) The most recent edition of FTA Circular 4702.1, "Title VI and Title VI-Dependent Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable Federal laws, regulations, and guidance. (b) U.S. DOJ, "Guidelines for the enforcement of Title VI, Civil Rights Act of 1964," 28 C.F.R. § 50.3, and (c) Other applicable Federal guidance that may be issued,

c. Equal Employment Opportunity. (1) Federal Requirements and Guidance. The Recipient agrees to, and assures that each Third Party Participant will, prohibit discrimination on the basis of race, color, religion, sex, or national origin, and: (a) Comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e et seq., (b) Facilitate compliance with Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order No. 11246, Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note, (c) Comply with Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a, and (d) Comply with FTA Circular 4704.1other applicable EEO laws and regulations, as provided in Federal guidance, including laws and regulations prohibiting discrimination on the basis of disability, except as the Federal Government determines otherwise in writing, (2) General. The Recipient agrees to: (a) Ensure that applicants for employment are employed and employees are treated during employment without discrimination on the basis of their: 1 Race, 2 Color, 3 Religion, 4 Sex, 5 Disability, 6 Age, or 7 National origin, (b) Take affirmative action that includes, but is not limited to: 1 Recruitment advertising, 2 Recruitment, 3 Employment, 4 Rates of pay, 5

Other forms of compensation, 6 Selection for training, including apprenticeship, 7 Upgrading, 8 Transfers, 9 Demotions, 10 Layoffs, and 11 Terminations, but (b) Indian Tribe. Title VII of the Civil Rights Act of 1964, as amended, exempts Indian Tribes under the definition of "Employer". (3) Equal Employment Opportunity Requirements for Construction Activities. In addition to the foregoing, when undertaking "construction" as recognized by the U.S. Department of Labor (U.S. DOL), the Recipient agrees to comply, and assures the compliance of each Third Party Participant, with: (a) U.S. DOL regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and (b) Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order No. 11246, Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note,

d. Disadvantaged Business Enterprise. To the extent authorized by applicable Federal law, the Recipient agrees to facilitate, and assures that each Third Party Participant will facilitate, participation by small business concerns owned and controlled by socially and economically disadvantaged individuals, also referred to as "Disadvantaged Business Enterprises" (DBEs), in the Project as follows: 1) Requirements. The Recipient agrees to comply with: (a) Section 1101(b) of Map-21, 23 U.S.C. § 101 note, (b) U.S. DOT regulations, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs," 49 C.F.R. part 26, and (c) Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a, (2) Assurance. As required by 49 C.F.R. § 26.13(a), (b) DBE Program Requirements. Recipients receiving planning, capital and/or operating assistance that will award prime third party contracts exceeding $250,000 in a Federal fiscal year must: 1 Have a DBE program meeting the requirements of 49 C.F.R. part 26, 2 Implement a DBE program approved by FTA, and 3 Establish an annual DBE participation goal, (c) Special Requirements for a Transit Vehicle Manufacturer. The Recipient understands and agrees that each transit vehicle manufacturer, as a condition of being authorized to bid or propose on FTA-assisted transit vehicle procurements, must certify that it has complied with the requirements of 49 C.F.R. part 26, (d) the Recipient provides assurance that: The Recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 C.F.R. part 26. The Recipient shall take all necessary and reasonable steps under 49 C.F.R. part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The Recipient's DBE program, as required by 49 C.F.R. part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under 49 C.F.R. part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 et seq., (2) Exception for the Tribal Transit Program. FTA exempts Indian tribes from the Disadvantaged Business Enterprise regulations at 49 C.F.R. part 26 under Map-21and previous legislation,

e. Nondiscrimination on the Basis of Sex. The Recipient agrees to comply with Federal prohibitions against discrimination on the basis of sex, including: (1) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681 et seq., (2) U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 C.F.R. part 25, and (3) Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a,

f. Nondiscrimination on the Basis of Age. The Recipient agrees to comply with Federal prohibitions against discrimination on the basis of age, including: (1) The Age Discrimination in Employment Act (ADEA), 29 U.S.C. §§ 621 – 634, which prohibits discrimination on the basis of age, (2) U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625, which implements the ADEA, (3) The Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 et seq., which prohibits discrimination against individuals on the basis of age in the administration of programs or activities receiving Federal funds, (4) U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, which implements the Age Discrimination Act of 1975, and (5) Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a,

g. Nondiscrimination on the Basis of Disability. The Recipient agrees to comply with the following Federal prohibitions pertaining to discrimination against seniors or individuals with disabilities: (1) Federal laws, including: (a) Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination on the basis of disability in the administration of federally funded programs or activities, (b) The Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. § 12101 et seq., which requires that accessible facilities and services be made available to individuals with disabilities, 1 General. Titles I, II, and III of the ADA apply to FTA Recipients, but 2 Indian Tribes. While Titles II and III of the ADA apply to Indian Tribes, Title I of the ADA exempts Indian Tribes from the definition of "employer," (c) The Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities, (d) Federal transit law, specifically 49 U.S.C. § 5332, which now includes disability as a prohibited basis for discrimination, and (e) Other applicable laws and amendments pertaining to access for elderly individuals or individuals with disabilities, (2) Federal regulations, including: (a) U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 C.F.R. part 37, (b) U.S. DOT regulations, "Nondiscrimination on the Basis of Disability in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 C.F.R. part 27, (c) U.S. DOT regulations, "Transportation for Individuals with Disabilities: Passenger Vessels," 49 C.F.R. part 39, (d) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB) and U.S. DOT regulations, "Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 36 C.F.R. part 1192 and 49 C.F.R. part 38, (e) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 C.F.R. part 35, (f) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities," 28 C.F.R. part 36, (g) U.S. EEOC, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. part 1630, (h) U.S. Federal Communications Commission regulations, "Telecommunications Relay Services and Related Customer Premises Equipment for Persons with Disabilities," 47 C.F.R. part 64, Subpart F, (i) U.S. ATBCB regulations, "Electronic and Information Technology Accessibility Standards," 36 C.F.R. part 1194, and (j) FTA regulations, "Transportation for Elderly and Handicapped Persons," 49 C.F.R. part 609, and (3) Other applicable Federal civil rights and nondiscrimination guidance,

h. Drug or Alcohol Abuse - Confidentiality and Other Civil Rights Protections. The Recipient agrees to comply with the confidentiality and civil rights protections of: (1) The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. § 1101 et seq., (2) The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. § 4541 et seq., and (3) The Public Health Service Act, as amended, 42 U.S.C. §§ 290dd – 290dd-2,

i. Access to Services for People with Limited English Proficiency. Except as the Federal Government determines otherwise in writing, the Recipient agrees to promote accessibility of public transportation services to people whose understanding of English is limited by following: 1) Executive Order No. 13166, "Improving Access to Services for Persons with Limited English Proficiency," August 11, 2000, 42 U.S.C. § 2000d-1 note, and (2) U.S. DOT Notice, "DOT Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficiency (LEP) Persons," 70 Fed. Reg. 74087, December 14, 2005,

j. Other Nondiscrimination Laws. Except as the Federal Government determines otherwise in writing, the Recipient agrees to: (1) Comply with other applicable Federal nondiscrimination laws and regulations, and (2) Follow Federal guidance prohibiting discrimination.

k. Remedies. Remedies for failure to comply with applicable Federal Civil Rights laws and Federal regulations may be enforced as provided in those Federal laws or Federal regulations.

Patent and Rights Data - Contracts involving experimental, developmental, or research work ($10,000 or less, except for construction contracts over $2,000).
Patent Rights

A. General. The Recipient agrees that:

(1) Depending on the nature of the Project, the Federal Government may acquire patent rights when the Recipient or Third Party Participant produces a patented or patentable:

(a) Invention,

(b) Improvement, or

(c) Discovery,

(2) The Federal Government's rights arise when the patent or patentable information is:

(a) Conceived under the Project, or

(b) Reduced to practice under the Project, and

(3) When a patent is issued or patented information becomes available as described in Patent Rights section A(2), the Recipient agrees to:

(a) Notify FTA immediately, and

(b) Provide a detailed report satisfactory to FTA,

B. Federal Rights. The Recipient agrees that:

(1) Its rights and responsibilities, and the rights and responsibilities of each Third Party Participant, in that federally funded invention, improvement, or discovery will be determined as provided by applicable Federal laws, regulations, and guidance, including any waiver thereof, and

(2) Unless the Federal Government determines otherwise in writing, irrespective of the Recipient's status or the status of any Third Party Participant as a large business, a small business, a State government, a State instrumentality, a local government, an Indian tribe, a nonprofit organization, an institution of higher education, or an individual, the Recipient agrees to transmit the Federal Government's patent rights to FTA as specified in: (a) 35 U.S.C. § 200 et seq., and (b) U.S. Department of Commerce regulations, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," 37 C.F.R. part 401, and

C. License Fees and Royalties. As permitted by 49 C.F.R. parts 18 and 19:

(1) License fees and royalties for patents, patent applications, and inventions derived from the Project are program income, and

(2) The Recipient has no obligation to the Federal Government with respect to those license fees or royalties, except: (a) For compliance with 35 U.S.C. § 200 et seq., which applies to patent rights developed under a federally funded research-type project, and (b) As FTA determines otherwise in writing.
Rights in Data and Copyrights
A. Definition of "Subject Data." means recorded information:

(1) Copyright. Whether or not copyrighted, and

(2) Delivery. That is delivered or specified to be delivered under the Underlying Agreement,

B. Examples of "Subject Data." Examples of "subject data":

(1) Include, but are not limited to:
(a) Computer software, (b) Standards, (c) Specifications, (d) Engineering drawings and associated lists, (e) Process sheets, (f) Manuals, (g) Technical reports, (h) Catalog item identifications, and (i) Related information, but

(2) Do not include: (a) Financial reports, (b) Cost analyses, or (c) Other similar information used for Project administration,

C. General Federal Restrictions. The following restrictions apply to all subject data first produced in the performance of the Recipient's Project supported by the Underlying Agreement: (1) Prohibitions. The Recipient may not: (a) Publish or reproduce any subject data in whole or in part, or in any manner or form, or (b) Permit others to do so, but

(2) Exceptions. The prohibitions of Rights in Data and Copyrights C(1) do not apply to: (a) Publications or reproductions for the Recipient's own internal use, (b) An institution of higher learning, (c) The portion of subject data that the Federal Government has previously released or approved for release to the public, or (d) The portion of data that has the Federal Government's prior written consent for release,

D. Federal Rights in Data and Copyrights. The Recipient agrees that:

(1) License Rights. The Recipient must provide a license to its "subject data" to the Federal Government, which license is: (a) Royalty-free, (b) Non-exclusive, and (c) Irrevocable,

(2) Uses. The Federal Government's license must permit the Federal Government to take the following actions provided those actions are taken for Federal Government purposes: (a) Reproduce the subject data, (b) Publish the subject data, (c) Otherwise use the subject data, and (d) Permit other entities or individuals to use the subject data, and

E. Special Federal Rights in Data for Research, Development, Demonstration, Deployment, and Special Studies Projects. In general, FTA's purpose in providing Federal funds for a research, development, demonstration, deployment, or special studies Project is to increase transportation knowledge, rather than limit the benefits of the Project to the Recipient and its Third Party Participants, therefore, the Recipient agrees that:

(1) Publicly Available Report. When the Project is completed, it must provide a Project report that FTA may publish or make available for publication on the Internet,

(2) Other Reports. It must provide other reports pertaining to the Project that FTA may request,

(3) Availability of Subject Data. FTA may make available to any FTA Recipient or any of its Third Party Participants at any tier of the Project, either FTA's copyright license to the subject data or a copy of the subject data, except as the Federal Government determines otherwise in writing,

(4) Identification of Information. It must identify clearly any specific confidential, privileged, or proprietary information submitted to FTA,

(5) Incomplete Project. If the Project is not completed for any reason whatsoever, all data developed under the Project becomes "subject data" and must be delivered as the Federal Government may direct, but

(6) Exception. Rights in Data and Copyrights Section E does not apply to an adaptation of automatic data processing equipment or program that is both: (a) For the Recipient's use, and (b) Acquired with FTA capital program funding,

F. License Fees and Royalties. As permitted by 49 C.F.R. parts 18 and 19:

(1) License fees and royalties for copyrighted material or trademarks derived from Project are program income, and

(2) The Recipient has no obligation to the Federal Government with respect to those license fees or royalties, except: (a) For compliance with 35 U.S.C. § 200 et seq., which applies to patent rights developed under a federally funded research-type project, and (b) As FTA determines otherwise in writing,

G. Hold Harmless. Upon request by the Federal Government, the Recipient agrees that:

(1) Violation by Recipient. (a) If it willfully or intentionally violates any: 1 Proprietary rights, 2 Copyrights, or 3 Right of privacy, and (b) Its violation occurs from any of the following uses of Project data: 1 Publication, 2 Translation, 3 Reproduction, 4 Delivery, 5 Use, or 6 Disposition, then (c) It will indemnify, save, and hold harmless against any liability, including costs and expenses of: 1 The Federal Government's officers acting within the scope of their official duties,

2 The Federal Government's employees acting within the scope of their official duties, and

3 Federal Government's agents acting within the scope of their official duties, but (2) Exceptions. The Recipient will not be required to indemnify the Federal Government for any liability described in Rights in Data and Copyrights section G(1) if: (a) Violation by Federal Officers, Employees or Agents. The violation is caused by the wrongful acts of Federal employees or agents, or (b) State law. If indemnification is prohibited or limited by applicable State law,

H. Restrictions on Access to Patent Rights. Nothing in this Rights in Data and Copyrights section pertaining to rights in data either:

(1) Implies a license to the Federal Government under any patent, or

(2) May be construed to affect the scope of any license or other right otherwise granted to the Federal Government under any patent,

I. Data Developed Without Federal Funding or Support. The Recipient understands and agrees that in certain circumstances it may need to provide data developed without any Federal funding or support to FTA. Nevertheless:

(1) Protections. Rights in Data and Copyrights Sections A, B, C, and D generally do not apply to data developed without Federal funding, even though that data may have been used in connection with the Project, and

(2) Identification of Information. The Recipient understands and agrees that the Federal Government will not be able to protect data developed without Federal funding from unauthorized disclosure unless that data is clearly marked "Proprietary" or "Confidential," and

J. Requirements to Release Data. The Recipient understands and agrees that the Federal Government may be required to release Project data and information the Recipient submits to the Federal Government as required by:

(1) The Freedom of Information Act, 5 U.S.C. § 552,

(2) Another applicable Federal law requiring access to Project records,

(3) U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations," specifically 49 C.F.R. § 19.36(d), or

(4) Other applicable Federal regulations and guidance pertaining to access to Project records.

Disadvantaged Business Enterprise (DBE) – Applicability – Contracts over $10,000 awarded on the basis of a bid or proposal offering to use DBEs

a. This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. The national goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. The recipient's overall goal for DBE participation is listed elsewhere. If a separate contract goal for DBE participation has been established for this procurement, it is listed elsewhere.
b. The contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the municipal corporation deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).
c. If a separate contract goal has been established, Bidders/offerors are required to document sufficient DBE participation to meet these goals or, alternatively, document adequate good faith efforts to do so, as provided for in 49 CFR 26.53.
d. If no separate contract goal has been established, the successful bidder/offeror will be required to report its DBE participation obtained through race-neutral means throughout the period of performance.
e. The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from the recipient. In addition, the contractor may not hold retainage from its subcontractors or must return any retainage payments to those subcontractors within 30 days after the subcontractor's work related to this contract is satisfactorily completed or must return any retainage payments to those subcontractors within 30 days after incremental acceptance of the subcontractor's work by the recipient and contractor's receipt of the partial retainage payment related to the subcontractor's work.
f. The contractor must promptly notify the recipient whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of the recipient.

Prompt Payment – Applicability – All contracts except micropurchases $10,000 or less, (except for construction contracts over $2,000)

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contract receives from the Recipient. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Recipient. This clause applies to both DBE and non-DBE subcontracts.

Incorporation of Federal Transit Administration (FTA) Terms – Applicability – All contracts except micro-purchases ($10,000 or less, except for construction contracts over $2,000)

The preceding provisions include, in part, certain Standard Terms & Conditions required by USDOT, whether or not expressly stated in the preceding contract provisions. All USDOTrequired contractual provisions, as stated in FTA Circular 4220.1F, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The contractor shall not perform any act, fail to perform any act, or refuse to comply with any request that would cause the recipient to be in violation of FTA terms and conditions.

Other Federal Requirements:

Full and Open Competition - In accordance with 49 U.S.C. $ 5325(h) all procurement transactions shall be conducted in a manner that provides full and open competition.

Prohibition Against Exclusionary or Discriminatory Specifications - Apart from inconsistent requirements imposed by Federal statute or regulations, the contractor shall comply with the requirements of 49 USC 5323(h)(2) by refraining from using any FTA assistance to support procurements using exclusionary or discriminatory specifications.

Conformance with ITS National Architecture - Contractor shall conform, to the extent applicable, to the National Intelligent Transportation Standards architecture as required by SAFETEA-LU Section 5307(c), 23 U.S.C. Section 512 note and follow the provisions of FTA Notice, "FTA National Architecture Policy on Transit Projects," 66 Fed. Reg.1455 etseq., January 8, 2001, and any other implementing directives FTA may issue at a later date, except to the extent FTA determines otherwise in writing.

Access Requirements for Persons with Disabilities - Contractor shall comply with 49 USC 5301(d), stating Federal policy that the elderly and persons with disabilities have the same rights as other persons to use mass transportation services and facilities and that special efforts shall be made in planning and designing those services and facilities to implement that policy. Contractor shall also comply with all applicable requirements of Sec. 504 of the Rehabilitation Act (1973), as amended, 29 USC 794, which prohibits discrimination on the basis of handicaps, and the Americans with Disabilities Act of 1990 (ADA), as amended, 42 USC 12101 et seq., which requires that accessible facilities and services be made available to persons with disabilities, including any subsequent amendments thereto.

Notification of Federal Participation - To the extent required by law, in the announcement of any third party contract award for goods and services (including construction services) having an aggregate value of $500,000 or more, contractor shall specify the amount of Federal assistance to be used in financing that acquisition of goods and services and to express that amount of Federal assistance as a percentage of the total cost of the third party contract.

Interest of Members or Delegates to Congress - No members of, or delegates to, the US Congress shall be admitted to any share or part of this contract nor to any benefit arising therefrom.

Ineligible Contractors and Subcontractors - Any name appearing upon the Comptroller General's list of ineligible contractors for federally-assisted contracts shall be ineligible to act as a subcontractor for contractor pursuant to this contract. If contractor is on the Comptroller General's list of ineligible contractors for federally financed or assisted construction, the recipient shall cancel, terminate or suspend this contract.

Other Contract Requirements - To the extent not inconsistent with the foregoing Federal requirements, this contract shall also include those standard clauses attached hereto, and shall comply with the recipient's Procurement Guidelines, available upon request from the recipient.

Compliance With Federal Regulations - Any contract entered pursuant to this solicitation shall contain the following provisions: All USDOT-required contractual provisions, as set forth in FTA Circular 4220.1F, are incorporated by reference. Anything to the contrary herein notwithstanding, FTA mandated terms shall control in the event of a conflict with other provisions contained in this Agreement. Contractor shall not perform any act, fail to perform any act, or refuse to comply with any grantee request that would cause the recipient to be in violation of FTA terms and conditions. Contractor shall comply with all applicable FTA regulations, policies, procedures and directives, including, without limitation, those listed directly or incorporated by reference in the Master Agreement between the recipient and FTA, as may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

Real Property - Any contract entered into shall contain the following provisions: Contractor shall at all times comply with all applicable statutes and USDOT regulations, policies, procedures and directives governing the acquisition, use and disposal of real property, including, but not limited to, 49 CFR 18.31-18.34, 49 CFR 19.30-19.37, 49 CFR Part 24, 49 CFR 5326 as amended by Map-21, 49 CFR part 18 or 19, 49 USC 5334, applicable FTA Circular 5010, and FTA Master Agreement, as they may be amended or promulgated during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

Access to Services for Persons with Limited English Proficiency - To the extent applicable and except to the extent that FTA determines otherwise in writing, the Recipient agrees to comply with the policies of Executive Order No. 13166, "Improving Access to Services for Persons with Limited English Proficiency," 42 U.S.C. § 2000d 1 note, and with the provisions of U.S. DOT Notice, "DOT Guidance to Recipients on Special Language Services to Limited English Proficient (LEP) Beneficiaries," 70 Fed. Reg. 74087, December 14, 2005.

Environmental Justice - Except as the Federal Government determines otherwise in writing, the Recipient agrees to promote environmental justice by following: (1) Executive Order No. 12898, "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations," February 11, 1994, 42 U.S.C. $ 4321 note, as well as facilitating compliance with that Executive Order, and (2) DOT Order 5610.2, "Department of Transportation Actions To Address Environmental Justice in Minority Populations and Low-Income Populations," 62 Fed. Reg. 18377, April 15, 1997, and (3) The most recent and applicable edition of FTA Circular 4703.1, "Environmental Justice Policy Guidance for Federal Transit Administration Recipients," August 15, 2012, to the extent consistent with applicable Federal laws, regulations, and guidance,

Environmental Protections - Compliance is required with any applicable Federal laws imposing environmental and resource conservation requirements for the project. Some, but not all, of the major Federal laws that may affect the project include: the National Environmental Policy Act of 1969; the Clean Air Act; the Resource Conservation and Recovery Act; the comprehensive Environmental response, Compensation and Liability Act; as well as environmental provisions with Title 23 U.S.C., and 49 U.C. chapter 53. The U.S. EPA, FHWA and other federal agencies may issue other federal regulations and directives that may affect the project. Compliance is required with any applicable Federal laws and regulations in effect now or that become effective in the future.

Geographic Information and Related Spatial Data - (NOT APPLICABLE TO THE TRIBAL TRANSIT PROGRAM) Any project activities involving spatial data or geographic information systems activities financed with Federal assistance are required to be consistent with the National Spatial Data Infrastructure promulgated by the Federal Geographic Data Committee, except to the extent that FTA determines otherwise in writing.

Geographic Preference - All project activities must be advertised without geographic preference, (except in A/E under certain circumstances, preference for hiring veterans on transit construction projects and geographic-based hiring preferences as proposes to be amended in 2 CFR Part 1201).

Federal Single Audit Requirements - For State Administered Federally Aid Funded Projects Only Non Federal entities that expend $750,000 or more in a year in Federal awards from all sources are required to comply with the Federal Single Audit Act provisions contained in U.S. Office of Management and Budget (OMB) Circular No. A 133, "Audits of States, Local Governments, and Non Profit Organizations" (replaced with 2 CFR Part 200,"Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" effective December 26, 2014 as applicable). Non Federal entities that expend Federal awards from a single source may provide a program specific audit, as defined in the Circular. Non Federal entities that expend less than the amount above in a year in Federal awards from all sources are exempt from Federal audit requirements for that year, except as noted in Sec. 215 (a) of OMB Circular A-133 Subpart B–Audits, records must be available for review or audit by appropriate officials of the cognizant Federal agency the New York State Department of Transportation, the New York State Comptrollers Office and the U.S. Governmental Accountability Office (GAO). Non Federal entities are required to submit a copy of all audits, as described above, within 30 days of issuance of audit report, but no later than 9 months after the end of the entity's fiscal year, to the New York State Department of Transportation, Contract Audit Bureau, 50 Wolf Road, Albany, NY 12232. Unless a time extension has been granted by the cognizant Federal Agency and has been filed with the New York State Department of Transportation's Contract Audit Bureau, failure to comply with the requirements of OMB Circular A-133 may result in suspension or termination of Federal award payments. Catalog of Federal Domestic Assistance (CFDA) Identification Number The municipal project sponsor is required to identify in its accounts all Federal awards received and expended, and the Federal programs under which they were received. Federal program and award identification shall include, as applicable, the CFDA title and number, award number and year, name of the Federal agency, and name of the pass through entity.

Veterans Preference - As provided by 49 U.S.C. 5325(k), to the extent practicable, the Recipient agrees and assures that each of its Subrecipients: (1) Will give a hiring preference to veterans, as defined in 5 U.S.C. § 2108, who have the skills and abilities required to perform construction work required under a third party contract in connection with a Capital Project supported with federal assistance appropriated or made available for 49 U.S.C. chapter 53, and (2) Will not require an employer to give a preference to any veteran over any equally qualified applicant who is a member of any racial or ethnic minority, female, an individual with a disability, or a former employee.

Safe Operation of Motor Vehicles

a. Seat Belt Use. The Recipient agrees to implement Executive Order No. 13043, "Increasing Seat Belt Use in the United States," April 16, 1997, 23 U.S.C. § 402 note, (62 Fed. Reg. 19217), by: (1) Adopting and promoting on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company-rented vehicles, or personally operated vehicles, and (2) Including a "Seat Belt Use" provision in each third party agreement related to the Award. b. Distracted Driving, Including Text Messaging While Driving. The Recipient agrees to comply with: (1) Executive Order No. 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009, 23 U.S.C. § 402 note, (74 Fed. Reg. 51225), (2) U.S. DOT Order 3902.10, "Text Messaging While Driving," December 30, 2009, and (3) The following U.S. DOT Special Provision pertaining to Distracted Driving: (a) Safety. The Recipient agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while using an electronic device supplied by an employer, and driving a vehicle the driver owns or rents, a vehicle Recipient owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the Award, or when performing any work for or on behalf of the Award, (b) Recipient Size. The Recipient agrees to conduct workplace safety initiatives in a manner commensurate with its size, such as establishing new rules and programs to prohibit text messaging while driving, re-evaluating the existing programs to prohibit text messaging while driving, and providing education, awareness, and other outreach to employees about the safety risks associated with texting while driving, and (c) Extension of Provision. The Recipient agrees to include the preceding Special Provision of section 34.b(3)(a) – (b) of this Master Agreement in its third party agreements, and encourage its Third Party Participants to comply with this Special Provision, and include this Special Provision in each third party subagreement at each tier supported with federal assistance.

Catalog of Federal Domestic Assistance (CFDA) Identification Number - The municipal project sponsor is required to identify in its accounts all Federal awards received and expended, and the Federal programs under which they were received. Federal program and award identification shall include, as applicable, the CFDA title and number, award number and year, name of the Federal agency, and name of the pass through entity.

The CFDA number for the Federal Transit Administration - Nonurbanized Area Formula (Section 5311) is 20.509. A Recipient covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," (replaced with 2 CFR Part 200,"Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" effective December 26, 2014 as applicable) agrees to separately identify the expenditures for Federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133. The Recipient agrees to accomplish this by identifying expenditures for Federal awards made under Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and inclusion of the prefix "ARRA" in identifying the name of the Federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC.

Organizational Conflicts of Interest - The Recipient agrees that it will not enter into a procurement that involves a real or apparent

organizational conflict of interest described as follows: (1) When It Occurs. An organizational conflict of interest occurs when the Project work, without appropriate restrictions on certain future activities, results in an unfair competitive advantage: (a) To that Third Party Participant or another Third Party Participant performing the Project work, and (b) That impairs that Third Party Participant's objectivity in performing the Project work, or (2) Other. An organizational conflict of interest may involve other situations resulting in fundamentally unfair competitive conditions, (3) Disclosure Requirements. Consistent with FTA policies, the Recipient must disclose to FTA, and each of its Subrecipients must disclose to the Recipient: (a) Any instances of organizational conflict of interest, or (b) Violations of federal criminal law, involving fraud, bribery, or gratuity violations potentially affecting the federal award, and (4) Failure to Disclose. Failure to make required disclosures can result in remedies for noncompliance, including debarment or suspension.

GOVERNMENT-WIDE DEBARMENT AND SUSPENSION (NONPROCUREMENT)

Instructions for Certification: By signing and submitting this bid or proposal, the prospective lower tier participant is providing the signed certification set out below.

(1) It will comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 CFR part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 CFR part 180,

(2) To the best of its knowledge and belief, that its Principals and Subrecipients at the first tier:

a. Are eligible to participate in covered transactions of any Federal department or agency and are not presently:

1. Debarred,
2. Suspended,
3. Proposed for debarment,
4. Declared ineligible,
5. Voluntarily excluded, or
6. Disqualified,

b. Its management has not within a three-year period preceding its latest application or proposal been convicted of or had a civil judgment rendered against any of them for:

1. Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction, or contract under a public transaction,
2. Violation of any Federal or State antitrust statute, or,
3. Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property,

c. It is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in the preceding subsection 2.b of this Certification,

d. It has not had one or more public transactions (Federal, State, or local) terminated for cause or default within a three-year period preceding this Certification,

e. If, at a later time, it receives any information that contradicts the statements of subsections 2.a – 2.d above, it will promptly provide that information to FTA,

f. It will treat each lower tier contract or lower tier subcontract under its Project as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it:

1. Equals or exceeds $25,000,,
2. Is for audit services, or,
3. Requires the consent of a Federal official, and

g. It will require that each covered lower tier contractor and subcontractor:

1. Comply and facilitate compliance with the Federal requirements of 2 CFR parts 180 and 1200, and
2. Assure that each lower tier participant in its Project is not presently declared by any Federal department or agency to be:

a. Debarred from participation in its federally funded Project,
b. Suspended from participation in its federally funded Project,
c. Proposed for debarment from participation in its federally funded Project,
d. Declared ineligible to participate in its federally funded Project,
e. Voluntarily excluded from participation in its federally funded Project, or
f. Disqualified from participation in its federally funded Project, and

3. It will provide a written explanation as indicated on a page attached in FTA's TrAMS platform or the Signature Page if it or any of its principals, including any of its first tier Subrecipients or its Third-Party Participants at a lower tier, is unable to certify compliance with the preceding statements in this Certification Group.

(3) It will provide a written explanation as indicated on a page attached in FTA's TrAMS platform or the Signature Page if it or any of its principals, including any of its first tier Subrecipients or its Third-Party Participants at a lower tier, is unable to certify compliance with the preceding statements in this Certification Group.

Certification

Contractor: Tom's Truck Center

Signature of Authorized Official: [signature] Date 08 / 13 / 2020

Name and Title of Contractor's Authorized Official: Anthony Gonzalez Parts Director

TOM'S TRUCK CENTER

P.O. Box 88 · Santa Ana, CA 92702
13443 E. Freeway Drive · Santa Fe Springs, CA 90670
Direct Parts Line (800) 825-7278
email: parts@ttruck.com

No returns after 30 days. 30% re-stock charge on all returned parts.
All returns require Prior Authorization Number. No returns or refunds without this invoice.
Electrical and special order parts are not returnable.
Parts with torn, damaged, missing, opened, or soiled packaging are not returnable.
No refund on damaged or warranty parts, they will be exchanged only.
Cores must be in original container, and returned within 30 days of invoice date for credit.
90 day exchange on used Parts (No labor paid on Used Parts Exchange Repair).

PARTS WARRANTY DISCLAIMER

The only warranties applying to this part(s) are those which may be offered by the manufacturer. The selling dealer hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this part(s). Buyer shall not be entitled to recover from the selling dealer any consequential or incidental damages.

DATE ENTERED	YOUR ORDER NO.	DATE SHIPPED	INVOICE DATE	INVOICE NUMBER	
13 AUG 20		13 AUG 20		Q772213	11:29

**** I N V O I C E Q U O T E - DO NOT PAY ****

PAGE 2 OF 2 FO*G

SOLD TO
ACCOUNT NO. 359607
(310)217-9500
CITY OF GARDENA
IN HOUSE ACCOUNT NET 30
1700 W 162ND ST
GARDENA, CA 90247

SHIP TO
(310)217-9500

SHIP VIA	SLSM.	B/L NO.	TERMS	F.O.B. POINT
FREE DELIVE	33		CBI CHARGE ACCT	SANTE FE SPRINGS

QUANTITY ORD	QUANTITY SHIP	B.O.	PART NO. / DESCRIPTION	LIST	NET	AMOUNT
			SENSOR ASY			
1	1	0	1W7Z*6C315*AB A1605H08	73.87	30.68	30.68
			SENSOR - CRANKSHAFT POSITION -			
			ENGINES CARRY NO WARRANTY DUE TO NON FORD VIN			
			**** I N V O I C E Q U O T E - DO NOT PAY ****			

Thank You For Your Business!

THANK YOU FOR YOUR BUSINESS
YOUR SALESPERSON IS:
TONE GONZALEZ - EXT 1108

CUSTOMER'S SIGNATURE
X

PARTS	3,885.07
SUBLET	
FREIGHT	0.00
SALES TAX	407.93
TOTAL	$4,293.00

x1pl1.100_1
Copyright 2014 CDK Global, LLC PARTS INVOICE 1UP - PI3C1 - IMAGING

CUSTOMER COPY

TOM'S TRUCK CENTER

P.O. Box 88 · Santa Ana, CA 92702
13443 E. Freeway Drive · Santa Fe Springs, CA 90670
Direct Parts Line (800) 825-7278
email: parts@ttruck.com

No returns after 30 days. 30% re-stock charge on all returned parts.
All returns require Prior Authorization Number. No returns or refunds without this invoice.
Electrical and special order parts are not returnable.
Parts with torn, damaged, missing, opened, or soiled packaging are not returnable.
No refund on damaged or warranty parts, they will be exchanged only.
Cores must be in original container, and returned within 30 days of invoice date for credit.
90 day exchange on used Parts (No labor paid on Used Parts Exchange Repair).

PARTS WARRANTY DISCLAIMER

The only warranties applying to this part(s) are those which may be offered by the manufacturer. The selling dealer hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this part(s). Buyer shall not be entitled to recover from the selling dealer any consequential or incidental damages.

DATE ENTERED	YOUR ORDER NO.	DATE SHIPPED	INVOICE DATE	INVOICE NUMBER	
13 AUG 20		13 AUG 20		Q772213	11:29

**** I N V O I C E Q U O T E - DO NOT PAY ****

PAGE 1 OF 2 FO*G

SOLD TO
ACCOUNT NO. 359607
(310)217-9500
CITY OF GARDENA
IN HOUSE ACCOUNT NET 30
1700 W 162ND ST
GARDENA, CA 90247

SHIP TO
(310)217-9500

SHIP VIA	SLSM.	B/L NO.	TERMS	F.O.B. POINT
FREE DELIVE	33		CBI CHARGE ACCT	SANTE FE SPRINGS

QUANTITY ORD	SHIP	B.O	PART NO.	DESCRIPTION	LIST	NET	AMOUNT
1	1	0	4U9Z*6006*ARM		8764.52	3570.97	3,570.97
			REMAN SERVICE ENGINE ASY				
			THIS PRICE INCLUDES BOTH CRANK AND CAMSHAFT SENSOR				
2	2	0	YC2Z*9439*AA		36.74	15.26	30.52
			GASKET				
1	1	0	9C2Z*6A642*A	B0317B03	112.37	46.68	46.68
			OIL COOLER ASY				
			PART# ON MATERIALS DESCRIPTION-9C2Z6A642AA				
1	1	0	7C3Z*8575*B	A1608F02	25.82	10.72	10.72
			THERMOSTAT ASY				
1	1	0	F1VY*8255*A	A0102L44	10.69	4.44	4.44
			SEAL - THERMOSTAT				
2	2	0	8L3Z*6G004*A	A0103Q32	61.62	25.60	51.20
			SENSOR ASY				
2	2	0	YC2Z*9448*A	A0605A02	63.65	26.44	52.88
			GASKET				
			PART# ON MATERIAL SHET DESCRIPTION-YC2Z9448AA				
2	2	0	BC2Z*9448*C	A1520C05	74.67	31.02	62.04
			GASKET				
			PART# ON MATERIAL SHEET-YC2Z9448AB				
1	1	0	1W7Z*6B288*AB	A0102K40	60.03	24.94	24.94

Thank You For Your Business!

PARTS	
SUBLET	
FREIGHT	
SALES TAX	
TOTAL	

CUSTOMER'S SIGNATURE
X

x1pl1.100_1
Copyright 2014 CDK Global, LLC PARTS INVOICE 1UP - FI3C1 - IMAGIN3

CUSTOMER COPY

8/26/20

Re: GTrans RFQ 2020-06 Quotes

To whom in may concern,

Please be advised that our most recent quote contains the following changes/options:

- For part number 9C2Z-6A642-AA, Ford released a supersession. The new part number is 9C2Z*6A642*A. These parts are identical. Supersessions are common practice among manufacturers as their inventory changes.
- For part number YC2Z-9448-AA, Ford released a supersession. The new part number is YC2Z*9448*A. These parts are identical. Supersessions are common practice among manufacturers as their inventory changes.
- For part number YC2Z-9448-AB, Ford released a supersession. The new part number is BC2Z*9448*C. These parts are identical. Supersessions are common practice among manufacturers as their inventory changes.
- For the engines, there are 2 options:
    - You may purchase the engine with the sensors included (in the same transaction) or excluded (in a separate transaction) as the engine does not come from Ford with the sensors included
        - When the sensors are included in the same transaction, the total is $3622.47
        - When the sensors are not included in the same transaction, the price is $3570.97 for the engine, $24.94 for one sensor, and $30.68 for the other sensor for a total of $3626.59

Please let me know if I can be of any more assistance.

Thank you for your business,
Anthony "Tone" Gonzalez

Parts Director
Tom's Truck Center
714-454-8246- Cell
agonzalez@ttruck.com

Tom's Truck Center

Parts and Core Return Form

MUST HAVE RETURN AUTHORIZATION NUMBER BEFORE PARTS CAN BE RETURNED. PLEASE CALL (657)200-7876

IF PART IS RETURNED WITHOUT RA# - PARTS WILL BE RESTOCKED AND CREDIT WILL NOT BE ISSUED (except cores).

Original Invoice Number _____ **(a copy of the invoice must be sent with parts)**

Reason for return (no core returns after 30 days):

_____ Core

_____ Wrong Part(s)

_____ Customer Cancelled

_____ Did not need part(s)

IMPORTANT!

A. No Return on special order parts.
B. All parts must be returned within 30 days, 30% restock.
C. Must have return authorization number for all returns (except cores).

RA# _____

D. ALL CORES MUST BE RETURNED IN THEIR ORIGINAL BOXES.

Ship To: Tom's Truck Center **ATTN**: Returns Administrator

13443 E. Freeway Drive

Santa Fe Springs, CA 90670

Mail To: Tom's Truck Center

P.O. Box 88

Santa Ana, CA 92702

- **Credit will be issued the same day the part or core is received.**
- **Check will be sent within 10 working days of the date of credit.**

All Lines MUST be filled out completely, and all cores MUST be returned in original boxes!

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

REPORT OF ACTIONS
AUGUST 18, 2020

5. **Site Plan Review #4-19; Tentative Tract Map #2-19**
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 8-20, approving Site Plan Review #4-20 and Tentative Tract Map #2-19.

Ayes: Henderson, Langley, Sherman, Jackson
Noes:
Absent: Pierce

City Clerk Action: Receive and File
City Council Action: Call for Council Review 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 Item No.: 8. A. (1)
Department: Administrative Services
Meeting Date: September 8, 2020

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: APPROVAL OF UPDATE TO GUIDELINES FOR THE 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

COUNCIL ACTION REQUIRED:	Action Taken
Approve the update to the program guidelines of the CARES Act funding received from the US Department of Housing and Urban Development	

STAFF SUMMARY AND RECOMMENDATION:

Staff respectfully recommends that Council approve the program guidelines update for 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.

Following the initial application period and assessment of the original guidelines, it was determined that businesses could be assisted with changes allowing the City more latitude while remaining in adherence with the US Department of Housing and Urban Developments federal requirements. The changes to the original guidelines are summarized below:

- Increase maximum grant amount from $20,000 to $30,000 for up to six months of commercial rent assistance
- Eliminate requirement that landlord must participate in rent reduction
- Add requirement that business must have a reasonable expectation to continue business; and
- Authorize City Manager and/or the Chief Fiscal Officer to make exceptions to the City guidelines in the case of extraordinary circumstances.

Staff's research indicates that these revisions to the original guidelines will facilitate the current application process and allow the City to provide assistance to the qualified applicants.

Staff therefore respectfully recommends the approval of the update to the guidelines for the CARES Act Small Business Assistance Program.

FINANCIAL IMPACT:
Small Business Assistance Program - $370,000*
*Funding provided by CARES Act through the US Department of Housing and Urban Development

ATTACHMENTS:
1. Updated Program Guidelines – Exhibit A

Submitted by _____, Ray Beeman, Chief Fiscal Officer Date: 9/8/20

Concurred by _____, Clint D. Osorio, City Manager Date: 9/8/20

City of Gardena
COVID-19
Small Business Assistance Program (SBAP)

GUIDELINES

Administrative Services Department
1700 W 162nd Street
Gardena, CA 90247

Adopted: May 26, 2020
Revised: September 8, 2020

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ATTACHMENT A: BUSINESS ASSISTANCE APPLICATION

ATTACHMENT B: GRANT CERTIFICATION OF COMPLIANCE FORM

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 $30,000 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

B. PROGRAM ASSISTANCE

The amount of grant assistance will be a maximum six months' worth of rent, not to exceed the sum of $30,000. 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 will receive up to six months of commercial rent assistance, not to exceed $30,000. In no case will assistance be more than the actual shown in the commercial rent/lease agreement.

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)
- Must be fiscally solvent with a reasonable expectation of continued business operation.

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 we 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 .

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 until all grant funding is depleted. Applications will be reviewed for eligibility and grant funding in the order that they are received.

Submit the application and copy of all required supporting documentation:

- On-line at www.cityofgardena.org
- By mail to:

  City of Gardena
  Attn: Mary Simonell, Administrative Services Department
  1700 W. 162nd Street
  Gardena, CA 90247

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.

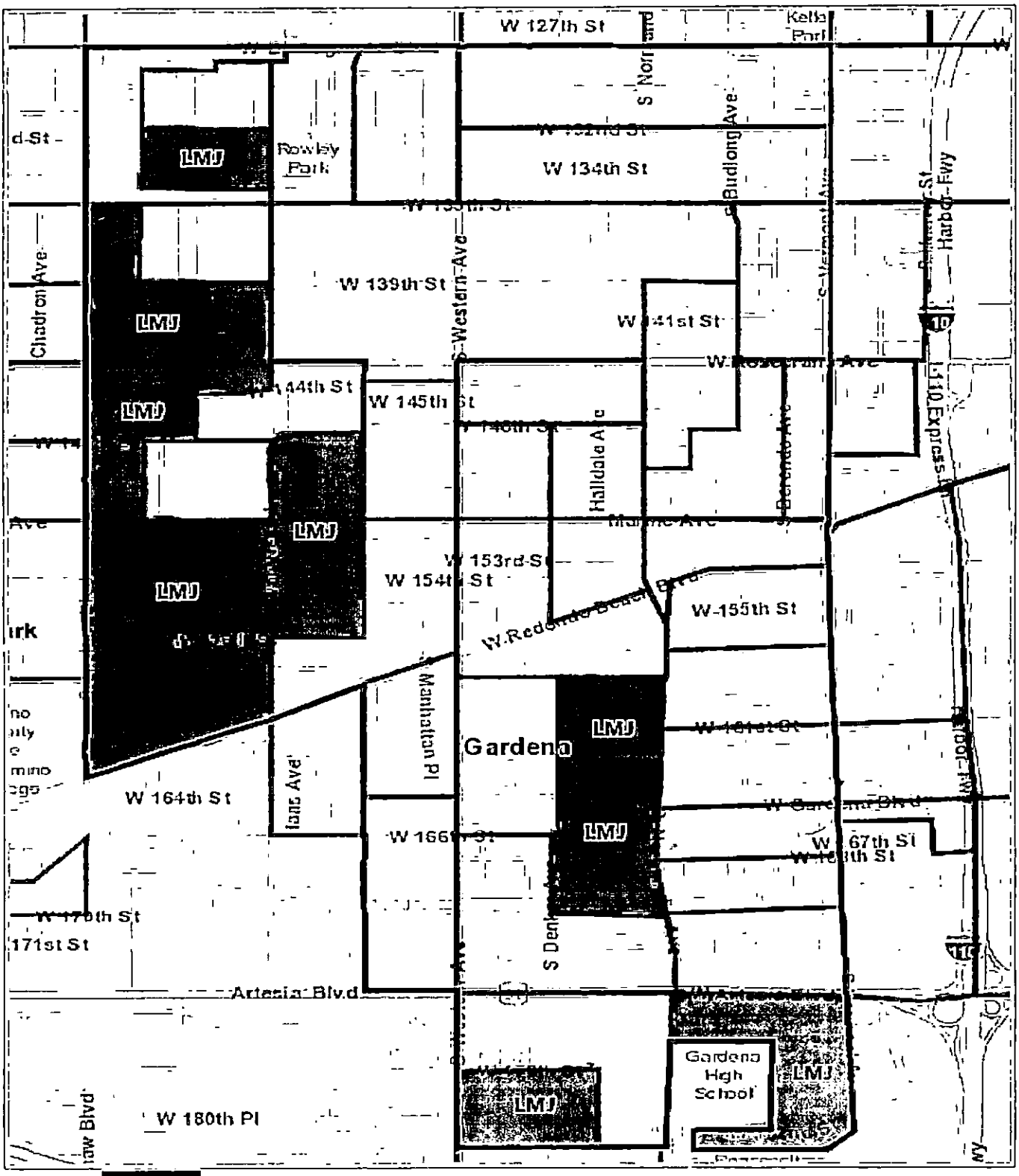
F. EXCEPTIONS / SPECIAL CIRCUMSTANCES

Exceptions are defined as any action which would depart from policy and procedures stated in the guidelines. The City Manager and/or Chief Fiscal Officer are authorized to approve exceptions to the grant guidelines specified by the City, 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 $30,000. CDBG funds will only be disbursed for eligible uses based on documented need.

CITY OF GARDENA MAP - LOW- AND MODERATE-INCOME AREAS



LEGEND

LMJ	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
All other areas of the City	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

City of Gardena
City Council Meeting

Agenda Item No. 8.E. (1)

Department: POLICE

Meeting Date: 09/08/2020

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA TITLE: ***NOTIFICATION OF ELIGIBILITY FOR FUNDING IN THE AMOUNT OF $22,685.00 UNDER THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM, FISCAL YEAR 2020 LOCAL FORMULA SOLICITATION***

COUNCIL ACTION REQUIRED:	Action Taken
Receive and file.	

RECOMMENDATION AND STAFF SUMMARY:

Staff respectfully recommends that the City Council receive and file this notification of eligibility for funding in accordance with the Bureau of Justice (BJA) requirement that the application be made available for review by the governing body of the state or unit of local government. Public notification will also appear in the local newspaper announcing such and will allow for public comment as required under the JAG Program.

On July 9, 2020, the Police Department received notification from the United States Department of Justice, Bureau of Justice Assistance, that the City of Gardena is eligible to receive funding in the amount of $22,685.00 under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2020 Local Formula Solicitation.

The JAG Program assists state, local and tribal efforts to prevent or reduce crime and violence. JAG funds may be used to enhance law enforcement programs in the areas of technical assistance, training, personnel, equipment, supplies, and contractual support.

It is the intent of the Police Department to utilize the JAG Program funding to purchase thirteen (13) Mobile Digital Computers to be installed in the patrol vehicles to replace the equipment that is out of date and no longer operational.

FINANCIAL IMPACT/COST:

1) JAG Grant Funding Amount: $22,685.00

ATTACHMENTS:

Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2020 Local Formula Solicitation Overview

Submitted by: _____, **Mike Saffell, Chief of Police** **Date:** 9/1/20

Concurred by: _____, **Clint Osorio, City Manager** **Date:** 9/1/20

OMB No. 1121-0329
Approval Expires 11/30/2020

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Edward Byrne Memorial Justice Assistance Grant (JAG) Program Fiscal Year 2020 Local Formula Solicitation

CFDA #16.738

Solicitation Release Date: July 9, 2020

Application Deadline: 11:59 p.m. eastern time on August 19, 2020

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is seeking applications for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal law enforcement efforts to prevent or reduce crime and violence.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

This solicitation expressly modifies the OJP Grant Application Resource Guide by not incorporating the "Limitation on Use of Award Funds for Employee Compensation; Waiver" provision in the "Financial Information" section of the OJP Grant Application Resource Guide.

Eligibility

The following entities are eligible to apply:

- Units of local government

By law, for purposes of the JAG Program, the term "units of local government" includes a town, township, village, parish, city, county, borough, or other general purpose political subdivision of a state; or, it may be a federally recognized Indian tribal government that performs law enforcement functions (as determined by the Secretary of the Interior). A unit of local government also may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes; for example, in Louisiana, a unit of local government means a district attorney or parish sheriff.

Eligible allocations under JAG are posted annually on the JAG web page. See the allocation determination and Units of Local Government requirements section for more information. **Applicants with eligible allocation amounts of less than $25,000 will apply to Category 1,**

and applicants with eligible allocation amounts of $25,000 or more will apply to Category 2.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Contact Information

For technical assistance with submitting an application, contact the Grants Management System (GMS) Support Hotline at 888–549–9901, option 3, or via email at GMS.HelpDesk@usdoj.gov. The GMS Support Hotline operates 24 hours a day, 7 days a week, including on federal holidays.

An applicant that experiences unforeseen GMS technical issues beyond its control that prevent it from submitting its application by the deadline must email the National Criminal Justice Reference Service (NCJRS) Response Center at grants@ncjrs.gov **within 24 hours after the application deadline** in order to request approval to submit its application after the deadline. For information on reporting technical issues, see "Experiencing Unforeseen GMS Technical Issues" under **How to Apply (GMS)** in the OJP Grant Application Resource Guide.

For assistance with any other requirement of this solicitation, applicants may contact the NCJRS Response Center by telephone at 1–800–851–3420; via TTY at 301–240–6310 (hearing impaired only); by email at grants@ncjrs.gov; by fax to 301–240–5830, or by web chat at https://webcontact.ncjrs.gov/ncjchat/chat.jsp. The NCJRS Response Center hours of operation are 10:00 a.m. to 6:00 p.m. eastern time, Monday through Friday, and 10:00 a.m. to 8:00 p.m. eastern time on the solicitation close date. Applicants also may contact the appropriate BJA State Policy Advisor.

Deadline details

Applicants must register in the OJP Grants Management System (GMS) at https://grants.ojp.usdoj.gov/ prior to submitting an application under this solicitation. All applicants must register, even those that previously registered in GMS. Select the "Apply Online" button associated with the solicitation title. All registrations and applications are due by 11:59 p.m. eastern time August 19, 2020.

For additional information, see the **"How to Apply (GMS)"** section in the OJP Grant Application Resource Guide.

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Edward Byrne Justice Assistance Grant Program FY 2020 Local Solicitation

Certifications and Assurances by the Chief Executive of the Applicant Government

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2020 Edward Byrne Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.

2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.

3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (*e.g.*, city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.

4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.

5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.

6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

Signature of Chief Executive of the Applicant Unit of Local Government	Date of Certification
Tasha Cerda	Mayor
Printed Name of Chief Executive	Title of Chief Executive
City of Gardena	
Name of Applicant Unit of Local Government	

City of Gardena
City Council Meeting

Agenda Item No. 8.G. (1)
Department: Transportation
Meeting Date: September 8, 2020

AGENDA REPORT SUMMARY

TO: THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS
AGENDA TITLE: RATIFY ADMINISTRATIVE APPROVAL OF THE PURCHASE OF THREE (3) DECONTAMINATION SYSTEMS FROM CREATIVE BUS SALES IN THE AMOUNT OF $65,498.43

COUNCIL ACTION REQUIRED:	Action Taken
Ratify Administrative Approval of Purchase	

RECOMMENDATION AND STAFF SUMMARY:

Staff made an emergency purchase of three (3) AeroClave Portable Decontamination Systems (PDS) at a cost of $13,999 each and requisite equipment from Creative Bus Sales to maintain proper levels of cleaning for employees and members of the public. The PDS will be used by GTrans and the Department of Public Works to clean city buses, vehicles, and office space.

In response to the pandemic, both GTrans and Public Works increased the frequency and scope of cleanings. Consequently, both divisions have devoted increased labor hours to adhere to high cleaning standards. By utilizing the PDS, the City will be able to clean an increased amount of space more thoroughly and efficiently, thereby providing staff the time needed to tend to other essential duties. The PDS is equipped to disinfect up to three areas simultaneously using a safe, EPA-approved disinfectant that is proven to eliminate the virus that causes COVID-19.

Staff researched three other decontamination systems and determined that the AeroClave system provides a degree of versatility and efficacy unmatched by its competitors. As such, Staff – under the authority of the City Manager – purchased the PDS to expedite the delivery of this critical equipment. Therefore, it is recommended that Council ratify administrative approval of the purchase of AeroClave Portable Decontamination Systems from Creative Bus Sales for $65,498.43. The cost includes sales tax and delivery.

FINANCIAL IMPACT/COST:

Amount of Expense: $65,498.43
Funding Source:

- GTrans Enterprise Fund - $49,123.82
- Coronavirus Relief Fund - $16,374.61

ATTACHMENTS:

A. Creative Bus Sales Quote

Submitted by _____, Ernie Crespo, Transportation Director Date 9/1/20

Concurred by _____, Clint D. Osorio, City Manager Date 9/2/20

Creative Bus Sales

Quote

Creative Bus Sales
14740 Ramona Ave
Chino, CA 91737

Date	8/6/2020
Valid Until	9/5/2020
Salesperson	STEVE CHUNG
Email	STEVEC@CREATIVEBUSSALES.COM
Phone	909.549.9398

Quoted To:
MR. ERNIE CRESPO
GTRANS
13999 S WESTERN AVENUE
GARDENA, CA 90249
ECRESPO@GARDENABUS.COM
310.965.8888

Ship To:
MR. ERNIE CRESPO
GTRANS
13999 S WESTERN AVENUE
GARDENA, CA 90249
ECRESPO@GARDENABUS.COM
310.965.8888

	Product Details	Qty	Unit Price	Shipping	Amount
	RDS 3110T AeroClave Portable Decontamination System, Trident Model with (3) ADP Ports	3	$ 13,999.00	$ 600.00	$ 41,997.00
	ADP-Ex Kit Flush Mount for Vehicle Decontamination System. Includes: ADP Panel Mount, Exterior Cover, Nozzle Assembly, Tubing.	0	$ 599.00	$ -	$ -
	ADP-Ex Kit — Installation Vehicle Installation	0	$ 300.00		$ -
	APA AeroClave Portable Applicator, Hand Sprayer, 25'	9	$ 1,249.00	$ 180.00	$ 11,241.00
	Tripod To Mount APA for Remote Fogging.	9	$ 109.00	$ 225.00	$ 981.00
	ADP-AS Dual-Headed Hose.	0	$ 799.00	$ -	$ -
	Vital Oxide — Case Vital Oxide Disinfectant Solution. (1 Case = Four 1 Gallon Bottles)	0	$ 140.00	$ -	$ -
	Vital Oxide — Drum Vital Oxide Disinfectant Solution. (1 Drum = 55 Gallons)	3	$ 1,375.00	$ -	$ 4,125.00
	Data Logging Module Records Bus Unit Information with Decontamination System Operation Date and Time Stamping	3	$ 850.00	$ 60.00	$ 2,550.00

Discount	$ (2,550.00)
Subtotal	$ 58,344.00
Estimated Sales Tax	$ 6,089.43
Shipping	$ 1,065.00
Total	$ 65,498.43

Terms and Conditions
ALL PRICES ARE LISTED IN USD ($)
SALES TAX IS AN ESTIMATE
Valid Until: The information contained in this quote is applicable for 30 days.
Training: On-site training is available. Please inquire for quote.
Warranty: With each purchase, AeroClave will provide 12 months free parts and labor warranty.
Shipping: Cost reflected is ground freight

Custom systems are available. Please inquire with your sales representative for a quote.

Should you have any questions regarding this quote, please contact your sales representative. We look forward to working with you.

Thank you for your business!